

AGENDA WITH COMMENTARY

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

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

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Seating of New Board Member:**
 - A. Oath of Office**
- 6. Recommendation, consideration and vote on reorganization of the Board including:**
 - A. Election of President**
 - B. Election of First Vice-President**
 - C. Election of Second Vice-President**
 - D. Election of Board Clerk**
 - E. Election of Deputy Board Clerk**

(New Officers Take their Post)
- 7. Student Recognition**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Consent Agenda:.....Pages 6-35**
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 February 10, 2014**
- B. **Treasurer's Report**
- C. **Activity Fund Fundraisers as per attached list**
- D. **Activity Fund Transfers as per attached list**
- E. **Fuel bid as recommended by bid committee**
- F. **Encumbrances for General Fund #'s 880-912, Building Fund #'s 118-121 and Child Nutrition Fund #'s 31-33 and listed change orders and Activity Fund Reports**
- G. **Contracts/Agreements under \$10,000**
 - 1. **Agreement with Interquest Detection Canines**

Commentary:

This agreement is for Interquest to provide contraband inspection services utilizing non-aggressive contraband detection canines. We have used this company since 2011. The campuses covered under this agreement are the High School, the Jr. High and GUES. They provide 6 full day visits per school year. There is an increase of \$20.00 per visit this year. The total cost for 6 full visits is \$2,670.00. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Business Agenda:

- A. **Presentation of the 2012-2013 audit by Putnam and Company, LLC...Pages 36-70**
- B. **Recommendation, consideration and action upon request from Guthrie Baseball Booster Club to become a sanctioned organization.....Pages 71-75**

Commentary:

This is the presentation of our annual audit for school year 2012-2013 by Putnam and Company, LLC, the District's auditing firm. This is not an action item.

Commentary:

Included in your packet is a letter from Mr. Brad Davenport, President of the Guthrie Baseball Booster Club, outlining the purpose of the organization and their wish to become sanctioned. A copy of District Policy C-21, *Sanctioning of Student Activity Organizations*, is in your packet, also. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

C. Recommendation, consideration and action upon application for conducting pilot cooperative activities program with St. Mary’s Catholic School of Guthrie

Pages 76-86

Commentary:

The applications with the Oklahoma Secondary School Activities Association for Jr. High sports including football, boys and girls cross country, wrestling, boys and girls track and boys and girls golf, would form a coop which would allow the students at St. Mary’s to compete in the above listed sports with Guthrie Jr. High students. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

D. Recommendation, consideration and action upon School Age Care Handbook for 2014-2015.....Pages 87-97

Commentary:

A copy of the handbook is in your packet. The only change is to the cover page which changes the date to 2014-2015. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

E. Recommendation, consideration and action upon Growth and Development presentation by Ms. Angie Burris R.N., GPS School Nurse, for 5th grade students at Guthrie Upper Elementary.....Pages 98-99

Commentary:

Ms. Angie Burris has taught this 5th grade puberty class for a number of years in conjunction with the Logan County Health Department. The lesson deals with the emotional and physical growth and development of early adolescents with an emphasis on personal hygiene practices. A copy of the parent consent form is included in your packet. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

F. Recommendation, consideration and action upon K-8 Remedial Summer School Program.....Page 100

Commentary:

This is a request to again provide our annual Remedial Summer School Program for students in Kindergarten through 8th grade. The program is funded through Reading Sufficiency and Title I funds. There is no cost to the student. Teacher recommendations will be submitted for your approval at the May 2014 Board meeting. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

G. Recommendation, consideration and action upon 2014 Oklahoma Prevention Needs Assessment Survey sponsored by the Oklahoma Department of Mental Health and Substance Abuse Services for grades 6, 8, 10 and 12.....Pages 101-115

Commentary:

We have participated in this survey in the past. It is requested by the Oklahoma Department of Mental Health and Substance Abuse Services in cooperation with the State Department of Education and State Department of Health and is tied to funding for some local agencies. District Policy states all surveys must have approval from the Board of Education before any participation. A copy of the survey and project information sheet is in your packet. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

H. Recommendation, consideration and action upon request for Special Education students to attend State Special Olympic Summer Games May 14-16, 2014

Page 116

Commentary:

This event is held in Stillwater in May of each year. The cost is paid from the Special Olympics Activity Fund. Our students have participated in these games for a number of years. It is a great opportunity for the students. A complete explanation from Ms. Woodruff is in your packet. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

I. Recommendation, consideration and action upon appointment of Dr. Mike Simpson or his designee to serve as representative for Review Committee of the Tax Increment District.....Pages 117-121

Commentary:

Enclosed in your packet is an e-mail from Mark Sharpton, Chairman of the Logan County Board of Commissioners and a copy of Resolution No. 14 017 adopted by the County Commissioners to consider the designation of a portion of the county as a “Statutory Reinvestment Area” and to consider creation of a Tax Increment District. Section 4, Item #3 of the resolution states the County Commissioners are to request the governing bodies of each of the taxing jurisdictions affected by the creation of a Tax Increment District to nominate a representative to serve on the Review Committee.

Dr. Simpson will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

12. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of all district level and building level administrator’s contracts as listed for 2014-2015 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

- 13. Vote on action as set out on the Personnel Reports.....Page 122
- 14. Recommendation, consideration and action upon district level administrator's contracts as listed for 2014-2015 without specification for salary or assignment.....Page 123
- 15. Recommendation, consideration and action upon building level administrator's contracts as listed for 2014-2015 without specification for salary or assignment.....Page 124
- 16. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda
- 17. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting
- 18. Adjourn

Dr. Mike Simpson
Superintendent

kg

Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
FEBRUARY 10, 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 FEBRUARY, 2014

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

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, Sharon Watts 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 presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2014-2015.

Superintendent Simpson introduced Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education, who introduced the Elementary Site Teachers of the Year – Cotteral: Jennifer Hayes and Amanda Hundley, Central: Lesley Cotton, Fogarty: Tessa Wallraven and Elizabeth Mann, GUES: Belinda Stone, Tiffany Biggs and Charlotte Mitchell.

Superintendent Simpson then introduced Mr. Chad Wilson, Executive Director of Personnel and Secondary Education, who introduced the Secondary Site Teachers of the Year - Jr. High: Shurlyn Maltz and Ron Gillett and from the High School: Claude Arnold, Donna Russell, Jody Webber and Sarah Bradford.

Dr. Simpson presented the list of donations that were given to honor this year's District Teacher of the Year: John Vance and John Vance Motors – for personal use 1 month during the summer, your choice of an SUV, Don Hardin and Oklahoma State Bank – one night's stay at the Colcord in Bricktown and dinner at the Devon Tower, Ronnie Gage and Gage's Steakhouse - \$35.00 gift certificate, Sue Altebaumer and Lynnette Hayes of Mary's Flower Shop – green plant, Kay and Lamar Wade – personal check, Darrell & Paula Burnett of Rosa Bella – terra cotta candle, Mike and Debby Corey of Furrow Flowers and Gifts – flower arrangement, Boyd and Linda Rice of Heritage Collection – Guthrie, OK ornament, John Thomason and InterBank – goody basket, Phillip Carothers and AC's Hallmark – goody basket, teacher Amanda Hundley – 2 \$15.00 Sonic cards, Barry Cogburn and Legends - \$25.00 gift certificate, Dan Newton of Edward D. Jones – personal check, Brad and Mickael Lewis of Missy's Donuts & Bakery - \$10.00 gift certificate, Board Member Gail Davis – handmade pottery, Ann Nelson and Carol Ann's Boutique - \$75.00 gift card, Jonas and Charlie Brown (teacher) – OU thermal bag, Great Plains Coca-Cola – 3 OKC Thunder shirts and neon Dr. Pepper sign, Larry Don and Marty Wray of Billy Sims Barbecue – cups and barbecue sauce, Nicole Piersol and Serenity Day Spa - \$35.00 gift certificate and Richard Rosedahl and Eskridge Chevrolet - \$250.00 gift certificate towards any work performed in the Service Department and \$500.00 gift certificate towards the purchase of any new or used vehicle.

Dr. Simpson announced the Elementary Teacher of the Year as Belinda Stone and Secondary Teacher of the Year as Shurlyn Maltz. He then announced Shurlyn Maltz as the District Teacher of the year.

- 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. President Holtz stated he wanted to address the Board. He stated since this was his last full meeting as President of the Board he wanted to thank everyone and said it had been a pleasure and an honor to serve with the Board. Spoke of his appreciation to all the teachers for what they do for our students. President Holtz then spoke of a letter who he said some concerned citizens in his district had received concerning Common Core. He wanted to remind everyone that Common Core is a legislative issue – not a local decision and if a parent or anyone is unhappy about Common Core, they need to contact their legislator.

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

Superintendent Simpson reported on the following:

Reminded everyone that the School Board election was scheduled for the next day and wanted to encourage everyone to exercise their right to vote.

On making up snow days, stated we had exhausted our days built into the calendar. We are now on hours. Asked Mr. Chad Wilson to give an update on missed days. Mr. Wilson stated we are required to complete 1,080 hours of instruction per school year. The current school calendar, with no missed days, gives us 1,125 hours of instruction. To date, we have missed 6 days – 3 of which were built into the calendar for inclement weather days which we will reclaim. If we miss no more days through the end of the school year, we will have completed 1,106 hours of instruction which still puts us over the required 1,080 hours.

Gave a CD Rom to each Board member that is the audio of the meeting held on January 16th at the State Capitol with the County Assessor.

Spoke of a letter in the Board packet he had written to the Oklahoma State Department of Education. Stated he had had conversations with Dr. Janet Barresi, State Superintendent of Instruction, our Regional Accreditation Officer and the Accreditation Director regarding how our grade centers are structured. The letter is a request to consider all of our grade centers as one for grading purposes. This would allow our 4th grade students to claim improvement and will give us a truer picture with our grades. Have asked that this be put in place for next school year. Thinks this will help us to be measured in a more accurate manner versus other schools. It will, also, help us pinpoint issues in a more concise and logical manner based on the circumstances. The letter will be mailed on Tuesday.

- 8. President Holtz called for presentation on Guthrie Citizens for Quality Education by Mr. Phil Nichols.**

Mr. Nichols gave a brief history on the organization of Guthrie Citizens for Quality Education. Stated the group was started because of the desire to help teachers in any way they could and the school system as a whole, whether it be making copies, getting things ready for the teacher, volunteering during testing or even helping in the cleaning of facilities. Stated they would be willing to paint or help repair seats. Spoke of the group cleaning the north gym at the High School last week. Wants to have an impact where they can. Hopes everyone can come together as a team.

- 9. President Holtz called for recommendation, consideration and action upon Oklahoma Education Coalition Funding Rally Resolution.**

A motion was made by Pierson and seconded by Pennington to approve Oklahoma Education Coalition Funding Rally Resolution.

Discussion followed.

The motion carried with 6 ayes and 1 nay – Member Pierson voting nay.

- 10. President Holtz called for presentation on school funding and carryover funds by Dennis Schulz, Assistant Superintendent.**

Mr. Schulz gave a PowerPoint presentation on school funding and carryover funds covering such topics as the education formula funding, common education's share of total appropriations, funding issues and concerns, revenue comparison with estimates, fund balance penalties, determining the proper fund balance and local fund balance considerations.

- 11. President Holtz called for action on the Consent Agenda.**

A motion was made by Davis and seconded by Pierson to approve the Consent Agenda as presented excluding Item 8A, minutes of regular meeting held on January 13, 2014.

The motion carried with 7 ayes and 0 nays.

A motion was made by Davis and seconded by Sallee to approve Consent Agenda Item 8A, minutes of regular meeting held on January 13, 2014.

The motion carried with 6 ayes and 1 abstention – Member Watts abstaining.

- 12A. President Holtz called for recommendation, consideration and action upon proposed school calendar for 2014-2015.**

A motion was made by Davis and seconded by Watts to approve proposed school calendar for 2014-2015.

The motion carried with 7 ayes and 0 nays.

- 12B. President Holtz called for recommendation, consideration and action to approve E-rate Technology Plan for 2014-2017.**

A motion was made by Pennington and seconded by Cornelius to approve E-rate Technology Plan for 2014-2017.

The motion carried with 7 ayes and 0 nays.

- 12C. President Holtz called for recommendation, consideration and action to approve E-rate contracts for 2014-2015.**

A motion was made by Watts and seconded by Sallee to approve E-rate contracts for 2014-2015.

The motion carried with 7 ayes and 0 nays.

- 12D. President Holtz called for recommendation, consideration and action to approve revisions to local Gifted Educational Plan.**

A motion was made by Watts and seconded by Pierson to approve revisions to local Gifted Educational Plan.

The motion carried with 7 ayes and 0 nays.

- 12E. President Holtz called for recommendation, consideration and action upon Guthrie High School Driver's Education Summer School 2014.**

A motion was made by Davis and seconded by Watts to approve Guthrie High School Driver's Education Summer School 2014.

The motion carried with 7 ayes and 0 nays.

- 12F. President Holtz called for recommendation, consideration and action upon proposed revisions to District Policy F-35 *Activity Student Drug Testing*.**

A motion was made by Davis and seconded by Watts to approve revisions to District Policy F-35 *Activity Student Drug Testing*.

The motion carried with 7 ayes and 0 nays.

- 13. 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 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.**

- 13A. A motion was made by Cornelius and seconded by Davis to go into executive session.**

The motion carried with 7 ayes and 0 nays. Executive session began at 8:10 p.m.

- 13B. President Holtz acknowledged the Board's return to open session at 8:33 p.m.**

- 13C. President Holtz stated that in executive session only those items listed in Agenda Item 13 were discussed and no votes were taken.**

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

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

The motion carried with 7 ayes and 0 nays.

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

Superintendent Simpson stated we had received 2 new resignations: Rafe Watkins and Karen Watkins. Mr. Watkins' resignation is effective immediately and Ms. Watkins' resignation is effective at the end of the school year.

A motion was made by Pennington and seconded by Davis to accept the resignations of Rafe Watkins and Karen Watkins.

The motion carried with 7 ayes and 0 nays.

- 16. 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 one new item for consideration by the Board: Amend extra-duty contract of Kelly Beeby from Assistant Football Coach to Head Football Coach effective immediately.

A motion was made by Pierson and seconded by Pennington to approve amendment to extra-duty contract of Kelly Beeby from Assistant Football Coach to Head Football Coach effective immediately.

The motion carried with 7 ayes and 0 nays.

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

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 8:35 p.m.

Kay Gammill, Minutes Clerk

Gail Davis, First Vice-President

WARRANTS PAID

GENERAL FUND:

2012-2013 \$ 1,907.00
2013-2014 \$ 1,765,512.29

BUILDING FUND:

2012-2013 \$ 00.00
2013-2014 \$ 24,101.80

CHILD NUTRITION FUND:

2012-2013 \$ 00.00
2013-2014 \$ 150,991.28

GIFTS & ENDOWMENTS FUND:

2013-2014 \$ 00.00

INS. LOSS RECOVERY FUND:

2012-2013 \$ 00.00

SCHOOL AGE CARE:

2012-2013 \$ 00.00
2013-2014 \$ 7,248.05

SCHOLARSHIPS:

Smithson - BancFirst

C.D. \$ 744.17

Keri Fisher – F&M Bank

Balance \$ 4,955.13

Paula Bearden – F&M Bank

Balance \$ 6,262.44

Randy Biggs - F&M Bank

Balance \$ 1,036.92

Original 89ers – F&M Bank

C.D. \$ 7,083.91

Total Monies in BancFirst \$ 744.17

Total Monies in F&M Bank \$ 7,811,452.78

Pledged \$ 250,000.00 FDIC

Pledged \$ 9,933,000.00

\$ 250,000.00 FDIC

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
March 10, 2014**

- a. HS Key Club, #889 Sell candy with an entry ticket to win a \$25 gas gift card from Tony's Quick Stop.

- b. Central PTO, #803 Legends Central night-Legends will donate 10% of nightly profit to Central

- c. GUES, #812 Amend date to prior request for Legends GUES night-Legends will donate a percentage of nights profit to GUES and addition to free carnival at event.

a.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

FEB 21 2014

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 2-5-2014

Account Name & Number: 889 KEY Club

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

We will be selling a piece of candy with a entry ticket for a drawing, for a \$25.00 gas gift card to Tonys Quick Stop.
The gift cards were donated by the local Guthrie Kiwanis club.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

The gift cards were donated by the Guthrie Kiwanis Club. We will be purchasing candy to sell along with the chance into the drawing. We will be spending 10 dollars on the purchase of this candy.

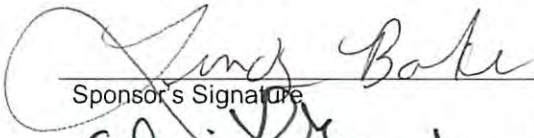

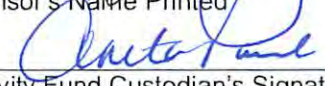
Current Unobligated Account Balance (Cash Balance less Open PO's): 395.48

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: March 24, 2014- April 11, 2014

Profit Prediction	a - b = c	a. Estimated INCOME:	150.00	Notes:
		b. Less Estimated EXPENSE	10.00	
		c. Estimated PROFIT:	\$140.00	

I understand that when this fundraiser is completed, an **After Sale Accountability Form** must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.

 Sponsor's Signature	<u>2-20-14</u> Date	<u>Lindsey Baker</u> Sponsor's Name Printed	
 Principal's Signature	<u>2-20-14</u> Date	 Activity Fund Custodian's Signature	DS

Athletic Director's Signature (if applicable)

Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

b.
FEB 27 2014

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Central Elementary Date of Request: 2-27-14

Account Name & Number: Central PTO 803

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Legends dinner - they give 10% of profit to Central PTO. We will advertise event to Central Community.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Funds raised will be used to purchase an awning for the playground and a water fountain for the playground. Our goal is \$3,300.00

Current Unobligated Account Balance (*Cash Balance less Open PO's*): 5,588⁸³

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: April 28th, 2014

Profit Prediction	a - b = c	a. Estimated INCOME:	3,300.00	Notes:
		b. Less Estimated EXPENSE	0.00	
		c. Estimated PROFIT:	\$3,300.00	

I understand that when this fundraiser is completed, an **After Sale Accountability Form** must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.

	2-27-14	LeTricia Smith
Sponsor's Signature	Date	Sponsor's Name Printed
	2-27-14	DS
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

Guthrie Upper Elementary School

702 CROOKS DRIVE
GUTHRIE, OKLAHOMA 73044
(405) 282-5924
Fax: (405) 282-5946
www.guthrie.k12.ok.us

C.
FEB 27 2014

Susan Davison
Principal

Dani Watson
Assistant Principal

February 26, 2014

To whom it may concern:

I would like to add this amendment to the attached approved fundraiser request. Our GUES night at Legends was not held in January but will be held in May. Per Legends' request, we will be having a free carnival to coincide with GUES day that will be open to the community. All carnival games will be done by GUES teachers. This will be a family event and a percentage of dining proceeds on this day to be determined, in May, will be donated back to the school.

Sincerely,



Susan Davison

Principal-Guthrie Upper Elementary School

DS



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

FEB 20 2014

OCT 30 2013

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: GUES Date of Request: 10/21/2013

Account Name & Number: GUES Activity-812

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Legends has offered to have a GUES night one day in January. A percentage of that evenings sales will be donated to our school.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Funds will be used to help with the purchase of classroom chairs, and or ipads.

Current Unobligated Account Balance (Cash Balance less Open PO's): \$6705.06 (-12,991.02)
14413

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: January 2013

Profit Prediction	a - b = c	a. Estimated INCOME:	500.00	Notes:
		b. Less Estimated EXPENSE		
		c. Estimated PROFIT:	\$500.00	

I understand that when this fundraiser is completed, an **After Sale Accountability Form** must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.

Sponsor's Signature [Signature] Date 10/22/13
 Principal's Signature _____ Date _____

Sponsor's Name Printed DS
 Activity Fund Custodian's Signature [Signature]

Athletic Director's Signature (if applicable) _____

Board Approval Date NOV 11 2013 [Signature]

APPROVED
 BOARD OF EDUCATION
 GUTHRIE OK

TRANSFERS FOR BOARD APPROVAL
March 10, 2014

TO:	FROM:	REASON	\$AMOUNT
JH Library, #825	JH Builders Club, #818	Fundraiser for Library	\$272.00



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

FEB 26 2014

Amount 272.00 Date Requested 02/25/2014

Transfer to: Guthrie Junior High Library #825
Account Name & Number

Transfer from: JH Builders Club #818
Account Name & Number

State Reason for Transfer Below

Builders Club held a fundraiser to raise money for the library. We raised \$136 and matched that amount from our funds.

Sponsor's Signature:

President / Vice-Pres. Signature:

Treasurer/Secretary's Signature:

Principal's Signature:

Transfer # _____

Board Approved _____

**TRANSPORTATION DEPARTMENT
FUEL BIDS
2013-2014**

DATE: <u>2/10/14</u>	TIME BIDS BEGAN: <u>9:45 A.M</u>	AMOUNT NEEDED:
PO#: <u>880</u>	TIME BIDS CLOSED: <u>9:55 AM</u>	DIESEL: <u>7000</u> UNLEAD: <u>1000</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEAD	DIESEL
FUEL MASTERS	<u>KIT BRIAN, CODY or HARDIN</u>	1-866-455-3835	<u>2.8073</u>	<u>3.0869</u>
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	<u>2.8181</u>	<u>3.0940</u>
RED ROCK	JOANIE or TRICHA	677-3373	<u>2.8089</u>	<u>3.0848</u>
TRUMAN ARNOLD COMPANIES	CASEY	1-800-808-6500	<u>3.0675</u>	<u>3.1214</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Red Rock</u>			
UNLEAD FUEL: <u>1000</u>	PRICE PER GALLON: <u>2.8089</u>	TOTAL AMT:	<u>2808.90</u>	
DIESEL FUEL: <u>7000</u>	PRICE PER GALLON: <u>3.0848</u>	TOTAL AMT:	<u>21,593.60</u>	
		TOTAL PURCHASE	<u>24,402.50</u>	

PER TELEPHONE BIDS RECEIVED BY:

Wicki Lewis

Kathy Bentwell

COMMENTS:

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	880	02/10/2014	DELL MARKETING L.P.	PRINTER INK/OGLE/JH	157.68
2014	11	881	02/10/2014	GPS GENERAL FUND	GIFTED FIELD TRIP/	0.00
2014	11	882	02/10/2014	SCHOOL SPECIALTY, INC.	OFFICE SUPPLIES/COTTERAL	189.90
2014	11	883	02/10/2014	SCHOOL SPECIALTY	OFFICE SUPPLIES/COTTERAL	372.89
2014	11	884	02/10/2014	RED ROCK DISTRIBUTING CO.	FUEL/PER BID/TRANSPORTATION	24,402.50
2014	11	885	02/10/2014	KIM SCHOOLER	PD DAY ENGLISH, LA FACILITOR	350.00
2014	11	886	02/18/2014	JL HEIN SERVICE, INIC	CLASSROOM PROJECTORS	15,750.00
2014	11	887	02/18/2014	HARCO ATHLETIC RECONDITIONING,	HS- RECONDITON HELMETS (FB)	1,790.00
2014	11	888	02/24/2014	WAL MART COMMUNITY	\$125.00/BLEWETT/COTTERAL	125.00
2014	11	889	02/24/2014	OSU CAREER SERVICES/PLACEMENT	TEACHER JOB FAIR REGISTRATION	100.00
2014	11	890	02/24/2014	VEX ROBOTICS, INC	SUPPLIES/EQUIP./TECH ENG/JH	4,378.30
2014	11	891	02/24/2014	OVERHEAD DOORS	REPAIRS TO OVERHEAD SHOP DOOR	500.00
2014	11	892	02/24/2014	INDIANAPOLIS RACQUET CLUB, INC.	TENNIS BALLS/ATHLETICS/HS	717.60
2014	11	893	02/24/2014	REBECCA SMITH	MEAL PER DIEM/STOCK SHOW/AG	90.00
2014	11	894	02/24/2014	CRAIG SMITH	MEAL PER DIEM/STOCK SHOW/AG	90.00
2014	11	895	02/24/2014	JERRY BROOKS	MEAL PER DIEM/STOCK SHOW/AG	90.00
2014	11	896	02/24/2014	SOUTHSIDE HOTEL GROUP, LLC	LODGING/STOCK SHOW/AG/HS	880.00
2014	11	897	02/24/2014	JOHN A RHINEHART	NAME PLATES/PLAQUES	100.00
2014	11	898	02/24/2014	QUILL CORPORATION	OFFICE SUPPLIES/CENTRAL	40.94
2014	11	899	02/26/2014	WAL MART COMMUNITY	GENERAL SUPPLIES/HEARD/FAVER	150.00
2014	11	900	02/27/2014	A+ EVENTS	SUPPLIES/FAVER	250.00
2014	11	901	02/27/2014	SCHOOL MART	CALCULATORS/ACE/MATH/MYERS/HS	9,934.50
2014	11	902	02/27/2014	FOLLETT LIBRARY RESOURCES	BOOK ORDER/LIBRARY/HS	627.85
2014	11	903	02/27/2014	FOLLETT LIBRARY RESOURCES	LIBRARY BOOKS/CENTRAL	345.00
2014	11	904	02/27/2014	THE OKLAHOMA OBSERVER	SUBSCRIPTION RENEWAL	40.00
2014	11	905	03/04/2014	RAINBOW GROUP, LLC	BATTING NET/BASEBALL/HS	975.87
2014	11	906	03/04/2014	IT'S GREEK TO ME, INC	TRACK UNIFORMS/HS	260.00
2014	11	907	03/04/2014	SUBURBAN CONFERENCE	SUBURBAN CONFERENCE DUES/JH/H	670.00
2014	11	908	03/04/2014	TREVOR LEE MOWDY	EXPENSE REIMB. FOR MARCH-JUNE	1,000.00
2014	11	909	03/04/2014	SHAWNEE LIGHTING SYSTEMS	HS- LIGHTING PROBLEMS (SB/BA)	1,200.00
2014	11	910	03/04/2014	SOUTHWEST PUBLISHING CO.	DISTRICT CUM FOLDERS	521.00
2014	11	911	03/04/2014	ACT PLAN/ACT LINKAGE	ACT FILES	400.00
2014	11	912	03/05/2014	MIDWEST BUS SALES	USED BUSES/TRANSPORTATION	396,000.00
Report Total :						462,499.03

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	118	02/11/2014	LAMPTON WELDING SUPPLY COMPAI	OXYGEN & ACETYLENE FOR MAINT	200.00
2014	21	119	02/25/2014	ANTHONY'S TV & APPLIANCE, INC	FREEZERS FOR CN	2,136.00
2014	21	120	02/25/2014	EMSCO ELECTRIC SUPPLY CO., INC.	ELECTRICAL SUPPLIES FOR DISTR	2,000.00
2014	21	121	02/25/2014	XPERSSIONS A/V LLC	PA SYSTEM REPAIRS/GUES	2,500.00
Report Total :						6,836.00

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
CHILD NUTRITION FUND 2013-2014

Year	Fund	P.O. Number	Date	To Whom Issued	Description	Amount
2014	22	31	12/04/2013	VICTORIA BEARD	REFUND REQUEST	51.00
2014	22	32	12/04/2013	CHRIS COX	BLANKET FOR FRUITS AND VEGGIES	20,297.35
2014	22	33	12/04/2013	CARRIE RIDDLE	MEAL REFUND	52.10
Report Total :						20,400.45

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
12	07/01/2013	ROSENSTEIN FIST & RINGOLD	ATTORNEY FEES FOR 2013-14	
		ATTORNEY FEES FOR 2013-14	028-2317-354-000-0000-000-050	-5,975.76
			028-2317-354-000-0000-000-050	6,237.30
			028-2317-354-000-0000-000-050	19,738.46
			Total Purchase Order	20,000.00
41	07/01/2013	MICHAEL L SIMPSON	EXPENSE REIMB. FOR 2013-14	
		EXPENSE REIMB. FOR 2013-14	031-2573-580-000-0000-000-050	-710.75
			031-2573-580-000-0000-000-050	1,845.83
			031-2573-580-000-0000-000-050	864.92
			Total Purchase Order	2,000.00
507	09/03/2013	WAL MART COMMUNITY	\$125.00/L.ALLEN/HS	
		SUPPLIES AS PER ATTACHED	034-1000-619-100-5000-000-705	-125.00
			034-1000-619-100-5000-000-705	122.36
			Total Purchase Order	-2.64
553	09/17/2013	DELL MARKETING L.P.	DATA SERVER/BENSON/TECHNOLOGY	
		SHIPPING	026-2230-653-000-0000-000-050	-29.99
			Total Purchase Order	-29.99
659	10/22/2013	FOLLETT LIBRARY RESOURCES	BOOKS/LIBRARY/CREED/JH	
		53 Library books	073-2220-641-000-0000-000-610	-34.44
		13 eBooks	073-2220-641-000-0000-000-610	14.49
			Total Purchase Order	-19.95
677	10/24/2013	MID-WEST PRINTING CO.	PRINTING FOR 2013-2014/HS	
		BLANKET FOR SCHOOL YEAR SUPPLIES	101-2580-619-100-0000-000-705	-176.50
			101-2580-619-100-0000-000-705	33.00
			Total Purchase Order	-143.50
709	11/11/2013	CONDE' SYSTEMS, INC.	SUPPLIES/FACS/BLEVINS/JH	
		300 JT 8511 8.5 X 11 JET MPRINTS INKJET HEAT TRANSFER	412-1000-681-314-8400-000-610	-219.00
			412-1000-681-314-8400-000-610	174.00
		SHIPPING	412-1000-681-314-8400-000-610	-20.00
			412-1000-681-314-8400-000-610	16.68
			Total Purchase Order	-48.32
711	11/11/2013	CONDE' SYSTEMS, INC.	SUPPLIES/FACS/BLEVINS/JH	
		1 DK 16 DIGITAL HEAT PRESS....G KNIGHT 14,16 DIGITAL CLAMSHELL PRESS	412-1000-653-314-8400-000-610	-1,186.00
			412-1000-653-314-8400-000-610	936.00
		EXPRESS SHIPPING	412-1000-653-314-8400-000-610	-100.00
			412-1000-653-314-8400-000-610	90.15
			Total Purchase Order	-259.85
751	11/20/2013	WAL MART COMMUNITY	\$125/S. HOSKINS/GUES	
		CLASSROOM SUPPLIES	034-1000-619-100-1110-000-125	-81.29
			034-1000-619-100-1110-000-125	80.05
			Total Purchase Order	-1.24
768	12/02/2013	AMAZON.COM	PRO. DEV. BOOK/OGLE/JH	
		USING COMMON CORE STANDARDS - MARZANO	541-2213-641-000-0000-000-610	-265.50
			541-2213-641-000-0000-000-610	267.60
		SCHOOL LEADERSHIP THAT WORKS - MARZANO	541-2213-641-000-0000-000-610	-53.10
			541-2213-641-000-0000-000-610	50.64
		VOCAB FOR COMMON CORE - MARZANO	541-2213-641-000-0000-000-610	-545.20
			541-2213-641-000-0000-000-610	529.60
		ENERGY BUS - GORDAN	541-2213-641-000-0000-000-610	-664.40
			541-2213-641-000-0000-000-610	651.20
		20 LITERACY STRATEGIES TO MEET COMMON CORE: INCREASE RIGOR IN CLASSROOM	541-2213-641-000-0000-000-610	-109.40
			541-2213-641-000-0000-000-610	107.04

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
768	12/02/2013	AMAZON.COM	PRO. DEV. BOOK/OGLE/JH	
		TEACHING COMMON CORE MATH STANDARDS - MUSCHLA	541-2213-641-000-0000-000-610	-81.08
			541-2213-641-000-0000-000-610	101.76
		COMMON CORE CURRICULUM MAPS IN ENGLISH	541-2213-641-000-0000-000-610	-46.14
			541-2213-641-000-0000-000-610	46.80
			Total Purchase Order	-10.18
770	12/02/2013	AMAZON.COM	PRO. DEV. BOOKS/DAVISON/GUES	
		USING COMMON CORE STANDARDS - MARZANO	541-2213-641-000-0000-000-125	-1,014.75
			541-2213-641-000-0000-000-125	1,025.10
		THE HIGHLY ENGAGED CLASSROOM - MARZANO	541-2213-641-000-0000-000-125	-1,194.75
			541-2213-641-000-0000-000-125	1,204.20
			Total Purchase Order	19.80
773	12/02/2013	AMAZON.COM	PRO. DEV. BOOKS/WATKINS/FOGART	
		USING COMMON CORE STANDARDS - MARZANO	541-2213-641-000-0000-000-110	-398.25
			541-2213-641-000-0000-000-110	401.40
		COMMON CORE CURRICULUM MAPS IN ENGLISH	541-2213-641-000-0000-000-110	-296.16
		LANGUAGE ARES GRADES K-5	541-2213-641-000-0000-000-110	393.44
		ESSENTIAL QUESTIONS: OPENING DOORS TO STUDENT UNDERSTANDING	541-2213-641-000-0000-000-110	-324.90
			541-2213-641-000-0000-000-110	331.80
		ASSESSMENT AND STUDENT SUCCESS IN A DIFFERENTIATED CLASSROOM	541-2213-641-000-0000-000-110	-293.28
			541-2213-641-000-0000-000-110	313.95
		COMMON CORE STANDARDS FOR ELEMENTARY GRADES K-2 MATH AND ENGLISH LANGUAGE ARTS	541-2213-641-000-0000-000-110	-173.20
			541-2213-641-000-0000-000-110	174.16
		COMMON CORE STANDARDS FOR ELEMENTARY GRADES 3-5 MATH AND ENGLISH LANGUAGE ARTS	541-2213-641-000-0000-000-110	-174.96
			541-2213-641-000-0000-000-110	175.36
		SHIPPING	541-2213-641-000-0000-000-110	-77.25
			Total Purchase Order	52.11
830	01/13/2014	DELMAR WILKINS	REPAIR TO TRUCK 68/TRANSPORTAT	
		REPAIRS TO TRUCK #68	018-2650-430-000-0000-000-050	-165.38
			018-2650-430-000-0000-000-050	138.00
			Total Purchase Order	-27.38
832	01/14/2014	BSN SPORTS, INC.	SUPPLIES(SOCCER)/HS	
		HS- SOCCER BALLS, GOALIE GLOVES, GOAL NETS, GOALIE JERSEY'S, NEEDLE SPIKES, OFFICIAL SHIRTS, NIKE AEROW TEAM, ETC	119-2199-657-834-0000-000-705	-842.79
			119-2199-657-834-0000-000-705	884.79
			Total Purchase Order	42.00
835	01/15/2014	AMAZON.COM	SUPPLIES/CENTRAL	
		AMERICAN FLAG	056-2410-619-100-1050-000-130	-22.33
		ANNIN TOUGH-TEX WOVEN POLYESTER 3x5 REPLACEMENT FLAG, HIGH WINDS	056-2410-619-100-1050-000-130	20.58
		PLEASE ORDER FROM AMAZON. SHOULD BE FREE SHIPPING.		
			Total Purchase Order	-1.75
841	01/21/2014	EPS LITERACY AND INTERVENTION	SUPPLIES/ST. MARY'S	
		SHIPPING	625-1000-619-239-0000-000-050	16.83
			Total Purchase Order	16.83
851	01/23/2014	DUSTIN GENE THROCKMORTON	ROOM/MILEAGE REIM/MEAL PER DIE	
		MEAL PER DIEM, MILEAGE AND ROOM REIMBURSEMENT	031-2199-580-803-0000-000-705	-500.00
			031-2199-580-803-0000-000-705	301.98
			Total Purchase Order	-198.02
852	01/23/2014	WAL MART COMMUNITY	\$125.00/BLEWETT/COTTERAL	
		3 BLACK AND COLOR PRINTER INK \$67.50 (22.50 EACH)	034-2152-619-239-0000-000-120	-125.00
		1 DYMO LABEL REFILL \$7.50	034-2152-619-239-0000-000-120	124.58
		2 LARGE INDEX CARDS \$2.50 (1.25 EACH)		

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
852	01/23/2014	WAL MART COMMUNITY	\$125.00/BLEWETT/COTTERAL	
		2 POST IT ARROWS \$6.50 (3.25 EACH)		
		1 DESK CALENDAR \$4.00		
		1 POCKET CALENDAR \$7.00		
		2 WHITE OUT \$4.00 (\$2.00 EACH)		
		2 BINDER CLIPS \$3.00 (\$1.50 EACH)		
		40 FOLDERS \$20.00 (.50 EACH)		
		3 PAPER TOWELS \$3.00 (\$1.00 EACH)		
			Total Purchase Order	-0.42
856	01/24/2014	THE LIBRARY STORE, INC.	CLASSROOM SUPPLIES/COTTERAL	
		1 - 80-0805 CRYSTAL SHIELD INTERLOCKING HANGER BAGS 14" X 15"	388-2194-619-000-0000-000-120	-171.75
		1 - 80- 0802 CRYSTAL SHIELD INTERLOCKING HANGER BAGS 13" X 10 1/4"	388-2194-619-000-0000-000-120	171.74
		1 - 80-0808 CRYSTAL SHIELD INTERLOCKING HANGER BAGS 28" X 20"		
		1 - 80-0806 CRYSTAL SHIELD INTERLOCKING HANGER BAGS 20" X 15"		
			Total Purchase Order	-0.01
859	01/27/2014	WAL MART COMMUNITY	\$125/BRADLEY/GUES	
		CLASSROOM SUPPLIES	034-1000-619-100-1050-000-125	-125.00
			034-1000-619-100-1050-000-125	124.72
			Total Purchase Order	-0.28
860	01/27/2014	WAL MART COMMUNITY	\$125/JOHNSON/GUES	
		CLASSROOM SUPPLIES	034-1000-619-100-2250-000-125	-125.00
			034-1000-619-100-2250-000-125	105.14
			Total Purchase Order	-19.86
862	01/28/2014	LIGHTSPEED TECHNOLOGIES	BATTERIES FOR REDCATS	
		SHIPPING	044-1000-658-239-0000-000-120	2.42
			Total Purchase Order	2.42
864	01/30/2014	JL HEIN SERVICE, INIC	SUPPLIES/SPECIAL ED/COTTERAL	
		ST442i SMART TABLE 442i COLLABORATIVE LEARNING CENTER	641-1000-619-239-1010-000-120	-4,999.00
			641-1000-619-239-1010-000-120	5,029.00
			Total Purchase Order	30.00
865	01/30/2014	CDW DIRECT LLC	SUPPLIES/SPECIAL ED/COTTERAL	
		# 3045758 GRIFFIN MULTIDOCK 2 SYNC-CHARGE STATION FOR IPAD AND TABLETS	641-1000-653-239-1010-000-120	-542.63
			641-1000-653-239-1010-000-120	541.63
		SHIPPING AND HANDLING	641-1000-653-239-1010-000-120	-22.58
			641-1000-653-239-1010-000-120	22.57
			Total Purchase Order	-1.01
877	02/05/2014	WAL MART COMMUNITY	SUPPLIES/G&T/GUES	
		BLANKET FOR CLASSROOM SUPPLIES	043-1000-619-251-1050-000-125	-250.00
			043-1000-619-251-1050-000-125	166.53
			Total Purchase Order	-83.47
			Total Fund	21,315.29

BegPo 1
 EndPo 117
 Since 02/06/2014

Building 2013-2014
 Detail Change Order Listing
 As of 03/04/2014

03/04/2014 2:12:29 PM
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<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
88	10/03/2013	AMSAN	DISTRICT CUSTODIAL SUPPLIES	
		CUSTODIAL SUPPLIES AND PARTS FOR DISTRICT	013-2620-618-000-0000-000-050	-932.88
			013-2620-618-000-0000-000-050	971.00
			Total Purchase Order	38.12
115	02/03/2014	HANCOCK FABRICS	FOAM & FABRIC FOR WEIGHT EQUIP	
		FOAM & VINYL FABRIC FOR WEIGHT EQUIPMENT AT HIGH SCHOOL	013-2640-430-000-0000-000-705	-274.44
			013-2640-430-000-0000-000-705	201.47
			Total Purchase Order	-72.97
			Total Fund	-34.85

CHILD NUTRITION FUND 2013-2014
 Detail Change Order Listing
 As of 03/04/2014

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
8	07/03/2013	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/CN	
		BLANKET FOR SUPPLIES	763-3140-617-700-0000-000-050	-262.38
			763-3140-617-700-0000-000-050	388.58
			763-3140-617-700-0000-000-050	373.80
			Total Purchase Order	500.00
10	07/03/2013	AUTO-CHLOR SERVICES, LLC	BLANKET FOR LEASE/SUPPLIES/CN	
		BLANKET FOR LEASE, REPAIRS AND SUPPLIES	763-3140-617-700-0000-000-050	-2,907.35
			763-3140-617-700-0000-000-050	907.35
			Total Purchase Order	-2,000.00
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	-77,472.35
			763-3190-330-700-0000-000-050	75,472.35
			Total Purchase Order	-2,000.00
			Total Fund	-3,500.00

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
02/28/2014

<u>GENERAL LEDGER ACCOUNT</u>		<u>BALANCE PER BANK STATEMENT</u>	
Balance (02/01/14)	\$445,977.90	Balance as of (02/28/14)	\$476,416.40
Add Receipts	\$ 75,167.09	Add Deposits in Transit	\$ 4,198.32
Less Checks Written	\$ 68,743.81	less O/S Checks	\$ 28,213.54
Adjustments	\$	*Adjustments/ Bank correction	\$ \$
Bank Balance per General Ledger	\$452,401.18	Bank Balance per	\$452,401.18

Adjustment/Correction explanations:

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



 Activity Fund Clerk

3-4-14

 Date

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 02/2014; 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	\$658.67	\$32.75	\$0.00	\$75.00	\$616.42	\$273.01	\$343.41
Project 802 CENTRAL ACTIVITY	\$6,525.32	\$68.00	\$0.00	\$985.72	\$5,607.60	\$2,776.28	\$2,831.32
Project 803 CENTRAL PTO	\$6,872.19	\$748.50	\$0.00	\$1,422.94	\$6,197.75	\$450.92	\$5,746.83
Project 804 COTTERAL PTO	\$8,251.53	\$554.61	\$0.00	\$840.07	\$7,966.07	\$250.00	\$7,716.07
Project 805 COTTERAL ACTIVITY	\$24,695.16	\$596.10	\$0.00	\$4,731.97	\$20,559.29	\$7,771.95	\$12,787.34
Project 806 COTTERAL FACULTY	\$503.51	\$46.25	\$0.00	\$0.00	\$549.76	\$0.00	\$549.76
Project 808 FOGARTY PARENTS ORG.	\$9,501.12	\$472.23	\$0.00	\$2,874.80	\$7,098.55	\$1,715.35	\$5,383.20
Project 809 FOGARTY ACTIVITY	\$24,520.46	\$0.00	\$0.00	\$1,785.25	\$22,735.21	\$1,640.86	\$21,094.35
Project 810 FOGARTY FACULTY	\$480.00	\$59.25	\$0.00	\$0.00	\$539.25	\$0.00	\$539.25
Project 812 GUES ACTIVITY	\$22,054.86	\$1,554.50	\$0.00	\$1,549.59	\$22,059.77	\$12,142.81	\$9,916.96
Project 813 GUES FACULTY	\$941.28	\$273.75	\$0.00	\$106.70	\$1,108.33	\$350.00	\$758.33
Project 815 GUES PARENTS ORG.	\$16,938.33	\$1,618.50	\$0.00	\$1,960.25	\$16,596.58	\$4,803.95	\$11,792.63
Project 816 GHS SPECIAL KIDS	\$18.05	\$0.00	\$0.00	\$0.00	\$18.05	\$0.00	\$18.05
Project 817 ART JUNIOR HIGH	\$420.18	\$45.00	\$0.00	\$0.00	\$465.18	\$2,068.00	(\$1,602.82)
Project 818 JH BUILDERS CLUB	\$803.18	\$0.00	\$0.00	\$0.00	\$803.18	\$0.00	\$803.18
Project 819 ATHLETICS JUNIOR HIGH	\$10,483.82	\$1,092.20	\$0.00	\$2,193.55	\$9,382.47	\$2,408.95	\$6,973.52
Project 820 GOLF JUNIOR HIGH	\$1,535.63	\$0.00	\$0.00	\$487.00	\$1,048.63	\$0.00	\$1,048.63
Project 821 FHA JUNIOR HIGH	\$233.16	\$1,452.00	\$0.00	\$0.00	\$1,685.16	\$2,453.07	(\$767.91)
Project 822 HONOR SOCIETY JR HIGH	\$842.84	\$275.00	\$0.00	\$114.00	\$1,003.84	\$423.20	\$580.64
Project 823 JR HIGH ACCOUNT	\$2,360.91	\$0.00	\$0.00	\$263.98	\$2,096.93	\$641.20	\$1,455.73
Project 824 JR HIGH FACULTY	\$1,831.61	\$121.45	\$0.00	\$189.20	\$1,763.86	\$478.25	\$1,285.61
Project 825 LIBRARY JR HIGH	\$2,793.96	\$2,551.69	\$0.00	\$199.99	\$5,145.66	\$2,050.00	\$3,095.66
Project 827 CHEERLEADERS JR HIGH	\$1,568.44	\$0.00	\$0.00	\$60.90	\$1,507.54	\$0.00	\$1,507.54
Project 830 STUCO JH	\$3,646.28	\$385.55	\$0.00	\$214.28	\$3,817.55	\$800.00	\$3,017.55
Project 831 T.S.A. JR HIGH	\$4,838.46	\$2,191.05	\$0.00	\$1,611.70	\$5,417.81	\$1,044.33	\$4,373.48
Project 832 YEARBOOK JR HIGH	\$3,090.84	\$950.42	\$0.00	\$0.00	\$4,041.26	\$0.00	\$4,041.26
Project 834 JR HIGH ACADEMIC TEAM	\$590.75	\$29.25	\$0.00	\$64.00	\$556.00	\$114.00	\$442.00
Project 850 ACADEMIC TEAM HS	\$261.70	\$0.00	\$0.00	\$0.00	\$261.70	\$0.00	\$261.70
Project 851 ART CLUB HS	\$5,664.88	\$45.00	\$0.00	\$10.99	\$5,698.89	\$355.31	\$5,343.58
Project 852 ATHLETICS HS	\$78,695.68	\$6,334.19	\$0.00	\$13,046.18	\$71,983.69	\$36,857.80	\$35,125.89
Project 853 HS CHEER	\$1,889.63	\$75.00	\$0.00	\$37.50	\$1,927.13	\$680.00	\$1,247.13
Project 855 TENNIS BOOSTER HS	\$7,913.96	\$4,037.55	\$0.00	\$2,523.07	\$9,428.44	\$6,462.13	\$2,966.31
Project 856 GHS LIBRARY	\$823.98	\$0.00	\$0.00	\$0.00	\$823.98	\$0.00	\$823.98
Project 857 YOUTH & GOVERNMENT HS	\$1,959.21	\$0.00	\$0.00	\$199.40	\$1,759.81	\$1,269.00	\$490.81
Project 858 GHS Link Crew	\$155.29	\$0.00	\$0.00	\$0.00	\$155.29	\$0.00	\$155.29
Project 859 BAND (OPERATING) HS	\$5,482.68	\$2,180.74	\$0.00	\$865.00	\$6,798.42	\$2,178.28	\$4,620.14
Project 860 CLASS OF 2016 HS	\$1,652.84	\$0.00	\$0.00	\$0.00	\$1,652.84	\$0.00	\$1,652.84
Project 861 CLASS OF 2017 HS	\$1,463.31	\$0.00	\$0.00	\$0.00	\$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	\$50.00	\$0.00	\$0.00	\$9,329.27	\$0.00	\$9,329.27
Project 868 CLASS OF 2015	\$4,831.92	\$90.00	\$0.00	\$0.00	\$4,921.92	\$499.00	\$4,422.92
Project 869 ENGLISH CLUB	\$1,450.60	\$0.00	\$0.00	\$0.00	\$1,450.60	\$331.39	\$1,119.21
Project 870 COURTESY COMMITTEE HS	\$396.98	\$0.00	\$0.00	\$46.15	\$350.83	\$111.07	\$239.76
Project 873 SPEECH HS	\$699.95	\$0.00	\$0.00	\$351.80	\$348.15	\$0.00	\$348.15
Project 874 FACULTY LOUNGE HS	\$761.18	\$97.25	\$0.00	\$0.00	\$858.43	\$50.00	\$808.43
Project 876 FFA 4H BOOSTER CLUB HS	\$12,144.99	\$25,521.20	\$0.00	\$990.84	\$36,675.35	\$19,206.60	\$17,468.75
Project 877 FFA HS	\$11,878.68	\$2,062.00	\$0.00	\$12,528.08	\$1,412.60	\$7,621.23	(\$6,208.63)
Project 878 FCCLA (FHA) HS	\$3,154.64	\$591.26	\$0.00	\$852.09	\$2,893.81	\$325.86	\$2,567.95
Project 879 FOREIGN LANGUAGE SPAN	\$904.72	\$0.00	\$0.00	\$0.00	\$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	\$3,478.42	\$0.00	\$0.00	\$404.21	\$3,074.21	\$0.00	\$3,074.21
Project 883 HERITAGE CLUB HS	\$1,016.48	\$103.50	\$0.00	\$310.00	\$809.98	\$410.80	\$399.18
Project 884 HIGH SCHOOL ACCOUNT	\$17,862.45	\$718.14	\$0.00	\$1,124.45	\$17,456.14	\$1,236.03	\$16,220.11
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	\$395.48	\$0.00	\$0.00	\$0.00	\$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	\$5,825.52	\$30.00	\$0.00	\$579.69	\$5,275.83	\$165.00	\$5,110.83
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	\$104.89	\$280.00	\$0.00	\$0.00	\$384.89	\$0.00	\$384.89
Project 898 SCIENCE CLUB HS	\$5,290.63	\$190.00	\$0.00	\$1,373.94	\$4,106.69	\$1,016.36	\$3,090.33
Project 899 STUDENT COUNCIL HS	\$19,653.49	\$724.00	\$0.00	\$1,647.00	\$18,730.49	\$17,139.65	\$1,590.84

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 02/2014; 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	\$9,857.74	\$160.00	\$0.00	\$788.00	\$9,229.74	\$70.00	\$9,159.74
Project 902 VOCAL HS	\$986.31	\$500.00	\$0.00	\$249.30	\$1,237.01	\$2,342.56	(\$1,105.55)
Project 904 YEARBOOK HS	\$14,771.00	\$4,463.30	\$0.00	\$0.00	\$19,234.30	\$170.00	\$19,064.30
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	\$8,176.04	\$1,030.00	\$0.00	\$0.00	\$9,206.04	\$0.00	\$9,206.04
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	\$1,256.71	\$24.00	\$0.00	\$305.20	\$975.51	\$652.86	\$322.65
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	\$90.00	\$0.00	\$0.00	\$183.87	\$100.00	\$83.87
Project 925 GENERAL FUND REFUND	\$5,904.22	\$157.35	\$0.00	\$75.00	\$5,986.57	\$75.00	\$5,911.57
Project 927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
Project 929 SPECIAL OLYMPICS	\$21,252.59	\$576.80	\$0.00	\$189.01	\$21,640.38	\$15,535.62	\$6,104.76
Project 930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$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	\$32.70	\$0.00	\$0.00	\$372.03	\$0.00	\$372.03
Project 934 TRANSPORTATION C&C	\$2,826.65	\$0.00	\$0.00	\$389.78	\$2,436.87	\$569.97	\$1,866.90
Project 935 VENDING MACHINE ADMIN	\$293.30	\$54.00	\$0.00	\$27.16	\$320.14	\$359.04	(\$38.90)
Project 936 GUES HONOR CHOIR	\$278.41	\$1,152.00	\$0.00	\$91.80	\$1,338.61	\$1,332.20	\$6.41
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	\$4,639.71	\$631.61	\$0.00	\$287.53	\$4,983.79	\$366.52	\$4,617.27
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	\$211.50	\$5,930.45	\$0.00	\$5,602.75	\$539.20	\$7,692.60	(\$7,153.40)
Project 943 S.A.C. CLEARING ACCT	\$0.00	\$2,117.00	\$0.00	\$2,117.00	\$0.00	\$1,968.00	(\$1,968.00)
Grand Total	\$445,977.90	\$75,167.09	\$0.00	\$68,743.81	\$452,401.18	\$173,025.24	\$279,375.94

Interquest Detection Canines®
(Oklahoma)

Guthrie Public Schools
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of August 1, 2014 through July 31, 2015. It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

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

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

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

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

INTERQUEST DETECTION CANINES®

FOR THE SCHOOL:



Printed: _____

Misty Carson
President

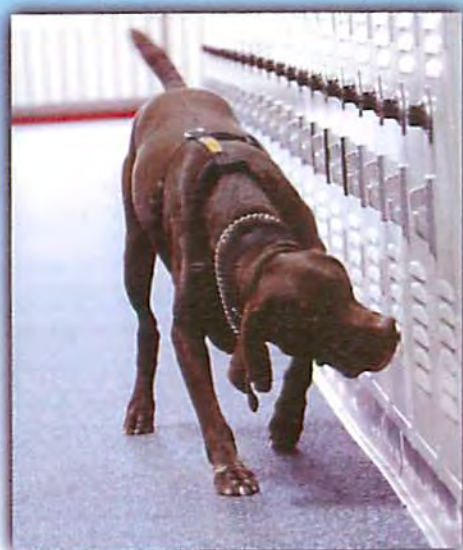
DATE: _____

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

1/2 day GUES + 1/2 day Jr. High = 1 Day
High School = 1 Day



**Recognized as the Nation's
oldest and largest
Contraband Detection Canine
service provider**



ADDITIONAL SERVICES

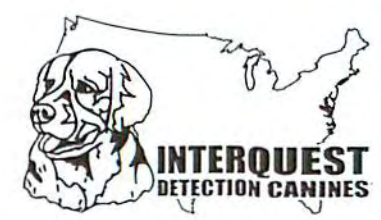
- Assemblies
- Red Ribbon Week
- Proms
- Dances
- Football/Athletic Events
- School Bus Trips
- Off Campus Functions
- Graduations
- Senior Night
- Summer School

25+ Years in Schools

(That's 175 in dog years!)



866-687-6666



Our Detection Canines

Friendly dogs trained to detect a wide variety of substances that pose direct threats to a quality learning environment.



Our program validates the presence or absence of unwanted contraband on campus, thus enhancing the educational environment for all concerned.

Internal studies reflect improvement in daily attendance as a result of fewer suspensions and expulsions associated with drug and contraband issues.

Debbie Farmer, President

Illicit Substances Detected

- Marijuana
- Cocaine
- Heroin
- Methamphetamine



The Interquest Program

- Pro-active
- Preventative
- Proven
- Cost Effective
- Passive Alert Dogs
- Certified Dog and Handler Teams
- Lock Downs Not Required
- Educational Components
- Easily Integrated Into Your Existing Programs
- Functions Under Your Direction and Control



Contraband Items Detected

- Alcoholic Beverages
- Commonly Abused Medications
- Gunpowder-based items / Firearms

Visit us at www.interquestk9.com

ANNUAL FINANCIAL REPORT
INDEPENDENT SCHOOL DISTRICT NO. 1
GUTHRIE PUBLIC SCHOOL DISTRICT
LOGAN COUNTY, OKLAHOMA
JULY 1, 2012 TO JUNE 30, 2013

GUTHRIE PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
JUNE 30, 2013

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GUTHRIE PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
JULY 1, 2012 TO JUNE 30, 2013

SCHOOL DISTRICT BOARD MEMBERS

Orville Cornelius

Janna Pierson

Tom Holtz

Gail Davis

Travis Sallee

Sharon Watts

Jody Walker – July 1, 2012 to March 14, 2013

Terry Pennington – March 14, 2013 to June 30, 2013

SUPERINTENDENT OF SCHOOL DISTRICT

Dr. Mike Simpson

CLERK OF THE BOARD

Travis Sallee

SCHOOL DISTRICT TREASURER

Donna Scheihing

PUTNAM & COMPANY, PLLC

CERTIFIED PUBLIC ACCOUNTANTS

169 S.E. 32ND

EDMOND, OKLAHOMA 73013

(405) 348-3800

Fax (405) 348-7965

INDEPENDENT AUDITOR'S REPORT

February 19, 2014

The Honorable Board of Education
Guthrie School District No. 1
Logan County, Oklahoma

Report on the Financial Statements

We have audited the accompanying combined fund type and account group financial statements-regulatory basis of Guthrie School District No. 1, Logan County, Oklahoma, as of and for the year ended June 30, 2013, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with financial reporting provisions of the Oklahoma State Department of Education. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An Audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating their overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note 1, these financial statements were prepared by the District, on the basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to

comply with the requirements of the Oklahoma State Department of Education. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonable determined, are presumed to be material.

Adverse Opinion of U.S. Generally Accepted Accounting Principles

In our opinion, because the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to in the first paragraph do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the District as of June 30, 2013, the changes in its financial position, or, where applicable, its cash flows for the year then ended.

Basis for Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects of the matters described in the “Basis for Qualified Opinion on Regulatory Basis of Accounting” paragraph, the financial statements referred to in the first paragraph present fairly, in all material respects, the assets, liabilities and fund balance arising from regulatory basis transactions of each fund type and account group of the District, as of June 30, 2013, and the revenues collected and expenditures paid and encumbered for the year then ended on the regulatory basis of accounting described in Note 1.

Other Matters

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District’s basic financial statements. The combining statement – regulatory basis, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is also not required part of the basic financial statements.

The combining statements – regulatory basis and the schedule of expenditures of federal awards are the responsibility of the management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and the other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combined statements – regulatory basis and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated February 19, 2014 on our consideration of the District’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and to other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards In considering the District’s internal control over financial reporting and compliance.

COMBINED FINANCIAL STATEMENTS

NOTES TO FINANCIAL STATEMENTS

**GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the Guthrie Public Schools Independent District No. 1, Logan County, Oklahoma (the "District") have been prepared in conformity with an other comprehensive basis of accounting as prescribed by the Oklahoma State Department of Education. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The District is a corporate body for public purposes created under Title 70 of the Oklahoma statutes and accordingly is a separate entity for operating and financial reporting purposes.

The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on State of Oklahoma support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70, Oklahoma Statutes.

The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District.

In evaluating how to define the district, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria established by the Governmental Accounting Standards Board (GASB). The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters.

A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the District and/or its citizens, or whether the activity is conducted within the geographic boundaries of the District and is generally available to its patrons.

A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the District is able to exercise oversight responsibilities.

Based upon the application of these criteria, there are no potential component units included in the District's reporting entity.

B. Fund Accounting and Description of Funds

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain district functions or activities.

GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013

B. Fund Accounting and Description of Funds – (continued)

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate “fund types.”

Governmental Fund Types

Governmental funds are used to account for all or most of a government’s general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

General Fund – The general fund is used to account for all financial transactions, except those required to be accounted for in another fund. Major revenue sources include state and local property taxes and state funding under the Foundation and Salary Incentive Aid program. Expenditures include all costs associated with the daily operations of the schools except for programs funded for building repairs and maintenance, school construction and debt service on bonds and other long-term debt. The general fund includes federal and state restricted monies that must be expended for specific programs.

Special Revenue Fund – The special revenue fund is the District’s Building Fund. The Building Fund consists of monies derived from property taxes levied for the purpose of erecting, remodeling, or repairing buildings and for purchasing furniture and equipment.

The Child Nutrition Fund derives monies from State, Federal and local sources.

Debt Service Fund – The debt service fund is the District’s Sinking Fund and is used to account for the accumulation of financial resources for the payment of general long-term debt principal, interest and related costs. The primary revenue sources are local property taxes levied specifically for debt service and interest earnings from temporary investments.

Capital Projects Fund – The capital projects fund is the District’s Bond Fund and is used to account for the proceeds of bond sales to be used exclusively for acquiring school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District. When these assets are held under the terms of a trust agreement, trust funds are used for their accounting and reporting. Agency funds generally are used to account for assets that the District holds on behalf of others as their agent and do not involve measurement of results of operations.

GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013

Agency Fund – The Agency fund is the School Activities fund, which is used to account for monies, collected principally through fundraising efforts of the students and District-sponsored groups. The administration is responsible, under the authority of the Board, of collecting, disbursing and accounting for these activity funds.

Account Groups

Account groups are not funds and consist of a self-balancing set of accounts used only to establish accounting control over long-term debt and general fixed assets not accounted for in proprietary funds.

General Long-Term Debt Account Group – This account group was established to account for all long-term debt of the District, which is offset by the amount available in the debt service fund and the amount to be provided in future years to complete retirement of the debt principal. It is also used to account for liabilities for compensated absences and early retirement incentives, which are to be paid from funds provided in future years.

General Fixed Asset Account Group – This account group is used to account for property, plant, and equipment of the school district.

Memorandum Only – Total Column - The total column on the general purpose financial statements is captioned “memorandum only” to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

C. Basis of Accounting and Presentation

The District prepares its financial statements in a presentation format that is prescribed by the Oklahoma State Department of Education. This format is essentially the generally accepted form of presentation used by state and local governments prior to the effective date of GASB Statement No. 34, *Basic Financial Statements-Management’s Discussion and Analysis-for State and Local Governments*. This format significantly differs from that required by GASB 34.

The basic financial statements are essentially prepared on a basis of cash receipts and disbursements modified as required by the regulations of the Oklahoma State Department of Education (OSDE) as follows:

- Encumbrances represented by purchase orders, contracts, and other commitments for the expenditure of monies and are recorded as expenditures when approved.
- Investments and inventories are recorded as assets when purchased.
- Capital assets in proprietary funds are recorded when acquired and depreciated over their useful lives.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded when incurred.
- Accrued compensated absences are recorded as an expenditure and liability when the obligation is incurred.

GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013

C. Basis of Accounting and Presentation – (continued)

This regulatory basis of accounting differs from accounting principles generally accepted in the United States of America, which require revenues to be recognized when they become available and measurable, or when they are earned, and expenditures or expenses to be recognized when the related liabilities are incurred for governmental fund types; and, when revenues are earned and liabilities are incurred for proprietary fund types and trust funds.

D. Budgets and Budgetary Accounting

The District is required by state law to prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires an additional levy, the District must hold an election on the second Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate.

The District may upon approval by a majority of the electors of the District voting on the question make the ad valorem levy for emergency levy and local support levy permanent. Under current Oklahoma Statutes, a formal budget is required for all funds except for trust and agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories.

E. Assets, Liabilities, and Fund Equity

Cash and Cash Equivalents – For purposes of the statement of cash flows, the District considers all cash on hand, demand deposits, and highly liquid investments, with an original maturity of three months or less when purchased, to be cash and cash equivalents.

Investments – Investments consist of direct obligations of the United States Government and Agencies with maturities greater than three months when purchased. All investments are recorded at cost, which approximates market value.

Property Tax Revenues – The district is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the district. The county assessor, upon receipt of the certification of tax levies from the County Excise Board, extends the tax levies on the tax roll for submission to the County Treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes are due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 2. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid by the following October 1, the property is offered for sale for the amount of taxes due. The owner has two years to redeem the property by paying the taxes and penalty owed. If at the end of two years the owner has not done so, the purchaser is issued a deed to the property.

GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013

E. Assets, Liabilities, and Fund Equity – (continued)

Inventories – The value of consumable inventories at June 30, 2013 is not material to the basic financial statements.

Capital Assets – The accounting treatment over capital assets (property, plant, and equipment) depends on whether the assets are used in governmental fund-type operations or proprietary fund-type operations. Fixed assets used in governmental fund-type operations (general fixed assets) are recorded for as capital outlay expenditures of the governmental fund-type upon acquisition and are recorded as property, plant, and equipment in the General Fixed Asset Account Group. Fixed assets used in proprietary fund-type operations are accounted for as property, plant, and equipment within the proprietary fund itself.

All fixed assets are valued at historical cost, or estimated cost if actual is unavailable, except for donated fixed assets, which are recorded at their estimated fair value at the date of donation.

Depreciation and accumulated depreciation are not reported against general fixed assets.

Compensated Absences – The district provides vacation and sick leave benefits in accordance with Oklahoma Statutes, which provides for annual sick leave and personal business days. Accrued vacation and sick leave benefits are not reflected in the financial statements because such statements are prepared on the regulatory basis of accounting. This practice differs from generally accepted accounting principles.

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. There are no amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources.

Long-Term Debt – Long-term debt is recognized as a liability of a governmental fund when due or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

Fund Balance – Fund balance represents the cash and investments not encumbered by purchase order, legal contracts, and outstanding warrants.

F. Revenue, Expenses, and Expenditures

State Revenues – Revenues from state sources for current operations are primarily governed by the state aid formula under the provisions of Article XVIII, Title 70, Oklahoma Statutes. The State Board of Education administers the allocation of state aid funds to school districts based on information accumulated from the districts.

**GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013**

F. Revenue, Expenses, and Expenditures – (continued)

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the program for which the money is provided. These rules also require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires that categorical educational program revenues be accounted for in the general fund.

Interfund Transactions – Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund or expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditure/expenses in the fund that is reimbursed. All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

2. DEPOSIT AND INVESTMENT RISKS

Custodial Credit Risk - The District's policy as it relates to custodial credit risk is to secure its uninsured deposits with collateral, valued at no more than market value, at least at a level of 100 percent of the uninsured deposits and accrued interest thereon. The investment policy and state law also limits acceptable collateral to U.S. Treasury and agency securities and direct debt obligations of the state, municipalities, counties, and school districts in the state of Oklahoma, surety bonds, and letters of credit. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the District must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2013, the District was not exposed to custodial credit risk as defined above.

Investment Credit Risk – The District's investment policy limits investments to those allowed in state law applicable to school districts as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.

**GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013**

Investment Credit Risk (continued) - Investment credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The District has no formal policy limiting investments based on credit rating, but discloses any such credit risk associated with their investments. Unless there is information to the contrary, obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

Investment Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District’s investment policy limits investments to those with a short-term maturities, as a means of managing exposure to fair value losses arising from increasing interest rates. The District discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments.

Concentration of Investment Credit Risk – Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the District (any over 5 percent are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration. The District’s investment policy requires diversification of investments.

At June 30, 2013, the District had no concentration of credit risk as defined above.

3. INTERFUND RECEIVABLES AND PAYABLES

There were no Interfund receivables or payables at June 30, 2013.

4. CAPITAL ASSETS

The District maintains historical capital asset and depreciation records. Although this information is not required in the accompanying (regulatory basis) financial statements, it is presented below as supplemental information. The District utilizes the straight-line method to calculate annual depreciation based upon the following estimated useful lives:

	<u>Useful Life</u>
Buildings and Structures	10-45 years
Vehicles	6 years
Equipment	5-10 years

Capital asset activity for the year ended, as follows:

	Balance June 30, 2012	Additions/ Disposals	Transfers	Balance June 30, 2013
Buildings & Structures	\$ 18,977,258			18,977,258
Vehicles	2,479,517	93,493		2,573,010
Equipment	530,534	65,704		596,238
Accumulated Deprec.	(10,608,364)	(604,057)		(11,212,421)
Net Assets	<u>\$ 11,378,945</u>	<u>(444,860)</u>		<u>10,934,085</u>

**GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013**

5. GENERAL LONG-TERM DEBT

State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District's voters. Bond issues have been approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years from the date of issue.

General long-term debt of the District consists of bonds payable, obligations for compensated absences, and capital leases. Debt service requirements for bonds are payable solely from fund balance and future revenues of the debt service fund.

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2013:

	<u>Bonds</u>	<u>Capital</u>		<u>Total</u>
	<u>Payable</u>	<u>Leases</u>		
Balance, July 1, 2012	\$ 0	387,164		\$ 387,164
Additions		13,980		13,980
Retirements	0	160,980		160,980
Balance, June 30, 2013	<u>\$ 0</u>	<u>240,164</u>		<u>\$ 240,164</u>

A brief description of the outstanding long-term debt at June 30, 2013 is set forth below:

Capital Leases

Lease purchase for a stock trailer, original issue \$13,980 dated June 10, 2013, interest rate of 3.75%, due in annual principal and interest installments of \$256.00 beginning July 10, 2013, with the final payment June 10, 2018 \$ 13,980

Lease purchase for copiers, original issue \$137,000 dated September 14, 2009, interest rate of 4.25%, due in annual principal and interest installments of \$2,542.76 beginning October 14, 2009, with the final payment due September 14, 2014 36,816

Lease purchase for buses, original issue \$517,734 dated December 14, 2009, interest rate of 4.00% due in monthly principal and interest installments of \$9,475.80 beginning January 14, 2011, with the final payment due January 14, 2015 165,519

**GUTHRIE SCHOOL DISTRICT NO. 1
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2013**

5. GENERAL LONG-TERM DEBT - (continued)

Capital Leases – (continued)

Lease purchase modular building, original issue
 \$83,258 dated April 11, 2011, interest rate of
 2.90%, due in annual principal and interest
 installments of \$2,417.88 beginning May 11, 2011,
 with the final payment due April 11, 2014 _____ 23,849

TOTAL \$ _____ 240,164

The annual debt service requirements for retirement of bond principal and payment of interest are as follows:

Year ending June 30	<u>Principle</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 165,035	\$ 6,428	\$ 171,463
2015	66,432	1,095	67,527
2016	2,794	278	3,072
2017	2,900	172	3,072
2018	----- 3,003 -----	----- 69 -----	----- 3,072 -----
	<u>\$ 240,164</u>	<u>\$ 8,042</u>	<u>\$ 248,206</u>

6. EMPLOYEE RETIREMENT SYSTEM

Basis of Accounting

The System's financial statements are prepared in conformity with accounting principles generally accepted in the United States of America. The financial statements have also been prepared in compliance with the requirements of the Government Accounting Standards Board Statement No. 34.

The financial statements are prepared on the accrual basis of accounting, under which expenses are recorded when the liability is incurred, revenues are recorded in the accounting period they are earned and become measurable, and investment purchases and sales are recorded as of their trade dates. Member and employer contributions are recognized when due, pursuant to formal commitments. Benefits and refunds are recognized when due and payable.

**GUTHRIE SCHOOL DISTRICT NO. 1
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2013**

6. EMPLOYEE RETIREMENT SYSTEM

Basis of Accounting

The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. Actuarial valuations are not performed on individual school districts. The nonfunded pension benefit obligation of the System, as determined as part of the latest actuarial valuation indicates a significant unfunded pension benefit obligation.

Funding Policy

A participant with five years of creditable service may retire with a normal retirement allowance at the age of sixty-two (62) or with reduced benefits as early as age fifty-five (55). The normal retirement allowance paid monthly for life and then to beneficiaries, if certain options are exercised, equals two percent of the average of the highest three earning years of contributory service multiplied by the number of years of credited service. A participant leaving employment before attaining retirement age, but completing ten years of service, may elect to vest his/her accumulated contributions and defer receipt of a retirement annuity until a later date. When a participant dies in active service and has completed ten years of credited service, the beneficiary is entitled to a death benefit of \$18,000.00 and the participant's contributions plus interest. If the beneficiary is a surviving spouse, the surviving spouse may, in lieu of the death benefit elect to receive, subject to the surviving spousal options, the participant's retirement benefits accrued at the time of death. The contribution rates for the Districts, which are not actuarially determined, and its employees are established by statute and applied to the employee's earnings, plus employer-paid fringe benefits. Employers' contribution of applicable earnings was 9.5% for the fiscal year ended June 30, 2013

Annual Pension Cost

The District's total payroll and related contributions to the System were as follows:

	<u>Total Payroll</u>	<u>Contributions</u>
2012-13	\$13,523,692.	\$ 1,284,750.
2011-12	\$13,131,441.	\$ 1,245,121.
2010-11	\$12,615,900.	\$ 1,198,508.

GUTHRIE SCHOOL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2013

7. CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

8. RISK MANAGEMENT AND LITIGATION

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, employees' health and life, and natural disasters. The District manages these various risks of loss through the purchase of commercial insurance. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

9. SUBSEQUENT EVENTS

Subsequent events have been evaluated through February 19, 2014, which is the date the financial statements were issued.

OTHER SUPPLEMENTARY INFORMATION

**GUTHRIE SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
SCHEDULE OF STATUTORY, FIDELITY, AND HONESTY BONDS
FOR THE YEAR ENDED JUNE 30, 2013**

Michael Simpson - Superintendent
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057279
\$100,000 Limit
Effective July 1, 2012 to June 30, 2013

Donna Scheihing - Treasurer
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057390
\$300,000 Limit
Effective July 1, 2012 to July 1, 2013

Dennis Schulz
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057390
\$100,000 Limit
Effective July 1, 2012 to July 1, 2013

Sandra Savory - Payroll
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057390
\$100,000 Limit
Effective July 1, 2012 to July 1, 2013

Vicki Biggs – Encumbrance Clerk
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057390
\$100,000 Limit
Effective July 1, 2012 to July 1, 2013

Anita Paul – Activity Fund
Employee Dishonesty Bond
Ohio Casualty Insurance Company - Policy No. 5057390
\$100,000 Limit
Effective July 1, 2012 to July 1, 2013

INTERNAL CONTROL AND COMPLIANCE REPORTS

PUTNAM & COMPANY, PLLC

CERTIFIED PUBLIC ACCOUNTANTS

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EDMOND, OKLAHOMA 73013

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Report on Internal Control Over Financial Reporting and on Compliance and
Other Matters Based on an Audit of Financial Statements Performed in Accordance with
Government Auditing Standards

Independent Auditor's Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards*

February 19, 2014

The Honorable Board of Education
Guthrie School District No. 1
Logan County, Oklahoma

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the accompanying fund type and account group financial statements-regulatory basis within the combined financial statement of Guthrie School District No. 1, Logan County, Oklahoma as listed in the Table of Contents, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's financial statements, and have issued our report thereon dated February 19, 2014, which was adverse with respect to the presentation of the financial statements in conformity with accounting principles generally accepted in United States because the presentation followed the regulatory basis of accounting for Oklahoma school districts and did not conform to the presentation requirements of the Governmental Accounting Standards Board. However, our report was qualified for the omission of general fixed asset account groups with respect to the presentation of financial statements on the regulatory basis of accounting authorized by the Oklahoma State Board of Education.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a

material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement; we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, compliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Putnam & Company, PLLC

PUTNAM & COMPANY, PLLC
Certified Public Accountants
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Independent Auditor's Report on Compliance for Each Major Program
and on Internal Controls over Compliance In Accordance with
Office of Management and Budget Circular A-133

February 19, 2014

The Honorable Board of Education
Guthrie School District No. 1
Logan County, Oklahoma

Report on Compliance for Each Major Federal Program

We have audited Guthrie School District No. 1, Logan County, Oklahoma, compliance with the types of compliance requirements described in the OMB Circular A-133 compliance Supplement that could have a direct material effect on each of the District's major federal programs for the year ended June 30, 2013. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the district's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District, complied, in all material respects with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

Report on Internal Control Over Compliance

Management of the District, is responsible for establishing and maintaining effective internal control over compliance the types of compliance requirements referred to above. In planning and performing our audit, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Putnam & Company, PLLC

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**GUTHRIE SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2013**

Section I – Summary of Auditors’ Results

Financial Statements

Type of auditors’ report issued: Qualified due to regulatory basis presentation.

Internal control over financial reporting:

* Material weakness(es) identified? _____ Yes X No

* Significant Deficiency(ies) identified
not considered to be material weakness(es)? _____ Yes X None Reported

Noncompliance material to financial statement noted? _____ Yes X No

Federal Awards

Internal control over major programs:

* Material weakness(es) identified? _____ Yes X No

* Significant Deficiency(ies) identified
not considered to be material weakness(es)? _____ Yes X None Reported

Type of auditors’ report issued on compliance for
Major programs:

Unqualified

Any audit findings disclosed that are required to
be reported in accordance with section 510 (a)
of OMB Circular A-133?

_____ Yes X No

Identification of major programs:

CFDA Number

Name of Federal Program

84.010

Title I

84.027

IDEA Flowthrough

84.173

IDEA Preschool

10.555, 10.553, 10.550, 10.559

Food Service

Dollar threshold used to distinguish between type
A and type B programs

\$300,000

Auditee qualified as low-risk auditee?

_____ Yes X No

**GUTHRIE SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2013**

Section II – Findings Relating to the Financial Statements

None

Section III – Findings and Questioned Costs for Federal Awards

N/A

Section IV – Status of Prior Year Audit Findings

None related to the financial statements or questioned costs for federal awards.

Section V – Management’s Corrective Action Plan

N/A

ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT

MANAGEMENT LETTER AND COMMENTS

PUTNAM & COMPANY, PLLC

CERTIFIED PUBLIC ACCOUNTANTS
169 S.E. 32ND
EDMOND, OKLAHOMA 73013
(405) 348-3800
fax (405) 348-7965

February 19, 2014

The Honorable Board of Education
Guthrie School District No. 1
Logan County, Oklahoma

We have audited financial statements of Guthrie School District No. 1, Logan County, Oklahoma, as of and for the year ended June 30, 2013, as listed in the table of contents, and have issued our report thereon dated February 19, 2014. As a part of our audit, we made a study and evaluation of the District's system of internal accounting control to the extent we considered necessary solely to determine the nature, timing and extent of our auditing procedures. Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole, and we do not express such an opinion.

However, during our audit we became aware of some matters that, while not involving material weaknesses in internal accounting control, are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated February 19, 2014 on the financial statements of Guthrie School District No. 1.

We will review the status of these comments during our next audit engagement. We would be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters or to assist you in implementing the recommendations.

We also wish to express our appreciation of the courteous attention and cooperation which we received from staff members during our engagement.

Sincerely,

Jerry W. Putnam

**GUTHRIE SCHOOL DISTRICT NO. 1
LOGAN COUNTY, OKLAHOMA
MANAGEMENT LETTER COMMENTS
FOR THE YEAR ENDED JUNE 30, 2013**

PRIOR YEAR'S COMMENTS AND RECOMMENDATIONS

The prior year's comments have been addressed and resolved.

CURRENT YEAR'S COMMENTS AND RECOMMENDATIONS

We reviewed expenditures from the District's General Fund, Building Fund, Child Nutrition Fund, Gift Fund, School Age Care Fund, and Insurance Fund, and we found the supporting documentation to be very good. However, we noted the following during our review:

<u>Finding</u>	<u>No. of Instances</u>
Invoice Date Before P.O. Date	1
Paid Sales Tax	1
Incomplete Documentation	1
Did Not Sign for Goods/Services	1

REVIEW OF ACTIVITY FUND TRANSACTIONS

During our review of the Activity Fund transactions we noted that the transactions were well documented. However, we noted the following during our review:

<u>Findings</u>	<u>No. of Instances</u>
Did Not Sign for Goods/Services	1

DISTRICT'S RESPONSE TO AUDIT COMMENTS/CORRECTIVE ACTION PLAN

The District is generally in agreement with the finding and recommendations above and will review current procedures in order to implement necessary changes.

**GUTHRIE PUBLIC SCHOOLS
DISTRICT #1----LOGAN COUNTY**

AUDIT REPORT-----EXECUTIVE SUMMARY

FOR THE YEAR ENDED JUNE 30, 2013

---REPORT FORMAT---

Auditor's Opinion: The financial statements are fairly presented under the appropriate basis of accounting.

Basis of Accounting: A regulatory basis (as prescribed by the Oklahoma State Department of Education.)

Combined Financial Statements: The three summary statements at the beginning of the report.

Notes to the Financial Statements: Provide narrative information to supplement the financial statements.

Combining Financial Statements: Detailed schedules (to expand the coverage of items presented in the **Combined Financial Statements.**)

Other Included Reports:

- (1) **Internal Control and Compliance Report**
- (2) **Major Federal Programs Report**
- (3) **Summary of Findings and Questioned Costs—(Federal Programs)**
- (4) **Management Letters and Comments**

---REPORT HIGHLIGHTS---

	<u>Year Ending Fund Balance:</u>	<u>Increase (Decrease) in the Fund Balance during the year:</u>
General Fund:	\$ 3,105,330	\$ (110,225)
Building Fund:	\$ 711,245	\$ (73,964)
Child Nutrition Fund:	\$ 202,685	\$ 20,218
School Age Care Fund:	\$ 55,002	\$ 10,195
Sinking Fund:	\$ 64,724	\$ 24,175
Gifts & Endowment Fund:	\$ 20,148	\$ (36)
Insurance Fund:	\$ 62,215	\$ 5,740
Activity Fund:	\$ 301,197	\$ 15,966

Federal Financial Assistance Receivable: prior year: \$ 667,389.60
this year: \$ 674,763.96

Management Letter Comments: (A few recommendations with regard to supporting documentation.)

Janet Barresi
State Superintendent of Public Instruction
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599

AUDIT ACKNOWLEDGMENT

Guthrie School District, Number I-1
Logan County, Oklahoma
For The Fiscal Year Audited 2012-13

The annual independent audit for the Guthrie Public School District, was presented to the Board of Education in an Open Board Meeting on March 10, 2014 , by Putnam & Company, PLLC .
Independent Auditor

The Board acknowledges that as the governing body of the district, responsible for the districts financial and compliance operations, the audit findings and exceptions that have been presented to them.

A copy of the audit, including this acknowledgment form, will be sent to the Oklahoma State Department of Education within 30 days from its presentation, as stated in 70 O.S. 22-108:

"The local board of education shall forward a copy of the audit report to the State Board of Education within thirty (30) days after receipt of said audit."

Superintendent of Schools

Board of Education Vice President

Board of Education President

Board of Education Member

Board of Education Member

Board of Education Member

Board of Education Member

Subscribed and sworn to before me on this _____ day of _____, _____.

My commission expires on ___ day of _____, 20__.

Notary Public

Guthrie Baseball Booster Club

February 25, 2014

The Guthrie Baseball Booster Club wishes to become a sanctioned organization that is approved by The Guthrie School Board.

This club is for the sole purpose of the Guthrie High School and Guthrie Junior High baseball program. We hope to raise funds to help support the needs of our baseball athletes. The money raised will help provide new equipment and uniforms for the teams. Also, the members will assist the coaching staff in the upkeep of the facilities. Monies can also assist in tournament costs.

The memberships will be open to anyone choosing to support the program. There will be yearly dues collected in February.

We will not discriminate against any groups or individuals and strictly adhere to all related Oklahoma and Federal Laws.

A financial report will be submitted at the end of each school year as required or at the request of the Guthrie School Administration.

President:	Brad Davenport	405-202-7676
Vice President:	Wayne Graybeal	405-615-9325
Secretary:	Diana Waddell	405-627-9017
Treasurer	Ryan Coddling	405-650-7283

We already have an Employer Identification Number (see attached forms)

Bank Acct: # 1022006375 Farmers and Merchants Bank

This club will support both spring and summer programs.

Thank you for your time in considering our request to become a sanctioned organization.

Brad Davenport 2013-2104 President



OK
Chris
L. Grand
2-26-14

Date of this notice: 04-29-2013

Employer Identification Number:
46-2644187

Form: SS-4

Number of this notice: CP 575 E

GUTHRIE BLUEJAY SUMMER BASEBALL INC
% JON CHAPPELL
1119 MOCKINGBIRD
GUTHRIE, OK 73044

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 46-2644187. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it's very important that you use your EIN along with your complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information shown above isn't correct, please send us the correction using the attached tear-off stub.

Annual filing requirements

Most organizations with an EIN have an annual filing requirement, even if they engage in minimal or no activity.

A. If you are tax exempt, you may be required to file one of the following returns or notices:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-PF, Return of Private Foundation
- Form 990-N, e-Postcard (available online only)

Additionally, you may be required to file your annual return electronically.

If an organization required to file a Form 990, Form 990-PF, Form 990-EZ, or Form 990-N does not do so for three consecutive years, its tax-exempt status is automatically revoked as of the due date of the third return or notice.

Please refer to www.irs.gov/990filing for the most current information on your filing requirements.

B. If you are not tax-exempt, you may be required to file one of the following returns:

- Form 1120, U.S. Corporation Income Tax Return
- Form 1041, U.S. Income Tax Return for Estates and Trusts
- Form 1065, U.S. Return of Partnership Income

Please refer to Publication 1635, Understanding Your EIN, for more information about which forms you may be required to file.

Applying for Tax-Exempt Status

Receiving an EIN from the IRS is not the same thing as receiving IRS recognition of tax-exempt status. To apply for formal recognition of tax-exempt status, most organizations will need to complete either Form 1023, *Application for Recognition Under Section 501(c)(3) of the Internal Revenue Code*, or Form 1024, *Application for Recognition of Exemption Under Section 501(a)*. Submit the completed form, all applicable attachments, and the required user fee to:

Internal Revenue Service
PO Box 12192
Covington, KY 41012-0192

Publication 557, *Tax Exempt Status for Your Organization*, has details on the application, process as well as information on returns you may need to file.

Additional information

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you don't have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

If you have questions about your EIN, you can contact us using the phone number or address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you don't need to write us, please don't complete and return this stub.

Your name control associated with this EIN is GUTH. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.

SANCTIONING OF STUDENT ACTIVITY ORGANIZATIONS

The Board of Education of the Guthrie School District believes that student achievement programs and parent-teacher associations and organizations can advance the educational goals of the Board of Education and confer a benefit to the students of the School District. It is the purpose of this policy to establish guidelines for the sanctioning of student achievement programs and parent-teacher associations and organizations that raise money and collect revenues for the benefit of students. Only those student achievement programs and parent-teacher associations and organizations sanctioned in accordance with this policy will be exempt from the statutory controls over school activity funds found in the Oklahoma School Code OKLA. STAT. tit. 70, Section 5- 129.

Sanctioning Procedure for Student Achievement Programs and Parent-Teacher Associations and Organizations

1. The School District may sanction student achievement programs and parent-teacher associations and organizations that, according to the Board's determination, advance the educational objectives of the School District, are beneficial to students and meet the requirements of this policy.
2. In determining whether a student achievement program or a parent-teacher association or organization should be sanctioned by the School District, the Board of Education may consider: (1) if the program, association, or organization promotes activities that are an extension, expansion, or application of the School District curriculum; (2) if the program, association, or organization assists student government or activities in carrying out special projects or responsibilities; (3) if the program, association, or organization assists student clubs, organizations, and other student groups in raising funds to promote activities approved by the Board of Education; and (4) supplemental information provided by the student achievement program or by a parent-teacher association or organization in support of its application.
3. An application by a student achievement program or by a parent-teacher association or organization to the Board of Education requesting sanctioning shall include the following: (1) a statement of its purpose, goals, organizational structure, and membership requirements; (2) a detailed statement of how the School District and its students will benefit if the organization is sanctioned; (3) a statement of nondiscrimination consistent with all Oklahoma and federal laws; and (4) financial report as defined by Board of Education regulations, which has been performed on such program, association or organization.
4. The application shall be submitted to the principal for preliminary review. The principal shall forward the application to the superintendent for review. After the program, association, or organization's written statement has been reviewed by the superintendent, the superintendent shall make a recommendation to the Board of Education. The Board of Education shall review the application and shall sanction or decline to sanction the applicant. The decision of the Board of Education is final and non-appealable.
5. In order to maintain the status of a sanctioned program, association, or organization in accordance with this policy, the superintendent of schools or the Board of Education may require from any such program, association or organization, on an annual basis, that a financial audit be performed on the program, association, or organization by an independent accounting firm at the expense of the sanctioned program, association, or organization. If required by the superintendent of schools or the Board of Education, the audit shall be submitted to the superintendent within ninety (90) days of the superintendent's request. The Board of Education shall review the audit submitted and determine if the program, association, or organization is entitled to continue to be sanctioned in accordance with this policy and if its funds should continue to be exempt from the statutory controls over student activity funds found in the Oklahoma School Code, OKLA. STAT. tit. 70 section 5- 129. Otherwise, an annual financial report as defined by Board of Education regulations will be required. The financial report shall be submitted to the superintendent by September 1 of the year following the year of original approval and every year thereafter.

6. The superintendent of schools or the Board of Education may, at any time they deem warranted, request copies of any and all records maintained by the program, organization or association. Copies of records must be promptly provided upon request of the Board or superintendent.
7. The Board may, at its discretion, withdraw sanctioning at any time it deems it is in the best interest of the School District. Any decision of the Board of Education to withdraw sanctioning is final and non-appealable.
8. The organization may maintain bank, financial, and tax exempt status separate from the school. The organization will provide to the board of education, annually or upon request, a complete set of financial records or detailed treasurer's report.
9. Any plan, project, or movement instituted to expand, modernize, renovate, or render maintenance to school-controlled and/or owned properties, or provide academic achievement awards and other educational recognition to students or student bodies will be presented to the board of education in official session for its consideration, comment, evaluation, approval, and sponsorship. This must be done before any public announcement is made.
10. In no manner will board sanctioning of an organization preclude the organization from compliance with state and federal laws as they pertain to equal opportunity and treatment of all students. Gifts or services provided to the school should benefit both boys' and girls' activities.

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. Mike Simpson & Guthrie Board of Education

St Mary Catholic School of Guthrie would like to coop with Guthrie Schools in the following sports.

Jr. High Football

Jr. High Boy & Girls Cross Country

Jr. High Wrestling

Jr. High Boys & Girls Track

Jr. High Boys & Girls Golf

For 2014- 2015 School Year

Thank You,

Gary Boxley

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

- 1 ACTIVITY Football For School Year(s) 2014- 2015
(One Activity Per Application Form)
- Check one: High School Junior High
- 2 SCHOOLS MAKING APPLICATION (List host school under A.)
- | | |
|--------------------------------------|--------------------------------------|
| A. <u>Guthrie Jr. High</u> | B. <u>St. Mary Catholic School</u> |
| Address <u>705 E. Oklahoma</u> | Address <u>502 E. Warner</u> |
| City <u>Guthrie</u> ZIP <u>73044</u> | City <u>Guthrie</u> ZIP <u>73044</u> |
| Supt. <u>Dr. Mike Simpson</u> | Supt. _____ |
| Prin. <u>Doug Ogle</u> | Prin. <u>Jacque Cook</u> |
| A.D. <u>Gary Boxley</u> | A.D. _____ |
- 3 ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):
- Name Gary Boxley Work Phone 405-282-5906 Home Phone 405-202-9180
- 4 Do the boundaries of the school districts join? Yes X No _____
- 5 NAME OF COOPERATIVE TEAM or GROUP Guthrie Jr. High Bluejays
School(s) Mascot, if applicable
- 6 DISTANCE BETWEEN SCHOOLS In city limits miles.
- 7 COACHING STAFF OR SPONSOR
- | | |
|-------------------------------------|--------------------------------|
| Head Coach/Sponsor <u>Jeff Ball</u> | School <u>Guthrie Jr. High</u> |
| Assistant <u>Casey Porter</u> | School <u>Guthrie Jr. High</u> |
| Assistant <u>Matt Perring</u> | School <u>Guthrie Jr. High</u> |
- 8 SITE OF CONTEST Jelsma Stadium 200 Springer Dr.
- 9 SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)
- School A ADM (9-12) _____
- School B ADM (9-12) _____
- 10 ADDITIONAL AGREEMENTS BETWEEN SCHOOLS
Please attach a written agreement between the two participating schools which includes the following:
- Conditions Prompting Application for Cooperative Agreement and Goal of Coop
 - Administrative Responsibility
 - Liability and Insurance
 - Uniforms (colors, cost, identifying names, etc.)
 - Financial Arrangements
 - Operating Procedures
 - Facilities
 - Practice Sites and Schedules
 - Staffing
 - Evaluation of Staff
 - Supervision at Contests, home and away
 - Transportation
 - Contracting Game Officials
 - Cheerleaders/Pep Squads
 - OSSAA Eligibility Reports
 - Periodic In-School Eligibility Checks
 - Procedures for Awarding Athletic Letters

12. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Guthrie Schools

Date 3-10- 2014 (Host)

Location Admin Office 802 E. Vilas

School B St. Mary Catholic School

Date 2-25- 2014

Location St.Mary Catholic Church 411 N. Elm

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

13. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 3-11- 2014

SCHOOL A Guthrie Schools

(Host)

SCHOOL B St. Mary Catholic School

Bd. Pres. _____

Bd. Pres. Fr. Charles R. Murphy

Supt. _____

Supt. _____

Prin. _____

Prin. Jacques Cook

FOR OSSAA USE ONLY

Classification before cooperative agreement _____

Classification after cooperative agreement _____

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

1. ACTIVITY Cross Country (Boys & Girls) For School Year(s) 2014- 2015
(One Activity Per Application Form)
- Check one: High School Junior High
2. SCHOOLS MAKING APPLICATION (List host school under A)
- | | |
|--------------------------------------|--------------------------------------|
| A. <u>Guthrie Jr. High</u> | B. <u>St. Mary Catholic School</u> |
| Address <u>705 E. Oklahoma</u> | Address <u>502 E. Warner</u> |
| City <u>Guthrie</u> ZIP <u>73044</u> | City <u>Guthrie</u> ZIP <u>73044</u> |
| Supt. <u>Dr. Mike Simpson</u> | Supt. _____ |
| Prin. <u>Doug Ogle</u> | Prin. <u>Jacque Cook</u> |
| A.D. <u>Gary Boxley</u> | A.D. _____ |
3. ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):
- Name Gary Boxley Work Phone 405-282-5906 Home Phone 405-202-9180
4. Do the boundaries of the school districts join? Yes X No _____
5. NAME OF COOPERATIVE TEAM OR GROUP Guthrie Jr. High Bluejays
School(s) Mascot, if applicable
6. DISTANCE BETWEEN SCHOOLS In city limits miles.
7. COACHING STAFF OR SPONSOR
- | | |
|---|--------------------------------|
| Head Coach/Sponsor <u>Brian Dearing</u> | School <u>Guthrie Jr. High</u> |
| Assistant _____ | School _____ |
| Assistant _____ | School _____ |
8. SITE OF CONTEST 200 Crooks Dr.
9. SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)
- School A ADM (9-12) _____
- School B ADM (9-12) _____
10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS
Please attach a written agreement between the two participating schools which includes the following:
- a. Conditions Prompting Application for Cooperative Agreement and Goal of Coop
 - b. Administrative Responsibility
 - c. Liability and Insurance
 - d. Uniforms (colors, cost, identifying names, etc.)
 - e. Financial Arrangements
 - f. Operating Procedures
 - g. Facilities
 - h. Practice Sites and Schedules
 - i. Staffing
 - j. Evaluation of Staff
 - k. Supervision at Contests, home and away
 - l. Transportation
 - m. Contracting Game Officials
 - n. Cheerleaders/Pep Squads
 - o. OSSAA Eligibility Reports
 - p. Periodic In-School Eligibility Checks
 - q. Procedures for Awarding Athletic Letters

12. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Guthrie Schools
(Host)

Date 3-10- 2014

Location Admin Office 802 E. Vilas

School B St. Mary Catholic School

Date 2-25- 2014

Location St.Mary Catholic Church 411 N. Elm

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

13. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 3-11- 2014

SCHOOL A Guthrie Schools
(Host)

SCHOOL B St. Mary Catholic School

Bd. Pres. _____

Bd. Pres. Fr. Charles R. Murphy

Supt. _____

Supt. _____

Prin. _____

Prin. Jacque Cook

FOR OSSAA USE ONLY

Classification before cooperative agreement _____

Classification after cooperative agreement _____

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

1. ACTIVITY Track & Field (Boys & Girls) For School Year(s) 2014- 2015
(One Activity Per Application Form)
- Check one: High School Junior High
2. SCHOOLS MAKING APPLICATION (List host school under A.)
- | | |
|--------------------------------------|--------------------------------------|
| A. <u>Guthrie Jr. High</u> | B. <u>St. Mary Catholic School</u> |
| Address <u>705 E. Oklahoma</u> | Address <u>502 E. Warner</u> |
| City <u>Guthrie</u> ZIP <u>73044</u> | City <u>Guthrie</u> ZIP <u>73044</u> |
| Supt. <u>Dr. Mike Simpson</u> | Supt. _____ |
| Prin. <u>Doug Ogle</u> | Prin. <u>Jacque Cook</u> |
| A.D. <u>Gary Boxley</u> | A.D. _____ |
3. ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):
- Name Gary Boxley Work Phone 405-282-5906 Home Phone 405-202-9180
4. Do the boundaries of the school districts join? Yes X No _____
5. NAME OF COOPERATIVE TEAM OR GROUP Guthrie Jr. High Bluejays
School(s) Mascot, if applicable
6. DISTANCE BETWEEN SCHOOLS In city limits miles.
7. COACHING STAFF OR SPONSOR
- | | |
|---|--------------------------------|
| Head Coach/Sponsor <u>Brian Dearing</u> | School <u>Guthrie Jr. High</u> |
| Assistant <u>Matt Perring</u> | School <u>Guthrie Jr. High</u> |
| Assistant _____ | School _____ |
8. SITE OF CONTEST 200 Crooks Dr.
9. SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)
- School A ADM (9-12) _____
- School B ADM (9-12) _____
10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS
Please attach a written agreement between the two participating schools which includes the following:
- a. Conditions Prompting Application for Cooperative Agreement and Goal of Coop
 - b. Administrative Responsibility
 - c. Liability and Insurance
 - d. Uniforms (colors, cost, identifying names, etc.)
 - e. Financial Arrangements
 - f. Operating Procedures
 - g. Facilities
 - h. Practice Sites and Schedules
 - i. Staffing
 - j. Evaluation of Staff
 - k. Supervision at Contests, home and away
 - l. Transportation
 - m. Contracting Game Officials
 - n. Cheerleaders/Pep Squads
 - o. OSSAA Eligibility Reports
 - p. Periodic In-School Eligibility Checks
 - q. Procedures for Awarding Athletic Letters

12. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Guthrie Schools

Date 3-10- 2014 (Host)

Location Admin Office 802 E. Vilas

School B St. Mary Catholic School

Date 2-25- 2014

Location St.Mary Catholic Church 411 N. Elm

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

13. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 3-11- 2014

SCHOOL A Guthrie Schools

(Host)

SCHOOL B St. Mary Catholic School

Bd. Pres. _____

Bd. Pres. Fr Charles R Murphy

Supt. _____

Supt. _____

Prin. _____

Prin. Jacque Cook

FOR OSSAA USE ONLY

Classification before cooperative agreement _____

Classification after cooperative agreement _____

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

1. ACTIVITY Golf (Boys & Girls) For School Year(s) 2014- 2015
(One Activity Per Application Form)
- Check one: High School Junior High
2. SCHOOLS MAKING APPLICATION (List host school under A.)
- | | |
|--------------------------------------|--------------------------------------|
| A. <u>Guthrie Jr. High</u> | B. <u>St. Mary Catholic School</u> |
| Address <u>705 E. Oklahoma</u> | Address <u>502 E. Warner</u> |
| City <u>Guthrie</u> ZIP <u>73044</u> | City <u>Guthrie</u> ZIP <u>73044</u> |
| Supt. <u>Dr. Mike Simpson</u> | Supt. _____ |
| Prin. <u>Doug Ogle</u> | Prin. <u>Jacque Cook</u> |
| A.D. <u>Gary Boxley</u> | A.D. _____ |
3. ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):
- Name Gary Boxley Work Phone 405-282-5906 Home Phone 405-202-9180
4. Do the boundaries of the school districts join? Yes X No _____
5. NAME OF COOPERATIVE TEAM OR GROUP Guthrie Jr. High Bluejays
School(s) Mascot, if applicable
6. DISTANCE BETWEEN SCHOOLS In city limits miles.
7. COACHING STAFF OR SPONSOR
- | | |
|-------------------------------------|--------------------------------|
| Head Coach/Sponsor <u>Jeff Ball</u> | School <u>Guthrie Jr. High</u> |
| Assistant _____ | School _____ |
| Assistant _____ | School _____ |
8. SITE OF CONTEST Cimarron National Golf Course HWY 33
9. SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)
- School A ADM (9-12) _____
- School B ADM (9-12) _____
10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS
- Please attach a written agreement between the two participating schools which includes the following:
- Conditions Prompting Application for Cooperative Agreement and Goal of Coop
 - Administrative Responsibility
 - Liability and Insurance
 - Uniforms (colors, cost, identifying names, etc.)
 - Financial Arrangements
 - Operating Procedures
 - Facilities
 - Practice Sites and Schedules
 - Staffing
 - Evaluation of Staff
 - Supervision at Contests, home and away
 - Transportation
 - Contracting Game Officials
 - Cheerleaders/Pep Squads
 - OSSAA Eligibility Reports
 - Periodic In-School Eligibility Checks
 - Procedures for Awarding Athletic Letters

12. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Guthrie Schools
(Host)

Date 3-10- 2014

Location Admin Office 802 E. Vilas

School B St. Mary Catholic School

Date 2-25- 2014

Location St.Mary Catholic Church 411 N. Elm

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

13. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 3-11- 2014

SCHOOL A. Guthrie Schools
(Host)

SCHOOL B. St. Mary Catholic School

Bd. Pres. _____

Bd. Pres. Fr. Charles R. Murphy

Supt. _____

Supt. _____

Prin. _____

Prin. Jacquie Cook

FOR OSSAA USE ONLY

Classification before cooperative agreement _____

Classification after cooperative agreement _____

OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION
PO Box 14590, Oklahoma City, Oklahoma 73113-0590

APPLICATION FOR CONDUCTING PILOT COOPERATIVE ACTIVITIES PROGRAM
(To Be Jointly Completed By Participating Schools)

1. ACTIVITY Wrestling For School Year(s) 2014- 2015
(One Activity Per Application Form)
- Check one: High School Junior High
2. SCHOOLS MAKING APPLICATION (List host school under A.)
- | | |
|--------------------------------------|--------------------------------------|
| A. <u>Guthrie Jr. High</u> | B. <u>St. Mary Catholic School</u> |
| Address <u>705 E. Oklahoma</u> | Address <u>502 E. Warner</u> |
| City <u>Guthrie</u> ZIP <u>73044</u> | City <u>Guthrie</u> ZIP <u>73044</u> |
| Supt. <u>Dr. Mike Simpson</u> | Supt. _____ |
| Prin. <u>Doug Ogle</u> | Prin. <u>Jacque Cook</u> |
| A.D. <u>Gary Boxley</u> | A.D. _____ |
3. ADMINISTRATOR OF RECORD (The OSSAA will contact one person, listed below, when seeking information about the program):
- Name Gary Boxley Work Phone 405-282-5906 Home Phone 405-202-9180
4. Do the boundaries of the school districts join? Yes X No _____
5. NAME OF COOPERATIVE TEAM or GROUP Guthrie Jr. High Bluejays
School(s) Mascot, if applicable
6. DISTANCE BETWEEN SCHOOLS In city limits miles.
7. COACHING STAFF OR SPONSOR
- | | |
|--|--------------------------------|
| Head Coach/Sponsor <u>Justin Stevens</u> | School <u>Guthrie Jr. High</u> |
| Assistant <u>Jay Howard</u> | School <u>Guthrie Jr. High</u> |
| Assistant _____ | School _____ |
8. SITE OF CONTEST Favor Wrestling Room- 1021 E. Perkins
9. SCHOOL ENROLLMENTS (if co-op application is for JH, no ADM numbers are necessary)
- School A ADM (9-12) _____
- School B ADM (9-12) _____
10. ADDITIONAL AGREEMENTS BETWEEN SCHOOLS
- Please attach a written agreement between the two participating schools which includes the following:
- Conditions Prompting Application for Cooperative Agreement and Goal of Coop
 - Administrative Responsibility
 - Liability and Insurance
 - Uniforms (colors, cost, identifying names, etc.)
 - Financial Arrangements
 - Operating Procedures
 - Facilities
 - Practice Sites and Schedules
 - Staffing
 - Evaluation of Staff
 - Supervision at Contests, home and away
 - Transportation
 - Contracting Game Officials
 - Cheerleaders/Pep Squads
 - OSSAA Eligibility Reports
 - Periodic In-School Eligibility Checks
 - Procedures for Awarding Athletic Letters

12. Indicate the date and location of the school board meeting at which the filing of this application was approved.

School A Guthrie Schools
(Host)

Date 3-10- 2014

Location Admin Office 802 E. Vilas

School B St. Mary Catholic School

Date 2-25- 2014

Location St.Mary Catholic Church 411 N. Elm

As a part of this application, please include, on school letterhead, the school board resolution approving participation in this cooperative program.

13. AUTHORIZATION FOR THE FILING OF THIS APPLICATION

The undersigned have jointly filed this application and verify the information contained herein.

Date of Application: 3-11- 2014

SCHOOL A. Guthrie Schools
(Host)

SCHOOL B. St. Mary Catholic School

Bd. Pres. _____

Bd. Pres. Fr. Charles R. Murphy

Supt. _____

Supt. _____

Prin. _____

Prin. Jacque Cook

FOR OSSAA USE ONLY

Classification before cooperative agreement _____

Classification after cooperative agreement _____



Guthrie Public Schools

Memo

To: Dr. Mike Simpson

Guthrie School Board of Education

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

Date: February 25, 2014

Re: **School Age Care**

Attached is a copy of the proposed 2014-2015 School Age Care Handbook for review.
The only change is the updated school year on the cover page.

I recommend approval of the 2014-2015 School Age Care Handbook.

SAC

School Age Care Program



~~2013-2014~~

2014-2015

Guthrie Public Schools
School Age Care Program

PARENT HANDBOOK

Our Philosophy and Goals for Children:

Our goal is to provide a safe and secure atmosphere of encouragement that helps children develop positive self-esteem. Children are respected for their individuality. Play is an important natural part of a child’s cognitive growth as they learn to solve simple problems, imitate the actions of others, explore using all of their senses, and see that they have an effect on their environment. Staff members support all aspects of each child’s positive development. The strength of our program is the dedication and continuing education of our staff. We provide many opportunities for our teaching staff to share ideas and grow professionally. Parents are the most important individuals in a partnership for the benefits of the child. We encourage daily communication between parents and teachers.

“CARING FOR CHILDREN IS OUR PURPOSE.”

Our Program:

Our Staff plan and provide experiences that meet children’s needs and stimulate learning in all development areas, physical, social, emotional and intellectual, regardless of gender. Staff will provide, indoor and outdoor play, rest periods, self-directed and teacher-directed activities. Parents are welcome to take part in our program. Please visit or volunteer in the classroom.

Admission:

- Any elementary age children attending Guthrie Public Schools Ages 4 to 10 yrs.
- An enrollment form must be filled out.

**Parents or Legal guardians that are GPS employees may receive ½ off for their children’s daycare services on contracted days only. If employees need to bring their children on non-contracted days, you will be charged the full day rate.*

SCHOOL YEAR PRICES:		SUMMER PRICES:	
(4yrs-10yrs)	Before School	\$100.00/Month	Monthly \$350.00
	Pre-K Care AM	\$250.00/Month	Daily \$25.00
	Pre-K Care PM	\$250.00/Month	
	After School Care	\$200.00/Month	

There will be a discount for multiple siblings enrolled or if child is in multiple sessions

Summer only available for ages 4-10 yrs of Age

Drop-in Fees:

Drop-in fees are due and payable on the day of service. Attendance of three or more days per week is considered full-time. Two days or less per week is considered drop-in. A 24-hour notice is appreciated for drop-in **and only will be accepted if space is available.**

Before Care	\$5.00/day
Pre-K Care AM/PM	\$16.00/day
After School Care	\$16.00/day
Full Day Care	\$25.00/day

Payment:

School Year Monthly payments are figured on 8 equal payments for the school year. Summer Monthly payments are equal for June and July. The August payments are usually prorated. Your child’s first tuition payment is due before he or she will be allowed to attend the program. All tuition will then be due on the first Monday of each month thereafter, and will be considered late after Wednesday with a \$10.00 late fee. Accounts past due over 30 days will result in termination of the program.

Absences:

There will be no credit given for any absences.

Financial Assistance:

Our program is a licensed day care facility through the Department of Human Services. Financial assistance is available if you qualify for the Day Care Assistance Program. Please contact the OKDHS to apply for assistance.

**Oklahoma Department of Human Services
1414 S. Division Guthrie, Oklahoma 73044
(405) 264-2700.**

Please Note: DHS will not pay for any days that you failed to swipe attendance past ten days (which also counts weekends) therefore there will be a \$25.00 daily charge for any days past due.

SAC Hours:

School Year Program:

6:30am-6:00pm

Summer Program:

6:30am-6:00pm

1. **Our center will not open before these hours.**
2. **Our center closes at 6:00 P.M. promptly.**
3. **Any children who are picked up after 6:00 P.M. will need to pay \$1.00 per minute, per child to the center. This amount is due and must be paid at the time you pick up your child.**
4. **Authorities will be called if children are not picked up by 6:30 P.M. and parents cannot be reached.**
5. **Late pickups can be cause for dismissal from our program.**

Operating Procedures:

1. A child leaves the center only with a parent or person designated by the parent on the enrollment form. In a case where someone not designated on the enrollment form must pick up your child, you will need to notify the center with detailed information. Name, description, and vehicle description are needed. We will ask for identification.
2. Parents are required to sign in their child upon arrival, to leave the child in the care of a staff member, and to sign out their child upon departure, and notify a staff member that child is leaving. Parents are required to come into the building when leaving children in our care. (No dropping children off)
3. For child’s safety, **DO NOT** allow your child to leave the building without you. Your cooperation is necessary and appreciated very much. Thank You.
4. When your child is to be absent, please notify the center and give the reason for the absence.

School Breaks (Breakdays) *Only Available for Ages 4-10 yrs as of September 1st*****

The daycare is open during most scheduled school breaks, conference days, and in-service days at the Cotteral SAC site. Exceptions to this are legal holidays. If the SAC Program will need to be closed, parents will be notified at least two weeks prior. Breakdays are open to children enrolled in the program ages 4-10 yrs of age as of September 1st of the current school year. Breakdays are included in the monthly tuition amount. The only additional fees are for the meals which must be purchased for these days (See Meals). A form will be sent out a couple of weeks before each scheduled break. Break day forms and all money for meals must be returned by the due date on the form. **Forms will not be accepted after the deadline!** The forms are used to let us know how many children will attend to order meals and to schedule staff on these days. A Break day confirmation form will be sent out confirming signup. No Lunch boxes or sack Lunches may be brought from home on these days.

School Closed Due to Weather:

There will be no childcare if school is closed for severe weather. In extreme weather conditions the daycare may need to close early. Parents will be notified if this should happen.

Personal Belongings:

Children who nap may bring a SMALL blanket (the size of a small bath towel) for rest time and an extra change of clothes if needed. Otherwise unless a teacher requests for specific items to be brought, all other personal belongings need to remain at home. SAC will not be responsible for any broken or lost items. (Gameboys, CD players, clothing, toys etc.) **PLEASE BE SURE TO LABEL YOUR CHILD'S PERSONAL ITEMS!**

Compliance File

In accordance with the 2007 OKDHS Licensing Regulations & DHS "*Notice to Parents*" (Posted on Parent Bulletin Board), the "Compliance File" is easily accessible to the Parents & Public. These files are presently available at any time. It includes any monitoring reports, investigations, findings, & letters from the Department of Human Services. The "Compliance File" is located in the SAC Parent Resource Center inside the entrance. The Public has the right to view this information at any time. Financial Assistance/Child Care Center Licensing Questions

**Logan County Department of Human Services
1414 S. Division
(405) 264-2700**

Child Abuse:

Every person, private citizen or professional, who has reason to believe that a child has been abused, is mandated by law to promptly report suspected abuse. Failure to do so is a misdemeanor. **Statewide toll-free Child Abuse Hot Line, 1-800-522-3511.**

Health Care Policy:

When children are ill or become ill during the day, it is necessary to exclude them from the program until they are released to attend again. Children are excluded if they show signs of:

- Communicable Disease - a disease that can be spread from one person to another.
- Fever, defined as auxiliary (armpit) temperature of 100 degrees or higher.
- Diarrhea, defined as runny or watery stools with increased frequency of loose stools.
- Vomiting two or more times in a 24 hour period.
- Undiagnosed body rash
- Sore throat with a fever and swollen glands.
- Eye discharge, defined as thick mucus or pus drained from the eye, or pink eye.
- Yellowish skin or eyes
- Severe coughing, where a child gets red or blue in the face or makes a high-pitched whooping sound after coughing.
- Signs or symptoms of possible illness such as lethargy, irritability, persistent crying or any other unusual signs until a medical evaluation allows inclusion.
- If illness develops during the day, the child will be separated from the other children and the parents called. Parents MUST have a workable plan for caring for the child in case of illness or accident.
- No medication will be administered by the center without exact directions signed by the parent on a SAC Medication Form. All medication must be in the original labeled bottle and prescribed for the child to whom it is to be administered. You may want to ask your pharmacist to provide an extra – labeled container for medication to be used at the center.

In Case of Emergency These Steps Are Taken:

1. The school-age Care Director will call the parents. If neither parent can be reached, step 2 will be taken.
2. If the parent has listed an alternative emergency number, that number will be called. If those individuals cannot be reached, the Step 3 will be followed.
3. The student will be taken to the emergency room at the hospital or 911 will be called to transport the child.
4. The hospital can provide treatment only when parental permission has been obtained. The parent may have on file at the hospital a signed, notarized release form that would allow immediate treatment for their child.
5. The school's responsibility ends after the student has been transported to the emergency room. (It is suggested that parents have on file with the hospital a notarized permission to treat their child.)
6. The school personnel may stay with the child until a parent comes to the hospital.
7. The staff must fill out an accident report for the school office as well as report any medical emergency requiring emergency treatment to the Department of Human Services within 24 hours.

Field Trips:

From time to time, we have the opportunity to attend special activities away from the center. When that time arrives you be notified in advance of the activity. Your child will not be taken on a field trip without your knowledge and signature giving us permission to take him/her. A permission slip is given out with the summer packets. Children have to be attending or have completed Kindergarten to go on any field trips. Parents are welcome and encouraged to join us on field trips.

*****Any children with behavioral issues on the field trips may be asked to stay at the center. And may be terminated from all field trips.*****

Transportation:

The SAC program does not transport any children. All children will be transported by the Guthrie Public Schools buses to and from the center. Central and GUES students will ride the bus to/from their schools to their assigned SAC site before and afterschool. No walking will be permitted.

Meals:

All meals are paid through the Guthrie Public Schools on regular school days. For part of the Summer Program we will take part in a free meal program. Dates and Menus will be provided during this time. All children must take the meals provided unless you have a doctor note stating he/she may not eat certain food because of a food allergy etc. On break /non-free meal summer days the meals must be purchased through SAC. Meals are \$3.75/day. This provides Breakfast, Lunch and a Snack.

***** No Lunch Boxes or Sack Lunches may be brought on these days per DHS Regulations.**

Dismissal from Program

SAC reserves the right to dismiss any child displaying serious behavior problems. A serious behavior problem is defined as one in which a child is inflicting serious physical or emotional harm on the other children, is physically or verbally abusing to the staff, or whose behavior places self or others in danger. Cursing and destruction of property will not be allowed. This can be defined as a serious behavior problem.

The following steps will be taken when a child's behavior is serious:

1. The parent will be notified of child's behavior and given a warning of suspension.
2. A day of suspension
3. A one week suspension and the child will be put on probation; this will involve daily monitoring between the staff and parents.
4. If behavior does not improve, the child will then be terminated from the program.

If a child is chronically disruptive to the functioning of the program he/she may be terminated upon the recommendation of the staff after reasonable effort to integrate the child into the program and consulting with the program supervisor, the parents and the child care director. Notification of termination will be given at least 5 school days prior to termination.

Behavior and Guidance:

Discipline shall be constructive and educational in nature and appropriate to the child's age and circumstances.

All staff members shall:

- Recognize and encourage acceptable behavior.
- Teach by example and use fair consistent rules in a relaxed atmosphere with discipline that is relevant to the behavior exhibited.
- Supervise with an attitude of understanding and firmness.
- Give clear directions and provide guidance on the child's level of understanding.
- Redirect children by stating alternatives when behavior is unacceptable.
- Speak so that children understand that they and their feelings are acceptable but unacceptable action or behavior is not.
- Encourage children to control their own behavior, cooperate with others and solve problems by talking things out.
- Communicate with children by showing an attitude of affection and concern and giving them an opportunity to talk out their feelings. Encourage children to consider how others feel by having their feelings understood.
- Give guidance in activities in an orderly fashion. Provide a range of interesting planned activities and allow some choice; help children to feel successful at a task and give them options of other tasks they can complete if the one chosen proves too difficult.
- Prepare the children for the next activity a few minutes ahead and allow them to wind down from one activity before beginning another activity.
- Guide children with concern and understanding.
- Use "time-out" periods only as necessary and not to exceed five minutes for preschool children (one minute of time-out for each year of child's age is recommended.)
- Maintain perspective about school-age misbehavior, recognizing that every infraction does not warrant staff attention or intervention.
- Give older children opportunities to work out disagreements amongst themselves.

Restrictions:

Staff are prohibited from:

- Subjecting children to punishment of a physical nature, e.g., shaking, striking, spanking, swatting, thumping, pinching, popping, shoving, spitting, biting, hair pulling, yanking, slamming, excessive exercise or any cruel treatment that may cause pain.
- Putting anything in or on a child's mouth as punishment.
- Restraining a child by any means other than holding and then for only as long as is necessary for a child to regain control.
- Subject children to punishment of a psychological nature, e.g., humiliation by derogatory or sarcastic remarks about them their families, race, gender, religion, or cultural background.
- Using harsh or profane language or actual or implied threats of physical punishment.

- Punishing or threatening children in association with food and rest.
- Isolating a child without supervision or placing him in or her in a dark area.
- Permitting other children to discipline other children.
- Punishing an entire group due to the actions of a few children.
- Seeking or accepting parental permission to use any punishment or act prohibited by the requirements contained in the state day care licensing manual.

Participation By Disabled Students In The School Age Care Program

The Guthrie Public Schools recognizes its responsibilities to children who are or may be individuals with disabilities under Section 504 of the Rehabilitation act of 1973 (“Section 504”). In an effort to ensure that School District personnel understand and implement the requirements of Section 504 generally and as it relates to participation in the District’s School Age Care (“SAC”) Program, the Board of Education adopts the following policy.

The District does not categorically exclude qualified individuals with disabilities for the SAC Program. The District shall make all decisions about admission into the SAC Program in compliance with section 504. The District shall take into account the needs of each qualified individual with a disability in determining the aids, benefits and /or services to be provided in the SAC Program.

Notice of Non-Discrimination:

Guthrie Public Schools does not discriminate on the basis of race, color, national origin, gender, age or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The Guthrie Public School System also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator.

Superintendent of Guthrie Public Schools
 Office Address: 802 E. Vilas, Guthrie, OK 73044
 Phone Number (Voice/TDD): (405)282-8900
 Days/Hours Available: M-F 8:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m.

For questions regarding this notice, please contact the District Compliance Coordinator.

AVISO DE DECLARACION NO-DESCRIMINATORIA

Escuela Publica de Guthrie no discrimina raza, color, nacionalidad, genero, edad o incapacidad de admision a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningun aspecto de sus operaciones. El Escuela Publica de Guthrie tampoco discrimina en sus contractos o practices de empleados.

Esta noticia es provista y requerida por el Titulo VI del Acto de Derechos Civiles de 1964, Seccion 504 del Acto de Rehabilitacion de 1973, Titulo IX de la Enmienda Educativa de 1972, en el Acto de Acto de Discriminacion de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990. Preguntas, quejas, o para mas informacion con respecto a estas leyes pueden ser recibidas por el coordinador de quejas.

Superintendent of Guthrie Public Schools

Direccion de Oficina: 802 E. Vilas, Guthrie, OK 73044

Numero Telefono (correro de voz/TDD): (405)282-8900

Dias/Horas de trabajo: M-F 8:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:30 p.m.

GPS- School Age Care Program Agreement Form

**I _____, the Parent/Guardian
of _____ have read the
School Age Care Parent Handbook. I understand the policies and
procedures of the program and agree to abide by these principles.**

(parent's/guardian's signature)

Date



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

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

Date: February 27, 2014

Re: Growth and Development Presentation

Please find attached a copy of a permission form from Ms. Angie Burriss R. N., Guthrie School Nurse, regarding the Fifth Grade Puberty Lesson to be conducted on Friday, March 28, 2014 at Guthrie Upper Elementary School. Ms. Burriss has taught this for the past eleven years and is very knowledgeable and conducts the program in a professional manner.

This is a special lesson concerning the emotional and physical growth and development of early adolescents with an emphasis on personal hygiene practices.

The program is entitled “Always Changing 5th grade Puberty Education”. If you would like to preview the content of the program, it can be found at www.pgschoolprograms.com.

I recommend Guthrie Public Schools approve the Growth and Development Presentation for our 2013 – 2014 Fifth Grade Students.

Guthrie Upper Elementary School

702 CROOKS DRIVE
GUTHRIE, OKLAHOMA 73044
(405) 282-5924
Fax: (405) 282-5946
www.guthrie.k12.ok.us

Susan Davison
Principal

Dani Watson
Assistant Principal

Dear Parent or Guardian,

Date _____

This letter is in reference to a special lesson for your child's class concerning the emotional and physical growth and development of early adolescents. The program involves viewing of an educational video followed by classroom discussion.

This lesson provides accurate, factual information about puberty in objective and reassuring terms for pre-adolescents.

I invite any parent or guardian to be present with their child during this lesson, which will be held Friday, March 28, 2014 starting at 8:30 in the computer labs.

If you would like to view the materials before the presentation or have any questions or concerns, please let me know and I will be happy to visit with you.

Please sign and return this letter no later than Thursday, March 27, 2014 for your child to participate.

Thank you for your cooperation and support.

Sincerely,

Angie Burris, School Nurse
(405) 282-5924 ext. 8460

PLEASE PRINT:

_____ has my permission to participate in the Puberty presentation.
(student's name)

_____ does not have my permission to participate.

Parent Signature _____ Date _____

Teacher _____



Guthrie Public Schools

Memo

To: Dr. Mike Simpson
Guthrie School Board

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

Date: February 25, 2014

Re: K – 8 Remedial Summer School Program

Guthrie Public Schools request your consideration and approval for the K-8 Remedial Summer School Program.

- Instruction will include reading for Kindergarten through 8th grade and math for Kindergarten through 2nd grade and 4th through 8th grade.
- Students qualify based on Children’s Progress Academic Assessment (CPAA), Measures of Academic Progress (MAP) assessment, Oklahoma Core Curriculum Test scores, benchmark assessments and other informal assessments.
- The program is offered at no cost to the students. However; transportation is the responsibility of the parent or guardian.
- Funding for the program will be funded through Reading Sufficiency and Title I at a total projected cost of \$42,000.
- The staff will include approximately 15 teachers, 3 paraprofessionals, 1 RSA coordinator and 1 administrator.
- Teacher pay is \$20 per hour plus up to 5 hours for scheduling and parent contact prior to the beginning of summer school. Paraprofessional pay is \$10 per hour. RSA coordinator and administrator pay is \$25 per hour plus \$500 for preparation.
- All sessions will be held at Guthrie Upper Elementary School.
- Students will attend Monday – Thursday June 2 – June 26, 2014 from 8:30 -11:30 a.m. Teachers will report May 30 – June 27, 2014; 8:00 a.m. – 12 noon (18 days) and the RSA coordinator and administrator will report May 30 – June 27, 2014; 7:30 a.m. – 12:30 p.m. (18 days)
- Teacher recommendations will be submitted for your approval at the May 2014 board meeting.

MEMORANDUM:

TO: Members of the Board of Education and Dr. Mike Simpson, Superintendent
FROM: Eldona Woodruff, Director of Special Education
SUBJECT: Oklahoma Prevention Needs Assessment Survey
DATE: March 4, 2014

The Oklahoma Department of Mental Health and Substance Abuse Services in cooperation with the State Department of Education and State Department of Health have prepared the Oklahoma Prevention Needs Assessment Survey for administration to students in Oklahoma school districts this spring. The Survey will be administered from March 24 through May 5 to students in grades 6, 8, 10 and 12. This survey is completed every two years. School districts are not required to participate in the survey; however, results will be provided to the school districts. The survey takes approximately 45 minutes to complete. Individual student participation is voluntary and anonymous. Parents will be informed of the survey and may opt their child out of the survey by notifying the principal's office if they do not wish their child to take the survey. Parents will also be informed of their right to view the survey questionnaire.

The purpose of the survey is to identify community needs and gather information needed to apply for grants, plan programs and target services. The data will be used by the school district, county, and state agencies. The survey will also meet partial requirements for the Title IV Safe and Drug Free Schools and Communities Act. School district reports will be made available to the school and not distributed publicly. Guthrie Public Schools will receive local school results. County agencies will receive information combined from all participating schools in the county. The county data will not be disaggregated by school district.

Thank you.

OKLAHOMA DEPARTMENT OF MENTAL HEALTH
AND SUBSTANCE ABUSE SERVICES

February 3, 2014

Superintendent Dr. Mike Simpson
Guthrie School District
802 E Vilas Ave.
Guthrie, OK 73044

Subject: 2014 Oklahoma Prevention Needs Assessment (OPNA) Survey Administration

Dear Superintendent Dr. Mike Simpson,

It is time to begin preparations for the 2014 Oklahoma Prevention Needs Assessment (OPNA) Survey, sponsored by the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) in cooperation with the State Department of Education and State Department of Health. The OPNA Survey is being offered to public, private, and charter schools in the state and will be administered from March 24, 2014 through May 5, 2014. You may be familiar with this project through participation in the 2004, 2006, 2008, 2010 and/or 2012 OPNA Surveys. A copy of the 2012 OPNA state summary report is available from the ODMHSAS at http://www.ok.gov/odmhsas/Prevention_Publications_and_Reports/index.html.

The OPNA survey will collect risk and protective factor data which is only gathered for Oklahoma schools and the state through this survey. The OPNA Survey is the **only survey** offered in the state that collects outcome data and risk and protective factor data that will identify community needs on a local level and then allow schools, school districts, counties, and regions to target services to address those needs. The survey is being offered free of charge to all schools in the state.

In participating schools, all students in grade 6, 8, 10, and 12 should be surveyed. The survey is completely anonymous, and there is no way to trace a survey's results back to a particular student. We sincerely hope your school district will take advantage of the valuable data that is gathered from this survey and agree to participate in the upcoming administration.

The ODMHSAS, along with the Regional Prevention Coordinators and staff from survey contractor Bach Harrison, L.L.C., will be working with school districts, charter schools, and private schools throughout the state to administer the survey. The staff members at Bach Harrison have considerable experience in conducting large, statewide surveys similar to the OPNA Survey and have prepared a Project Information Sheet that is attached to this letter. Other topics covered on the information sheet include: survey purpose and benefits, survey procedures, impact of the survey on students, and parental consent procedures.

We look forward to collaborating with your school district on this important survey. If you agree to participate, please sign the attached participation consent form and return it to confirm the participation of your school district in the survey. On the form, please name a person to be the district coordinator for the survey project. We will work with this district coordinator to conduct the survey in your schools. Your area's designated survey point person, Sean Byrne, will be telephoning you within the next week to discuss the participation of your school district in the survey. If you have any questions, please contact the ODMHSAS project coordinator Jamie Piatt (405-522-6785 or jpiatt@odmhsas.org) or project consultant Mary Johnstun (801-842-2682).

Sincerely,



Terri White, M.S.W.
Commissioner

Enclosures: School District Participation Consent Form, Prevention Needs Assessment Survey Project Informational Sheet, 2014 Oklahoma PNA Survey Questionnaire

Project Information Sheet
Oklahoma Prevention Needs Assessment Survey

Conducted by
Oklahoma Department of Mental Health and Substance Abuse Services

Bach Harrison, L.L.C.
116. S. 500 E. ♦ Salt Lake City, UT 84102 ♦ (801) 359-2064
Principle Investigator: R. Steve Harrison, Ph.D.

Oklahoma PNA Survey Contacts:
Jamie Piatt
Mary VanLeeuwen Johnstun

During the period of March 24th through May 5th, the 2014 Oklahoma Prevention Needs Assessment Survey will be conducted throughout the state. The survey will gather information needed to plan important prevention and intervention programs to combat such problems as alcohol and other drug use and violence in our schools and communities. This is the sixth year that the Oklahoma PNA Survey has been administered; the survey was also conducted in the spring of 2004, 2006, 2008, 2010, and 2012. The survey is being offered to public, private, and charter schools in the state every two years. This fact sheet answers important questions about the 2014 Oklahoma Prevention Needs Assessment Survey.

What is the Oklahoma Prevention Needs Assessment Survey

The Oklahoma Prevention Needs Assessment Survey (offered both in paper format and online) asks questions about behaviors students or students' friends may or may not have done. For the survey, students will be asked to respond to questions designed to gather information about risk and protective factors and questions related to alcohol, tobacco, and other drug use such as *"How often do you feel the school work you are assigned is meaningful and important?" "How wrong do you think it is for someone your age to pick a fight with someone at school?" "Which of the following activities for people your age are available in your community?" "On how many occasions (if any) have you used marijuana in the past 30 days?" "How many times in the past year have you taken a handgun to school?" "If you skipped school, would you be caught by your parents?" "If I had a personal problem I could ask my mom or dad for help?"*

What is the purpose of the Oklahoma Prevention Needs Assessment Survey?

The purpose of this survey is to gather information needed to plan important prevention and intervention programs to combat such problems as alcohol, tobacco, other drug use, and violence in our schools and communities. It will also help schools, districts, counties, and regions to judge the effectiveness of current prevention and intervention efforts. The information gained from these

surveys will allow school districts and the State of Oklahoma to continue to provide comprehensive prevention programs for our schools and children. The focus of the Oklahoma Prevention Needs Assessment Survey is on health risk behaviors such as violence and alcohol, tobacco, and other drug use that can result in injury and/or impede positive development among our youth. The survey also includes risk and protective factors, which are attitudes, behaviors, and opinions that research has shown to be highly correlated with these health risk behaviors.

Why should my school district participate?

The Oklahoma Prevention Needs Assessment Survey is the **only survey** offered to the state that collects outcome data and risk and protective factor data that will identify community needs on a local level and then allow schools, school districts, counties, and regions to target services to address those needs. Reports (generated at the regional, county, zip code, school district, and school levels) produced from the survey results will provide information regarding health-related behaviors; alcohol, tobacco, and other drug use; antisocial behavior; the factors that place students at risk for problem behaviors; and those that protect them from high risk behaviors.

Furthermore, the Oklahoma Prevention Needs Assessment Survey results can be used to help ensure that the state and participating regions and counties maintain important prevention funding which directly or indirectly benefits area school districts and schools. Information gathered through the Oklahoma Prevention Needs Assessment Survey can be used in the partial fulfillment of the Principles of Effectiveness requirements set forth by the Title IV Safe and Drug Free Schools and Communities Act (“No Child Left Behind” Legislation requirements). Survey results can be used for state and federal level Title IV Basic and Discretionary funds, School Safety Grants, Safe Schools, Drug Free Communities and other competitive funding processes. Information gathered from youth can also be useful for grant writing, program and school safety planning, as well as targeting interventions to meet the specialized needs of a school and/or community.

Are sensitive questions asked?

The survey questions have been designed to measure key behaviors without asking sensitive questions, although it is possible that some questions may be considered sensitive by some schools or school districts. The survey includes questions related to alcohol, tobacco, and other drug use; violent behaviors; other health risk behaviors; and related risk and protective factors. Unless questions in these topic areas are asked honestly and straightforwardly, we cannot know the degree to which the youth in Oklahoma engage in these health risk behaviors. It is important to remember the survey is anonymous, so no student’s response will ever be able to be connected with that student.

Can I see the survey?

A copy of the survey instrument is included for review and an online demo (for those considering doing the survey online instead of in paper format) can be provided at your request. All the

materials necessary to conduct the survey will be sent to your school district's District Coordinator if you choose to participate in the study. The survey questionnaires will be delivered to classrooms a minimum of three days prior to the date of administration. The school principal will be asked to keep the survey questionnaire on file. In a passive consent process, parents will be informed of their right to view the survey questionnaire by contacting the school office.

What if a parent does not wish their child to participate?

District Coordinators will be working with schools to distribute passive parental consent forms (or active consent forms in schools choosing to use them). Passive parental consent forms will inform parents of the study and instruct them to contact the principal's office if they do not wish their child to take the survey. A District Coordinator for each district will work with schools to ensure children whose parents refused consent do not take the survey. If a parent does decline, their son or daughter will be allowed to read or participate in some other alternate activity while his or her classmates are taking the survey. If a school district or school chooses to gather active parental consent, state survey coordinators will work with each district to ensure that parental consent forms are properly gathered and that only students with parental consent are given the survey.

What if a student does not wish to participate?

The student's participation in this study is completely voluntary. At the beginning of the class period when the survey will be administered, the teacher will read a prepared statement that informs the students their participation is voluntary. The students will be given the option to decline to participate, or to skip any question they prefer not to answer. Any students who decline the survey will be provided with an alternative activity to do while the survey is being administered.

Is student participation anonymous?

Yes, completely. The student will be given a survey booklet that contains the question items and a place for him/her to record responses. The survey booklet will not have the student's name, or any other identifying information on it. Before they begin, students will be reminded they should not write their name or other identifying information on the booklet. When completing the survey, students will be arranged in the classroom so their responses cannot be seen by the teacher administering the survey or by any of the student's peers. At the end of the class period, the survey booklets will immediately be gathered and placed in a sealed envelope or box. Contacts at each school will pick up the completed surveys and ship them to Bach Harrison, L.L.C. in Salt Lake City, Utah using a prepaid FedEx Ground label.

What will students be asked to do?

The students will be asked to complete a self-administered survey questionnaire during one class period at school. The student will be given a survey booklet that contains the survey questions. The student will be asked to read each question and select the answer in the survey booklet that most closely matches the way he/she feels. Students may experience stress from the personal nature of some questions; however, the stress is expected to be minimal given the anonymous, voluntary nature of the survey participation. All questions are self-reported, and no physical tests or exams are involved.

How long does it take to complete the survey?

The paper survey will take approximately 45 minutes to complete and the online survey typically takes students 30 minutes to complete. The survey is administered during a single class period. Although it is expected that the students will have sufficient time to complete the entire survey, they will be informed they should answer as many questions as possible during the class but not be concerned if they are not able to finish all of them. Students who finish before the end of class will be asked to work quietly at their desks while their classmates finish.

When will the study be conducted?

The survey will be administered during the period of March 24th to May 5th. Within a given school, the survey will be administered to all participating classes during the same class period when possible. This will help avoid students discussing the questions with classmates who have not yet completed the survey and biasing the results.

How does the District Coordinator help with the survey?

A Point Person at the regional level and a District Coordinator at the school district level will work with the Oklahoma Department of Mental Health & Substance Abuse Services to help facilitate the survey. The District Coordinator, who is assigned by each district's superintendent, will work with school principals to set an appropriate and convenient survey date, develop a passive parental consent process, and distribute and gather survey materials.

What will schools be asked to do?

The survey will be administered in a school classroom setting by the class teacher. Bach Harrison will provide each school with the necessary materials for completing the survey, including teacher instructions for administering the survey and a written script that will be read to the students at the beginning of the class that explains the purpose and voluntary nature of the study. The District Coordinator will be assisting schools throughout the process.

Will the results be made available?

Reports will be generated on several levels, including regional, county, school district, and school. The reports will provide levels of health related behaviors; alcohol, tobacco, and other drug use; antisocial behavior; the factors that place students at risk for problem behaviors and protect them from problem behaviors. School and school district level reports will only be made available to the school/school district and will not be distributed publicly.

How can my school district benefit from this survey?

Information gained from participating in the Oklahoma Prevention Needs Assessment Survey would not only allow schools, districts, and communities to receive detailed reports (as described above), but would also provide the community with a wealth of data to be used for grant writing, program and school safety planning, as well as targeting interventions to meet a school's and community's specialized needs. The survey information can be used to meet a variety of needs at the community and state levels. The survey provides information that can be used to identify the importance of various problem behaviors. This information can be used as input for resource and policy decisions, such as targeting interventions. Those who receive the information may choose to share it with other community organizations that are working on prevention projects. Results of this survey can be and have been used to provide evidence for the need for prevention services as well as the areas where students would benefit from those services.

If you have any questions about this important survey, you can call

**Jamie Piatt, Oklahoma Department of Mental Health and Substance Abuse Services,
OPNA Survey Coordinator at 405-522-6785
or by e-mail at jpiatt@odmhsas.org**

or

**Mary Johnstun, Bach Harrison Project Coordinator, at 801-842-2682
or by e-mail at mary@bach-harrison.com**

OKLAHOMA PREVENTION NEEDS ASSESSMENT SURVEY

1. Thank you for agreeing to participate in this survey. The purpose of this survey is to learn how students in our schools feel about their community, family, peers, and school. The survey also asks about health behaviors.
2. The survey is completely voluntary and anonymous. **DO NOT** put your name on the questionnaire.
3. This is not a test, so there are no right or wrong answers. We would like you to work quickly so you can finish.
4. All of the questions should be answered by completely filling in one of the answer spaces. If you do not find an answer that fits exactly, use the one that comes closest. If any question does not apply to you, or you are not sure what it means, just leave it blank. You can skip any question that you do not wish to answer.
5. For questions that have the following answers: **NO!** no **yes YES!**
 Mark (the BIG) **NO!** if you think the statement is **DEFINITELY NOT TRUE** for you.
 Mark (the little) **no** if you think the statement is **MOSTLY NOT TRUE** for you.
 Mark (the little) **yes** if you think the statement is **MOSTLY TRUE** for you.
 Mark (the BIG) **YES!** if you think the statement is **DEFINITELY TRUE** for you.

 Example: Chocolate is the best ice cream flavor.
 NO! no yes YES!

 In the example above, the student marked "yes" because he or she thinks the statement is mostly true.
6. Please mark only one answer for each question by completely filling in the circle with a #2 pencil.

Please fill in the following information with the help of your teacher/survey assistant.

County:	<input type="radio"/> 0 <input type="radio"/> 1	Type:	<input type="radio"/> OI	District:	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2	Site:	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2	Student's Home Zipcode:	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4
	<input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9		<input type="radio"/> OC		<input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9		<input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9		<input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9
			<input type="radio"/> OP						

What Tribe (if any) are you enrolled in as a member? Mark only ONE option.

- I am not an enrolled member of a Tribe
- | | | |
|--|--|--|
| <ul style="list-style-type: none"> <input type="radio"/> Absentee-Shawnee Tribe of Indians <input type="radio"/> Alabama-Quassake Tribal Town <input type="radio"/> Alaska Nation <input type="radio"/> Apache Tribe <input type="radio"/> Caddo Nation of Oklahoma <input type="radio"/> Cherokee Nation <input type="radio"/> Cheyenne-Arapaho Tribes <input type="radio"/> Chickasaw Nation <input type="radio"/> Choctaw Nation of Oklahoma <input type="radio"/> Citizen Potawatomi Nation <input type="radio"/> Comanche Nation <input type="radio"/> Delaware Nation <input type="radio"/> Delaware Tribe of Indians <input type="radio"/> Eastern Band of the Cherokees <input type="radio"/> Eastern Shawnee Tribe of Oklahoma <input type="radio"/> Fort Sill Apache Tribe of Oklahoma <input type="radio"/> Iowa Tribe (Kansas and Nebraska) <input type="radio"/> Iowa Tribe of Oklahoma | <ul style="list-style-type: none"> <input type="radio"/> Kaw Nation <input type="radio"/> Kialegee Tribal Town <input type="radio"/> Kickapoo Tribe of Indians of the Kickapoo Reservation in Kansas <input type="radio"/> Kickapoo Tribe of Oklahoma <input type="radio"/> Kickapoo Tribe of Texas <input type="radio"/> Kiowa Indian Tribe of Oklahoma <input type="radio"/> Miami Tribe of Oklahoma <input type="radio"/> Modoc Tribe of Oklahoma <input type="radio"/> Muscogee (Creek) Nation <input type="radio"/> Navajo <input type="radio"/> Navajo Nation <input type="radio"/> Osage Tribe <input type="radio"/> Otoe-Missouria Tribe of Indians <input type="radio"/> Ottawa Tribe of Oklahoma <input type="radio"/> Pawnee Nation of Oklahoma <input type="radio"/> Peoria Tribe of Indians of Oklahoma <input type="radio"/> Ponca Tribe of Indians of Oklahoma | <ul style="list-style-type: none"> <input type="radio"/> Prairie Band of Potawatomi Nation <input type="radio"/> Quapaw Tribe of Indians <input type="radio"/> Sac & Fox Nation of Oklahoma <input type="radio"/> Sac and Fox Nation of Missouri (Kansas and Nebraska) <input type="radio"/> Seminole Nation of Oklahoma <input type="radio"/> Seneca-Cayuga Tribe of Oklahoma <input type="radio"/> Shawnee Tribe <input type="radio"/> Thlopthlocco Tribal Town <input type="radio"/> Tonkawa Tribe of Indians of Oklahoma <input type="radio"/> United Keetoowah Band of Cherokee Indians in Oklahoma <input type="radio"/> Wichita and Affiliated Tribes (Wichita, Keechi, Waco and Tawakonie) <input type="radio"/> Wyandotte Nation <input type="radio"/> Other tribe (without tribal headquarters in Oklahoma) _____ |
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PLEASE DO NOT WRITE IN THIS AREA



[SERIAL]

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1. Are you: MALE FEMALE
2. How old are you?
 10 or younger 12 14 16 18
 11 13 15 17 19 or older
3. What grade are you in?
 6th 8th 10th 12th
 7th 9th 11th
4. Are you Hispanic or Latino? Yes No
5. What is your race? (Select one or more)
 Asian
 Hawaiian or other Pacific Islander
 American Indian
 Alaskan Native
 Black, or African American
 White

The next section asks about your experiences at school.

	NOI	no	yes	YES!
6. In my school, students have lots of chances to help decide things like class activities and rules.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Teachers ask me to work on special classroom projects.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. My teachers notice when I am doing a good job and let me know about it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. There are lots of chances for students in my school to get involved in sports, clubs, and other school activities outside of class.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. There are lots of chances for students in my school to talk with a teacher one-on-one.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. I feel safe at my school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. The school lets my parents know when I have done something well.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. My teachers praise me when I work hard in school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Are your school grades better than the grades of most students in your class?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. I have lots of chances to be part of class discussions or activities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

16. Putting them all together, what were your grades like last year?

- Mostly F's Mostly B's
 Mostly D's Mostly A's
 Mostly C's

17. How important do you think the things you are learning in school are going to be for your later life?

- Very important Slightly important
 Quite important Not at all important
 Fairly important

18. How interesting are most of your courses to you?

- Very interesting and stimulating Slightly interesting
 Quite interesting Not at all interesting
 Fairly interesting

19. Now thinking back over the past year in school, how often did you:

	Never	Seldom	Sometimes	Often	Almost always
a. enjoy being in school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. hate being in school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. try to do your best work in school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20. How often do you feel that the school work you are assigned is meaningful and important?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

21. During the LAST FOUR WEEKS how many whole days of school have you missed because you skipped or 'cut'?

- None 2 days 4-5 days 11 or more days
 1 day 3 days 6-10 days

The next questions ask about your feelings and experiences in other parts of your life.

22. Think of your four best friends (the friends you feel closest to). In the past year (12 months), how many of your best friends have:

	Number of friends				
	0	1	2	3	4
a. participated in clubs, organizations or activities at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. smoked cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. tried beer, wine or hard liquor (for example, vodka, whiskey, or gin) when their parents didn't know about it?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. made a commitment to stay drug-free?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. used marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. tried to do well in school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. used LSD, cocaine, amphetamines, or other illegal drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. been suspended from school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. liked school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. carried a handgun?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
k. sold illegal drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
l. regularly attended religious services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
m. stolen or tried to steal a motor vehicle such as a car or motorcycle?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
n. been arrested?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
o. dropped out of school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

23. What are the chances you would be seen as cool if you:

Very good chance
 Pretty good chance
 Some chance
 Little chance
 No or very little chance

a. smoked cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. worked hard at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. began drinking alcoholic beverages regularly, that is, at least once or twice a month?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. defended someone who was being verbally abused at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. smoked marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. carried a handgun?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. regularly volunteered to do community service?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

24. How old were you when you first:

17 or older
 16
 15
 14
 13
 12
 11
 10 or younger
 Never

a. smoked marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. smoked a cigarette, even just a puff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. had more than a sip or two of beer, wine or hard liquor (for example, vodka, whiskey, or gin)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. began drinking alcoholic beverages regularly, that is, at least once or twice a month?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. got suspended from school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. got arrested?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. carried a handgun?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. attacked someone with the idea of seriously hurting them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. used methamphetamines?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. used prescription drugs without a doctor telling you to take them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

25. How do you feel about someone your age having one or two drinks of an alcoholic beverage nearly every day?

- Neither Approve nor Disapprove Strongly Disapprove
 Somewhat Disapprove Don't know or can't say

26. How wrong do you think it is for someone your age to:

Not wrong at all
 A little bit wrong
 Wrong
 Very wrong

a. take a handgun to school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. steal anything worth more than \$5?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. pick a fight with someone?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. attack someone with the idea of seriously hurting them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. stay away from school all day when their parents think they are at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. drink beer, wine or hard liquor (for example, vodka, whiskey, or gin) regularly?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. smoke cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. smoke marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. use LSD, cocaine, amphetamines or another illegal drug?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. use prescription drugs without a doctor telling them to take them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

27. During the past 12 months, how often do you recall hearing, reading, or watching an advertisement about the prevention of substance use?

- Never
 Before, but not in the past year
 A few times in the past year
 Once a month
 Once a week or more
 Almost everyday

28. How many times in the past year (12 months) have you:

40+ times
 30 to 39 times
 20 to 29 times
 10 to 19 times
 6 to 9 times
 3 to 5 times
 1 to 2 times
 Never

a. been suspended from school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. carried a handgun?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. sold illegal drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. stolen or tried to steal a motor vehicle such as a car or motorcycle?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. participated in clubs, organizations or activities at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. been arrested?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. done extra work on your own for school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. attacked someone with the idea of seriously hurting them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. been drunk or high at school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. volunteered to do community service?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
k. taken a handgun to school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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29. During the past 12 months, have you talked with at least one of your parents about the dangers of tobacco, alcohol, or drug use? By parents, we mean your biological parents, adoptive parents, stepparents, or adult guardians – whether or not they live with you. (Choose all that apply)

- No, I did not talk with my parents about the dangers of tobacco, alcohol, or drug use.
- Yes, I talked with my parents about the dangers of tobacco use.
- Yes, I talked with my parents about the dangers of alcohol use.
- Yes, I talked with my parents about the dangers of drug use.

30. During the past 30 days, how many times did you DRIVE a car or other vehicle when you had been drinking alcohol?

- 0 times
- 1 time
- 2 or 3 times
- 4 or 5 times
- 6 or more times

31. During the past 30 days, how many times did you RIDE in a car or other vehicle driven by someone who had been drinking alcohol?

- 0 times
- 1 time
- 2 or 3 times
- 4 or 5 times
- 6 or more times

32. How often do you attend religious services or activities?

- Never
- Rarely
- 1-2 times a month
- About once a week or more

33. Is there an adult in your life, such as a parent, relative, teacher or neighbor, who you:

	NOI	no	yes	YES!
a. feel very close to.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. share your thoughts and feelings with.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. enjoy spending time with.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. could ask for help if you had a problem.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

34. I do the opposite of what people tell me, just to get them mad.

- Very False
- Somewhat False
- Somewhat True
- Very True

35. I like to see how much I can get away with.

- Very False
- Somewhat False
- Somewhat True
- Very True

36. I ignore rules that get in my way.

- Very False
- Somewhat False
- Somewhat True
- Very True

	NOI	no	yes	YES!
37. I think sometimes it's okay to cheat at school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
38. Sometimes I think that life is not worth it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
39. At times I think I am no good at all.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
40. All in all, I am inclined to think that I am a failure.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
41. In the past year, have you felt depressed or sad MOST days, even if you felt okay sometimes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
42. It is all right to beat up people if they start the fight.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
43. I think it is okay to take something without asking if you can get away with it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

44. Sometimes we don't know what we will do as adults, but we may have an idea. Please answer how true these statements may be for you.

WHEN I AM AN ADULT I WILL:

	NOI	no	yes	YES!
a. smoke cigarettes.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. drink beer, wine, or liquor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. smoke marijuana.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

45. How much do you think people risk harming themselves (physically or in other ways) if they:

	No risk	Slight risk	Moderate risk	Great risk
a. smoke one or more packs of cigarettes per day?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. try marijuana once or twice?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. smoke marijuana once or twice a week?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. take one or two drinks of an alcoholic beverage (beer, wine, liquor) nearly every day?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. have five or more drinks of an alcoholic beverage in a row once or twice a week?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. use prescription drugs without a doctor telling them to take them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

46. During the past year, what type of alcohol did you usually drink? (Mark the one best answer).

- I did not drink alcohol during the past year
- Beer
- Malt beverages, such as Smirnoff Ice, Bacardi Silver, or Hard Lemonade
- Wine coolers, such as Bartles and James or Seagrams
- Wine
- Liquor, such as vodka, rum, scotch, bourbon, or whiskey
- Some other type

On how many occasions (if any) have you:

OCCASIONS:

	0	1-2	3-5	6-9	10-19	20-39	40+	
47. had alcoholic beverages (beer, wine or hard liquor) to drink in your lifetime -- more than just a few sips?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	79
48. had beer, wine or hard liquor to drink during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	77
49. used marijuana in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	75
50. used marijuana during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	73
51. used LSD or other hallucinogens in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	71
52. used LSD or other hallucinogens during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	69
53. used cocaine or crack in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	67
54. used cocaine or crack during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	65
55. sniffed glue, breathed the contents of an aerosol spray can, or inhaled other gases or sprays, in order to get high in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	63
56. sniffed glue, breathed the contents of an aerosol spray can, or inhaled other gases or sprays, in order to get high during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	60
57. used phenoxydine (pox, px, breeze) in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	57
58. used phenoxydine (pox, px, breeze) during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	55
59. used methamphetamines (meth, crystal meth) in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	53
60. used methamphetamines (meth, crystal meth) in the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	51
61. used heroin in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	49
62. used heroin during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	47
63. used Ecstasy ('X', 'E', MDMA, or 'Molly') in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	45
64. used Ecstasy ('X', 'E', MDMA, or 'Molly') in the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	43
65. used prescription pain relievers (such as Vicodin, Oxy Contin, Percocet, or Codeine) without a doctor telling you to take them in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	41
66. used prescription pain relievers (such as Vicodin, Oxy Contin, Percocet, or Codeine) without a doctor telling you to take them during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	38
67. used prescription stimulants (such as Ritalin, Adderal, or Dexedrine) without a doctor telling you to take them in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	35
68. used prescription stimulants (such as Ritalin, Adderal, or Dexedrine) without a doctor telling you to take them during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	32
69. used prescription sedatives (tranquilizers, such as Valium or Xanax, barbiturates, or sleeping pills) without a doctor telling you to take them in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	29
70. used prescription sedatives (tranquilizers, such as Valium or Xanax, barbiturates, or sleeping pills) without a doctor telling you to take them during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	26
71. used over the counter drugs (such as cough syrup, cold medicine, or diet pills) for the purposes of getting high in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	23
72. used over the counter drugs (such as cough syrup, cold medicine, or diet pills) for the purposes of getting high during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	20
73. used synthetic drugs (such as Bath Salts like Ivory Wave or White Lightning or herbal incense products like K2, Spice, or Gold) in your lifetime?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	17
74. used synthetic drugs (such as Bath Salts like Ivory Wave or White Lightning or herbal incense products like K2, Spice, or Gold) during the past 30 days?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	14
75. used some other drug not listed above to get high in your lifetime? Please write in the name of the drug: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	11
76. used some other drug not listed above to get high during the past 30 days? Please write in the name of the drug: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	8

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77. Think back over the last two weeks. How many times have you had five or more alcoholic drinks in a row?

- None
- Once
- Twice
- 3-5 times
- 6-9 times
- 10 or more times

78. Have you ever used smokeless tobacco (chew, snuff, plug, dipping tobacco, or chewing tobacco)?

- Never
- Once or twice
- Once in a while but not regularly
- Regularly in the past
- Regularly now

79. How frequently have you used smokeless tobacco during the past 30 days?

- Never
- Once or twice
- Once or twice per week
- 3-5 times per week
- About once a day
- More than once a day

80. Have you ever smoked cigarettes?

- Never
- Once or twice
- Once in a while but not regularly
- Regularly in the past
- Regularly now

81. How frequently have you smoked cigarettes during the past 30 days?

- Not at all
- Less than one cigarette per day
- One to five cigarettes per day
- About one-half pack per day
- About one pack per day
- About one and one-half packs per day
- Two packs or more per day

82. If you have ever used prescription drugs in order to get high, not for a medical reason, how did you get them? (Mark all that apply.)

- I've never used prescription drugs to get high
- Friends
- Family/Relatives
- Parties
- Home (e.g., Medicine Cabinet)
- Doctor/Pharmacy
- School
- Other
- Over the Internet
- Outside the United States (e.g., Mexico, Canada).

These questions ask about the neighborhood and community where you live

83. How wrong would most adults (over 21) in your neighborhood think it is for kids your age:

	Not wrong at all	A little bit wrong	Wrong	Very wrong
a. to use marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. to drink alcohol?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. to smoke cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

84. If a kid smoked marijuana in your neighborhood would he or she be caught by the police?

	NOI	no	yes	YESI
84. If a kid smoked marijuana in your neighborhood would he or she be caught by the police?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

85. If a kid drank some beer, wine or hard liquor (for example, vodka, whiskey, or gin) in your neighborhood would he or she be caught by the police?

	NOI	no	yes	YESI
85. If a kid drank some beer, wine or hard liquor (for example, vodka, whiskey, or gin) in your neighborhood would he or she be caught by the police?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

86. If a kid carried a handgun in your neighborhood would he or she be caught by the police?

	NOI	no	yes	YESI
86. If a kid carried a handgun in your neighborhood would he or she be caught by the police?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

87. How much does each of the following statements describe your neighborhood?

	NOI	no	yes	YESI
a. crime and/or drug selling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. fights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. lots of empty or abandoned buildings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. lots of graffiti	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. gang activity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
88. If I had to move, I would miss the neighborhood I now live in.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
89. My neighbors notice when I am doing a good job and let me know about it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
90. I like my neighborhood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
91. There are lots of adults in my neighborhood I could talk to about something important.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
92. I'd like to get out of my neighborhood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
93. There are people in my neighborhood who are proud of the way I do something well.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
94. There are people in my neighborhood who encourage me to do my best.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
95. I feel safe in my neighborhood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

96. Which of the following activities for people your age are available in your community?

- a. sports teams No Yes
- b. scouting No Yes
- c. boys and girls clubs No Yes
- d. 4-H clubs No Yes
- e. service clubs No Yes

	Very easy	Sort of easy	Sort of hard	Very hard
97. If you wanted to get some cigarettes, how easy would it be for you to get some?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
98. If you wanted to get some beer, wine or hard liquor (for example, vodka, whiskey, or gin), how easy would it be for you to get some?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
99. If you wanted to get a drug like cocaine, LSD, or amphetamines, how easy would it be for you to get some?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
100. If you wanted to get a handgun, how easy would it be for you to get one?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
101. If you wanted to get some marijuana, how easy would it be for you to get some?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
102. If you wanted to get some methamphetamines how easy would it be for you to get some?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

103. Now think about all the students in your grade at your school. How many of them do you think...

	Almost all (91-100%)	Most (71-90%)	Half to most (51-70%)	Some to half (31-50%)	Some (11-30%)	Few (1-10%)	None (0%)
a. smoke one or more cigarettes a day?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. drank alcohol sometime in the past month?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. used marijuana sometime in the past month?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. used an illegal drug in the past month (not including marijuana)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

104. How wrong do your friends feel it would be for you to:

	Not wrong at all	A little bit wrong	Wrong	Very wrong
a. have one or two drinks of an alcoholic beverage nearly every day?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. smoke tobacco?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. smoke marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. use prescription drugs not prescribed to you?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The next few questions ask about your family. When answering these questions please think about the people you consider to be your family, for example, parents, stepparents, grandparents, aunts, uncles, etc.

105. Have any of your brothers or sisters ever:

	I don't have any brothers or sisters		Yes		No	
a. drunk beer, wine or hard liquor (for example, vodka, whiskey or gin)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. smoked marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. smoked cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. taken a handgun to school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. been suspended or expelled from school?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

106. My parents notice when I am doing a good job and let me know about it.

- Never or almost never Often
 Sometimes All the time

107. How often do your parents tell you they're proud of you for something you've done?

- Never or almost never Often
 Sometimes All the time

	NOI	no	yes	YES!
108. The rules in my family are clear.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
109. People in my family often insult or yell at each other.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
110. When I am not at home, one of my parents knows where I am and who I am with.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
111. We argue about the same things in my family over and over.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
112. If you drank some beer or wine or liquor (for example, vodka, whiskey, or gin) without your parents' permission, would you be caught by your parents?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
113. My family has clear rules about alcohol and drug use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
114. If you carried a handgun without your parents' permission, would you be caught by your parents?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
115. If you skipped school would you be caught by your parents?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
116. Do you feel very close to your mother?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
117. Do you share your thoughts and feelings with your mother?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
118. My parents ask me what I think before most family decisions affecting me are made.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
119. Do you share your thoughts and feelings with your father?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
120. Do you enjoy spending time with your mother?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
121. Do you enjoy spending time with your father?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
122. If I had a personal problem, I could ask my mom or dad for help.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
123. Do you feel very close to your father?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
124. My parents give me lots of chances to do fun things with them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
125. My parents ask if I've gotten my homework done.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
126. People in my family have serious arguments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
127. Would your parents know if you did not come home on time?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
128. It is important to be honest with your parents, even if they become upset or you get punished.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

77
75
74
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129. How wrong do your parents feel it would be for YOU to:

	Very wrong	Wrong	A little bit wrong	Not wrong at all
a. have 1 to 2 drinks of beer, wine, or hard liquor (for example, vodka, whiskey or gin) nearly every day?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. smoke cigarettes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. smoke marijuana?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. steal something worth more than \$5?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. draw graffiti, write things, or draw pictures on buildings or other property (without the owner's permission)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. pick a fight with someone?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. use prescription drugs without a doctor telling you to take them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

53
51
49
47
45
44
40
39

130. About how many adults (over 21) have you known personally who in the past year have:

	Number of Adults				
	0	1	2	3-4	5+
a. used marijuana, crack, cocaine, or other drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. sold or dealt drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. done other things that could get them in trouble with the police, like stealing, selling stolen goods, mugging or assaulting others, etc?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. gotten drunk or high?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

35
34
33
32
31

131. Has anyone in your family ever had severe alcohol or drug problems?

No Yes

28
27
26
25
24
23
22
21
20

132. During the last 12 months, how often (if ever) have you used ALCOHOL (beer, wine, or hard liquor) in each of the following places?

	Not at all	1-2 times	3-5 times	6 or more times
a. At your home.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. At friends' houses.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. At a school dance, a game, or other event.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. At school during the day.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Near school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. In a car.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. At a party.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. At a park or beach.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. At a bar or restaurant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17
16
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133. If you drank ALCOHOL (beer, wine, or hard liquor) and not just a sip or taste in the last year, how did you USUALLY get it? (Choose all that apply.)

- I did not use alcohol in the past year
- I bought it myself with a fake ID
- I bought it myself without a fake ID
- I got it from someone I know age 21 or older
- I got it from someone I know under age 21
- I got it from my brother or sister
- I got it from home with my parents' permission
- I got it from home without my parents' permission
- I got it from another relative
- A stranger bought it for me
- I took it from a store or shop
- I got it at a bar or restaurant
- Other

In the past 12 months :

	No	Yes	Don't use
134. have you spent more time using alcohol than you intended?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
135. have you neglected some of your usual responsibilities because of using alcohol?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
136. have you wanted to cut down on your alcohol use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
137. has anyone objected to your alcohol use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
138. did you frequently find yourself thinking about using alcohol?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
139. did you use alcohol to relieve feelings such as sadness, anger, or boredom?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

In the past 12 months :

	No	Yes	Don't use
140. have you spent more time using drugs than you intended?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
141. have you neglected some of your usual responsibilities because of using drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
142. have you wanted to cut down on your drug use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
143. has anyone objected to your drug use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
144. did you frequently find yourself thinking about using drugs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
145. did you use drugs to relieve feelings such as sadness, anger, or boredom?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Thank you for completing the survey

MEMORANDUM:

TO: Members of the Board of Education and Dr. Mike Simpson,
From: Eldona Woodruff, Director of Special Education and Laura Benham,
Special Olympics Coordinator
Subject: State Special Olympics Summer Games
Date: March 5, 2014

For the past several years, some of our Special Education Students with intellectual disabilities ages 8 through twelfth grade along with their coaches and volunteers have attended the State Special Olympics Summer Games in Stillwater each May. The cost of this activity is paid from the Guthrie Special Olympics Activity Fund. The younger students and students with significant multiple disabilities attend the day events only and return home to Guthrie each evening. Students in grades 5-12 stay in Stillwater at night and participate in the daytime and evening events. Last school year the cost of registration, housing, and food for grades 5-12 was approximately \$5528.00. Additionally, the cost of transportation and substitutes for teachers comes from the Special Olympics Activity Fund.

For the current year, we propose that the younger students (ages 8-4th grade) and students with significant multiple disabilities continue to be transported to attend the day events only. Students in grades 5-12 will stay in Stillwater and participate in the day and evening activities sponsored by the State Special Olympics Organization. This year all students spending the night with their Special Olympics Coach and chaperone will be staying at the dorms on the OSU campus. We have four families that will be staying with their child at the Cimarron Hotel and Suites due to the amount of care needed by their child. The cost for grades 3-12 will be approximately \$4200.00 for housing, \$245.00 for registration, and \$800.00 for food, for an approximate total of \$5800.00, including the costs of substitutes and transportation.

The approximate number of students and adult sponsors attending the May 14th – May 16th, 2013 State Special Olympics Summer Games in Stillwater will be:

Cotteral	4 Athletes and 1 Adult
Central	6 Athletes and 2 Adults
Fogarty	7 Athletes and 2 Adults
GUES	14 Athletes and 3 Adults
Junior High	6 Athletes and 2 Adults
High School	12 Athletes and 3 Adults

Kay Gammill

From: Mike Simpson
Sent: Wednesday, March 05, 2014 12:01 PM
To: Kay.gammill@guthrieips.net
Subject: FW: Request for Nomination of Representative for Tax Increment District Review Committee
Attachments: TAX INCREMENT DISTRICT RESOLUTION.pdf

From: Logan County District 1 [mailto:marksharpton@sbcglobal.net]
Sent: Wednesday, March 05, 2014 11:01 AM
To: mike.simpson@guthrieips.net
Subject: Request for Nomination of Representative for Tax Increment District Review Committee

March 5, 2014

Mike Simpson, Ed. D
Superintendent of Schools
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

Dear Mr. Simpson:

On February 28, 2014, the Board of County Commissioners of Logan County adopted a resolution to consider the designation of a portion of the county as a "Statutory Reinvestment Area" and to consider creation of a Tax Increment District. For explanatory purposes, I have attached a copy of the resolution to this email.

My purpose in contacting you is to fulfill the requirements of Section 4, Item #3 of the resolution. This item indicates that the County Commissioners are to request the governing bodies of each of the taxing jurisdictions affected by the creation of a Tax Increment District to nominate a representative to serve on the Review Committee. While it is my responsibility to notify each of these entities, Commissioner Michael Pearson is the Chairman of the Review Committee and any information pertaining to the selection of a review committee representative may be directed to him at the Commissioner's office at 312 E. Harrison, Ste. 101, or through email at logancountycommissioners@gmail.com.

If you have questions regarding this matter, I would be happy to answer them. You can reach me at the District 1 office at 282.3581, or on my cell phone at 831.0837.

Mark Sharpton
Chairman
Logan County Board of Commissioners
405.282.3581
www.marksharpton.com
www.logancountyok.com

RESOLUTION NO. 14 017

RESOLUTION DECLARING THE INTENT OF THE BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY TO CONSIDER THE DESIGNATION OF A PORTION OF THE COUNTY AS A "STATUTORY REINVESTMENT AREA" AND TO CONSIDER CREATION OF A RELATED "TAX INCREMENT DISTRICT" PURSUANT TO OKLAHOMA LAW; CREATING THE LOGAN COUNTY LOCAL DEVELOPMENT ACT REVIEW COMMITTEE (THE "REVIEW COMMITTEE"); DETERMINING MEMBERSHIP OF THE REVIEW COMMITTEE; DESIGNATING MANNER AND TERM OF APPOINTMENT OF COMMITTEE MEMBERS; PROVIDING FOR MEETINGS OF THE REVIEW COMMITTEE; ESTABLISHING OFFICERS; DETERMINING VOTING RIGHTS AND QUORUM; DIRECTING THE REVIEW COMMITTEE TO CONSIDER PROPOSED PROJECT PLANS AND TO MAKE ANY FINDINGS AND RECOMMENDATIONS REQUIRED BY LAW; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, Section 6C of the Oklahoma Constitution, along with provisions of the Oklahoma Local Development Act, Title 62, Section 850 et seq. of the Oklahoma Statutes, as amended (hereinafter, the "Local Development Act"), authorizes cities, towns and counties to adopt incentives for the development or redevelopment of such areas, and empowers the governing bodies of cities, towns or counties to apportion tax increments to help finance the public costs of such development or redevelopment; and

WHEREAS, the Board of County Commissioners of Logan County, Oklahoma (hereinafter, the "County"), as the governing body of the County, is authorized by the Local Development Act to create a tax increment district to further the public purpose of economic development in the unincorporated areas of Logan County; and

WHEREAS, to assist the Board of County Commissioners of the County in considering the creation of a tax increment district, the Local Development Act requires that the governing body of the County appoint a review committee to review and make recommendations and findings concerning the proposed district; and

WHEREAS, in order to meet the requirements of the Local Development Act, the Board of County Commissioners of the County hereby finds it desirable to establish said review committee by resolution and to specify therein the procedures for determining its membership and its manner of operation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY, OKLAHOMA, AS FOLLOWS:

SECTION 1. Declaring the Intent of the Board of County Commissioners of the County to Consider the Designation of a Portion of the County As a "Tax Increment District" Pursuant to Oklahoma Law. The Board of County Commissioners hereby finds that there exists within the unincorporated areas of the County an area which may require public improvements: (i) to reverse economic stagnation or decline; (ii) to serve as a catalyst for retaining or expanding

employment; (iii) to attract major investment in the area; and (iv) to preserve or enhance the tax base of such area. Accordingly, the Board of County Commissioners hereby states its intention to consider the designation of such area as a "tax increment district", pursuant to the provisions of the Local Development Act.

SECTION 2. Creation of the Logan County Local Development Act Review Committee. There is hereby created a committee to be known as the "Logan County Local Development Act Review Committee" (hereinafter, the "Review Committee"), which committee is authorized to exercise, on behalf of the County, those powers and duties specified in the Local Development Act.

SECTION 3. Determining Membership of the Review Committee. The Review Committee shall be composed of those persons duly appointed as set forth herein, as representatives of the following entities:

- (i) A representative of the Board of County Commissioners of the County;
- (ii) A representative of the planning commission having jurisdiction of the area under consideration, if any;
- (iii) A representative of each taxing jurisdiction within the County in which all or a portion of any such tax incentive or tax increment district might be located, specifically:
 - (a) Logan County;
 - (b) Logan County Health Department;
 - (c) Independent School District Number 1, Logan County, Oklahoma ("Guthrie Public Schools");
 - (d) Vocational-Technical School District No. 16 ("Meridian Technology Center District");

EMS I-1

and

- (iv) Three members representing the public-at-large.

In the event that provisions of the Local Development Act relating to the composition of review committees are hereafter amended to alter the composition of such committees, the provisions of this resolution shall be deemed amended to the extent necessary to comply with state law.

SECTION 4. Designating Manner and Term of Appointment of Committee Members. The members of the Review Committee shall be selected in the following manner for the period or term set forth herein:

1. Governing Body Representative: The Chairman of the Board of County Commissioners shall nominate a current member of the Board of County Commissioners to serve, with the approval of the Board of County Commissioners, as the representative of the governing body of the County on the Review Committee. Such person shall serve as a member of the Review Committee until he or she resigns, dies or ceases to be a member of the Board of County Commissioners or until such time as a new

representative is nominated by the Chairman of the Board of County Commissioners and approved by the Board of County Commissioners.

2. Planning Commission Representative: [Reserved]

3. Taxing Jurisdiction Representatives: The Chairman of the Board of County Commissioners of the County shall request that the governing bodies of each of the taxing jurisdictions listed in clause (iii) of Section 3 hereof nominate a person (who may or may not serve on the governing body of such taxing jurisdiction) to serve as that taxing jurisdiction's representative on the Review Committee. Persons so appointed as representatives of any taxing jurisdiction shall serve for a term of one year from the date of their appointment; provided, however, that, notwithstanding the expiration of such person's term of office, such representative shall continue to serve until such time as a successor has been selected and qualified. Upon the expiration of any term of office or the occurrence of any vacancy in such position, the County shall request that the governing body of the vacating member's taxing jurisdiction nominate a person to serve as a representative on the Review Committee.

4. Public Representatives. At the first meeting following formation of the Review Committee, the Review Committee shall select three persons to represent the public-at-large from a list of seven persons submitted by the Chairman of the Review Committee. The persons so selected by the other members of the Review Committee shall serve for a term of one year from the date of their approval by the Review Committee; provided, however, that, notwithstanding the expiration of such person's term of office, such representative shall continue to serve until such time as a successor has been selected and qualified. Upon the expiration of the term of office or the occurrence of any vacancy, the Chairman of the Review Committee shall submit a list of seven candidates to the Review Committee at which time the Review Committee shall select a replacement for each vacant position.

SECTION 5. Providing for Meetings of the Review Committee. Meetings of the Review Committee shall be subject to the Open Meeting Act, Title 25, Sections 301 et seq. of the Oklahoma Statutes, as amended, and the Open Records Act, Title 51, Sections 24A.1 et seq. of the Oklahoma Statutes, as amended. Any information relating to the marketing plans, financial statements, trade secrets or any other proprietary information submitted to the Committee by a person or entity seeking adoption and approval of a proposed district, plan, or project may be kept confidential to the extent allowed by law. Executive sessions may be held to discuss such information if deemed necessary by the Committee to the extent allowed by law.

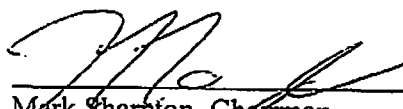
SECTION 6. Establishing Officers. The representative of the Board of County Commissioners of the County shall serve as Chairman of the Review Committee and shall preside at all meetings and perform such other duties as may be assigned by the Review Committee. The committee members may also select one or more of their members to be Vice-Chairman who shall act in the place of the Chairman during his or her absence or incapacity to act. The committee members shall also select a person to serve as Secretary of the Review Committee, which person may or may not be a member of the Review Committee.

SECTION 7. Determining Voting Rights and Quorum. All members of the Review Committee shall be entitled to fully participate in all meetings of the Review Committee and to cast one vote on any matter coming before the Review Committee for consideration; provided, however, that no representative of any taxing jurisdiction shall be entitled to cast a vote with regard to any finding or recommendation relating to a tax increment district unless some portion of such district is located within the boundaries of the represented taxing jurisdiction. All actions by the Review Committee pursuant to the provisions of this resolution shall be approved by the affirmative vote of a majority of the committee members entitled to vote under the provisions of this resolution.

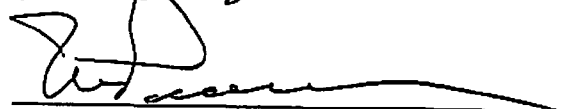
SECTION 8. Directing the Local Development Act Review Committee to Consider Proposed Project Plans and Make Any Findings and Recommendations Required By Law. The Review Committee shall act in an advisory capacity to the Board of County Commissioners as authorized by the Local Development Act and shall consider and make its findings and recommendations to the Board of County Commissioners with respect to the conditions establishing the eligibility of the proposed district and the appropriateness of the approval of any proposed project plans hereinafter referred to it by the Board of County Commissioners. The Review Committee shall also consider and determine whether any such proposed project plan will have a financial impact on any taxing jurisdiction within the proposed district and shall report its findings to the Board of County Commissioners of the County. The Review Committee shall also recommend that the proposed district and project plan be approved, denied, or approved subject to conditions set forth by the Review Committee. In making such a recommendation, the Review Committee shall consider and determine whether the proposed plan or project will have a financial impact on any taxing jurisdiction within the proposed district and shall report its findings to the Board of County Commissioners.

ADOPTED AND APPROVED the 28 day of February, 2014.


BOARD OF COUNTY COMMISSIONERS
LOGAN COUNTY, OKLAHOMA



Mark Sharpion, Chairman



Mike Pearson, Member



Monty Pearcey, Member

(SEAL)
ATTEST:



Troy Cole, County Clerk





Board of Education Personnel Reports

Employment Request

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Mowdy, Trevor	Technology	Computer Support Tech I	03/01/14	8	8	Jason Cotton

FMLA Request

Support: 0

Certified: 2

Separation of Employment

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Cheap, Kinley	Fogarty	2nd Grade	Resigning	5/27/2014	
Luttrell, Sarah	Fogarty	2nd Grade	Resigning	5/27/2014	

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Skinner, Stephen	Maintenance	Maintenance	Resigning	2/17/2014	
Turner, Melissa	GUES	Cafeteria Worker	Resigning	2/24/2014	

Guthrie Public Schools District Level Administrators

<i>LastName</i>	<i>FirstName</i>	<i>Assignment</i>	<i>Site</i>	<i>Total Experience</i>
Benson	James	Director of Technology	Technology	25
Bertwell	Kathy	Director of Transportation	Transportation	23
Boxley	Gary	Director of Athletics	High School	29
Gamill	Jerry	Director of Maintenance	Maintenance	25
Schulz	Dennis	Assistant Superintendent	Administration	22
Walters	Carmen	Ex Dir of Fed Prog/Elem Ed	Administration	16
Wilson	Chad	Ex Dir Personnel/Sec Ed	Administration	16
Woodruff	Eldona	Director of Special Ed	Administration	31

Guthrie Public Schools Building Level Administrators

<i>LastName</i>	<i>FirstName</i>	<i>Assignment</i>	<i>Total Experience</i>
Bauter	Letha	Assistant Principal	16
Davison	Susan	Principal	29
Graham	Scot	Principal	14
Hughes	Patrick	Dir. of Alternative Education	26
LeGrande	Chris	Principal	22
Ogle	Douglas	Principal	17
Rainwater	Robbie	Assistant Principal	10
Stone	Bret	Assistant Principal	30
Throckmorton	Dustin	Assistant Principal	15
Watson	Dani	Assistant Principal	10
Wilson	Maranda	Principal	9

Property Committee Meeting
March 2014

Agenda

Discussion Items:

- I. Expenditure Reports
 - a. Expenses for February - **\$17,039.14**
 - b. New Purchase Orders - **6**

- II. Completed Projects
 - a. Work-Orders - **146**
 - b. Softball ADA Phase 1—**waiting for final documents from Contractor & Architect to make the last payment**
 - c. Fogarty doors - **\$2,770.00**
 - d. GUES gym PA repairs - **\$2,286.50**

- III. Projects in Progress
 - a. Work-Orders - **23**
 - b. Outdoor Classroom Gazebo - **to be completed when weather permits**
 - c. Softball west porch - **to be completed when weather permits**
 - d. High School storage tank - **ordered**
 - e. High School freezer roof - **ordered**

- IV. Long Range Planning Committee Update

- V. New Projects
 - a. Parking lots - **obtaining budget costs**

EXPENSES REPORT
2/1/2014 - 2/28/2014

PO #	VENDOR	AMOUNT SPENT
3	Auto Parts & Machine	\$2.08
73	Bolding Electric	\$303.53
110	Canadian Valley Sod	\$4,850.00
84	EarthSmart Controls	\$49.62
11	Emsco Electric	\$855.58
111	Eve Supply	\$2,518.22
15	Jerry Gammill	\$254.25
16	Grainger	\$198.68
115	Hancock Fabric	\$201.47
113	Hometown Rental	\$378.00
24	Locke Supply	\$505.09
26	Makers Glass	\$83.73
29	Mechanical Sales	\$628.96
107	Oklahoma Home Center	\$1,383.76
97	SimplexGrinnell	\$190.00
36	Sooner Pest Management	\$535.00
74	Southwest Paper	\$1,127.56
40	Voss Lighting	\$687.11
121	Xpressions Audio	\$2,286.50
	TOTAL	\$17,039.14



Order By Employee

2014-21

1 Requests | 2 Unsubmitted | 3 Approve

Status	RequestNo	ReqDate	Purpose	Vendor	Contact	Employee	Site	Requested	S
E	5848	02/25/2014	GUES PA SYSTEM	XPERSSIONS A/	DAVID	SKINNER LINDA	50	\$2,500.00	
E	5844	02/24/2014	ELECTRICAL SUPPLIES FOR DIST	EMSCO ELECTRI		SKINNER LINDA	50	\$2,000.00	
E	5663	02/11/2014	OXYGEN & ACETYLENE FOR MAI	LAMPTON WELD		SKINNER LINDA	50	\$200.00	
E	5614	02/03/2014	SNOW REMOVAL	BEN'S SPRAYING	BEN	SKINNER LINDA	50	\$2,500.00	
E	5610	02/03/2014	FOAM & FABRIC FOR WEIGHT EQ	HANCOCK FAB		SKINNER LINDA	50	\$201.47	
E	5609	02/03/2014	WATER STORAGE TANK	WINNELSON COI	RODNEY	SKINNER LINDA	50	\$2,661.03	

GUTHRIE PUBLIC SCHOOLS



Home Calendar New Work Order Reports Services Account Setup

Search for  [Advanced Search](#)

[Services](#) | [Help](#)

Actions: [Add](#) | [List](#) | [Graph](#) | [Report](#)

WORK ORDERS BY STATUS

Last 10 Work Requests

Period Last Month 

Work In Process

Request Totals

- 0 New Request
- 0 UNASSIGNED
- 0 In Approval Process
- 23 Work In Progress
- 146 Complete
- 7 Closed Work Orders
- 2 Declined
- 0 Parts on Order
- 2 Duplicate Request
- 0 Void
- 1 On Hold
- 0 Waiting More Information
- 0 Open Extended
- 0 Pending
- 0 Waiting Funding
- 0 Deferred
- 2 Forwarded




- Work In Progress
- Complete
- Closed Work Orders
- Declined
- Duplicate Request
- On Hold
- Forwarded

[Refresh Pie](#)

Counts are based on Status Date for each selected period. This reflects the actual date of the last status change.

Did you know?

 On October 17, 1949, Northwest Airlines became the first airlines in the United States to serve alcoholic beverages in flight.


ASSIGNED WORK

Note: Action Taken is saved when Save button is clicked.

Sort

by Request Age  Ascending Descending

Filter

New Request 

1 - 0 of total 0 listed

First Prev 50 Next 50 Last

No Work Orders yet.

First Prev 50 Next 50 Last

Home Calendar New Work Order Reports Services Account Setup		 
CIP: 66.210.202.84	Conditions Of Use Privacy Policy Security Statement	
SID: CST02	My Account(839822761) Services Help Logout	
DID: 2	Need help? Call us 1-877-868-DUDE (3833)	
CUA: MSIE 8.0	Copyright © 1999-2014 SchoolDude.com, Inc. All Rights Reserved. Legal Stuff	

Guthrie Public Schools
Curriculum Committee Meeting
March 4, 2014
4:00 p.m.

In attendance: Dr. Mike Simpson, Carmen Walters, Chad Wilson, Eldona Woodruff, Janna Pierson, Sharon Watts and Sheryl Miles.

Member Absent: Tom Holtz

Carmen Walters

Discussion Items:

RSA

- 31% (77 students) of third grade students are at risk of retention
- YMCA after school tutoring has focused on third grade reading
- Three teachers are doing small group tutoring in reading with third grade students during recess
- Six Good Cause Exemptions
- Iowa Tests Basic Skills (ITBS) Core Battery will be given to students who score unsatisfactory on the OCCT Reading Test

Vertical Alignment

- Professional Development Day February 17, 2014
- All Teachers, Paraprofessionals and Administrators participated
- Reading, Math, Science, Social Studies, Music and PE were the focus
- An example of a 3rd – 12th grade Social Studies Vertical Alignment prepared by Robbie Rainwater and the Social Studies Committee was shared

K – 8 Remediation Summer School

- June 2 – 26, 2014, at Guthrie Upper Elementary
- Monday – Thursday from 8:30 to 11:30 a.m.
- Success Maker, an online Reading and Math curriculum for grades K – 8, will be utilized and will also be available for students to use at home
- Funding for the program will be funded through Reading Sufficiency and Title I at a projected cost of \$42,000
- The staff will include approximately 15 teachers, 3 paraprofessionals, 1 RSA coordinator and 1 administrator
- Teacher pay is \$20 per hour, paraprofessionals \$10 per hour and RSA coordinator and administrator pay is \$25 per hour
- Teacher recommendations will be submitted for approval at the May 2014 board meeting

School Age Children (SAC) Handbook

- Only change is the school year

Growth and Development Presentation

- Annual fifth grade presentation given by Angie Burris R.N., Guthrie School Nurse
- This is a special lesson concerning the emotional and physical growth and development of early adolescents with an emphasis on personal hygiene practices

Chad Wilson

Discussion Item:

St. Mary's Co-Op Program

- St. Mary's School would co-op with Guthrie Schools for certain sports that do not limit the number of participants
- Jr. High: Football, Wrestling, Boys and Girls Cross Country, Boys and Girls Track and Boys and Girls Golf

**Guthrie Public Schools
Finance Committee Meeting
Minutes
March 4, 2014
5:00 P.M.**

In Attendance: Dr. Mike Simpson, Dennis Schulz, Chad Wilson, Carmen Walters, Travis Sallee, Gail Davis, Vicki Biggs and Sharon Watts attended in the absence of Tom Holtz.

Mr. Schulz opened the meeting explaining the first few pages were routine reports and if they had questions before Monday's meeting they could contact him. He also, let the committee know that the interest rates were about the same and we were still receiving the best rates.

Mr. Schulz spoke on the following:

Buses

He explained that the 2002 buses that we were currently using were in need of being replaced and that we still owed approximately \$90,000.00 on the lease for the 2010 buses. He proposed that we pay off the lease and purchase up to six used buses with low mileage and next year purchase five to six new buses on a lease purchase. In doing this it would upgrade the fleet without having to replace it with all new buses and causing the same problem as in the past. Also, in doing this we would lower the carry over to be in compliance with the Boards policy of not having over 12% in carry over.

Audit

He explained that he had not yet received the audit but it would be in their packed and if they had questions after looking it over they could call him. He further stated that he did not foresee any problems in the audit.

Mr. Wilson spoke on the following:

Interquest Detectin Canines Contract

He explained to the committee members that this was a very helpful tool they had been using it at the High School, Jr. High, and GUES. He let the committee know that there was an increase of \$20.00 per visit but it was still within reason and that they were very professional and was pleased on their past performance.

Dr. Simpson spoke on the following:

Proposed TIF

He explained to the committee members that TIF stood for Tax Incremental Funding and that if it passed the School would lose out on the taxes until the end of the duration of the contract. There will be a committee put together with several members one being a school official to look into the pros and cons of the TIF. He will request the Board members to allow him to be the member from the school and in his absence Mr. Schulz would attend the meetings.