

AGENDA WITH COMMENTARY

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

**MONDAY
MAY 11, 2015
7:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Presentation of Certified and Support Employee of the Month**
- 6. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 7. Superintendent's Reports**
- 8. Consent Agenda:.....Pages 8-97**

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 April 13, 2015**
 - B. Treasurer's Report**
 - C. Activity Fund Fundraisers as per attached list**
 - D. Activity Fund Transfers as per attached list**
 - E. Fuel bids as recommended by bid committee**
 - F. Encumbrances for General Fund #'s 995-1096, Building Fund #'s 155-166, Child Nutrition Fund #'s 36-37, Casualty/Flood Ins. Recovery #2, and listed change orders and Activity Fund Reports**

G. Close Activity Fund Account NJHS State President:

Commentary:

Teresa Barbour, sponsor of the National Junior Honor Society, has requested to close the NJHS State President Account #826 and transfer the funds to Jenks Middle School-NJHS Account. A complete explanation is in your packet. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

H. Out-of-State Trip Requests:

Ms. Rachael Strong-Jostens Advisor University-July 18-21-Kissimmee, Florida

Dr. Michael Simpson-NFHS Summer Meetings-June 26-July 2-New Orleans, LA

I. Transportation request for 1 bus on June 1 and June 6 from Seward Road Baptist Church for Youth Camp at Falls Creek

Commentary:

We have helped other churches with this same request as it involves District students. The church will supply a driver but will be charged \$.60 per mile. Transportation Director, Steve Cordell, confirmed we have a bus available.

Dennis Schulz will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

J. Transportation request for 2 buses on July 6 and July 11 from Community Church for Youth Camp at Falls Creek

Commentary:

We have done this for a number of years with Community Church because it involves District students. The church is charged \$10.00 per hour for drivers and \$.60 per mile. Transportation Director, Steve Cordell, confirmed we have buses and drivers available.

Dennis Schulz will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

K. Contracts/Agreements under \$10,000

1. Agreement with the Oklahoma State Department of Education for the 2015 Summer Food Service Program

Commentary:

The summer feeding program consists of breakfast and lunch and is available to students ages one through eighteen. The program provides meals for students during the summer months. There is no cost to the student. The District receives federal reimbursement from the USDA. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

2. Agreement with Oklahoma Hearing Solutions for Audiological Services for 2015-2016

Commentary:

Guthrie Public Schools is required to provide audiological evaluations and hearing aid molds for certain students with hearing impairments. Oklahoma Hearing Solutions (formerly called Fine Hearing Care) is used on an as needed basis only. There is no increase in cost. The cost of this agreement will be approximately \$1,000.00 if services are needed. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

3. Contract with Melissa Sells for Deaf Interpreter Services during Extended School Year Services (ESY) in June and July 2015

Commentary:

We currently have one student with a hearing impairment who requires the services of a deaf interpreter during ESY. The cost of this service is \$21.50 per hour for three hours a day, three days a week for six weeks for a total amount of approximately \$1,161.00. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

4. Agreement with Supplemental Health to provide Speech Language Services for Extended School Year Services (ESY) for 6 weeks during the months of June and July 2015

Commentary:

GPS currently has a Staffing Agreement in place with Supplemental Health. We are required to continue special education services as a part of ESY for certain students who meet eligibility requirements. The cost of this service for those 6 weeks will be approximately \$4464 plus \$600 mileage. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

9. Business Agenda:

- A. Recommendation, consideration and action on the following appointment for the remainder of 2014-2015 to replace Ms. Donna Scheihing:**
- **Jana Wanzer –Treasurer**

Commentary:

The request has been made for Ms. Jana Wanzer to be appointed District Treasurer through the end of this school year so she may begin assuming all of the responsibilities of this office. She will be reappointed at the beginning of the next fiscal year.

RECOMMENDED ACTION:

The Superintendent recommends approval.

B. Seating of New District Treasurer:

1. Oath of Office

C. Recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2015-2016.....Pages 98-103

Commentary:

This agreement would extend our contract with Clearwater Enterprises and lock in our natural gas price for the 2015-2016 school year. We have contracted with Clearwater for several years and have saved significant costs by doing so. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

D. Recommendation, consideration and action upon National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2015-2016.....Pages 104-110

Commentary:

Bids are obtained by this purchasing cooperative allowing schools to streamline the purchasing process and take advantage of bulk pricing. It saves time and money and is no cost to the district. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

E. Recommendation, consideration and action to approve teachers, aides and administrator as listed for 2015 K-8 Remedial Summer School.....Page 111

Commentary:

Included in your packet is the list of employees recommended for the Remedial Summer School Program which was Board Approved on March 9, 2015. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

F. Recommendation, consideration and action to approve Class of 2019 as a new Activity Account.....Page 112

Commentary:

Each year a new Activity Fund account is created for the incoming freshman class.

Doug Ogle will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- G. Recommendation, consideration and action upon ratification of a one year extension of the existing Group Purchasing Participation Agreement with American Purchasing Consortium for 2015-2016.....Pages 113-116**

Commentary:

Southwest Foodservice Excellence partners with American Purchasing Consortium (APC). The primary purpose of APC is to provide substantial savings and best value for participating agencies through established group purchasing practices. The partnership has no out of pocket direct costs associated to the district. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- H. Recommendation, consideration and action upon survey request for transportation improvements.....Pages 117-120**

Commentary:

Steve Cordell, on behalf of TransPar Group, requests that the attached survey be distributed to site principals in an effort to improve transportation within our school system. **Steve Cordell will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- I. Recommendation, consideration and action upon request from Guthrie High School Cheerleaders Booster Club to become a sanctioned organization Pages 121-134**

Commentary:

Included in your packet is a letter from Amanda Cole and Chalea Crow, parents of Guthrie High School Cheerleaders, outlining the purpose of the organization and their wish to become sanctioned. A copy of their By-Laws as well as a copy of District Policy C-21, *Sanctioning of Student Activity Organizations*, is in your packet. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- J. Recommendation, consideration and action upon contract renewal with Southwest Foodservice Excellence, LLC for 2015-2016.....Pages 135-143**

Commentary:

This is our 4th year with Southwest Foodservice. We continue to have increased participation in our breakfast and lunch program. Participants have been happy with the food content. Southwest is very accommodating with administration when dealing with any problems that have arisen. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- K. Recommendation, consideration and action upon renewal agreement with Logan County Health Department for nursing services for 2015-2016.....Page 144**

Commentary:

We have contracted with the Health Department for a number of years for nursing services for the district. Staff has always been pleased with the School Nurse assigned to that position. The cost of this service has increased \$2000 for this year. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- L. Recommendation, consideration and action upon School Improvement Plan for 2014-2015**

Commentary:

In order to comply with accreditation requirements of the Oklahoma State Department of Education, the local Board of Education has to complete a yearly review and approve a School Improvement Plan (previously called the Comprehensive Local Education Plan or “CLEP”). Each school site completes an annual School Improvement Plan. Because of the size of the Plan, it has already been sent to you in a separate e-mail. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 10. 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, rehiring of support personnel and administrator as listed for 2015-2016, teacher negotiations for 2015-2016, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7**
 - A. Vote to go into executive session**
 - B. Acknowledge Board’s return to open session**
 - C. Statement of minutes of executive session**
- 11. Vote on action as set out on the Personnel Reports.....Pages 145-146**
- 12. Action upon recommendation to rehire support personnel as listed for 2015-2016
Pages 147-151**

- 13. **Recommendation, consideration and action upon the administrator contract as listed for 2015-2016 without specification for salary or assignment.....Page 152**
- 14. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 15. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 16. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
APRIL 13, 2015**

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 APRIL 13, 2015

Board Members Present: Jennifer Bennett-Johnson, Gail Davis, Janna Pierson, Tina Smedley, Sharon Watts and Terry Pennington

Board Member Absent: Travis Sallee

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Dennis Schulz, Ass't Superintendent
Doug Ogle, 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 Facilities
Dee Benson, Director of Technology
Steve Cordell, Director of Transportation
Jean Watts, Deputy Minutes Clerk

1. The meeting was called to order by President Pennington.
2. Members Jennifer Bennett-Johnson, Gail Davis, Janna Pierson, Tina Smedley, Sharon Watts and Terry Pennington were present for roll call.
3. A quorum was established.
4. President Pennington asked everyone present to stand and join him in the Pledge of Allegiance.
5. President Pennington called for presentation of Certified and Support Employee of the Month.

Mr. Doug Ogle, Executive Director of Personnel and Secondary Education, announced the award winners for April: Ms. Maureen McWhirter, Central Elementary 1st grade teacher, as certified employee of the month and Ms. Tracy Smith, GJHS Secretary, as support employee of the month. Nomination letters were read by the staff member who submitted the nominations: Ms. Dixie Shaffer, Central Elementary 1st Grade Teacher and other Central Elementary Staff, for Ms. Maureen McWhirter, and Ms. Lynette Anderson, GJHS Special Education Paraprofessional, for Ms. Tracy Smith.

Mr. Ogle presented the award winners a plaque and a \$25.00 Sonic Gift Card donated by the Guthrie Lions Club.

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

There were no comments by Board members.

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

Superintendent Simpson reported on the following:

A successful and safe Junior/Senior Prom was held last Saturday evening at the Dominion House.

Wanted to remind the Board Members of 4 important dates: 1) Baccalaureate Service will be Sunday, May 10 at 2:30 p.m. in the High School Gym 2) On May 12, the Bond Election Polls will be open from 7:00 a.m. until 7:00 p.m., Senior Academic Awards will also be given at the GHS Cafeteria beginning at 6:30 p.m. 3) Graduation Ceremonies will be Friday, May 15 at 7:30 p.m. at Jelsma Stadium and 4) The last day of school will be Friday, May 22.

Announced Paige Sorrell was selected as a High School Academic All State Student.

Conan Maltz, a senior at GHS, received an appointment to the Air Force Academy.

Rebel Dehart, a senior at GHS, placed 3rd in the state in the ODOT Trash Pick Up Poster Contest and will be honored Wednesday at the State Capitol for her work.

Gave a Legislative Update on 3 specific bills that he has been watching closely that impact school districts: HB 1321, HB 1749, and HB 1521.

Joined 3rd grade teachers for breakfast this morning which was hosted by 2nd grade teachers as encouragement for upcoming state testing.

- 8. President Pennington called for any items to be removed from the Consent Agenda for discussion.**

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

The motion carried with 6 ayes and 0 nays.

- 9A. President Pennington called for recommendation, consideration and action to approve E-rate contracts for 2015-2016.**

A motion was made by Watts and seconded by Bennett-Johnson to approve E-rate contracts for 2015-2016.

The motion carried with 6 ayes and 0 nays.

- 9B. President Pennington called for recommendation, consideration and action upon contract for auditing services for 2015-2016 for fiscal year 2014-2015.**

A motion was made by Watts and seconded by Smedley to approve contract renewal with Putnam & Company, PLLC for providing auditing services for 2015-2016 for fiscal year 2014-2015.

The motion carried with 6 ayes and 0 nays.

- 9C. President Pennington called for recommendation, consideration and action upon \$.10 increase for all paid student lunch meals.**

A motion was made by Pierson and seconded by Watts to approve a \$.10 increase for all paid student lunch meals.

The motion carried with 6 ayes and 0 nays.

- 9D. President Pennington called for recommendation, consideration and action upon proposed revised school calendars for 2015-2016 and 2016-2017.**

A motion was made by Bennett-Johnson and seconded by Watts to approve revised school calendars for 2015-2016 and 2016-2017.

The motion carried with 6 ayes and 0 nays.

- 9E. President Pennington called for recommendation, consideration and action upon 2015 Guthrie High School Summer School and End of Instruction Test Dates.**

A motion was made by Pierson and seconded by Bennett-Johnson to approve 2015 Guthrie High School Summer School and End of Instruction Test Dates.

The motion carried with 6 ayes and 0 nays.

- 9F. President Pennington called for recommendation, consideration and action upon Growth and Development presentation by Ms. Angie Burriss R.N. for 5th grade students at Guthrie Upper Elementary.**

Discussion followed.

A motion was made by Watts and seconded by Davis to approve Growth and Development presentation by Ms. Angie Burriss R.N. for 5th grade students at Guthrie Upper Elementary.

The motion carried with 6 ayes and 0 nays.

- 9G. President Pennington called for recommendation, consideration and action upon agreement between Guthrie Public Schools and Guthrie Job Corps Center to provide staffing for custodial and maintenance departments.**

Discussion followed.

A motion was made by Bennett-Johnson and seconded by Smedley to approve the agreement between Guthrie Public Schools and Guthrie Job Corps Center to provide staffing for custodial and maintenance departments.

The motion carried with 6 ayes and 0 nays.

- 9H. President Pennington called for recommendation, consideration and action upon authorizing Ms. Terina Graham to replace Ms. Jana Wanzer as authorized representative for Child Nutrition Program.**

A motion was made by Smedley and seconded by Bennett-Johnson to authorize Ms. Terina Graham to replace Ms. Jana Wanzer as authorized representative for Child Nutrition Program.

The motion carried with 6 ayes and 0 nays.

- 10. President Pennington 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, employment of career and probationary contract teachers as listed for 2015-2016, discussion of teacher negotiations for 2015-2016, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7.**

- 10A. A motion was made by Davis and seconded by Pierson to go into executive session.**

The motion carried with 6 ayes and 0 nays. Executive session began at 7:20 p.m.

- 10B. President Pennington acknowledged the Board's return to open session at 7:44 p.m.**

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

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

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

The motion carried with 6 ayes and 0 nays.

- 12. President Pennington called for recommendation, consideration and action upon career and probationary contract teachers as listed for 2015-2016.**

A motion was made by Watts and seconded by Bennett-Johnson to approve career and probationary contract teachers as listed for 2015-2016.

The motion carried with 6 ayes and 0 nays.

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

Superintendent Simpson stated he had received one resignation: Mr. Rick Martin, Math Instructor at Faver Alternative School, announced his resignation effective the last day of the 2014-2015 school year.

A motion was made by Bennett-Johnson and seconded by Davis to approve the resignation of Mr. Rick Martin effective the last day of the 2014-2015 school year.

The motion carried with 6 ayes and 0 nays.

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

Superintendent Simpson stated there was no new business.

19. **A motion was made by Davis and seconded by Smedley to adjourn the meeting.**

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 7:46 p.m.

Jana Frey, Minutes Clerk

Terry Pennington, Board President

**TREASURER'S REPORT
APRIL 30, 2015**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$	6,171,032.85
Building Fund		542,700.38
Sinking Fund		81,843.15
ILR Fund		67,190.23
G&E Fund		73.69
Child Nutrition Fund		287,195.78
Activity Fund		628,868.78
School Age-Care Fund		<u>75,619.14</u>

TOTAL \$ 7,854,524.00

RECEIPTS

GENERAL FUND:

Logan County	\$	745,802.89
State of Oklahoma		1,036,659.63
Okla. Tax Comm.		240,955.10
School Land Earn.		38,424.33
R.O.T.C.		6,678.65
Misc Receipts		10,479.07
General Acct. Int.		<u>3,036.69</u>

TOTAL \$ 2,082,036.36

BUILDING FUND

Logan County	\$	89,547.85
Bldg. for Champs		<u>20.00</u>

TOTAL \$ 89,567.85

SINKING FUND:

Logan County	\$	127.15
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CHILD NUTRITION FUND:

April	\$	136,495.17
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INS.LOSS RECOVERY FUND

April	\$	0.00
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SCHOOL AGE CARE FUND

April	\$	00.00
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WARRANTS PAID

GENERAL FUND:

2013-2014 \$ 00.00
2014-2015 \$ 1,632,913.88

BUILDING FUND:

2013-2014 \$ 00.00
2014-2015 \$ 37,782.10

CHILD NUTRITION FUND:

2013-2014 \$ 00.00
2014-2015 \$ 66,817.18

GIFTS & ENDOWMENTS FUND:

2014-2015 \$ 34.35

INS. LOSS RECOVERY FUND:

2014-2015 \$ 00.00

SCHOOL AGE CARE:

2014-2015 \$ 00.00

SCHOLARSHIPS:

Smithson - BancFirst

C.D. \$ 744.90

Keri Fisher – F&M Bank

Balance \$ 4,956.78

Paula Bearden – F&M Bank

Balance \$ 6,262.44

Randy Biggs - F&M Bank

Balance \$ 1,711.62

Original 89ers – F&M Bank

C.D. \$ 7,119.43

Investment Club – F&M Bank

Balance \$ 500.00

Total Monies in BancFirst	\$ 744.90	Pledged \$	250,000.00 FDIC
Total Monies in F&M Bank	\$ 7,862,143.43	Pledged \$	8,816,866.91
			\$ 250,000.00 FDIC

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
May 11, 2015**

- | | |
|----------------------|--|
| a. HS Athletics, 852 | 3 rd -6 th grade basketball camp |
| b. HS Cheer, 853 | Yankee Candle/Decorative Item sales |
| c. HS Cheer, 853 | Car Wash |
| d. Soccer, 897 | Kids Soccer Camp |

a.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

RECEIVED
4-22-15

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: Guthrie High School (HS girls BB) Date of Request: 4-20- 2015

Account Name & Number: HS Athletic #852

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

3rd - 6th grade basketball camp.

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

Buy shirts, sweat pants, hoodies, shoes, bags, travel gear.

Current Unobligated Account Balance (Cash Balance less Open PO's): 31,184⁸³₀₀

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: May 11- 13

Profit Prediction	a - b = c	a. Estimated INCOME:	<u>1,200.00</u>	Notes:
		b. Less Estimated EXPENSE	<u>500.00</u>	
		c. Estimated PROFIT:	<u>\$700.00</u>	

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.

[Signature]
Sponsor's Signature

4/21/15
Date

Sponsor's Name Printed DS

Principal's Signature

4/21/15
Date

[Signature]
Activity Fund Custodian's Signature

[Signature]
Athletic Director's Signature (if applicable)

Board Approval Date

RECEIVED
APR 21 2015
BY: [Signature] 16

b.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST



RECEIVED
4-22-15

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: 04/02/2015

Account Name & Number: High School Cheer #853

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:
Yankee Candle- Candles and Decorative items.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):
Uniforms, Supplies, and Competiton

Current Unobligated Account Balance (Cash Balance less Open PO's): 1,341⁰⁹

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 06/01/2015 - 06/30/2015

Profit Prediction	a - b = c	a. Estimated INCOME:	1,500.00	Notes:
		b. Less Estimated EXPENSE	750.00	
		c. Estimated PROFIT:	\$750.00	

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.

Pam Johnson Fields 4/2/15
Sponsor's Signature Date

PAM JOHNSON FIELDS
Sponsor's Name Printed DS

Principal's Signature Date

[Signature]
Activity Fund Custodian's Signature

[Signature]
Athletic Director's Signature (if applicable)

Board Approval Date

RECEIVED
APR 17 2015
BY: [Signature]



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**



C.
RECEIVED
4-22-15 *cp*

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: 04/02/2015

Account Name & Number: High School Cheer #853

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

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):
To fund the cheer account, competition, and supplies.

Current Unobligated Account Balance (Cash Balance less Open PO's): 1,341⁰⁹_{ap}

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 07/01/2015 - 08/30/2015

Profit Prediction	a - b = c	a. Estimated INCOME:	500.00	Notes: Items used for carwash will be donated.
		b. Less Estimated EXPENSE	0.00	
		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.

Pam Johnson Fields 4/2/15
Sponsor's Signature Date

PAM JOHNSON FIELDS
Sponsor's Name Printed DS

Principal's Signature

Date

Mutsumi
Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

RECEIVED
APR 17 2015
BY: [Signature] 18



RECEIVED
5415-8

d.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

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: HS

Date of Request: 5/1/15

Account Name & Number: Soccer #897

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

Kids soccer camp.

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

Equipment and clothing.


Current Unobligated Account Balance (Cash Balance less Open PO's): \$4499.14

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: ^{to 5/12/15} 5/1/15-6/7/15

Profit Prediction	a - b = c	a. Estimated INCOME:	3,000.00	Notes:
		b. Less Estimated EXPENSE	1,000.00	
		c. Estimated PROFIT:	\$2,000.00	

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

5/1/15

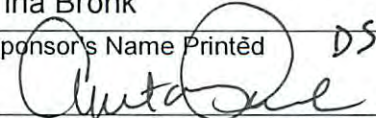
Date

Tina Bronk

Sponsor's Name Printed

Principal's Signature


Date



Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

RECEIVED
MAY 4 2015
19
BY: 

**END OF YEAR
TRANSFERS FOR BOARD APPROVAL
May 11, 2015**

TO:	FROM:	REASON	\$AMOUNT
FFA, 877	Fogarty, 809	Flowers purchased	\$150.00
Athletics, 852	JH Golf, 820	Sub reimbursements	\$445.00



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

 **RECEIVED**
4-22-15

Amount 150.00 Date Requested 4/21/2015

Transfer to: HS FFA 877
Account Name & Number

Transfer from: FOG 809
Account Name & Number

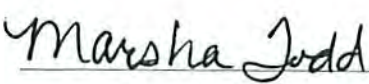
State Reason for Transfer Below

we purchased flowers for Fogarty in conjunction with our Earth Day celebration

Sponsor's Signature: 

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: 

Transfer # _____

Board Approved _____



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



RECEIVED
 4-22-15

Amount 445.00

Date Requested 4-13- 2015

Transfer to: Athletic #852
 Account Name & Number

Transfer from: JH Golf #820
 Account Name & Number

State Reason for Transfer Below

Athletic paid for JH golf subs

Sponsor's Signature: *[Handwritten Signature]*

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: *[Handwritten Signature]*

Transfer # _____

Board Approved _____

**Transportation Department
Fuel Bids
2014-2015**

DATE: <u>04/09/15</u>	TIME BIDS BEGAN: <u>8:15 A.M.</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:30 AM</u>	DIESEL: <u>7000</u>
		UNLEADED: <u>1000</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<i>Cory</i>			
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	1.7531	1.709
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	1.7505	1.7055
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	1.7841	1.7184
TRUMAN ARNOLD COMPANIES	CASEY	1-800-808-6500	No Bid	

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <i>Penley Oil</i>		
UNLEADED FUEL: <u>1000 gallons</u>	PRICE PER GALLON: <u>1.7505</u>	TOTAL AMT: <u>1750.50</u>	
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>1.7055</u>	TOTAL AMT: <u>11,938.50</u>	
		TOTAL PURCHASE: <u>13,689.00</u>	

PER TELEPHONE BIDS RECEIVED BY: <u><i>Steve Cadell</i></u> <u><i>Christi Beggs</i></u>	COMMENTS:
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**Transportation Department
Fuel Bids
2014-2015**

DATE: <u>05/04/15</u>	TIME BIDS BEGAN: <u>9:02 AM</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>9:32 AM</u>	DIESEL: <u>7000</u>
		UNLEADED: <u>1000</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	<u>No Bid</u>	
PENLEY OIL COMPANY	MIKE, SCOTT or GEORGEANN	235-7553	<u>2.0771</u>	<u>2.0216</u>
RED ROCK	JOANIE or TRICHA	677-3373	<u>2.0397</u>	<u>2.0007</u>
TRUMAN ARNOLD COMPANIES	CASEY	1-800-808-6500	<u>2.105905</u>	<u>2.049305</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Red Rock</u>	
UNLEADED FUEL: <u>1000 gallons</u>	PRICE PER GALLON: <u>2.0397</u>	TOTAL AMT: <u>2093.70</u>
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>2.0007</u>	TOTAL AMT: <u>14004.90</u>
		TOTAL PURCHASE: <u>16,098.60</u>

PER TELEPHONE BIDS RECEIVED BY: <u>Susan Birdwell</u> <u>Vicki Biggs</u>	COMMENTS:
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GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2014-2015

<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>
2015	11	995	04/09/2015	ECKROAT SEED CO	FERTILIZER/ATHLETICS	400.00
2015	11	996	04/09/2015	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/GUES	111.48
2015	11	997	04/09/2015	JANE L WILLIAMS	JURY DUTY MILEAGE	5.60
2015	11	998	04/09/2015	A-1 RADIATOR SERVICE, INC.	RADIATOR REPAIRS/TRANSPORTATIC	825.00
2015	11	999	04/09/2015	PAUL PENLEY OIL COMPANY, INC.	FUEL AS PER ATTACHED/TRANSPOR	13,689.00
2015	11	1000	04/09/2015	WAL MART COMMUNITY	SUPPLIES/FACS/MOORE/HS	830.00
2015	11	1001	04/10/2015	SHERI STEVENSON	HOMEBOUND MILEAGE REIMB./SP ED	300.00
2015	11	1002	04/13/2015	OK DEPT OF CAREER & TECH EDUCA	CLASS CURRICULUM AND MATERIALS	174.90
2015	11	1003	04/13/2015	OKLAHOMA DEPT. OF CAREER & TEC	REGISTRATION FEE/FACS/MOORE/HS	50.00
2015	11	1004	04/13/2015	INSIGHT SYSTEMS EXCHANGE	COMPUTERS/OFFICE/HS	2,285.00
2015	11	1005	04/13/2015	DELL MARKETING L.P.	PRINTERS/OFFICE/HS	863.59
2015	11	1006	04/13/2015	SCHOOL SPECIALTY	OFFICE SUPPLIES/GRAHAM/COTTER/	182.22
2015	11	1007	04/13/2015	LAKESHORE LEARNING MATERIALS	RSA MATERIALS / FOGARTY	478.87
2015	11	1008	04/13/2015	QUILL CORPORATION	SUMMER SCHOOL SUPPLIES	433.63
2015	11	1009	04/16/2015	SOONER ACOUSTIC MUSIC, INC.	PARTS AND REPAIRS/TECHNOLOGY	500.00
2015	11	1010	04/16/2015	EMILY LYNN AVILA	MILEAGE REIMB./PROF. DEV./CENTRA	133.38
2015	11	1011	04/16/2015	MERIDIAN TECHNOLOGY CENTER	REGISTRATION/PROF. DEV./CENTRA	198.00
2015	11	1012	04/16/2015	ODMHSAS	REGISTRATION / THOMPSON/ CEN	49.00
2015	11	1013	04/16/2015	OKLAHOMA CORRECTIONAL INDUSTI	BASE GUARD/ATHLETICS/HS	3,000.00
2015	11	1014	04/16/2015	TWOTREES TECHNOLOGY, LLC	SUPPLIES/LEGRANDE/JH	364.00
2015	11	1015	04/16/2015	PROSPERITY BANK	POWER WASHER/ATHLETICS/HS	373.75
2015	11	1016	04/20/2015	DICK BLICK COMPANY	SUPPLIES/ART/HS	425.63
2015	11	1017	04/20/2015	CARRIE A KOURI	SUPPLIES/SPECIAL ED/FOGARTY	160.80
2015	11	1018	04/20/2015	APPLE, INC.	SUPPLIES/SPECIAL ED/COTTERAL	598.99
2015	11	1019	04/20/2015	PERSONAL COMPUTER SYSTEMS, IN	SUPPLIES/SPECIAL ED/COTTERAL	49.00
2015	11	1020	04/20/2015	OKLA CHORAL DIRECTOR'S ASSOC.	CD'S FOR REHEARSAL/VOCAL/HS	210.00
2015	11	1021	04/20/2015	SUMMIT	REPAIRS/TRANSPORTATION	3,000.00
2015	11	1022	04/20/2015	WWW.CLAY-KING.COM	POTTERY WHEEL/SUPPLIES/ART/JH	4,140.87
2015	11	1023	04/20/2015	QUILL CORPORATION	SUPPLIES/WATSON/CENTRAL	115.56
2015	11	1024	04/20/2015	APPLE, INC.	COMPUTER/FACS/MOORE/HS	1,300.00
2015	11	1025	04/20/2015	WAL MART COMMUNITY	SUPPLIES/FACS/MOORE/HS	500.00
2015	11	1026	04/20/2015	MERIDIAN TECHNOLOGY CENTER	REGISTRATION/PROF DEV/FOGARTY	0.00
2015	11	1027	04/20/2015	WHOLESALE TRACK & FIELD SPORTS	POLE VAULT/ATHLETICS/HS	650.00
2015	11	1028	04/20/2015	HANDWRITING WITHOUT TEARS	REGISTRATION/SP ED/COTTERAL	350.00
2015	11	1029	04/20/2015	BRENDA DEEANN BRANDON	MILEAGE REIMB./SP ED/COTTERAL	50.00
2015	11	1030	04/22/2015	LAKESHORE LEARNING MATERIALS	SUPPLIES/ED FOUND. GRANT/COTTE	349.00
2015	11	1031	04/22/2015	PROSPERITY BANK	SUPPLIES/ED FOUND. GRANT/COTTE	876.00
2015	11	1032	04/22/2015	FISHER SCIENTIFIC CO., LLC	SUPPLIES/SCIENCE/HOSKINS/HS	716.31
2015	11	1033	04/22/2015	ARTS ATTACK	SUPPLIES/ED FOUND GRANT/COTTEF	418.00
2015	11	1034	04/22/2015	FLINN SCIENTIFIC, INC.	SUPPLIES/SCIENCE/O'NEILL/HS	726.25
2015	11	1035	04/22/2015	A&A SCOTTISH RITE OF FREEMASON	BUILDING RENTAL/VO-AG/HS	500.00
2015	11	1036	04/22/2015	PROSPERITY BANK	ROOMS/FFA CONVENTION/VO-AG/HS	2,500.00
2015	11	1037	04/22/2015	FEDEX OFFICE AND PRINT SERVICES	PRINTING/VO-AG/HS	300.00
2015	11	1038	04/22/2015	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS & CATALOGING/LIBRARY/FOG	478.17
2015	11	1039	04/22/2015	MORRIS PRINTING GROUP, INC	STUDENT PLANNERS/FOGARTY	656.72
2015	11	1040	04/22/2015	AFFORDABLE COMPUTER PRODUCT:	SUPPLIES/BUSINESS/HS	209.70
2015	11	1041	04/22/2015	OFFICE DEPOT, INC.	SUPPLIES/BUSINESS/HS	101.92
2015	11	1042	04/22/2015	LAKESHORE LEARNING MATERIALS	SUPPLIES/ED FOUND GRANT/FOGAR	402.50

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2014-2015

<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>
2015	11	1043	04/22/2015	THOMPSON SCHOOL BOOK	SUPPLIES/ED FOUND GRANT/FOGAR	845.94
2015	11	1044	04/22/2015	HERTZBERT-NEW METHOD, INC	LIBRARY BOOKS/ED FOUND GRANT/J	780.12
2015	11	1045	04/22/2015	FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS/ED FOUND GRANT/J	499.04
2015	11	1046	04/22/2015	DEMCO, INC	SUPPLIES/LIBRARY/JH	273.67
2015	11	1047	04/22/2015	SCIENTIFICS DIRECT	SUPPLIES/TECH ENG/BARKER/JH	2,989.05
2015	11	1048	04/22/2015	MOR-POWER MUFFLER SHOP	REPAIRS/TRANSPORTATION	500.00
2015	11	1049	04/22/2015	QUILL CORPORATION	SUPPLIES/TITLE II	231.12
2015	11	1050	04/22/2015	MERIDIAN TECHNOLOGY CENTER	REGISTRATION/PRO DEV/JH	99.00
2015	11	1051	04/22/2015	SHAROLYN M LEGRANDE	TRAVEL REIMB/PRO DEV/JH	126.00
2015	11	1052	04/22/2015	BRINSEA	SUPPLIES/ED FOUND/COTTERAL	634.99
2015	11	1053	04/22/2015	WAL MART COMMUNITY	ENVIRONMENTAL GRANT/COTTERAL	140.00
2015	11	1054	04/23/2015	VIRCO INC.	STUDENT DESKS/HS	3,369.90
2015	11	1055	04/23/2015	ALPHABET SIGNS, INC.	LETTER BOARDS AND LETTERS/HS	982.75
2015	11	1056	04/23/2015	VEX ROBOTICS, INC	SUPPLIES/TECH ENG/SIEBER/JH	1,339.89
2015	11	1057	04/27/2015	COUGHLAN COMPANIES, INC.	ED FOUND GRANT/MICK/CENTRAL	945.25
2015	11	1058	04/27/2015	AMERICAN PLANT PRODUCTS & SER'	SUPPLIES/HORTICULTURE/HS	650.00
2015	11	1059	04/27/2015	QUILL CORPORATION	RSA SUPPLIES / COT / CEN / FOG	78.13
2015	11	1060	04/27/2015	EDMOND MUSIC, INC.	SUPPLIES/REPAIRS/BAND/HS	2,044.18
2015	11	1061	04/27/2015	CAMBIUM LEARNING, INC.	SUMMER SCHOOL SUPPLIES/TITLE I	53.05
2015	11	1062	04/27/2015	COMFORT INN	ROOMS/TENNIS(BOYS)/HS	249.00
2015	11	1063	04/27/2015	SEJAL HOSPITALITY	ROOMS/TENNIS(GIRLS)/HS	352.00
2015	11	1064	04/27/2015	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/HS	1,232.05
2015	11	1065	04/27/2015	BRIGHT IDEAS PRESS, LLC	SUPPLIES/TITLE I/ST. MARY'S	1,285.63
2015	11	1066	04/27/2015	RAMONA LIGGINS	TRANSPORTING OF SP ED STUDENT	750.00
2015	11	1067	04/27/2015	WAL MART COMMUNITY	SEWING MACHINES/SUPPLIES/FACS/	847.17
2015	11	1068	04/28/2015	TWOTREES TECHNOLOGY, LLC	CLASSROOM SOFTWARE/HS	728.00
2015	11	1069	04/28/2015	COMTECH	DISTRICT INFORMATION CARDS	650.00
2015	11	1070	04/28/2015	BRITE, INC./US MARKABOARD	MARKERBOARD/LEGRANDE/HS	787.25
2015	11	1071	04/28/2015	MERIDIAN TECHNOLOGY CENTER	RIGISTRATION /PROF DEV/GUES	99.00
2015	11	1072	04/28/2015	DAKTRONICS INC.	CONTROL PANEL/ATHLETICS/HS	1,100.00
2015	11	1073	04/28/2015	EPSON AMERICA	PROJECTOR/FOUND. GRANT/HS	736.00
2015	11	1074	04/28/2015	PROSPERITY BANK	PROJECTOR SUPPLIES/FOUND GRAN	101.51
2015	11	1075	04/28/2015	RED DIRT GRAPHICS, LLC	WELCOME SIGN/ATHLETICS/HS	640.00
2015	11	1076	04/30/2015	EVERBIND/MARCO BOOK COMPANY	BOOKS/FOUND GRANT/HS	791.37
2015	11	1077	04/30/2015	COUNTRY FORD MERCURY	REPAIRS/TRANSPORTATION	1,500.00
2015	11	1078	04/30/2015	LEARNMORE	SUPPLIES/TECHNOLOGY GRANT/JH	22,452.00
2015	11	1079	04/30/2015	CPI	REGISTRATION/SP ED/	150.00
2015	11	1080	04/30/2015	APPLE, INC.	IPADS/FOUND. GRANT/HS	1,197.98
2015	11	1081	04/30/2015	PERSONAL COMPUTER SYSTEMS, IN	OTTERBOX CASES/FOUND GRANT/HS	98.00
2015	11	1082	04/30/2015	DELL MARKETING L.P.	COMPUTER UPGRADES/TECH GRANT	26,614.76
2015	11	1083	04/30/2015	NEW EGG BUSINESS, INC	HEADPHONES/TECH GRANT/JH	1,080.00
2015	11	1084	04/30/2015	MIDWEST PRINTING & PUBLISHING C	BUSINESS CARDS/COUNSELOR/CENT	28.85
2015	11	1085	04/30/2015	SHERRYL GREEN	MILEAGE REIMB/PRO DEV/FOGARTY	121.10
2015	11	1086	04/30/2015	CPI	CPI TRAINING MATERIALS/SP ED/	279.75
2015	11	1087	05/04/2015	PROSPERITY BANK	POPCORN MACHINE & ACCESSORIES	394.55
2015	11	1088	05/04/2015	MARTIN INSURANCE AGENCY	NEW TREASURER BOND	2,500.00
2015	11	1089	05/04/2015	MAYERSON ACADEMEMY	SUMMER SCHOOL SUPPLIES / RSA	60.00
2015	11	1090	05/04/2015	PROSPERITY BANK	HEADPHONES/FOUND. GRANT/HS	141.60

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2014-2015

Year	Fund	P.O. Number	Date	To Whom Issued	Description	Amount
2015	11	1091	05/04/2015	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	16,098.60
2015	11	1092	05/04/2015	QUILL CORPORATION	STUDENT SUPPLIES / RSA / FOG	52.99
2015	11	1093	05/04/2015	LIGHTSPEED TECHNOLOGIES	PARTS AND SUPPLIES/TECHNOLOGY	100.00
2015	11	1094	05/04/2015	PROSPERITY BANK	PRINTER CARTRIDGES/OPAT	136.97
2015	11	1095	05/04/2015	WAL MART COMMUNITY	SUPPLIES/OPAT	450.00
2015	11	1096	05/04/2015	MELISSA M SELLS	DEAF INTERPRETER FOR SUMMER SI	650.00
Report Total :						146,071.05

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
Building 2014-2015

<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>
2015	21	155	04/13/2015	LOCKE SUPPLY	DISTRICT PLUMBING SUPPLIES	1,000.00
2015	21	156	04/16/2015	ONE BEAT CPR	AED BATTERY/CENTRAL	200.00
2015	21	157	04/20/2015	SIMPLEX GRINNELL	FIRE ALARM REPAIRS/HS	799.00
2015	21	158	04/23/2015	KATHY E BERTWELL	MILEAGE REIMBURSEMENT	500.00
2015	21	159	04/23/2015	WHITTON SUPPLY	EQUIPMENT AND PARTS	400.00
2015	21	160	04/23/2015	HOME DEPOT/GEFC	DISTRICT CEILING TILES	650.00
2015	21	161	04/27/2015	H & H ENTERPRISES INT'L WIGS	SUMMER FLOOR SUPPLIES	11,257.50
2015	21	162	04/28/2015	H-I-S PAINT MFG. CO, LLC	SUMMER PAINT SUPPLIES	3,858.21
2015	21	163	04/28/2015	BRANCH'S HEATING & AIR	DISTRICT HVAC REPAIRS & SERV	15,000.00
2015	21	164	04/30/2015	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	6,000.00
2015	21	165	05/05/2015	ROBERT BROOKE & ASSOCIATES	DOORSTOPS/DISTRICT	112.00
2015	21	166	05/05/2015	HI-TECH	PLUMBING REPAIRS/JH	2,000.00
Report Total :						41,776.71

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
CHILD NUTRITION FUND 2014-2015

<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>
2015	22	36	04/27/2015	TERINA KAY GRAHAM	MILEAGE REIMB. FOR REMAINDER O	100.00
2015	22	37	04/28/2015	REBECCA PITTMAN	MEAL REFUND/DROPPED	38.00
Report Total :						138.00

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
CASUALTY/FLOOD INS. RECOVERY 2014-2015

<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>
2015	86	2	04/13/2015	BODY WORX	FIX DAMAGE ON #35 EXPEDITION	3,147.84
Report Total :						3,147.84

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
19	07/01/2014	OKLAHOMA EMPLOYMENT SECURITY COMM	UNEMPLOYMENT FOR 2014-2015	
		UNEMPLOYMENT FOR 2014-2015	002-1000-271-100-1050-210-125	-1,034.36
			003-1000-281-100-1050-214-125	1,690.06
			003-3300-281-000-0000-962-120	1,522.00
			Total Purchase Order	2,177.70
22	07/01/2014	SOONER COPY MACHINES	MAINTENANCE FOR JULY-SEPT.	
		COPIER MAINTENANCE FOR JULY-SEPTEMBER	037-2740-430-000-0000-000-050	-2,936.08
			Total Purchase Order	-2,936.08
57	07/01/2014	TRANSPAR GROUP INC.	TRANSPORTATION MANAGEMENT FEE	
		TRANSPORTATION MANAGEMENT FEE FOR 2014-2015	018-2720-340-000-0000-000-050	-39,252.00
			018-2720-340-000-0000-000-050	34,860.00
			Total Purchase Order	-4,392.00
100	07/01/2014	AMAZON/PROSPERERITY BANK	ACTIVITY FUND RECEIPT BOOKS	
		REDIFORM MONEY RECEIPT BOOKS 8L820 2 PART 50 SETS 2 3/4 X 5 5/8	136-2511-619-000-0000-000-050	-200.45
			Total Purchase Order	-200.45
102	07/01/2014	MIDWEST PRINTING & PUBLISHING CO.	PRINTING FOR 2014-15/JH	
		BLANKET FOR PRINTING FOR 2014-2015	076-2530-550-000-0000-000-610	-536.00
			Total Purchase Order	-536.00
104	07/01/2014	TDS TELCOM	HOMEWORK HOTLINE FOR 2014-15	
		HOMEWORK HOTLINE FOR 2014-2015	076-1000-530-100-0000-000-610	-62.08
			076-1000-530-100-0000-000-610	21.60
			076-1000-530-100-0000-000-610	43.20
			Total Purchase Order	2.72
106	07/01/2014	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/JH	
		MISC. OFFICE SUPPLIES	076-2490-619-000-0000-000-610	-552.69
			076-2490-619-000-0000-000-610	84.86
			Total Purchase Order	-467.83
120	07/01/2014	CAREER STAFF UNLIMITED-OKLAHOMA	OT SERVICES FOR 2014-2015	
		OT SERVICED JULY 2014 SUMMER SCHOOL	044-2135-336-239-0000-000-050	-3,672.74
		OT SERVICES FOR 2014-2015 SCHOOL YEAR	044-2135-336-239-0000-000-050	-80,286.39
			044-2135-336-239-0000-000-050	2,971.92
			044-2135-336-239-0000-000-050	8,499.47
			Total Purchase Order	-72,487.74
124	07/01/2014	TERESA EWING	CONTRACT FOR PT SERVICES FOR 2	
		PT SERVICES SCHOOL YR 2014-15	044-2170-336-239-0000-000-050	-8,814.00
			044-2170-336-239-0000-000-050	5,430.00
			044-2170-336-239-0000-000-050	11,000.00
			Total Purchase Order	7,616.00
130	07/01/2014	QUILL CORPORATION	BLANKET FOR SUPPLIES/SP ED/ADM	
		BLANKET FOR SUPPLIES	044-2511-619-239-0000-000-050	-314.65
			Total Purchase Order	-314.65
140	07/01/2014	T AND W TIRE	BLANKET FOR TIRES/TRANSPORTATI	
		BLANKET FOR TIRES	018-2740-612-000-0000-000-070	-437.13
			018-2740-612-000-0000-000-070	517.02
			Total Purchase Order	79.89
173	07/01/2014	WALKER TIRE	BLANKET FOR TIRES/TRANSPORTATI	
		BLANKET FOR SUPPLIES	018-2650-430-000-0000-000-070	-75.00
			018-2650-612-000-0000-000-070	-1,938.44
			018-2650-612-000-0000-000-070	2,145.00
			Total Purchase Order	131.56

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
180	07/01/2014	INTERQUEST DETECTION CANINES OF OK	CONTRABAND SEARCHES FOR 2014-1	
		BLANKET CONTRACT FOR CONTRABAND SEARCH 2014 - 2015. GUTHRIE HIGH SCHOOL, JR. HIGH & GUES	022-2660-340-000-0000-000-050	-770.00
			022-2660-340-000-0000-000-050	445.00
			022-2660-340-000-0000-000-125	296.67
			022-2660-340-000-0000-000-610	296.66
			022-2660-340-000-0000-000-705	296.67
			Total Purchase Order	565.00
194	07/03/2014	COOPERATIVE COUNCIL FOR OKLAHOMA	BANQUET FEE FOR CCOSA CONF.	
		BANQUET FEE FOR CCOSA CONFERENCE	006-2573-810-000-0000-000-705	-32.00
			Total Purchase Order	-32.00
199	07/09/2014	QUILL CORPORATION	BLANKET FOR SUPPLIES/HAMBY/HS	
		BLANKET FOR SUPPLIES	101-2490-619-000-0000-000-705	-624.52
			Total Purchase Order	-624.52
208	07/14/2014	OFFICE DEPOT, INC.	BLANKET FOR OFFICE SUPPLIES/HS	
		OFFICE SUPPLIES	101-2490-619-000-0000-000-705	-449.16
			Total Purchase Order	-449.16
231	07/15/2014	IMAGE WORKS OF OKLAHOMA, INC	COPIER LEASE FOR 2014-2015	
		COPIER LEASE FOR 2014-2015	037-1000-440-100-0000-000-610	-537.73
			037-1000-440-100-0000-000-610	1,229.02
			037-1000-440-100-0000-000-610	4,149.05
			037-1000-440-100-0000-000-705	-1,450.19
			037-1000-440-100-0000-000-705	838.08
			037-1000-440-100-0000-000-705	2,661.92
			037-1000-440-100-1050-000-110	-795.67
			037-1000-440-100-1050-000-110	791.35
			037-1000-440-100-1050-000-110	1,208.65
			037-1000-440-100-1050-000-125	-1,563.78
			037-1000-440-100-1050-000-125	1,684.37
			037-1000-440-100-1050-000-125	3,815.63
			037-1000-440-100-1050-000-130	-683.59
			037-1000-440-100-1050-000-130	598.87
			037-1000-440-100-1050-000-130	901.13
			037-1000-440-430-0000-000-710	-449.86
			037-1000-440-430-0000-000-710	5.69
			037-1000-440-430-0000-000-710	54.31
			037-2511-440-000-0000-000-050	-1,415.06
			037-2511-440-000-0000-000-050	41.70
			037-2511-440-000-0000-000-050	198.30
			037-2620-440-000-0000-000-050	-941.43
			037-2620-440-000-0000-000-050	4.18
			037-2620-440-000-0000-000-050	55.82
			037-2740-440-000-0000-000-050	-460.76
			037-2740-440-000-0000-000-050	9.79
			037-2740-440-000-0000-000-050	50.21
			Total Purchase Order	10,000.00
246	07/22/2014	EDMOND MUSIC, INC.	BLANKET FOR SUPPLIES FOR 2014-	
		BLANKET FOR BAND EQUIPMENT, INSTRUMENT REPAIR, SHEET MUSIC, INSTRUMENT AND ELECTRONIC EQUIPMENT PURCHASE	118-1000-681-100-3000-000-705	-110.00
			118-1000-681-100-3000-000-705	-430.95
			Total Purchase Order	-540.95
309	08/04/2014	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/BAND/HS	
		BLANKET FOR SUPPLIES	118-1000-619-100-3000-000-705	-76.71
			118-1000-619-100-3000-000-705	34.66
			Total Purchase Order	-42.05
333	08/11/2014	OK DEPT OF CAREER & TECH EDUCATION	CURRICULUM AND SOFTWARE/FACS/	
		1 ITEM HE1046 TWEEN LIFE TEACHER EDITION 82.00	412-1000-681-314-8400-000-610	-82.00
		1 ITEM HE8046 TWEEN LIFE CD 300.00		
		20 ITEM HE3046 TWEEN LIFE STUDENT EDITION 680.00		
		1 ITEM HE1001 FACS 1 TEACHER EDITION 47.00		

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
333	08/11/2014	OK DEPT OF CAREER & TECH EDUCATION	CURRICULUM AND SOFTWARE/FACS/	
		1 ITEM HE800110 FACS 1 CD		300.00
		20 ITEM HE3001 FACS 1 STUDENT EDITION		26.00
TEACHER WILL PICK UP IN STILLWATER WHEN IT IS AVAILABLE.				
				Total Purchase Order -82.00
359	08/13/2014	STAPLES ADVANTAGE	\$150.00/S. HOSKINS/GUES	
		CLASSROOM SUPPLIES	034-1000-619-100-1110-000-125	-30.00
				Total Purchase Order -30.00
392	08/18/2014	WAL MART COMMUNITY	OFFICE SUPPLIES/FAVER	
		SUPPLIES FOR OFFICE	126-2490-619-000-0000-000-710	-89.50
				Total Purchase Order -89.50
465	08/22/2014	VEX ROBOTICS, INC	SUPPLIES/J. SIEBER/ATAE/JH	
		27 VEX net Key P/N 276-3245 Replacement for 276-2245	412-1000-619-317-8700-000-610	-270.00
				Total Purchase Order -270.00
480	08/28/2014	OK DEPT OF CAREER & TECH EDUCATION	SUPPLIES/DRAKE/VO-AG/HS	
		TEACHER RESOURCE CD FOR INSTRUCTIONAL PURPOSES	412-1000-653-311-8000-000-705	-300.00
				Total Purchase Order -300.00
486	08/28/2014	KATIE AMANDA HIGGINS	HOMEBOUND MILEAGE REIMB./2014-	
		HOMEBOUND MILEAGE REIMB. FOR 2014-2015	044-1000-580-239-1050-000-110	-500.00
				Total Purchase Order -500.00
505	09/03/2014	MATTHEW DURKEE	CLINICIAN/TECH ASSISTANT/BAND/	
		PERCUSSION CLINICIAN/TECH FOR 2014 MARCHING SEASON	118-1000-320-100-3000-000-705	-200.00
				Total Purchase Order -200.00
510	09/03/2014	OKLAHOMA SECONDARY SCHOOL	CONTEST ENTRIES FOR 2014-15	
		REGIONAL MARCHING CONTEST 10/28/14	118-2199-810-100-3000-000-705	-450.00
		DISTRICT SOLO AND ENSEMBLE CONTEST 11/8/14		
		DISTRICT CONCERT BAND CONTEST 3/5/2015		
		STATE BAND CONTEST 4/15/15		
		STATE SOLO/ENSEMBLE CONTEST 4/21-23/15		
				Total Purchase Order -450.00
517	09/04/2014	SULLIVAN SUPPLY SOUTH INC.	SHOW SUPPLIES/VO-AG/HS	
		MISC. SHOW SUPPLIES AND EQUIPMENT	412-1000-681-311-8000-000-705	-402.05
				Total Purchase Order -402.05
577	09/23/2014	EDMOND MUSIC, INC.	BLANKET FOR SUPPLIES/BAND/HS	
		BLANKET FOR SUPPLIES AND REPAIRS	118-1000-430-100-3000-000-705	-69.00
			118-1000-681-100-3000-000-705	-136.71
				Total Purchase Order -205.71
584	09/23/2014	WAL MART COMMUNITY	\$150.00/D. REAMES/COTTERAL	
		POST-IT-NOTES	034-1000-619-100-1020-000-120	-150.00
		COMPUTER INK		
		COLORED COPY PAPER		
		SHARPIE MARKERS		
		WHITE OUT		
		PENS		
		PENCILS		
		OFFICE SUPPLIES		

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
584	09/23/2014	WAL MART COMMUNITY	\$150.00/D. REAMES/COTTERAL	
			Total Purchase Order	-150.00
598	09/25/2014	PROSPERITY BANK	BLANKET FOR FUEL/EMERGENCIES/A	
		FUEL FOR OUT OF TOWN TRIPS	412-1000-580-311-8000-000-705	-7.00
			Total Purchase Order	-7.00
611	09/30/2014	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/FACS/HS	
		BLANKET FOR CONSUMABLES FOR LABS IN FACS1, SURVIVING & THRIVING, AND INTRODUCTION TO FASHION DESIGN	412-1000-681-314-8400-000-705 412-1000-681-314-8400-000-705	-192.03 158.96
			Total Purchase Order	-33.07
612	09/30/2014	PALEN MUSIC CENTER, INC.	BLANKET FOR SUPPLIES/REPAIRS/B	
		BLANKET PO FOR INSTRUMENT REPAIR, SUPPLIES AND ACCESSORIES	118-1000-430-100-3000-000-705 118-1000-430-100-3000-000-705	-10.03 20.33
			Total Purchase Order	10.30
628	10/06/2014	KICKINGBIRD GOLF COURSE	BOYS GOLF UNIFORMS/HS	
		HS- UNIFORMS	119-1000-657-816-0000-000-705	-1,000.00
		(10) SHIRTS @ \$50.00= \$500.00	119-1000-657-816-0000-000-705	544.46
		(1) RANGEFINDER \$300.00		
		(10) GLOVES @ \$20.00= \$200.00		
			Total Purchase Order	-455.54
652	10/09/2014	SUPREME SHOW SUPPLY, LLC	SUPPLIES & EQUIPMENT/VO-AG/HS	
		SHOW SUPPLIES AND EQUIPMENT	412-1000-681-311-8000-000-705	-198.00
			Total Purchase Order	-198.00
710	10/27/2014	LOWE'S COMPANIES, INC.	SUPPLIES/VO-AG/DRAKE/HS	
		SHOP AND CLASSROOM SUPPLIES	412-1000-681-311-8000-000-705	-127.37
			Total Purchase Order	-127.37
711	10/27/2014	OKLAHOMA HOME CENTERS, INC.	SUPPLIES/VO-AG/DRAKE/HS	
		SHOP AND CLASSROOM SUPPLIES	412-1000-681-311-8000-000-705	-20.86
			Total Purchase Order	-20.86
715	10/28/2014	WAL MART COMMUNITY	SUPPLIES/SPECIAL ED/	
		HEADPHONES FOR IPADS IN JR HIGH/STEVENSON SPECIAL ED CLASSROOM	621-1000-619-239-1050-000-610	-210.00
			Total Purchase Order	-210.00
724	11/03/2014	WILLOBY'S FEED AND OUTFITTERS, LLC	SUPPLIES/DRAKE/VO-AG/HS	
		SHOP AND SCHOOL FARM SUPPLIES	412-1000-681-311-8000-000-705	-127.80
			Total Purchase Order	-127.80
734	11/05/2014	MARY R HESS	EMBROIDERY SUPPLIES/FAVER	
		SUPPLIES AND A STABILIZER NEEDED FOR EMBROIDERY MACHINE.	131-1000-619-430-1170-000-710	-350.00
			Total Purchase Order	-350.00
736	11/05/2014	KARA B WALTERS	MILEAGE REIMB/SP ED WKSHOP/GUE	
		MILEAGE REIMBURSMENT FOR PROFESSIONAL DEVELOPMENT SEMINAR AT FRANCES TUTTLE ROCKWELL CAMPUS NOVEMBER 21,2014	621-2213-580-239-0000-000-125	-50.00
			Total Purchase Order	-50.00
741	11/14/2014	PITSCO, INC	SUPPLIES/TECH ENG/SIEBER/JH	
		SUPPLIES AS PER ATTACHED	412-1000-681-317-8700-000-610	-17.50

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
741	11/14/2014	PITSCO, INC	SUPPLIES/TECH ENG/SIEBER/JH	
		SHIPPING	412-1000-681-317-8700-000-610	-184.08
				Total Purchase Order -201.58
754	11/18/2014	DJC HOLDINGS, LLC	SOFTWARE SUB/SPECIAL ED/JH	
		ONE YEAR SUBSCRIPTION TO NEWS2 YOUR FOR KRISTEN HOOPER	621-1000-440-239-1050-000-610	-150.00
				Total Purchase Order -150.00
757	11/18/2014	WAL MART COMMUNITY	CLASSROOM SUPPLIES/SPECIAL ED	
		INSTRUCTIONAL SUPPLIES	621-1000-619-239-1050-000-705	-200.00
				Total Purchase Order -200.00
776	12/02/2014	PROSPERITY BANK	INSTRUCTIONAL MATERIALS	
		INSTRUCTIONAL MATERIALS FOR ASSEMBLING WREATHS IN HORTICULTURE CLASS - NOT FOR RESALE. MATERIALS INCLUDING: FABRIC, WIRE WREATH FRAMES, FOAM WREATH FORMS, FLORAL WIRE, GLUE STICKS, SHEARS AND CUTTERS, MEASURING TAPES, TULLE, FABRIC GLUE AND OTHER MISC. SUPPLIES.	412-1000-681-311-8000-000-705	-120.63
				Total Purchase Order -120.63
781	12/08/2014	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/VO-AG/HS	
		BLANKET FOR VARIOUS MATERIALS, EQUIPMENT, AND SUPPLIES FOR OFFICE AND CLASSROOM	412-1000-681-311-8000-000-705	-348.12
				Total Purchase Order -348.12
782	12/08/2014	OFFICE DEPOT, INC.	BLANKET FOR SUPPLIES/VO-AG/HS	
		BLANKET FOR VARIOUS MATERIALS NEEDED FOR THE OFFICE AND CLASSROOM	412-1000-681-311-8000-000-705	-209.51
				Total Purchase Order -209.51
788	12/08/2014	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/VO-AG/HS	
		MISCELLANEOUS EQUIPMENT, SUPPLIES, AND MATERIALS FOR SHOP AND AG BUILDING AND FARM	412-1000-681-311-8000-000-705	-103.32
				Total Purchase Order -103.32
808	12/16/2014	WAL MART COMMUNITY	\$150.00/K. HOOPER/JH	
		CLASSROOM \$150.00 ELECTRIC PENCIL SHARPENER FACIAL TISSUES DISINFECTING WIPES TAPE WHITE OUT FILE FOLDERS FOLDERS WALL PUDDY BANDAIDS WHITEBOARD ERASERS DRY ERASE MARKERS CLASS INCENTIVES	034-1000-681-239-0000-000-610	-150.00
				Total Purchase Order -150.00
834	01/13/2015	THE AROUND THE CLOCK FREIGHTLINER G	AUTOMOTIVE AND BUS SUPPLIES	
		BLANKET FOR BUS PARTS AND SUPPLIES	018-2740-612-000-0000-000-070	-1,323.22
			018-2740-612-000-0000-000-070	1,296.88
				Total Purchase Order -26.34
867	01/23/2015	SHELTON PHOTOGRAPHY & DESIGN	PHOTOS FOR BOARD MEMBER	
		SITTING FEE, 8 X 10 PICTURE AND DIGITAL PHOTO FOR NEW BOARD MEMBER: TINA SMEDLEY	136-2319-619-000-0000-000-050	-150.00
			136-2319-619-000-0000-000-050	99.00

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
867	01/23/2015	SHELTON PHOTOGRAPHY & DESIGN	PHOTOS FOR BOARD MEMBER	
			Total Purchase Order	-51.00
869	01/23/2015	COUGHLAN COMPANIES, INC.	PEBBLE GO ONE DATABASE/LIB/FOG	
1		PEBBLEGO-ONE DATABASE	063-2220-641-000-0000-000-110	-375.25
		BIOGRAPHIES 978-1-4296-6818-7		
			Total Purchase Order	-375.25
873	01/26/2015	STILLWATER MILLING COMPANY	LIVESTOCK AND FARM SUPPLIES/AG	
		LIVESTOCK NUTRITION SUPPLEMENT/CARE SUPPLIES (\$300) AND SCHOOL FARM SUPPLIES (\$300)	412-1000-681-311-8000-000-705	-186.33
			Total Purchase Order	-186.33
892	01/30/2015	WAL MART COMMUNITY	TV'S/ANTENNA'S/RAINWATER/JH	
32"		TV'S AND ANTENNANS	076-2620-654-000-0000-000-610	-500.00
			076-2620-654-000-0000-000-610	445.92
			Total Purchase Order	-54.08
897	02/10/2015	PROSPERITY BANK	TESTING SUPPLIES/SPECIAL ED	
8		DIGIT PLASTIC POCKET CALCULATORS	044-2240-614-239-0000-000-050	-200.00
		SKU 178405	044-2240-614-239-0000-000-050	276.93
			Total Purchase Order	76.93
906	02/13/2015	LOWE'S COMPANIES, INC.	BLANKET FOR SUPPLIES/VO-AG/HS	
		BLANKET FOR SUPPLIES	412-1000-681-311-8000-000-705	-44.24
			Total Purchase Order	-44.24
907	02/13/2015	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/VO-AG/HS	
		BLANKET FOR SUPPLIES	412-1000-681-311-8000-000-705	-300.00
			Total Purchase Order	-300.00
919	02/27/2015	PROSPERITY BANK	HOTEL ROOM FOR ENID SHOW/VO-AG	
		HOTEL ROOM IN ENID, OK FOR NORTHWEST DISTRICT LIVESTOCK SHOW	412-1000-580-311-8000-000-705	-600.00
			412-1000-580-311-8000-000-705	440.00
			Total Purchase Order	-160.00
921	02/27/2015	OKLAHOMA ASBO	REGISTRATION/WANZER/SCHEIHING	
		REGISTRATION FOR JANA WANZER AND DONNA SCHEIHING TO ATTEND THE ASBO SPRING PRE-CONFERENCE (NO CHARGE FOR DONNA)	006-2573-860-000-0000-000-050	-188.00
			006-2573-860-000-0000-000-050	150.00
			Total Purchase Order	-38.00
932	03/03/2015	WAL MART COMMUNITY	\$150.00/G WAGNER/JH	
		CLASSROOM SUPPLIES- Lg envelopes, pencils, highlighters, paper, index cards, pens, etc.....	034-1000-619-100-1340-000-610	-150.00
			034-1000-619-100-1340-000-610	44.44
			Total Purchase Order	-105.56
941	03/11/2015	PROSPERITY BANK	ROOMS FOR ADVISORS/AG/HS	
		ROOMS FOR ADVISORS AT THE OKLAHOMA YOUTH EXPO LIVESTOCK SHOW IN OKCY 03/12-03/19, 2014	412-1000-580-311-8000-000-705	-1,200.00
			412-1000-580-311-8000-000-705	846.00
			412-1000-580-311-8000-000-705	94.00
			Total Purchase Order	-260.00
942	03/11/2015	THE RAILROAD YARD, INC.	SUPPLIES/TRANSPORTATION	
		SUPPLIES FOR BUILDING ANCHORS	018-2740-612-000-0000-000-070	-150.80
			018-2740-612-000-0000-000-070	150.76
			Total Purchase Order	-0.04
945	03/11/2015	GARRETT BOOK COMPANY	BOOKS FOR LIBRARY/FOGARTY	
		BOOKS FOR LIBRARY	063-2220-641-100-1130-000-110	-621.81
			063-2220-641-100-1130-000-110	587.46

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
945	03/11/2015	GARRETT BOOK COMPANY	BOOKS FOR LIBRARY/FOGARTY	
			Total Purchase Order	-34.35
946	03/12/2015	OKLAHOMA HOME CENTERS, INC.	EQUIPMENT AND TOOLS/AG/HS	
		MISCELLANEOUS EQUIPMENT AND TOOLS	412-1000-681-311-8000-000-705	-150.00
			Total Purchase Order	-150.00
947	03/12/2015	LOWE'S COMPANIES, INC.	EQUIPMENT AND TOOLS/AG/HS	
		MISCELLANEOUS EQUIPMENT AND TOOLS	412-1000-681-311-8000-000-705	-250.00
			412-1000-681-311-8000-000-705	211.90
			Total Purchase Order	-38.10
948	03/12/2015	JORDAN ELIZABETH MILLER	MEAL REIMBURSEMENT/AG/HS	
		MEALS WHILE AT OKLAHOMA YOUTH EXPO 03/12-03/20, 2015	412-1000-580-311-8000-000-705	-200.00
			Total Purchase Order	-200.00
949	03/12/2015	JAMES MARTIN JONES	MEAL REIMBURSEMENT/AG/HS	
		MEALS WHILE AT OKLAHOMA YOUTH EXPO 03/12-03/20, 2015	412-1000-580-311-8000-000-705	-200.00
			Total Purchase Order	-200.00
950	03/12/2015	CLAYTON R DRAKE	MEAL REIMBURSEMENT/AG/HS	
		MEALS WHILE AT OKLAHOMA YOUTH EXPO 03/12-03/20, 2015	412-1000-580-311-8000-000-705	-200.00
			Total Purchase Order	-200.00
953	03/12/2015	JAMES MARTIN JONES	HOTEL REIMBURSEMENT/AG/HS	
		REIMBURSEMENT FOR MOTEL ROOM IN ENID - SCHOOL CREDIT CARD DID NOT WORK - HAD TO USE PERSONAL CARD FOR PAYMENT	412-1000-580-311-8000-000-705	-110.00
			Total Purchase Order	-110.00
954	03/24/2015	CDW DIRECT LLC	SUPPLIES/TECH ENG/BARKER/JH	
		1 HP 16A (Q7516A) BLACK ORIGINAL LASERJET TONER CARTRIDGE 965197	412-1000-653-317-8803-000-610	-203.57
			412-1000-653-317-8803-000-610	203.41
			Total Purchase Order	-0.16
955	03/24/2015	DELL MARKETING L.P.	COMPUTERS/CARL PERKINS/VO AG	
		SHIPPING	421-1000-653-332-8000-000-705	-179.95
			421-1000-653-332-8000-000-705	262.26
			Total Purchase Order	82.31
962	03/27/2015	READ NATURALLY	REGISTRATION/PROF DEV./FOGARTY	
		REGISTRATION - READ NATURALLY SEMINAR - JUNE 11, 2015 TUSLA OK - CYNTHIA CRAWFORD	311-2213-860-271-0000-000-110	-225.00
			311-2213-860-271-0000-000-110	180.00
			Total Purchase Order	-45.00
966	04/01/2015	MCPHAIL'S MOWER & MAGNETO	MOWER REPAIRS/ATHLETICS	
		REPAIR TO MOWER	119-2640-430-828-0000-000-705	-500.00
			119-2640-430-828-0000-000-705	426.98
			Total Purchase Order	-73.02
968	04/01/2015	O'CONNORS LAWN AND GARDEN, INC.	COMMERCIAL EDGER/ATHLETICS	
		MCLANE 20RC COMMERCIAL EDGER	119-2630-656-828-0000-000-705	-359.00
			119-2630-656-828-0000-000-705	359.99
			Total Purchase Order	0.99
970	04/01/2015	TRUSCO MANUFACTURING	SPRAYER/ATHLETICS	
		SPRAYER	119-2630-656-828-0000-000-705	-150.00
			119-2630-656-828-0000-000-705	158.11

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
970	04/01/2015	TRUSCO MANUFACTURING	SPRAYER/ATHLETICS	
			Total Purchase Order	8.11
975	04/06/2015	PITSCO, INC	SUPPLIES/TECH ENG./SIEBER/JH	
SHIPPING			412-1000-681-317-8700-000-610	-380.37
			412-1000-681-317-8700-000-610	142.64
			Total Purchase Order	-237.73
980	04/06/2015	EVAN-MOOR EDUCATIONAL PUBLISHERS	READING MATERIAL / ST. MARY'S	
EMC 9285 C15 READING INFORMATIONAL TEXT:GRADE 5 - CLASS PACK / ST. MARY'S			511-5500-641-494-0000-000-050	-119.90
			511-5500-645-494-0000-000-050	119.96
SHIPPING			511-5500-641-494-0000-000-050	-111.96
			511-5500-645-494-0000-000-050	95.97
			Total Purchase Order	-15.93
983	04/06/2015	BRENDA WILKINS	REPAIRS/TRANSPORTATION	
REPAIR S-10 USED BY MAINT. DOOR. TRUCK 63			018-2650-430-000-0000-000-070	-77.65
			018-2650-430-000-0000-000-070	130.48
			Total Purchase Order	52.83
988	04/07/2015	ARISTOTLE CORPORATION	SUPPLIES/SP ED/ST. MARY'S	
SHIPPING			642-5500-619-239-0000-000-050	-30.30
			642-5500-619-239-1013-000-050	46.89
			Total Purchase Order	16.59
990	04/07/2015	LAKESHORE LEARNING MATERIALS	SUPPLIES/SP ED/ST. MARY'S	
SHIPPING			642-5500-619-239-0000-000-050	-10.23
			642-5500-619-239-1013-000-050	19.19
			Total Purchase Order	8.96
993	04/07/2015	CONSTRUCTIVE PLAYTHINGS	SUPPLIES/SP ED/ST. MARY'S	
SHIPPING			625-5500-619-239-0000-000-050	30.00
			Total Purchase Order	30.00
			Total Fund	-70,810.73

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
12	07/01/2014	ENGINEERED EQUIPMENT, INC.	BLANKET FOR DISTRICT PARTS	
		DISTRICT FILTERS AND PARTS	013-2620-618-000-0000-000-050	-1,560.02
			013-2620-618-000-0000-000-050	2,907.16
			Total Purchase Order	1,347.14
13	07/01/2014	AMSAN	BLANKET FOR DISTRICT SUPPLIES	
		DISTRICT CUSTODIAL SUPPLIES	013-2620-618-000-0000-000-050	-70.05
			Total Purchase Order	-70.05
25	07/01/2014	LOCKE SUPPLY	BLANKET FOR DISTRICT SUPPLIES	
		DISTRICT PLUMBING AND ELECTRICAL SUPPLIES	013-2630-618-000-0000-000-050	-176.33
			013-2630-618-000-0000-000-050	211.46
			Total Purchase Order	35.13
83	09/10/2014	KATHY E BERTWELL	MILEAGE REIMBURSEMENT FOR 2014	
		MILEAGE REIMBURSEMENT	013-2650-581-000-0000-000-002	-117.52
			013-2650-581-000-0000-000-002	124.88
			Total Purchase Order	7.36
			Total Fund	1,319.58


ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
04/30/2015

<u>GENERAL LEDGER ACCOUNT</u>		<u>BALANCE PER BANK STATEMENT</u>	
Balance (04/01/15)	\$649,333.82	Balance as of (04/30/15)	\$628,868.78
Add Receipts	\$79,681.15	Add Deposits in Transit	\$ 2,791.64
Less Checks Written	\$122,612.15	less O/S Checks	\$ 25,207.60
Adjustments	\$ +50.00	*Adjustments/ Bank correction	\$ \$
Bank Balance per	\$606,452.82	Bank Balance per	\$606,452.82

Adjustment/Correction explanations:

Check #1109 \$50 issued in March was returned voided to be donated back to Special Olympics in April.

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



 Activity Fund Clerk

5-1-15

 Date

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 04/2015; 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	\$354.68	\$35.25	\$0.00	\$0.00	\$389.93	\$194.00	\$195.93
Project 802 CENTRAL ACTIVITY	\$9,580.49	\$3,877.88	\$0.00	\$7,757.29	\$5,701.08	\$5,618.00	\$83.08
Project 803 CENTRAL PTO	\$7,693.26	\$662.55	\$0.00	\$2,107.03	\$6,248.78	\$2,053.23	\$4,195.55
Project 804 COTTERAL PTO	\$5,446.57	\$1,395.40	\$0.00	\$357.16	\$6,484.81	\$350.00	\$6,134.81
Project 805 COTTERAL ACTIVITY	\$15,361.54	\$4,201.28	\$0.00	\$1,785.21	\$17,777.61	\$6,353.76	\$11,423.85
Project 806 COTTERAL FACULTY	\$511.96	\$0.00	\$0.00	\$270.00	\$241.96	\$0.00	\$241.96
Project 808 FOGARTY PARENTS ORG.	\$9,002.74	\$2,460.52	\$0.00	\$719.72	\$10,743.54	\$8,472.27	\$2,271.27
Project 809 FOGARTY ACTIVITY	\$28,647.66	\$6,039.26	\$0.00	\$11,014.05	\$23,672.87	\$15,575.69	\$8,097.18
Project 810 FOGARTY FACULTY	\$814.28	\$47.25	\$0.00	\$0.00	\$861.53	\$0.00	\$861.53
Project 812 GUES ACTIVITY	\$20,988.77	\$4,021.10	\$0.00	\$6,767.45	\$18,242.42	\$5,584.95	\$12,657.47
Project 813 GUES FACULTY	\$1,319.05	\$66.25	\$0.00	\$74.82	\$1,310.48	\$225.18	\$1,085.30
Project 815 GUES PARENTS ORG.	\$13,991.46	\$1,351.65	\$0.00	\$1,723.96	\$13,619.15	\$3,820.00	\$9,799.15
Project 816 GHS SPECIAL KIDS	\$51.65	\$0.00	\$0.00	\$0.00	\$51.65	\$0.00	\$51.65
Project 817 ART JUNIOR HIGH	\$420.62	\$40.61	\$0.00	\$0.00	\$461.23	\$200.00	\$261.23
Project 818 JH BUILDERS CLUB	\$577.54	\$0.00	\$0.00	\$0.00	\$577.54	\$0.00	\$577.54
Project 819 ATHLETICS JUNIOR HIGH	\$13,171.13	\$3,620.61	\$0.00	\$3,470.00	\$13,321.74	\$3,100.00	\$10,221.74
Project 820 GOLF JUNIOR HIGH	\$1,687.95	\$450.00	\$0.00	\$960.82	\$1,177.13	\$0.00	\$1,177.13
Project 821 FHA JUNIOR HIGH	\$1,623.83	\$57.00	\$0.00	\$1,186.60	\$494.23	\$0.00	\$494.23
Project 822 HONOR SOCIETY JR HIGH	\$2,426.82	\$150.00	\$0.00	\$0.00	\$2,576.82	\$825.00	\$1,751.82
Project 823 JR HIGH ACCOUNT	\$10,655.77	\$6,686.00	\$0.00	\$3.60	\$17,338.17	\$12,074.51	\$5,263.66
Project 824 JR HIGH FACULTY	\$941.79	\$261.60	\$0.00	\$136.93	\$1,066.46	\$170.00	\$896.46
Project 825 LIBRARY JR HIGH	\$3,991.59	\$0.00	\$0.00	\$0.00	\$3,991.59	\$100.00	\$3,891.59
Project 826 NJHS STATE PRESIDENT AC	\$8,101.79	\$0.00	\$0.00	\$0.00	\$8,101.79	\$0.00	\$8,101.79
Project 827 CHEERLEADERS JR HIGH	\$3,282.73	\$0.00	\$0.00	\$0.00	\$3,282.73	\$0.00	\$3,282.73
Project 830 STUCO JH	\$5,657.11	\$0.00	\$0.00	\$92.29	\$5,564.82	\$861.30	\$4,703.52
Project 831 T.S.A. JR HIGH	\$3,489.87	\$0.00	\$0.00	\$246.60	\$3,243.27	\$1,673.40	\$1,569.87
Project 832 YEARBOOK JR HIGH	\$2,872.24	\$1,418.27	\$0.00	\$0.00	\$4,290.51	\$5,000.00	(\$709.49)
Project 834 JR HIGH ACADEMIC TEAM	\$492.14	\$0.00	\$0.00	\$44.00	\$448.14	\$85.00	\$363.14
Project 850 ACADEMIC TEAM HS	\$214.50	\$0.00	\$0.00	\$0.00	\$214.50	\$0.00	\$214.50
Project 851 ART CLUB HS	\$5,129.75	\$86.00	\$0.00	\$278.15	\$4,937.60	\$1,340.79	\$3,596.81
Project 852 ATHLETICS HS	\$59,037.38	\$2,538.83	\$0.00	\$18,400.75	\$43,175.46	\$12,856.00	\$30,319.46
Project 853 HS CHEER	\$4,795.54	\$3,187.38	\$0.00	\$3,321.00	\$4,661.92	\$1,850.00	\$2,811.92
Project 855 TENNIS HS	\$10,471.33	\$2,395.00	\$0.00	\$5,034.47	\$7,831.86	\$3,960.14	\$3,871.72
Project 856 GHS LIBRARY	\$1,266.54	\$0.00	\$0.00	\$0.00	\$1,266.54	\$0.00	\$1,266.54
Project 857 YOUTH & GOVERNMENT HS	\$680.86	\$19.00	\$0.00	\$17.52	\$682.34	\$0.00	\$682.34
Project 858 GHS Link Crew	\$186.29	\$0.00	\$0.00	\$0.00	\$186.29	\$0.00	\$186.29
Project 859 BAND (OPERATING) HS	\$6,119.49	\$3,345.00	\$0.00	\$705.26	\$8,759.23	\$3,412.14	\$5,347.09
Project 860 CLASS OF 2016 HS	\$6,452.25	\$1,940.00	\$0.00	\$5,069.69	\$3,322.56	\$167.50	\$3,155.06
Project 861 CLASS OF 2017 HS	\$3,548.49	\$0.00	\$0.00	\$0.00	\$3,548.49	\$0.00	\$3,548.49
Project 862 CLASS OF 2018 HS	\$2,394.17	\$0.00	\$0.00	\$0.00	\$2,394.17	\$0.00	\$2,394.17
Project 865 CLASS OF 2012 HS	\$428.87	\$0.00	\$0.00	\$0.00	\$428.87	\$0.00	\$428.87
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	\$509.26	\$0.00	\$0.00	\$0.00	\$509.26	\$0.00	\$509.26
Project 868 CLASS OF 2015	\$10,303.36	\$150.00	\$0.00	\$0.00	\$10,453.36	\$9,636.00	\$817.36
Project 869 ENGLISH CLUB	\$2,250.08	\$8.00	\$0.00	\$579.00	\$1,679.08	\$260.78	\$1,418.30
Project 870 COURTESY COMMITTEE HS	\$1,018.73	\$0.00	\$0.00	\$0.00	\$1,018.73	\$565.00	\$453.73
Project 873 SPEECH HS	\$1,194.33	\$0.00	\$0.00	\$0.00	\$1,194.33	\$0.00	\$1,194.33
Project 874 FACULTY LOUNGE HS	\$903.94	\$0.00	\$0.00	\$0.00	\$903.94	\$100.00	\$803.94
Project 876 FFA 4H BOOSTER CLUB HS	\$56,277.74	\$0.00	\$0.00	\$6,757.09	\$49,520.65	\$2,164.65	\$47,356.00
Project 877 FFA HS	\$23,675.00	\$6,243.00	\$0.00	\$16,841.52	\$13,076.48	\$2,262.20	\$10,814.28
Project 878 FCCLA (FHA) HS	\$1,123.36	\$0.00	\$0.00	\$227.56	\$895.80	\$503.65	\$392.15
Project 879 FOREIGN LANGUAGE SPAN	\$1,493.75	\$332.00	\$0.00	\$0.00	\$1,825.75	\$780.00	\$1,045.75
Project 882 GUTHRIE RUNNING CLUB H	\$4,153.66	\$70.00	\$0.00	\$1,320.24	\$2,903.42	\$966.12	\$1,937.30
Project 883 HERITAGE CLUB HS	\$1,183.60	\$0.00	\$0.00	\$59.21	\$1,124.39	\$90.79	\$1,033.60
Project 884 HIGH SCHOOL ACCOUNT	\$18,554.59	\$1,922.04	\$0.00	\$2,504.43	\$17,972.20	\$5,897.00	\$12,075.20
Project 886 HONOR SOCIETY HS	\$3,174.50	\$442.00	\$0.00	\$100.00	\$3,516.50	\$1,200.00	\$2,316.50
Project 888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
Project 889 KEY CLUB HS	\$367.10	\$0.00	\$0.00	\$0.00	\$367.10	\$0.00	\$367.10
Project 893 MU ALPHA THETA HS	\$746.21	\$0.00	\$0.00	\$180.00	\$566.21	\$0.00	\$566.21
Project 895 JROTC HS	\$8,103.59	\$0.00	\$0.00	\$100.00	\$8,003.59	\$286.00	\$7,717.59
Project 896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
Project 897 SOCCER CLUB HS	\$8,077.73	\$1,133.20	\$0.00	\$4,014.67	\$5,196.26	\$721.12	\$4,475.14
Project 898 SCIENCE CLUB HS	\$7,714.40	\$407.00	\$0.00	\$1,815.66	\$6,305.74	\$1,825.85	\$4,479.89

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 04/2015; 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 899 STUDENT COUNCIL HS	\$15,933.45	\$0.00	\$0.00	\$878.42	\$15,055.03	\$291.58	\$14,763.45
Project 900 CAMPUS BEAUTIFICATION I	\$8,046.38	\$70.00	\$0.00	\$190.00	\$7,926.38	\$1,175.00	\$6,751.38
Project 902 VOCAL HS	\$4,953.70	\$2,343.75	\$0.00	\$3,397.89	\$3,899.56	\$1,223.51	\$2,676.05
Project 904 YEARBOOK HS	\$23,494.59	\$849.00	\$0.00	\$125.00	\$24,218.59	\$20,742.00	\$3,476.59
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	\$440.94	\$0.00	\$0.00	\$0.00	\$440.94	\$0.00	\$440.94
Project 911 FFA BUILDING FUND	\$111,400.00	\$0.00	\$0.00	\$0.00	\$111,400.00	\$0.00	\$111,400.00
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	\$1,652.20	\$0.00	\$0.00	\$76.01	\$1,576.19	\$1,078.99	\$497.20
Project 921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
Project 922 COURTESY COMMITTEE AD	\$228.87	\$0.00	\$0.00	\$80.00	\$148.87	\$0.00	\$148.87
Project 925 GENERAL FUND REFUND	\$6,169.72	\$511.27	\$0.00	\$0.00	\$6,680.99	\$11.00	\$6,669.99
Project 927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
Project 929 SPECIAL OLYMPICS	\$32,950.58	\$4,390.95	\$0.00	\$2,843.00	\$34,498.53	\$12,826.20	\$21,672.33
Project 930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
Project 932 SUMMER SCHOOL HS	\$2,700.00	\$2,625.00	\$0.00	\$0.00	\$5,325.00	\$0.00	\$5,325.00
Project 933 FAVER C&C	\$465.53	\$0.00	\$0.00	\$0.00	\$465.53	\$0.00	\$465.53
Project 934 TRANSPORTATION C&C	\$3,497.71	\$795.50	\$0.00	\$884.33	\$3,408.88	\$915.67	\$2,493.21
Project 935 VENDING MACHINE ADMIN	\$343.40	\$32.85	\$0.00	\$72.60	\$303.65	\$248.25	\$55.40
Project 936 GUES HONOR CHOIR	\$124.00	\$0.00	\$0.00	\$0.00	\$124.00	\$0.00	\$124.00
Project 937 FAVER ACTIVITY	\$325.81	\$0.00	\$0.00	\$0.00	\$325.81	\$0.00	\$325.81
Project 938 NATIVE AMERICAN PARENT	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
Project 940 ADMINISTRATION MISC	\$8,240.45	\$337.75	\$0.00	\$1,342.00	\$7,236.20	\$849.74	\$6,386.46
Project 942 C.N. CLEARING ACCT	\$15.00	\$6,664.15	\$0.00	\$6,679.15	\$0.00	\$3,320.85	(\$3,320.85)
Grand Total	\$649,383.82	\$79,681.15	\$0.00	\$122,612.15	\$606,452.82	\$165,864.81	\$440,588.01

Guthrie Junior High School

705 East Oklahoma

Guthrie, Oklahoma 73044

(405) 282-5936

Fax: (405) 282-3598

Robbie Rainwater
Principal

Teresa Barbour
Counselor

Ryan Dayton
Assistant Principal

Kristi Blakemore
Counselor

Guthrie Board of Education,

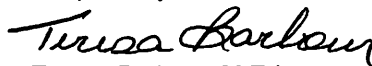
5-5-15

I, Teresa Barbour, sponsor of the National Junior Honor Society am requesting to close the NJHS State President Account, account number 826 with the closing amount of \$8, 101.79. I am also requesting that the full \$8,101.79 be sent to the new NJHS State President School:

Jenks Middle School-NJHS Acct. 963
Laura Steele
205 East B Street
Jenks, OK 74037

Thank you for allowing us to serve as the 2014-2015 NJHS State President and working so diligently with us in representing Guthrie Junior High and Guthrie Public Schools at the state level.

Respectfully,



Teresa Barbour, M.Ed.
GJHS Counselor



EMPLOYEE TRIP REQUEST

Check if Out of State

Rachael Strong

4-6-2015

Name of Employee _____

Date _____

Employee's Current Assignment Journalism/Yearbook/Newspaper Teacher

Title of Conference or Activity Jostens Advisor University

Location Kissimmee, Florida

Date(s) of Conference July 18-July 21

Full Legal Name (for air travel) Southwest Airlines

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

Departure Date July 18 AM PM
(check one)

Return Date July 21 AM PM
(check one)

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

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

This is a conference that is for yearbook advisors only. It covers a large variety of topics that relate to teaching yearbook and to making the best book you can. It also helps you learn new ways to teach yearbook and tips to help make your students better journalists. My rep from Jostens told me it was the best conference she ever attended while she was a yearbook advisor.

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

Costs are covered by which fund?
BE SPECIFIC PLEASE.

General Fund, Title I, Staff Development, Activity Fund, etc.

Travel*	\$	0.00	(mileage, air, ground, parking & toll) see below
Registration	\$	425.00	
Lodging	\$	400.00	
Meals	\$	0.00	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	0.00	(calculate @ \$65 per day)
Total	\$	825.00	

Will fly free on my fathers airline _____

Activity Fund/ Yearbook 904 _____

Out of my pocket _____

Meals provided _____

No sub needed _____

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

Principal's Approval Chris L. Grande 4-9-15
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Dr. Mike Simpson

5-6-15

Name of Employee

Date

Employee's Current Assignment Superintendent

Title of Conference or Activity NFHS Summer Meetings

Location New Orleans, LA

Date(s) of Conference June 28 - July 2, 2015

Full Legal Name (for air travel) Michael Lynn Simpson

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

Departure Date 6-26-15 AM PM
(check one)

Return Date 7-2-15 AM PM
(check one)

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

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

This is a national conference of board members who serve as directors of State Activity Associations. I am attending as a responsibility of serving on the OSSAA Board.

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

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

Travel* \$ _____ (mileage, air, ground, parking & toll) see below

Travel is paid by the OSSAA

Registration \$ _____

Lodging \$ _____

Meals \$ _____ (overnight stay required; calculate at \$30 per day in state; \$50 out of state)

Substitute \$ _____ (calculate @ \$65 per day)

Total \$ 0.00

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

Principal's Approval

Signature

Date

Program Director's Approval

Digitally signed by Mike Simpson
DN: cn=Mike Simpson, o=Guthrie Public Schools, ou,
email=mike.simpson@guthriepls.net, c=US
Date: 2015.05.07 14:30:20 -05'00'

5-6-15

Date

Board of Education Approval

Date

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



NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS
96th ANNUAL SUMMER MEETING
 New Orleans, Louisiana
 New Orleans Marriott
 June 28-July 2, 2015



PRELIMINARY CONFERENCE SCHEDULE

Room Block: 175	500	525	575	550	450
Saturday, June 27	Sunday, June 28	Monday, June 29	Tuesday, June 30	Wednesday, July 1	Thursday, July 2
<i>NFHS Staff Arrivals</i>	Registration Preparation 8:00 a.m. – 12:00 p.m.	Golf Tournament 7:30 a.m. - 1:00 p.m. <small>(Depart hotel lobby at 6:30 a.m.)</small>	Information Desk 7:30 a.m. - 3:30 p.m.	Girls Gymnastics Breakfast 7:00 a.m. – 7:50 a.m.	Fun Run/Walk 6:00 a.m. <small>(Meet in hotel lobby at 5:15 a.m.)</small>
NFHS Network Board of Directors Meeting 12:00 p.m. – 3:00 p.m.	NFHS Board Meeting 8:30 a.m. – 3:30 p.m.	Spirit of Sport Breakfast 8:00 a.m. – 10:00 a.m.	Fellowship Breakfast (Sponsored by: FCA) Kevin Mawae 8:00 a.m. – 8:50 a.m.	Banquet Reservations 7:30 a.m. - 8:30 a.m.	Seventh Workshop Session 8:30 a.m. - 9:30 a.m.
NFHS Board Pre-Meeting 5:30 p.m. - 7:30 p.m.	Marketing Luncheon and Summit 12:00 p.m. – 3:30 p.m.	LRG Advisory Committee 8:00 a.m. – 10:00 a.m.	2nd General Session Mezzanotte/Gardner 9:00 a.m. – 10:15 a.m.	Information Desk 8:00 a.m. - 12:00 p.m.	Eighth Workshop Session 9:45 a.m. – 10:45 a.m.
NFHS Board Reception 7:30 p.m. – 9:00 p.m.	NFHS Learn Luncheon & Summit 1:00 p.m. – 4:00 p.m.	Children's Program 8:15 a.m. – 10:15 a.m.	Second Workshop Session 10:30 a.m. - 11:30 a.m.	Fun Run/Walk Packet Pick-Up 8:00 a.m. - 12:00 p.m.	Information Session: How to submit nominations for NFHS Awards 9:45 a.m. - 10:45 a.m.
	Registration 1:00 p.m. – 6:00 p.m.	Spouse/Guest Breakfast 8:30 a.m. - 10:00 a.m.	Bev Gardner Executive Director Spouse Event (Cooking School) 10:00 a.m. – 1:00 p.m.	National Council Meeting 8:00 a.m. - 9:30 a.m.	Closing General Session Herm Edwards 11:00 a.m. - 12:00 p.m.
	Student Services Meeting 2:00 p.m. – 3:15 p.m.	NFHS Network – Leadership Circle 8:30 a.m. – 12:00 p.m.	Tennis Lunch (Sponsored by: USTA) 11:45 a.m. – 12:45 p.m.	Fourth Workshop Session 8:15 a.m. - 9:15 a.m.	BAGGO Tournament Semi-finals and FINALS 12:15 p.m. – 12:45 p.m.
	Officials Advisory Committee 2:00 p.m. – 4:00 p.m.	Registration 10:00 a.m. - 3:00 p.m.	Inclusion Discussion Forum 11:45 a.m. – 12:45 p.m.	Fifth Workshop Session (Roundtable #2) 9:30 a.m. - 10:30 a.m.	Community Service Project 12:30 p.m. - 3:30 p.m.
	Technology Summit 2:00 p.m. – 4:00 p.m.	New Orleans Super City Tour 10:30 a.m. – 12:30 p.m.	Legal Issues Workshop (Current Issues) 1:00 p.m. – 2:15 p.m.	Sixth Workshop Session 10:45 a.m. - 11:45 a.m.	Children's Program 5:45 p.m. - 9:00 p.m.
	Finance Directors Workshop 2:00 p.m. – 4:00 p.m.	SID Workshop 12:30 p.m. – 2:30 p.m.	Third Workshop Session (Roundtable #1) 2:30 p.m. - 3:45 p.m.	Summer Meeting Luncheon 12:00 p.m. – 1:30 p.m.	Hall of Fame Banquet 6:00 p.m. – 8:45 p.m.
	National Records Committee 3:00 p.m. - 5:30 p.m.	First-Time Attendees Orientation 2:00 p.m. - 2:45 p.m.	BAGGO Tournament Quarterfinals 4:00 p.m. – 4:30 p.m.	Sanctioning Meeting 1:45 p.m. – 3:45 p.m.	
	Small States Meeting 4:00 p.m. – 5:30 p.m.	Children's Program 2:45 p.m. – 4:30 p.m.	NFHS Network Update / Q&A 4:00 p.m. – 5:00 p.m.	Section Meetings (as announced by each Section) 1:45 p.m. - 4:00 p.m.	
	Welcome Dinner 6:00 p.m. – Doors Open 6:30 p.m. – Meal Served	Opening General Session “We Are High School®” 3:00 p.m. – 4:15 p.m.	President's Reception 4:45 p.m. – 6:00 p.m.	Hall of Fame Press Conference - 3:30 p.m.	
	BAGGO Tournament 7:30 p.m. – 9:00 p.m.	First Workshop Session 4:30 p.m. - 5:30 p.m.		Hall of Fame Reception 5:00 p.m. - 6:30 p.m.	



4801 W. Seward Rd.
Guthrie, OK 73044
(405)282-7632

To whom it may concern:

My name is Seth Streck and I am the Youth Pastor at Seward Road Baptist Church here in Guthrie. I am requesting the use of a school bus to transport our youth to and from Falls Creek. We will leave Monday morning June 1st, and return Saturday, June 6th. We will not need the bus during the week, only to get us there and home. We will be glad to pay for the use of the bus to transport our kids. Coach Scott Mick will drive us to and from Falls Creek. Please feel free to contact me with any questions you may have (405)853-5781. Thank you for your time.

Seth Streck

A handwritten signature in blue ink that reads "Seth Streck".

Youth Minister, Seward Road Baptist Church

60 cents per mile

No driver charge

Mileage begins at our bus lot and ends here.

[Type text]

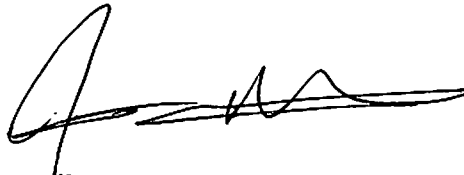
4/10/2015

Dear Guthrie School Board,

My name is Jeff Mathews and I am Director of Student Ministries at Community Church located at 512 E. Seward Rd., Guthrie Oklahoma. Our youth group is attending camp at Falls Creek this year in Davis Oklahoma and we wanted to request **2 buses with drivers** for transportation from our church to Davis on the morning of July 6th, 2015 and returning from Davis to our church on the morning of July 11th, 2015.

Thank You,

Jeff Mathews
405-808-7147 (cell)
405-282-1230 (church)
jeffrey@communitychurch.tv (email)



60¢ / mile and \$10.00/hr for driver.
(if needed)

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Sponsor

GUTHRIE SCHOOL (42-1001) : FY 2015

Administrator DENNIS SCHULTZ (ASST SUPERINTENDENT)

Authorized Rep. TERINA GRAHAM

Sponsor Type School: Public or Private Non-Profit School Food Authority

DUNS

DUNS Expiration Date 01/01/1900

Mailing Address GUTHRIE SCHOOL
802 EAST VILAS
GUTHRIE, OK
73044 - 5228

Physical Address 200 CROOKS DR BLDG #5
GUTHRIE, OK
73044 - 5228

Phone 405-282-5952 ext: N/A

Fax 405-282-5963

Cell Phone 405-757-9903

Email TERINA.GRAHAM@GUTHRIEPS.NET

FEI 726021131

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Program Information
GUTHRIE SCHOOL (42-I001) : FY 2015

Did the Sponsoring Organization expend \$500,000 or more in total federal funds in last fiscal year? Yes

Is Program Audit Annual or Biannual? Annual

Is sponsor planning to use school food service facilities for meal preparation? Yes

Is food to be prepared at a location other than the food service site? No

Does sponsor contract with a food service management company (FSMC)? No

Does sponsor provide ongoing year-round services to the community? Yes

Beginning Date of Operation: 6/1/2015

Ending Date of Operation: 6/26/2015

Number of Operating Days: 20

Number of sites to participate: 1

Does Sponsor operate sites in other states: No

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Administrative Personnel
GUTHRIE SCHOOL (42-1001) : FY 2015

	Hours Per Day	Wages Per Hour	Days Worked	Total Salary
Position Title DIRECTOR				
Staff Name TERINA GRAHAM				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00
<hr/>				
Position Title MONITOR/BOOKKEEPER				
Staff Name TERINA GRAHAM				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Sponsor Plans and Training

GUTHRIE SCHOOL (42-1001) : FY 2015

Sponsor Plans

All new sites and sites that had problems in previous years' operations will be visited before beginning operations in order to ensure that the sites have facilities to provide meal services for the number of children expected to attend.	Yes
All sites will be visited at least once during the first week of operation (Optional for all sites that were operated successfully in the previous year and have an experienced program staff).	Yes
All sites will be reviewed at least once during the first four weeks of program operations and a reasonable level of monitoring will occur thereafter.	Yes
At least one sponsor representative will attend a State Agency training. Sponsor shall ensure that the supervisory personnel responsible for the food service receives training in all areas of program administration and operations.	Yes
SFSP training will be provided for all personnel prior to the operation of any site(s). Sponsor must maintain a copy of sponsor's training documentation for a period of three years.	Yes

Training Dates

Purpose of the Program	5/12/2015
Site Eligibility	5/12/2015
Recordkeeping Requirements	5/12/2015
Organized Site Activity	5/12/2015
Organized Site Activity	5/12/2015
Duties Of Monitor	5/12/2015
Nondiscrimination Compliance	5/12/2015

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Miscellaneous
GUTHRIE SCHOOL (42-1001) : FY 2015

List sources and amount of income to program other than SFSP reimbursement and identify how income will be used:

ONLY SOURCING TO STUDENTS. WE DO NOT HAVE ANY ADULTS, DONATIONS, GRANTS, ETC.. (THE ONLY ADULTS WE HAVE ARE THE ONES PREPARING AND SERVING THE MEAL.

Adult Meals	
Non Program Adult Breakfast Charge	\$2.05
Non Program Adult Lunch Charge	\$4.00
Non Program Adult Snack Charge	\$1.00
Non Program Adult Supper Charge	\$4.00

Was the sponsoring organization or any of its officers ever terminated from or determined to have been seriously deficient in its operation of any federal child nutrition program? **No**

If so, explain why.

How are you collaborating with the SFA to inform eligible families of the availability and location of free meals prior to school ending?

**FLYERS HANDED OUT AT SCHOOLS
MEDIA RELEASE TO GUTHRIE NEWS LEADER**

Procedures

GUTHRIE SCHOOL (42-I001) : FY 2015

(A) Outline the procedure for collecting the daily number of children's meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL.

(B) Outline the procedure for collecting the daily number of adult meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL. THE ONLY ADULTS WE SERVE ARE PROGRAM ADULT MEALS

(C) Outline the procedure for collection the hours worked by site personnel:

TIME SHEET

(D) Outline the method used to collect records from each site if applicable:

RECORDS SUBMITTED WEEKLY TO CN OFFICE BY SITE SUPERVISOR

(E) Outline where SFSP records will be kept:

RECORDS WILL BE KEPT AT THE CN OFFICE, BY THE DIRECTORS DESK FROM JUNE 2015 TO AUGUST 2015.

(F) Outline procedure, including time frames, for correcting problems that could result in termination of the program at approved site(s) and the method of follow-up to ensure correction of problems:

WE WILL CORRECT ALL PROBLEMS WITHIN 24 HOURS.

Civil Rights Compliance
GUTHRIE SCHOOL (42-1001) : FY 2015

List your efforts to assure that minority population have an equal opportunity to participate in program operations. (Minority is defined as: a person or group of persons belonging to the protected classes covered by the Title VI of the Civil Rights Act of 1964 and later specified by the Office of Management and Budget [OMB])

WE DO NOT DISCRIMINATE AGAINST ANYONE. WE MARKET THE SFSP BY USE OF A PUBLIC RELEASE, FLYERS AND SCHOOL ANNOUNCEMENTS BEFORE THE REGULAR SCHOOL YEAR ENDS.

List your efforts to contact minority and grassroots organizations about the opportunity to participate in the program. (Grassroots organization is defined as: any organization at the local level which interacts directly with potential participants or beneficiaries, such as a community action program, civic organization, migrant group, church, neighborhood council, local chapter of NAACP, or other similar group.)

PUBLIC FLYER RELEASE, TELEPHONE CONTACTS

Enter the sources used to obtain the estimated number of eligible beneficiaries.

CIVIL RIGHTS COMPLIANCE STUDENT COUNT REPORT FOR 2014-2015 SCHOOL YEAR

<u>Estimated enrollment by race</u>		<u>Estimated enrollment by ethnicity</u>	
Asian	17	Hispanic	392
White	2704	Non Hispanic	3110
Black	436		
Islander	7		
Native American	338		

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Expenditures

GUTHRIE SCHOOL (42-I001) : FY 2015

<u>Operating Costs</u>		<u>Administrative Costs</u>	
Cost of Food and Milk	\$4,000.00	Administrative Salaries	\$340.00
Labor, Payroll Taxes, Benefits	\$4,200.00	Payroll Taxes and Benefits	\$0.00
Nonfood Supplies	\$500.00	Office (Maintenance, Rental)	\$0.00
Utilities	\$0.00	Utilities	\$0.00
Rental of Facility	\$0.00	Mileage	\$0.00
Rental of Equipment	\$0.00	Audit & Legal Fees	\$0.00
Use Allowance of Equipment	\$0.00	Communications (phone, postage)	\$0.00
Transportation of Children/Meals	\$0.00	Publication Fee	\$0.00
Other (specify)	\$0.00	Other (specify)	\$0.00
Operating Subtotal	\$8,700.00	Administration Subtotal	\$340.00
		Grand Subtotal	\$9,040.00

Specify Other Operating Cost :

Specify Other Admin Cost :

Site InformationGUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES : FY 2015

Site GUTHRIE UPPER ES : (125)**Supervisor** LISA GREEN**Address** GUTHRIE SCHOOL
702 CROOKS DRIVE
42: LOGAN
GUTHRIE, OK
73044 - 5228**Urban/Rural****Phone** 405-260-6338**Fax** 405-282-5963**Cell Phone** 000-000-0000**Email** TERINA.GRAHAM@GUTHRIEPS.NET**Latitude** 35.892564**Longitude** -97.417462

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Personnel

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES : FY 2015

Position Title / Fund Source	Number of Staff	Hours Per Day	Number Of Days
SITE SUPERVISOR			
SFSP Program Funds	1	6.00	0
COOK'S HELPER			
SFSP Program Funds	1	6.00	0

Site Demographics

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES : FY 2015

Type of Site : School

If 'Other' site, please describe :

Site Eligibility : Open

Data source : Your Low Income Data

Year of last determination:

If 'Other' data source, please describe :

For Camps and Closed Enrolled Sites ONLY

Projected Enrollment 0

Projected Free Enrollment 0

Projected Reduced-Price Enrollment 0

Sites that serve homeless children must provide information sufficient to demonstrate that the site is not a residential child care institution. If cash payments, SNAP benefits, or any in-kind service are required of any meal recipient at these sites, you must describe the method(s) used to ensure that no such payments or services are received for any Program meal served to children. In addition, by certifying this form you are certifying that this site employs meal counting methods which ensure that reimbursement is claimed only for meals served to children and if this site serves primarily homeless children, the primary purpose is to provide shelter and meals to homeless families.

If this is a migrant site, you certify the following:

Report specific geographic area to be served by site

GUTHRIE AREA

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Operations

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES : FY 2015

Begin Date for Site Operations : 6/1/2015

End Date for Site Operations : 6/26/2015

Meal Prep Method : Prep at Site

If 'Other', specify the method used.

Number of Operating Day in:

May : 0

June : 20

July : 0

August : 0

September : 0

Will the site serve meals on Memorial Day? No

Will the site serve meals on July 4th? No

Please indicate any other days the site will be closed.

NONE

Please indicate any planned field trips (with dates).

NONE

Site Offer vs. Serve

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES : FY 2015

Name of schools currently participating in Offer versus Serve in the National School Lunch Program:

Will the school sponsor's approved site be participating in the Offer versus Serve for the SFSP?

No

If so, which meal service?

The menu-planning option implemented by your school site

Traditional SFSP

Will site continue with menu-planning option for SFSP sites?

Yes

If not, what menu-planning option will be used?

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Meals

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES : FY 2015

Meal	<u>Begin Time</u>	<u>End Time</u>	<u>Avg. Daily Participation</u>
Breakfast	8:00 AM	8:45 AM	90
Lunch	11:30 AM	12:30 PM	90

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Pre Operational Visit

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES : FY 2015

Estimated number of children the site could serve: 160
Estimated number of needy children in area: 2,100

For the estimated number of children, does the site have:

A. Shelter for inclement weather?	Yes
B. Adequate cooking facilities (if applicable)?	Yes
C. Adequate storage for prepared or delivered food?	Yes
D. Storage space for records at site?	Yes
E. Adequate refrigeration?	Yes
F. Access to a telephone?	Yes

Is another site needed in this area? Yes

Are the present facilities adequate for an organized meal service? Yes

If answer is no, comments:

What system will be used for serving meals to attending children:

Cafeteria Style
Family Style
Unitized meals
Other (Explain)

What type of organized activities are possible or planned at this site?

SUMMER SCHOOL, YMCA FOR THE MONTH OF JUNE.

Improvements or corrective actions needed before site operates:

NONE

The first week visit for a returning site that operated successfully during the previous summer may be waived. Does this site need a visit the first week?

Describe the delivery and holding of meals until time of service, and arrangements for storing and refrigerating any leftover meals until the next day.

REFRIGERATORS AND HOT BOXES ARE ON SITE.

Describe the arrangements for food service during periods of inclement weather.

NO MEAL SERVICE

Describe communication for making necessary adjustments in the number of meals delivered or prepared in accordance with the number of children attending daily at each site.

Camps

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES : FY 2015

Please list all camp sessions along with the number of enrolled children in each session who meet the Program's income standards.

For Camps who DO charge separately for meals, please describe the method or methods to be used in accepting applications from families for Program meals. (Enter N/A if you do not charge separately).

For Camps who DO charge separately for meals, please describe the method used by camps for collecting payments from children who pay the full price of the meal while preventing the overt identification of children receiving a free meal. (Enter N/A if you do not charge separately).

The user has NOT yet indicated agreement or consent to the policies and procedures outline in Section 6(c) for Camps.

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Program Information
GUTHRIE SCHOOL (42-I001) : FY 2015

Did the Sponsoring Organization expend \$500,000 or more in total federal funds in last fiscal year? Yes

Is Program Audit Annual or Biannual? Annual

Is sponsor planning to use school food service facilities for meal preparation? Yes

Is food to be prepared at a location other than the food service site? No

Does sponsor contract with a food service management company (FSMC)? No

Does sponsor provide ongoing year-round services to the community? Yes

Beginning Date of Operation: 6/1/2015

Ending Date of Operation: 6/26/2015

Number of Operating Days: 20

Number of sites to participate: 1

Does Sponsor operate sites in other states: No

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Administrative Personnel
GUTHRIE SCHOOL (42-1001) : FY 2015

	Hours Per Day	Wages Per Hour	Days Worked	Total Salary
Position Title DIRECTOR				
Staff Name TERINA GRAHAM				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00

Position Title MONITOR/BOOKKEEPER				
Staff Name TERINA GRAHAM				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Expenditures

GUTHRIE SCHOOL (42-1001) : FY 2015

Operating Costs		Administrative Costs	
Cost of Food and Milk	\$4,000.00	Administrative Salaries	\$340.00
Labor, Payroll Taxes, Benefits	\$4,200.00	Payroll Taxes and Benefits	\$0.00
Nonfood Supplies	\$500.00	Office (Maintenance, Rental)	\$0.00
Utilities	\$0.00	Utilities	\$0.00
Rental of Facility	\$0.00	Mileage	\$0.00
Rental of Equipment	\$0.00	Audit & Legal Fees	\$0.00
Use Allowance of Equipment	\$0.00	Communications (phone, postage)	\$0.00
Transportation of Children/Meals	\$0.00	Publication Fee	\$0.00
Other (specify)	\$0.00	Other (specify)	\$0.00
Operating Subtotal	\$8,700.00	Administration Subtotal	\$340.00
		Grand Subtotal	\$9,040.00

Specify Other Operating Cost :

Specify Other Admin Cost :

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Sponsor Plans and Training

GUTHRIE SCHOOL (42-1001) : FY 2015

Sponsor Plans

All new sites and sites that had problems in previous years' operations will be visited before beginning operations in order to ensure that the sites have facilities to provide meal services for the number of children expected to attend. **Yes**

All sites will be visited at least once during the first week of operation (Optional for all sites that were operated successfully in the previous year and have an experienced program staff). **Yes**

All sites will be reviewed at least once during the first four weeks of program operations and a reasonable level of monitoring will occur thereafter. **Yes**

At least one sponsor representative will attend a State Agency training. Sponsor shall ensure that the supervisory personnel responsible for the food service receives training in all areas of program administration and operations. **Yes**

SFSP training will be provided for all personnel prior to the operation of any site(s). Sponsor must maintain a copy of sponsor's training documentation for a period of three years. **Yes**

Training Dates

Purpose of the Program	5/12/2015
Site Eligibility	5/12/2015
Recordkeeping Requirements	5/12/2015
Organized Site Activity	5/12/2015
Organized Site Activity	5/12/2015
Duties Of Monitor	5/12/2015
Nondiscrimination Compliance	5/12/2015

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Miscellaneous

GUTHRIE SCHOOL (42-I001) : FY 2015

List sources and amount of income to program other than SFSP reimbursement and identify how income will be used:

ONLY SOURCING TO STUDENTS. WE DO NOT HAVE ANY ADULTS, DONATIONS, GRANTS, ETC.. (THE ONLY ADULTS WE HAVE ARE THE ONES PREPARING AND SERVING THE MEAL.

Adult Meals	
Non Program Adult Breakfast Charge	\$2.05
Non Program Adult Lunch Charge	\$4.00
Non Program Adult Snack Charge	\$1.00
Non Program Adult Supper Charge	\$4.00

Was the sponsoring organization or any of its officers ever terminated from or determined to have been seriously deficient in its operation of any federal child nutrition program? **No**

If so, explain why.

How are you collaborating with the SFA to inform eligible families of the availability and location of free meals prior to school ending?

**FLYERS HANDED OUT AT SCHOOLS
MEDIA RELEASE TO GUTHRIE NEWS LEADER**

Procedures

GUTHRIE SCHOOL (42-1001) : FY 2015

(A) Outline the procedure for collecting the daily number of children's meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL.

(B) Outline the procedure for collecting the daily number of adult meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL. THE ONLY ADULTS WE SERVE ARE PROGRAM ADULT MEALS

(C) Outline the procedure for collection the hours worked by site personnel:

TIME SHEET

(D) Outline the method used to collect records from each site if applicable:

RECORDS SUBMITTED WEEKLY TO CN OFFICE BY SITE SUPERVISOR

(E) Outline where SFSP records will be kept:

RECORDS WILL BE KEPT AT THE CN OFFICE, BY THE DIRECTORS DESK FROM JUNE 2015 TO AUGUST 2015.

(F) Outline procedure, including time frames, for correcting problems that could result in termination of the program at approved site(s) and the method of follow-up to ensure correction of problems:

WE WILL CORRECT ALL PROBLEMS WITHIN 24 HOURS.

Oklahoma State Department of Education Summer Food Program

GUTHRIE SCHOOL	
County: 42	FY: 2015
District: 1001	Select Log Out

User: jana.wanzer (Authorized Representative)

Session Timer: 44:43

Admin

Sponsor Application

- Other Documents
- Non-Accredited Sites
- Request Advance Payment
- Sponsors
- Agreement & Policy Consent
- Program Information
- Admin Personnel
- Expenditures
- Sponsor Plans
- Sponsor Training Plans
- Training Dates
- Miscellaneous
- Procedures
- Civil Rights Compliance
- Site List

Claims

- ✓ May - 2015
- ✓ June - 2015
- ✓ July - 2015
- ✓ August - 2015
- Balance Sheet

Help

- Navigation Help
- Frequently Asked Questions
- Status Legend

Civil Rights Compliance

Printing the Civil Rights Compliance and the Public Release Forms will be available once all the site applications are approved.

Compliance with all applicable Federal Civil Rights Laws is required for participation in the SFSP per United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) Instruction 113-1. The following must be completed by each sponsor applying for the SFSP.

- List your efforts to assure that minority population have an equal opportunity to participate in program operations. (Minority is defined as: a person or group of persons belonging to the protected classes covered by the Title VI of the Civil Rights Act of 1964 and later specified by the Office of Management and Budget [OMB])

WE DO NOT DISCRIMINATE AGAINST ANYONE. WE MARKET THE SFSP BY USE OF A PUBLIC RELEASE, FLYERS AND SCHOOL ANNOUNCEMENTS BEFORE THE REGULAR SCHOOL YEAR ENDS.

- List your efforts to contact minority and grassroots organizations about the opportunity to participate in the program. (Grassroots organization is defined as: any organization at the local level which interacts directly with potential participants or beneficiaries, such as a community action program, civic organization, migrant group, church, neighborhood council, local chapter of NAACP, or other similar group.)

PUBLIC FLYER RELEASE, TELEPHONE CONTACTS

- PUBLIC RELEASE

Summer Food Service Program regulations require each sponsor to announce the availability of the program. The Public Release Statement must be submitted to the media and the local health department, in the area from which the site attendance is drawn. The nondiscrimination statement and complaint-filing procedures must also be included in the release.

Name of Media GUTHRIE NEWS LEADER

Name of Local Health Department LOGAN COUNTY HEALTH

Date Submitted 5/12/2015

ESTIMATE OF POTENTIAL ELIGIBLE BENEFICIARIES

Instructions for Determining Number of Potential Eligible Beneficiaries

- In order to determine the number of potential eligible beneficiaries of the SFSP, the following information must be obtained. An estimate of the number of all children under the age of 19 within the area from which you draw attendance is to be indicated according to the racial and ethnic categories shown below. Sources used to obtain this information might include census data or public school enrollment data.

Enter the number of potential eligible beneficiaries by race.

Estimated Number Of Asian	<u>17</u>
Estimated Number Of White	<u>2704</u>
Estimated Number Of Black or African American	<u>436</u>
Estimated Number Of Native Hawaiian or Pacific Islander	<u>7</u>
Estimated Number Of American Indian or Alaskan Native	<u>338</u>

- Enter the number of potential eligible beneficiaries by ethnicity. The numbers in both boxes below should equal your total enrollment for children under 19 years old.

Civil Rights Compliance

Estimated Number Of Hispanic 392

Estimated Number Of Non Hispanic 3110

6 Enter the sources used to obtain the estimated number of eligible beneficiaries.

CIVIL RIGHTS COMPLIANCE STUDENT COUNT REPORT FOR 2014-2015
SCHOOL YEAR

7 List all of the publicly funded programs (federal, state, or locally funded) in which the institution or any of its principals has participated.

SCHOOL BREAKFAST AND LUNCH PROGRAM

Describe which of these agencies, if any, have ever considered the applicant in noncompliance.

N/A

I certify to the best of my knowledge and belief that these statements are true and correct in all aspects. I understand that this information is being given in connection with the receipt of Federal funds and the State Agency personnel may, for cause, verify information. I fully understand that deliberate misrepresentation may subject me and any principal or responsible persons of the institution submitting this application to prosecution under applicable Federal and/or State statutes.

Site InformationGUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

Site GUTHRIE UPPER ES : (125)**Supervisor** LISA GREEN**Address** GUTHRIE SCHOOL

702 CROOKS DRIVE

42: LOGAN

GUTHRIE, OK

73044 - 5228

Urban/Rural**Phone** 405-260-6338**Fax** 405-282-5963**Cell Phone** 000-000-0000**Email** TERINA.GRAHAM@GUTHRIEPS.NET**Latitude** 35.892564**Longitude** -97.417462

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Personnel

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2015

Position Title / Fund Source	Number of Staff	Hours Per Day	Number Of Days
SITE SUPERVISOR			
SFSP Program Funds	1	6.00	0
COOK'S HELPER			
SFSP Program Funds	1	6.00	0

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Demographics

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

Type of Site : School

If 'Other' site, please describe :

Site Eligibility : Open

Data source : Your Low Income Data

Year of last determination:

If 'Other' data source, please describe :

For Camps and Closed Enrolled Sites ONLY

Projected Enrollment 0

Projected Free Enrollment 0

Projected Reduced-Price Enrollment 0

Sites that serve homeless children must provide information sufficient to demonstrate that the site is not a residential child care institution. If cash payments, SNAP benefits, or any in-kind service are required of any meal recipient at these sites, you must describe the method(s) used to ensure that no such payments or services are received for any Program meal served to children. In addition, by certifying this form you are certifying that this site employs meal counting methods which ensure that reimbursement is claimed only for meals served to children and if this site serves primarily homeless children, the primary purpose is to provide shelter and meals to homeless families.

If this is a migrant site, you certify the following:

Report specific geographic area to be served by site

GUTHRIE AREA

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Operations

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

Begin Date for Site Operations :	6/1/2015		Meal Prep Method :	Prep at Site
End Date for Site Operations :	6/26/2015		If 'Other', specify the method used.	
 Number of Operating Day in:				
May :	0			
June :	20			
July :	0			
August :	0		Will the site serve meals on Memorial Day?	No
September :	0		Will the site serve meals on July 4th?	No

Please indicate any other days the site will be closed.

NONE

Please indicate any planned field trips (with dates).

NONE

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Meals

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

<u>Meal</u>	<u>Begin Time</u>	<u>End Time</u>	<u>Avg. Daily Participation</u>
Breakfast	8:00 AM	8:45 AM	90
Lunch	11:30 AM	12:30 PM	90

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Offer vs. Serve

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

Name of schools currently participating in Offer versus Serve in the National School Lunch Program:

Will the school sponsor's approved site be participating in the Offer versus Serve for the SFSP?

No

If so, which meal service?

The menu-planning option implemented by your school site

Traditional SFSP

Will site continue with menu-planning option for SFSP sites?

Yes

If not, what menu-planning option will be used?

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Pre Operational Visit

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2015

Estimated number of children the site could serve: 160

Estimated number of needy children in area: 2,100

For the estimated number of children, does the site have:

A. Shelter for indement weather?	Yes
B. Adequate cooking facilities (if applicable)?	Yes
C. Adequate storgae for prepared or delivered food?	Yes
D. Storage space for records at site?	Yes
E. Adequate refrigeration?	Yes
F. Access to a telephone?	Yes

Is another site needed in this area? Yes

Are the present facilities adequate for an organized meal service? Yes

If answer is no, comments:

What system will be used for serving meals to attending children:

Cafeteria Style

Family Style

Unitized meals

Other (Explain)

What type of organized activities are possible or planned at this site?

SUMMER SCHOOL, YMCA FOR THE MONTH OF JUNE.

Improvements or corrective actions needed before site operates:

NONE

The first week visit for a returning site that operated successfully during the previous summer may be waived. Does this site need a visit the first week?

Pre Operational Visit

Describe the delivery and holding of meals until time of service, and arrangements for storing and refrigerating any leftover meals until the next day.

REFRIGERATORS AND HOT BOXES ARE ON SITE.

Describe the arrangements for food service during periods of inclement weather.

NO MEAL SERVICE

Describe communication for making necessary adjustments in the number of meals delivered or prepared in accordance with the number of children attending daily at each site.

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Personnel

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2015

Position Title / Fund Source	Number of Staff	Hours Per Day	Number Of Days
SITE SUPERVISOR			
SFSP Program Funds	1	6.00	0
COOK'S HELPER			
SFSP Program Funds	1	6.00	0

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Agreement with Oklahoma Hearing Solutions for Audiological
Services

DATE: May 5, 2015

Attached is an agreement with Oklahoma Hearing Solutions to provide audiological services for the 2015 – 2016 school year. The Guthrie Public School District is required to provide audiology services including evaluations and hearing aid molds for certain students with hearing impairments. There are two non-profit organizations that provide some of these services. One is local and one is in Oklahoma City. We are often able to utilize these organizations for some services for some of our students. Due to our referrals to the non-profit organizations, we spent zero (0) dollars for this service last school year. We sometimes have to provide the service in a shorter time frame or provide additional services these organizations cannot provide. When we are unable to utilize these organizations, we will refer students to Oklahoma Hearing Solutions AKA Fine Hearing Clinic. Oklahoma Hearing Solutions has agreed to continue to provide these services for Guthrie Public Schools. The cost of this contract maybe up to \$1000.00.

Thank you.

Oklahoma Hearing Solutions, LLC
DBA: Fine Hearing Care
2801 S. Bryant Ave.
Edmond, OK 73013
405-340-9191 (office)
405-340-9185 (fax)

April 3, 2015

Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

Re: Audiological Services for the 2015-2016 school year

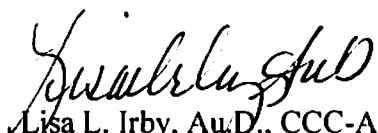
To Whom It May Concern:

Enclosed you will find the proposed Audiology Service Contract for the 2015-2016 school year. Please sign the original and return it in the stamped envelope we have enclosed for your convenience.

Our audiology staff is very experienced in the utilization of assistive listening devices such as FM Units, Auditory Trainers and Soundfield amplification. We are also one of the few clinics that offer Auditory Processing Disorder (APD) evaluations in the Oklahoma City metro area. Upon request, we are able to test challenging individuals with two audiologists at no extra cost. We are also available to assist you with IEP matters involving your hearing impaired students, their families, and their teachers. In addition, we are contracted Medicaid/Sooner Care providers for medical services and necessary hearing equipment under their guidelines.

We consider it an honor to serve your district with the best hearing healthcare service available. For your added convenience, we now have two locations to better serve you. Fine Hearing Care is located in Edmond at 2801 S. Bryant Ave. Edmond, OK 73013 and Hearing Solutions is located at 408 S. Mustang Rd. Ste. B Yukon, OK 73099. We are able to see your students at either of our locations. If you have any questions or comments regarding this matter, please contact Jill Laxton at jill.laxton@coxinet.net or at 405-340-9191. We look forward to serving you and your students.

Sincerely,


Lisa L. Irby, Au.D., CCC-A
Owner/Head Audiologist

**AUDIOLOGY SERVICE CONTRACT
FOR THE GUTHRIE PUBLIC SCHOOL DISTRICT**


Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2015-2016 school year in the Guthrie Public School District.

These services may include:

◆ Hearing Evaluation (in our office)	\$ 60.00
◆ Hearing Evaluation (on-site) **	\$ 90.00
◆ Hearing Aid Evaluation	\$ 60.00
◆ Hearing Aid Evaluation (on-site) **	\$ 90.00
◆ Central Auditory Processing (CAP) Evaluation	\$175.00
◆ Otoacoustic Emissions (OAE)	\$ 30.00
◆ FM Unit Fitting	\$ 75.00
◆ FM Unit / Equipment Check	\$ 30.00 per unit
◆ Earmolds	\$ 55.00
◆ Hearing Aid Repairs (with 6 month warranty)	Cost + 30%
◆ Equipment Repair and/or Parts	Cost + 30%
◆ Hearing Aid Accessories and/or Parts	Cost + 30%
◆ In-service Training / Consultation **	\$ 75.00 per hour
◆ Additional Visits with Students **	\$ 75.00 per hour
** Mileage added for on-site services at the rate of \$.45 per mile	

Other services, equipment, and/or products are available with pricing upon request.

The effective dates of this agreement are July 1, 2015 to June 30, 2016. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.



 Lisa L. Irby, Au.D., CCC-A
 Oklahoma Hearing Solutions, LLC
 DBA: Fine Hearing Care

 Name:
 Guthrie Public Schools

3 April 2015

 Date

 Date

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Agreement with Melissa Sells for Deaf Interpreter Services

DATE: May 5, 2015

Attached is an agreement with Melissa Sells to provide Interpreter Services for a deaf student during Extended School Year Services (ESY) in June and July 2015. Currently, we have one student with a hearing impairment who requires the services of a deaf interpreter during ESY. Ms. Sells has agreed to provide this service for \$21.50 per hour. This is the hourly rate we pay our employed deaf interpreter during the school year. The cost of this service is approximately \$1161.00 for three hours a day, three days a week for six weeks during ESY.

Additional Quotes Received:

SLRS- Sign Language Resource Services, Inc. – starting at \$53.00 per hour, when available plus an administration fee and travel time or mileage reimbursement. Rates are subject to change without notice.

Trinity Interpreting – starting at \$45.00 per hour plus travel time.

Thank you.

Contract for Deaf Interpreter Services

This contract is entered by and between Melissa Sells, QAST # 1661 and Guthrie Public Schools for Deaf Interpreter Services for June and July 2015.

Contracted Services and Terms:

During the term of this agreement, Melissa Sells agrees to provide deaf interpreting services for student(s) assigned to her by the Guthrie Public Schools Director of Special Services.

Compensation:

Melissa Sells will provide a monthly invoice to Guthrie Public Schools. Guthrie Public Schools shall compensate Melissa Sells \$21.50 per hour for 3 hours a day, 3 days a week for six weeks.

Termination:

This contract shall be in effect during June and July 2015. The contract may be terminated through mutual agreement or a 15 day written notice by either party.

Melissa Sells Date

Guthrie Public Schools Date

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Agreement with Supplemental Health for Speech Therapy

DATE: May 4, 2015

Attached is an agreement with Supplemental Health to provide a Speech Language Therapist two days a week for Special Education Extended School Year Services for six weeks during June and July 2015. A Confirmation of Assignment Agreement is attached. Guthrie Public Schools already has a Staffing Agreement with Supplemental Health in place that is good through the remainder of the year. A copy of the Staffing Agreement is also attached. The rate will be \$62 per hour plus mileage at \$.55 a mile. The total cost of this service is approximately \$4464 plus mileage at approximately \$660.

Additional Quotes Received:

Career Staff Unlimited - \$69 per hour plus mileage

Sunbelt Staffing - \$68 per hour plus mileage

Solient Health - \$67 per hour plus mileage

Supplemental Health - \$62 per hour plus mileage

Thank you.

Facility Confirmation of Assignment

Employee Name:	RACHAEL LIVINGSTON
Discipline:	SLP-CCC
Coverage Dates:	June 8th-26 July 6th-24th Tuesdays and Wednesdays
Days of Week:	Tuesdays and Wednesdays
Hours Per Day:	6-8
Total Hours Per Week:	see above
Cancellation:	N/A
Holiday Pay:	N/A
Pre-Approved Time Off:	N/A
Facility:	GUTHRIE ISD
Report To:	Eldona Woodruff
Bill To:	802 E VILAS AVE GUTHRIE OK, 73044
Confirmed By:	Joy/Rachael/Eldona
Scheduled By:	Joy/Eldona
Bill Rate:	\$62/hr
Exceptions/Comments:	Billable mileage at \$0.55/Mile once a week for round trip commute to Guthrie, OK.

The facility agrees to pay invoiced amounts for hours documented on weekly approved employee time sheets. **Please sign, date, and return by email immediately.**

Signature: _____ Date: _____

Thank you for choosing Supplemental Health Care!

5800 E Skelly Drive, Suite 402, Tulsa, OK 74135-5712
Phone 918-497-1068 | Toll-Free 888-317-1068 | Fax 888-317-1069
www.tulsa.supplementalhealthcare.com

Supplemental  Health Care™
WORKFORCE SOLUTIONS



School Staffing Services Agreement

THIS AGREEMENT is effective as of this 7th day of January, 2015, by and between SHC Services, Inc. dba Supplemental Health Care (hereinafter "SHC"), with principle offices located at 1640 W. Redstone Center Drive, Suite 200, Park City, Utah 84098 and Guthrie Public Schools, on behalf of itself, its schools and other facilities (hereinafter collectively referred to as the "Client") with its principle offices located at 802 E. Vilas, Guthrie, OK 73044.

RECITALS

WHEREAS, SHC is a Delaware corporation in the business of providing supplemental staffing referral services to its clients on an as needed basis;

WHEREAS, the Client is a State agency with the need to provide health care services to identified students served by the Client;

WHEREAS, Client desires to engage SHC to make available its pools of qualified health care professionals and to act as a referral agent of Nurses, Therapists, Technicians, and/or other ancillary medical personnel ("Health Care Personnel") to supplement its staff; and

WHEREAS, SHC is willing to use its best efforts to recruit licensed and qualified Health Care Personnel to work shifts as described herein and at locations specified by Client;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, Client and SHC agree as follows:

1. SHC OBLIGATIONS:

- a. SHC, upon request by Client, will use its best efforts to locate, recruit and assign Health Care Personnel to Client to supplement Client's existing staff.
- b. SHC shall only provide Health Care Personnel with the experience, education and training requested by Client.
- c. SHC shall maintain a Health Care Personnel file, containing the following:
 - i. A completed application, which includes skills, specialties, and preferences.
 - ii. Documentation of special education or training.
 - iii. A minimum of two references, which reflect satisfactory performance within the job category.
 - iv. Verification of identity, credentials, and authority to work.
 - v. Copy of current license, Basic Life Support/CPR, registration or certification as required by position.
 - vi. Evidence of health status, including evidence of a current physical (within one year), MMR, PPD, Hepatitis B, and any other immunizations required by Client;
 - vii. Dates of employment and performance evaluations.
 - viii. Confirmation that a criminal background investigation and pre-employment drug screen were completed.
 - ix. Office of Inspector General's List of Excluded Individuals/Entities Search.
- d. SHC shall provide SHC orientation for all new Health Care Personnel, which includes but is not limited to, child and dependent adult abuse reporting obligations and procedures, and may also include Client-specific information upon Client request.
- e. Health Care Personnel, who are assigned to the Client for the first time, shall report to the designated Client contact before beginning work at Client.
- f. SHC will use its best efforts to assign Health Care Personnel who agree to follow the policies adopted by the Client, and provided to SHC, to protect the health and welfare of the Client's students.
- g. SHC will notify Client via written correspondence, fax, email or phone, of the initiation of any action, of which it becomes aware of, commenced for the purpose of suspending, revoking or limiting of any Health Care Personnel's license that is providing services to Client under this Agreement. Written description of SHC Quality Assurance process is available upon request.
- h. SHC will comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Federal Rehabilitation Act of 1973, and all other State and Federal Statutory and constitutional non-discrimination provisions.

which prohibit discrimination on the basis of sex, age, race, color, national origin, religion, veteran status, sexual orientation, or handicap and/or marital status.

- i. SHC shall maintain continuous compliance with all applicable provisions of federal, state and local laws, rules and regulations. In addition, SHC complies with the guidelines of The Joint Commission and OSHA standards regarding the use of supplemental staffing services.
- j. All Health Care Personnel providing services pursuant to this agreement shall be considered employees of SHC, unless otherwise specified. Should the Client and SHC decide and agree in writing to use subcontractors or independent contractors to provide any of the Health Care Personnel required under this agreement, SHC ensures that all services will be performed under the same terms as defined in this agreement.
- k. SHC shall assume sole and exclusive responsibility for the payment of wages to Health Care Personnel for services performed by them for Client. SHC shall be responsible for all withholdings of federal and state taxes, maintaining worker's compensation insurance coverage in an amount and under such terms as required by state law, benefits (i.e. 401k, health insurance, dental insurance, etc.) and reimbursement of meals and lodging expenses as applicable where SHC and Client are entered into a reimbursement arrangement.
- l. SHC and all Health Care Personnel providing services pursuant to this agreement shall at all times keep confidential student information in accordance with Oklahoma state law and the federal Family Educational Rights and Privacy Act. As well as all applicable Health Insurance Portability and Accountability Act (HIPAA) Privacy laws and regulations regarding HIPAA and HIPAA training.
- m. SHC shall provide certification that all Health Care Personnel providing services pursuant to this agreement who will have direct contact with the Client's students have not been convicted of a felony or any offense involving the sexual molestation, physical or sexual abuse of a child.

2. CLIENT OBLIGATIONS:

- a. Client shall provide sufficient specific information (job order or job profile) to enable SHC to match the job requirements to the skills and experience of Health Care Personnel. Clinical competency will be determined by the appropriate Client administrator or supervisor and may be communicated to the company via written correspondence, fax, email or communicated via phone. However, Client, in its sole discretion, shall determine the suitability of Health Care Personnel to provide services for Client.
- b. Client acknowledges that SHC's ability to fill jobs or shifts is subject to the availability of qualified personnel. Client further acknowledges that the ability to attract and retain qualified Health Care Personnel to fill the positions required by Client is a competitive advantage belonging to SHC, that SHC's database of Health Care Personnel constitute an asset of SHC and is confidential, proprietary and not disclosable to Client, and Client will take all steps necessary to avoid interfering with SHC's ability to attract or retain qualified Health Care Personnel.
- c. Client shall provide direction, supervision, management, and productivity expectations to Health Care Personnel while providing professional services under this Agreement and to the extent Health Care Personnel provide health-related services to Client's students, will ensure such services comply with all treatment plans and is consistent with Client's students' best interests as determined by Client. Client agrees that SHC is not responsible for Health Care Personnel's productivity while on assignment and therefore Client will pay invoiced amounts in full without regard to productivity requirements placed on Health Care Personnel by Client.
- d. Client will not require Health Care Personnel to perform in a manner other than that which is reasonable and customary within their profession. Health Care Personnel shall not be called upon to perform services outside the general job description provided by Client or the education, licensing, certification, skills or clinical competence of the Health Care Personnel. Health Care Personnel must receive proper orientation to the policy, procedures and patient care area to which they are assigned, floated or reassigned, prior to providing patient care.
- e. Client shall provide and orientation to Health Care Personnel on the specific required information pertaining to the services to be provided to their students as well as training on its policies and procedures on the first day of their assignment. Client is responsible for providing Health Care Personnel with the specific reporting information for any suspected cases of abuse, required by the Client's policies.
- f. Client will immediately notify SHC via written correspondence, fax, email or phone, of the initiation of any licensing issues, clinical and patient care issues, unexpected incidents and errors, suspicious behaviors and any complaints regarding our Health Care Personnel. These include, but are not limited to: risk management actions or concerns; occupational/safety hazards, events or injuries, events or

sentinel events of which Client is aware regarding SHC Health Care Personnel. Written description of SHC Quality Assurance process available upon request. Client will make available appropriate panel for peer review as necessary.


- g. Client will not discriminate in its employment or referral of Health Care Personnel on the basis of sex, age, race, color, national origin, religion, veteran status, sexual orientation, or handicap.
- h. Client agrees not to employ, either directly or indirectly, any Health Care Personnel that was first referred to Client by SHC, for one year after SHC makes its referral unless the conversion provisions set forth in Schedule A have been met.
- i. Client represents that it is not currently in the process of being investigated nor has been or is being indicted by any state or federal agency for violations of the Social Security Act, Medicare or Medicaid laws, or any other programs administered by, through or under any state or federal agency.
- j. Client may request that SHC terminate any Health Care Personnel providing services under this Agreement, who is insubordinate, lacks appropriate licensure, training and experience; or fails to follow Client's policies and procedures, or fails to engage in accepted standards of care. Client will pay for all services performed through the date of termination. Client will provide specific basis for the request for termination, in writing, which will be referred to the Health Care Personnel and reported as required to state professional licensing standards.
- k. Client will not give access to or entrust Health Care Personnel with confidential medical records in violation of HIPAA.
- l. Client acknowledges that SHC provides a valuable service to Client and that it will, pursuant to the terms of this Agreement and/or industry standards or practice, compensate SHC for those services.
- m. In the event any Health Care Personnel are injured in the performance of their duties for Client, Client shall cooperate with SHC in SHC's investigation and response to such claim.

3. COMPENSATION AND BILLING:

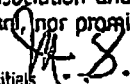
- a. SHC will bill Client weekly for its services in accordance with the rate schedule attached as Schedule "A" (Rate Schedule) and shall remain in effect for the term of the Agreement, unless SHC and Client agree in writing to a rate adjustment. SHC reserves the right to request an adjustment to the stated rates, due to increased employment costs, upon thirty (30) days written notice to the Client.
- b. Mileage costs will be invoiced by SHC and paid by Client unless stated in the Rate Schedule.
- c. The rates on Schedule A are inclusive of all costs associated with the specific assignment such as wages, payroll taxes, insurance, and meals and lodging costs for travel assignments authorized by Client, unless otherwise stated. SHC and Client are entered into a reimbursable arrangement and SHC will maintain adequate records or other sufficient evidence to satisfy the substantiation requirements of Internal Revenue Code Section ("IRC") 274(d) and will provide this to the Client on the invoice.
- d. Invoices are due and payable in accordance with the Client's State Prompt Payment Act, if applicable.
- e. Each invoice, or portion thereof, which remains unpaid for thirty (30) days after the invoice date, will bear interest at the rate of 1.5% per month. Client agrees to pay all attorneys' fees and costs incurred by SHC in collecting past due invoices. If Client disputes an invoice for services provided by SHC, Client must notify SHC in writing within fourteen (14) days of the date of the disputed invoice. All invoices that are not disputed in writing within 14 days of receipt are conclusively presumed to be valid and accepted by Client.
- f. Client is obligated to timely pay SHC invoices regardless of Client's ability to bill or collect from third party payors for professional services rendered by Health Care Personnel under this Agreement, this includes any of Client's billing issues based on Health Care Personnel's productivity requirements as defined by Client.

4. **TERM:** The term of this Agreement is twelve (12) months from the date first stated above, unless sooner terminated by either party under this Section. Either Party may terminate this agreement with 30 days written notice to the other party. The non-breaching or non-defaulting party may immediately terminate this Agreement in writing upon the occurrence of any of the following events: failure to timely pay invoices, voluntary or involuntary filing for bankruptcy protection, or any material breach of the Agreement.

5. **RELATIONSHIP OF PARTIES:** Neither party is the agent of the other. Neither party is authorized to bind the other to any responsibility or obligation, without the written consent of the other. SHC and Client are independent contracting entities and do not create a joint venture, partnership or association under federal or state law. Client agrees it will make no payments to SHC's Health Care Personnel, nor promise

SHC Initials 
Revised: 10/2014

©2014 Supplemental Health Care

Client Initials 
Staffing Services Agreement, Page 3 of 7

to discuss any such payments to or with SHC's Health Care Personnel, without SHC's express written consent.

- 6. **INSURANCE:** SHC will maintain (at its sole expense) the following coverage's: Commercial General Liability Insurance with a minimum of \$1,000,000 per occurrence limit; \$2,000,000 annual aggregate; Professional Liability insurance in an amount of not less than \$1,000,000 per claim / \$3,000,000 aggregate; Automobile Liability of not less than \$1,000,000. General Liability policy shall name Client as an Additional Insured. SHC shall provide Client with a Certificate of Insurance on or before the commencement of any work under this agreement. The Certificate of Insurance shall include all pertinent endorsement forms, if required.
- 7. **INDEMNIFICATION:** To the extent permitted by law, each party to this Agreement agrees that they shall hold harmless, indemnify and defend the Client, its shareholders, directors, officers, agents and employees against any and all claims, causes of action, injuries and damages including, but not limited to, personal injury and property damage, to the extent caused by any act or omission on the part of the other party, its agents, contractors or employees. This provision shall include all costs and disbursements, including with limitation court costs and reasonable attorneys' fees, and shall survive the termination of the Agreement. SHC agrees it will indemnify and defend Client against any claims by Its Health Care Personnel for unpaid wages or for workers' compensation, subject to SHC's right of subrogation.
- 8. **ACCESS TO RECORDS:** SHC will maintain accounting records in accordance with generally accepted accounting principles and practices to substantiate all invoiced amounts. SHC shall ensure that such records are available for examination by the Client during SHC's normal business hours. SHC shall maintain such records for a period of three (3) years after the date of the invoice.
- 9. **COMPLIANCE:** Performance under the Agreement shall be: (a) in accordance with all applicable federal, state, and local laws, rules, ordinances and regulation in force during the term of this Agreement. SHC shall do nothing that would jeopardize the Client's participation in the Medicare and/or Medicaid programs.
- 10. **NON-APPROPRIATION:** It is understood and agreed between the parties hereto that Client shall be bound and obligated hereunder only to the extent that funds shall have been appropriated and budgeted for the purposes of this agreement. In the event funds are not appropriated and budgeted in any fiscal year for payments due under this agreement, Client shall immediately notify SHC of such occurrence and this agreement shall terminate on the last day of the fiscal year for which an appropriation was received without penalty or expense to Client of any kind whatsoever.
- 11. **OWNERSHIP OF DOCUMENTS.** All data, specifications, calculations, estimates, plans, drawings, construction documents, photographs, summaries, reports, memoranda, and other documents, instruments, information and material prepared or accumulated by the Health Care Personnel in rendering services hereunder shall be the sole property of the Client who shall have the sole responsibility for maintaining all original documentation. Provided, that the SHC or the Health Care Personnel shall in no way be liable or legally responsible to anyone for the Client's use of any such materials, or following termination.
- 12. **Contingent Fees Prohibited.** The SHC warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the SHC, to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the SHC any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event of a breach of this provision, the SCHOOL BOARD shall have the right to terminate this Agreement without further liability, and at its discretion, deduct from the contract price, or otherwise recover, the full amount of any such fee, commission, percentage, gift, or consideration paid in breach of this Agreement.
- 13. **NOTICES:**
 - a) All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when in writing and addressed as follows:

Client: Attn: Contracting Department
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

SHC Initials 
Revised: 10/2014

Client Initials 
Staffing Services Agreement, Page 4 of 7

SHC:

Attn: Contracting
 SHC Services, Inc.
 1640 West Redstone Center Drive, Suite 200
 Park City, UT 84098

- b) All notices required, or which may be given hereunder, shall be considered properly given if (1) personally delivered, (2) sent by certified United States mail, return receipt requested, or (3) sent by Federal Express or other equivalent overnight letter delivery company.
- c) The effective date of such notices shall be the date personally delivered, or if sent by mail, the date of the postmark, or if sent by overnight letter delivery company, the date the notice was picked up by the overnight delivery company.
- d) Parties may designate other parties or addresses to which notice shall be sent by notifying, in writing, the other party in a manner designated for the filing of notice hereunder.
14. **SUSPENSION AND DEBARMENT:** Federal Executive Order (E.O.) 12549 "Debarment and Suspension" requires that all contractors receiving individual awards, using federal funds, and all sub-recipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signature below the parties certify that they nor any principal of the entity is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
15. **MISCELLANEOUS:**
- a) The laws of the State of Oklahoma shall govern this Agreement to the exclusion of the law of any other forum, without regard to the jurisdiction in which any action or special proceeding may be instituted. Any lawsuit concerning this agreement may be brought only in the County of Logan County, State of Oklahoma.
- b) Neither party shall have the power to assign any of the duties or rights or any claim arising out of or related to the Agreement, whether arising in tort, contract, or otherwise, without the written consent of the other party. These conditions and the entire Agreement are binding on the heirs, successors, and assigns of the parties hereto.
- c) This Agreement gives no rights or benefits to anyone other than the SHC and the Client.
- d) This Agreement shall constitute the entire Agreement of the parties. This Agreement also supersedes any and all other agreements or contracts, written or oral, between the parties with respect to the matters addressed herein. This Agreement may be modified at any time by mutual agreement of the parties, providing that such amendment is in writing and executed by both parties hereto.
- e) In the event that any clause in this Agreement is found to be invalid or unenforceable under the applicable laws, all other clauses are severable and will remain in full force and effect.
- f) This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which taken together shall constitute one and the same agreement. Furthermore, this Agreement may be executed and delivered by exchange of facsimile copies showing the signatures of the parties hereto, and those signatures of the parties will constitute originally signed copies of the same Agreement requiring no further execution by the parties.
- g) The parties agree that the terms and conditions of this Agreement are confidential to the extent permitted by law. Neither party shall distribute this Agreement, or any part thereof, to other parties unless required by law or regulation.
- h) Waiver of a term or condition of this Agreement is not enforceable, unless in writing, signed by the party against whom waiver is advanced. Any waiver shall only constitute waiver of a specific condition and will not operate to waive any other term or condition of the Agreement, or as a continuing waiver of the same condition.
- i) Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates under each signature.

SHC SERVICES, INC. dba
SUPPLEMENTAL HEALTH CARE

GUTHRIE PUBLIC SCHOOLS

By: Marty Welp
Name: Marty Welp
Title: Market Manager

By: Mike Simpson
Name: Dr. Mike Simpson
Title: Superintendent of Schools

SCHEDULE A

Bill Rates:

Specialty	Hourly Rate
SLP	\$62.00

*Travel and local rates (if applicable) should be shown separately

Billable Mileage or Transportation Costs: In the event that Client requires Health Care Personnel to travel between facilities during any work day, mileage between facilities will be billed to Client at the current IRS approved per mile rate.

Billable Meals and Lodging Costs: rates are inclusive of meals and lodging costs if incurred.

Billable Employment Conversion Costs: Any Health Care Personnel, whose application has been submitted to Client by SHC, may not be employed at Client either directly or through another Agency for one year following the termination of the assignment for any reason. However, any Health Care Personnel may become an employee of the Client with no additional fee following the completion by that individual of 1040 hours of service at the Client facility. If less than 1040 hours of service are completed and Client desires to make a Health Care Personnel a direct employee, Client agrees to pay SHC a conversion fee of \$7,000 for the positions of PT/OT/SLP/RN and \$5,000, for the positions of PTA/COTA/LPN/LVP and \$2,500 for C.N.A.

Billable Shift or Assignment Cancellation Terms:

- a. **Cancellation of Travel Assignments:** Client shall provide SHC with a minimum, of thirty (30) days written notice for the cancellation of any Travel Assignments under this Agreement. SHC shall invoice Client for any costs incurred for travel and lodging that could not be cancelled. If less than thirty (30) days' notice is provided Client shall pay the contracted amount for the Health Care Personnel for the actual time worked as well as the amount outstanding as if they had worked the full thirty (30) day notice.
- b. **Cancellation of Per Diem Assignments:** A Twenty-four (24) hour cancellation of PRN shifts is required; otherwise a four (4) hour minimum billing for PRN Shifts will be assessed.

*All rates include payroll costs, employee benefits, workers' compensation insurance, malpractice insurance, and travel expenses if required.

SHC Initials 
Revised: 10/2014

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Client Initials 
Staffing Services Agreement, Page 7 of 7

Supplemental Health Care™

WORKFORCE SOLUTIONS

Business Credit Application

To help us better understand your business, please complete and return this form to credit@supplementalhealthcare.com.

Legal Name:	_____		
DBA:	_____		
Phone Number:	_____	Fax Number:	_____
Address, City, State & Zip:	_____		
Parent Company:	_____		
Phone Number:	_____	Fax Number:	_____
Address, City, State & Zip:	_____		
Ownership:	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Government <input type="checkbox"/> Non-Profit <input type="checkbox"/> Other		
Address, City, State & Zip:	_____		
Owner, Partner, and/or Officers Name(s):	_____	Title(s):	_____
Federal Tax ID #:	_____	DUNS #:	_____
		Years In Business:	_____

Bank Reference			
Bank Name:	_____	Contact:	_____
Phone Number:	_____	Fax Number:	_____
Bank Account #:	_____	City and State:	_____

Trade References			
Preferably other staffing firms with whom your company has been granted credit. Do not list: Landlords, credit cards, or utilities. Providing your company's own list of general credit reference information will be accepted in lieu of this credit application as long as the application contains a bank reference, three trade references, additional credit information, and the signature of the client's authorized customer representative.			
Business Name:	_____	Contact:	_____
Account #	_____	Phone # and Fax #	_____ and _____
Business Name:	_____	Contact:	_____
Account #	_____	Phone # and Fax #	_____ and _____
Business Name:	_____	Contact:	_____
Account #	_____	Phone # and Fax #	_____ and _____

Authorization and Acknowledgement

I/we certify the information provided is true and correct. I/we authorize SHC Services Inc. to make such inquiries as may be deemed necessary to investigate the sources pertaining to the establishment of credit and financial responsibility of the applicant. The undersigned authorizes my bank, suppliers, and credit references listed to release information regarding my account(s).

Terms of Payment

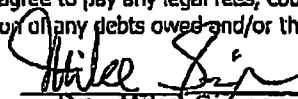
Payment is due within 30 days of invoice date, and will be considered past due on the 31st day. Past due accounts will be assessed a late charge of 1.5 % per month on the past due balance. SHC Services Inc. reserves the right to interrupt service on past due accounts or terminate service. I/we agree to pay any legal fees, court cost, interest charges, and attorney's fees if it becomes necessary to enforce collection of any debts owed and/or the filing of a law suit.

Authorized Company Representative's Signature:

Print Name:

Title:

Date:


Dr. Mike Simpson

Superintendent of Schools

01-15-15



5637 N. Classen Blvd. ▪ Oklahoma City, OK 73118
(405) 842-9200 ▪ (405) 842-9213 Fax

Via Email: dennis.schulz@guthriebs.net

If no email, Via Fax: 405-282-5904

April 27, 2015

Guthrie Public Schools
Attn: Dennis Schulz

Re: Amendment to Gas Sales Agreement (Contract #8047)

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. We would like to renew our services and offer you an Amendment to extend the term of your Agreement. In lieu of your contract automatically extending per the existing Exhibit A-7, we would like to offer an extension through June 30, 2016.

We are also sending an updated Exhibit C-4 which includes Clearwater's current physical address and any contact changes from your previous paperwork.

Enclosed is one (1) unexecuted original of the above referenced Amendment which covers July 1, 2015 through June 30, 2016. Should you require duplicate originals to be sent via mail, please let me know and I will send originals to you.

Please return one partially executed original to the undersigned by June 12, 2015. Once fully executed, we will provide you with a copy for your files. If we do not receive a signed amendment by June 30, 2015, your contract will automatically extend per the provisions of the existing Exhibit A-7.

We appreciate this opportunity to do business with you. If you have any questions, please contact me at (405) 842-9200 x201.

Sincerely,

Regina Fort

Regina Fort

Vice President of Retail Sales

rfort@clearwaterenterprises.net

AMENDMENT

This Amendment is made and entered into as of July 1, 2015 by and between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer").

WITNESSETH:

WHEREAS, Seller and Buyer made and entered into that certain Gas Sales Agreement dated July 1, 2006 (the "Agreement"), Contract #8047; and

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

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

- Exhibit(s) A-7, B-7, C-3, and D-3 are hereby deleted in their entirety and the attached Exhibit(s) A-8, B-8, C-4, and D-4 are substituted therefore. All references in the Agreement to Exhibit(s) A-7, B-7, C-3, and D-3 shall be amended to reference Exhibit(s) A-8, B-8, C-4, and D-4.

This Amendment is effective July 1, 2015. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Amendment is hereby executed by an authorized representative of each Party on the dates shown below.

Seller
Clearwater Enterprises, L.L.C.

Buyer
Guthrie Public Schools

By: _____
 Name: Jenny Thompson
 Title: Vice President,
Contract Administration & Gas Control
 Date: _____

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

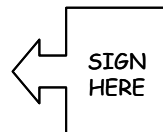


EXHIBIT A-8
TRANSACTION CONFIRMATION

Clearwater Enterprises, L.L.C. ("Seller") and **Guthrie Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2006 between Buyer and Seller as set forth below:

Term: July 1, 2015 through June 30, 2016; and automatically renewed year to year thereafter unless either Party notifies the other Party in writing at least thirty (30) days prior to the expiration of the stated term or the then current renewal period that the Agreement shall not be renewed.

Facility: **As listed on Exhibit B-8**

Quantity: Full Facility Requirements

Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding \$0.12/MMBtu to the Inside FERC's Gas Market Report first of the month index posting for Oneok Gas Transportation LLC, Oklahoma plus a monthly administrative fee of \$50.00/month per Facility. In the event the referenced index posting for Oneok Gas Transportation LLC, Oklahoma is not published for any delivery month, the average of the index postings ANR Pipeline Co., Oklahoma, Natural Gas Pipeline Co. of America, Midcontinent zone, and Panhandle Eastern Pipe Line Co., Texas, Oklahoma (mainline) shall be substituted therefore. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Agreement at a price which is mutually agreeable to the Parties hereto.

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

Local Distribution Company: Oklahoma Natural Gas Company

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

Seller
Clearwater Enterprises, L.L.C.

Buyer
Guthrie Public Schools

By: _____
Name: Jenny Thompson
Vice President,
Title: Contract Administration & Gas Control
Date: _____

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

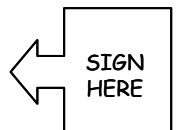


EXHIBIT B-8
Facility Listing and Estimated Monthly Usage

Clearwater Enterprises, L.L.C. (“Seller”) and Guthrie Public Schools (“Buyer”) agree to the purchase and sale of natural gas pursuant to any active Transaction Confirmation, this Exhibit B-8, and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2006 between Buyer and Seller as set forth below:

Facility(ies)														
ONG Contract #	Account Name				ONG Account #	Address								
<u>Estimated Monthly Usage (MMBtus)</u>														
4154	GUTHRIE PS COTTERAL ELEMENTARY				210185565		2001 W Noble Ave; Guthrie, OK 73044-2171							
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	336	302	149	63	22	7	9	13	15	24	153	303		
4155	GUTHRIE PS FOGARTY ELEMENTARY				211183566		902 N Wentz St; Guthrie, OK 73044-1882							
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	433	368	170	58	10	1	0	4	6	17	181	384		
4156	GUTHRIE PS HIGH SCHOOL				210186651		1615 N Walnut St; Guthrie, OK 73044-3910							
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	300	234	53	28	21	10	6	16	25	27	82	213		
4157	GUTHRIE PS JR HIGH				211184786		705 E Oklahoma Ave; Guthrie, OK 73044-3746							
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	332	274	133	28	4	0	0	5	9	13	150	281		
4158	GUTHRIE PS UPPER ELEMENTARY				211185109		1602 Crooks Dr; Guthrie, OK 73044-1803							
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	1066	900	360	132	60	26	18	28	48	91	441	856		

Estimated Monthly Usage is for informational purposes and defined as historical consumption as represented by Buyer’s Local Distribution Company or upon information supplied by Buyer.

EXHIBIT C-4
Seller Addresses and Contacts

This Exhibit C-4 to the Gas Sales Agreement between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer"), dated July 1, 2006, is for all purposes made a part of said Agreement.

Main Address:

Clearwater Enterprises, L.L.C.
Address: 5637 N. Classen Blvd.
Oklahoma City, OK 73118
Phone:(405) 842-9200 Fax: (405) 842-9213

Gas Supply Representative:

Attn: Regina Fort
Phone:(405) 842-9200 x201 Fax: (405) 842-9213
Email: rfort@clearwaterenterprises.net

Contractual Notices & Correspondence:

Attn: Jenny Thompson
Address: Same as Main
Phone: (405) 842-9200 x202 Fax: (405) 842-9213
Email: jthompson@clearwaterenterprises.net

Invoices:

Attn: Jeff Geis
Address: Same as Main
Phone: (405) 842-9200 x208 Fax: (405) 418-0129
Email: jgeis@clearwaterenterprises.net

Payments:

Attn: Jeff Geis
Phone: (405) 842-9200 x208 Fax: (405) 418-0129
Email: jgeis@clearwaterenterprises.net

Payment by Wire:

Bank: International Bank of Commerce
1200 San Bernardo St.; Laredo, TX 78040
ABA: 114902528
Account No.: 1601012268
For the Account of: Clearwater Enterprises, L.L.C.
Reference: Oklahoma Account

Payment by ACH:

Bank: International Bank of Commerce
Oklahoma City, OK
ABA: 303072793
Account No.: 1601012268
For the Account of: Clearwater Enterprises, L.L.C.

Payment by Check:

Clearwater Enterprises, L.L.C.
PO Box 26706, Section 109
Oklahoma City, OK 73126-0706

EXHIBIT D-4
Buyer Addresses and Contacts

This Exhibit D-4 to the Gas Sales Agreement between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer"), dated July 1, 2006, is for all purposes made a part of said Agreement.

Main Address:

Guthrie Public Schools
Address: 802 East Vilas
Guthrie, OK 73044
Phone: 405-282-8900
Fax: 405-282-5904

Marketing Representative:

Attn: Dennis Schulz
Phone: 405-282-8900
Fax: 405-282-5904
Email: dennis.schulz@guthrieeps.net

Contractual Notices & Correspondence:

Attn: Dennis Schulz
Address: 802 East Vilas
Guthrie, OK 73044
Phone: 405-282-8900
Fax: 405-282-5904
Email: dennis.schulz@guthrieeps.net

Invoices and Payments:

Attn: Vicki Biggs
Address: 802 East Vilas
Guthrie, OK 73044
Phone:
Fax:
Email: vicki.biggs@guthrieeps.net



**NATIONAL PURCHASING COOPERATIVE
INTERLOCAL PARTICIPATION AGREEMENT**

This Interlocal Participation Agreement ("Agreement") is made and entered into on the date indicated below by and between The National Purchasing Cooperative ("Cooperative"), an administrative agency of cooperating local governments, acting on its own behalf and the behalf of all participating local governments, and the undersigned local government ("Cooperative Member").

I. RECITALS

WHEREAS, the National Purchasing Cooperative was formed on May 26, 2010, pursuant to MD. CODE ANN., STATE FIN. & PROC. § 13-110 (West 2009), and R.I.GEN.LAWS § 16-2-9.2 (2009); and

WHEREAS, the purpose of this Agreement is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize the various potential economies, including administrative cost savings, for Cooperative Members;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Cooperative Member and the Cooperative agree as follows.

II. TERMS AND CONDITIONS

1. **Adopt Organizational Interlocal Cooperation Agreement.** The Cooperative Member by the execution or acceptance of this Agreement hereby adopts and approves the Organizational Interlocal Agreement dated May 26, 2010, which agreement is incorporated herein by reference (and is available from the Cooperative upon request). The Organizational Interlocal Agreement established the Cooperative as an administrative agency of its collective participants, and Cooperative Member agrees to become a participant or additional party to that Organizational Interlocal Agreement.
2. **Term.** The initial term of this Agreement shall commence on the date it is executed by both parties and shall automatically renew for successive one-year terms unless sooner terminated in accordance with the provisions of this Agreement.
3. **Termination.**
 - (a) **By the Cooperative Member.** This Agreement may be terminated by the Cooperative Member at any time by thirty (30) days prior written notice to the Cooperative, provided any amounts owed to any vendor have been fully paid.

(b) **By the Cooperative.** The Cooperative may terminate this Agreement by:

(1) Giving ten (10) days notice by certified mail to the Cooperative Member if the Cooperative Member breaches this Agreement; or

(2) Giving thirty (30) days notice by certified mail to the Cooperative Member with or without cause.

(c) **Termination Procedure.** If the Cooperative Member terminates its participation under this Agreement or breaches this Agreement, or if the Cooperative terminates participation of the Cooperative Member, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will not be entitled to a distribution which may occur after the Cooperative Member terminates from the Cooperative.

4. **Payments by Cooperative Member.** The Cooperative Member will make timely payments to the vendor for the goods, materials and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the procuring Cooperative Member shall be the exclusive obligation of the procuring Cooperative Member, and not the Cooperative. Furthermore, the Cooperative Member is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Cooperative Member deems necessary or desirable under state or local law, local policy or rule, or within its business judgment.
5. **Payments by Vendors.** The parties agree that the Cooperative will require payment from vendors which are selected to provide goods, materials or services to Cooperative Members. Such payment (hereafter "Vendor Fees") may be up to two percent (2%) of the purchase price paid by Cooperative Members or a flat fee amount that may be set from time to time by the Cooperative Board of Directors. Cooperative Member agrees that these Vendor Fees fairly compensate the Cooperative for the services and functions performed under this Agreement and that these Vendor Fees enable the Cooperative to pay the administrative, endorsement, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for the Cooperative Members. Further, Cooperative Member affirmatively disclaims any rights to such Vendor Fees, acknowledging all such fees are the property of the Cooperative. Similarly, in no event shall a Cooperative Member be responsible for payment of Vendor Fees.
6. **Distribution.** From time to time, and at the sole discretion of the Cooperative Board of Directors, the Cooperative may issue a distribution to Cooperative Members under a plan developed by the Cooperative Board of Directors. The Cooperative Member acknowledges that a distribution is never guaranteed and will depend on the overall financial condition of the Cooperative at the time of the distribution and the purchases made by the Cooperative Member.
7. **Administration.** The Cooperative may enter into contracts with others, including non-profit associations, for the administration, operation and sponsorship of the purchasing program provided by this Agreement. The Cooperative will provide reports, at least annually, to the Cooperative Member electronically or by

mail. Cooperative Member will report purchase orders generated under this Agreement to the Cooperative or its designee, in accordance with instructions of the Cooperative.

8. **BuyBoard®.** Cooperative Member will have a non-exclusive license to use the BuyBoard electronic purchasing application (BuyBoard) during the term of this Agreement. Cooperative Member acknowledges and agrees that the BuyBoard electronic application and trade name are owned by the Texas Association of School Boards, Inc., and that neither the Cooperative nor the Cooperative Member has any proprietary rights in the BuyBoard electronic application or trade name. The Cooperative Member will not attempt to resell, rent, or otherwise distribute any part of BuyBoard to any other party; nor will it attempt to modify the BuyBoard programs on the server or acquire the programming code. The Cooperative Member may not attempt to modify, adapt, translate, distribute, reverse engineer, decompile, or disassemble any component of the application. The Cooperative Member will use BuyBoard in accordance with instructions from the Cooperative (or its designee) and will discontinue use upon termination of participation in the Cooperative. The Cooperative Member will maintain equipment, software and conduct testing to operate the BuyBoard system at its own expense.

III. GENERAL PROVISIONS

1. **Amendment by Notice.** The Board may amend this Agreement, provided that prior written notice is sent to the Cooperative Member at least 60 days prior to the effective date of any change described in such amendment and provided that the Cooperative Member does not terminate its participation in the Cooperative before the expiration of said 60 days.
2. **Authorization to Participate and Compliance with Local Policies.** Each Cooperative Member represents and warrants that its governing body has duly authorized its participation in the Cooperative and that the Cooperative Member will comply with all state and local laws and policies pertaining to purchasing of goods and services through its membership in the Cooperative.
3. **Bylaws.** The Cooperative Member agrees to abide by the Bylaws of the Cooperative, as they may be amended, and any and all written policies and procedures established by the Cooperative. Notwithstanding the foregoing, the Cooperative shall provide written notice to the Cooperative Member of any amendment to the Bylaws of the Cooperative and any written policy or procedure of the Cooperative that is intended to be binding on the Cooperative Member. The Cooperative shall promptly notify all Cooperative Members in writing of any Bylaw amendment, policy or procedure change.
4. **Cooperation and Access.** The Cooperative Member agrees that it will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to audit the relevant records of any Cooperative Member. Any breach of this provision shall be considered material and shall make the Agreement subject to termination on ten (10) days written notice to the Cooperative Member.
5. **Coordinator.** The Cooperative Member agrees to appoint a program coordinator who shall have express authority to represent and bind the Cooperative Member, and the Cooperative will not be required to contact any other individual regarding program matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

6. **Current Revenue.** The Cooperative Member hereby warrants that all payments, fees, and disbursements required of it hereunder shall be made from current revenues budgeted and available to the Cooperative Member.
7. **Defense and Prosecution of Claims.** The Cooperative Member authorizes the Cooperative to regulate the commencement, defense, intervention, or participation in a judicial, administrative, or other governmental proceeding or in an arbitration, mediation, or any other form of alternative dispute resolution, or other appearances of the Cooperative in any litigation, claim or dispute which arises from the services provided by the Cooperative on behalf of its members, collectively or individually. Neither this provision nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement.
8. **Governance.** The Board of Directors (Board) will govern the Cooperative in accordance with the Bylaws.
9. **Jurisdiction/Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Rhode Island.
10. **Legal Authority.** The Cooperative Member represents and warrants to the Cooperative the following:
 - a) The Cooperative Member has conferred with legal counsel and determined it is duly authorized by the laws of the jurisdiction in which the Cooperative Member lies to participate in cooperative purchasing, and specifically, the National Purchasing Cooperative.
 - b) The Cooperative Member possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.
 - c) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law.
 - d) All requirements—local or state—for a third party to approve, record or authorize the Agreement have been met.
11. **Disclaimer.** THE COOPERATIVE, ITS ENDORSERS AND SPONSORS, (INCLUDING, THE NATIONAL SCHOOL BOARDS ASSOCIATION, THE MARYLAND ASSOCIATION OF BOARDS OF EDUCATION, AND THE RHODE ISLAND ASSOCIATION OF SCHOOL COMMITTEES) AND SERVICING CONTRACTOR(S) (INCLUDING, THE NATIONAL SCHOOL BOARDS ASSOCIATION AND THE TEXAS ASSOCIATION OF SCHOOL BOARDS, INC.) DO NOT WARRANT THAT THE OPERATION OR USE OF COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

THE COOPERATIVE, ITS ENDORSERS, SPONSORS AND SERVICING CONTRACTORS, HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

12. **Limitation of Liability.** Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:
- (a) Neither party waives any immunity from liability afforded under law;
 - (b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
 - (c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member's purchase activity, within 12 months of when the lawsuit or action was filed; and
 - (d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney's fees pursuant to the applicable law of the State of Rhode Island.

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties further agree to limit the liability of the Cooperative's Endorsers, Sponsors and Servicing Contractors (defined in Paragraph 11, above) up to the maximum amount each received from or through the Cooperative, as a direct result of the undersigned Cooperative Member's purchase activity, within 12 months of the filing of any lawsuit or action.

13. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.
14. **Merger/Entirety.** This Agreement, together with the Cooperative's Bylaws and Organizational Interlocal Agreement, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.
15. **Notice.** Any written notice to the Cooperative shall be made by first class mail, postage prepaid, and delivered to the National Purchasing Cooperative, 1680 Duke Street, Alexandria, VA, 22314. Notices to Cooperative Member may be made by first class mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor).
16. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
17. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon a facsimile signature as if it were an original. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
18. **Warranty.** By the execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized by all requisite administrative action required to enter into and perform

the terms of this Agreement.

IN WITNESS WHEREOF, the parties, acting through their duly authorized representatives, accept this Agreement.

TO BE COMPLETED BY THE COOPERATIVE:

The National Purchasing Cooperative, acting on behalf of all other Cooperative Members

By: _____
Director, State Association Partnership Services

Date: _____

[Additional signature page follows.]

TO BE COMPLETED BY COOPERATIVE MEMBER:

[Signature required unless accepted as an Amendment by Notice as described in the Agreement.]

(Name of Local Government)

By: _____ Date: _____
Signature of authorized representative of Cooperative Member

Printed name and title of authorized representative

Coordinator for the
Cooperative Member is:

Name

Title

Mailing Address

City

State Zip Code

Telephone

Fax

Email

[Last page. Nothing follows.]



Guthrie Public Schools

Memo

To: Dr. Mike Simpson and the Guthrie School Board
From: Carmen Walters, Director of Elementary Education/Federal Programs
Date: April 23, 2015
Re: K – 8 Remedial Summer School Program

The following teachers/aides are being recommended for Summer School 2015 June 1, 2015 – June 25, 2015, Monday – Thursday, 8:30 – 11:30 a.m.

Teresa Barbour, Teacher	Kindergarten Math
Tonya Stansbury, Teacher	Kindergarten Reading
Eva Cordero, Aide	Kindergarten
Kristin Knapp, Teacher	1 st Grade Math
Carmen Brown, Teacher	1 st Grade Reading
Gina Wright, Aide	1 st Grade
Tia Davidson, Teacher	2 nd Grade Math
Sherryl Green, Teacher	2 nd Grade Reading
Greg Friese, Teacher	3 rd Grade Reading
Amanda Perring, Teacher	3 rd Grade Reading
Lisa Good, Teacher	3 rd Grade Reading
Tessa Wallraven, Teacher	3 rd Grade Reading
Stephanie Williams, Teacher	4 th Grade Math & Reading
Afton McCoy, Teacher	5 th & 6 th Grade Math
Glenda Jarnagin, Teacher	5 th & 6 th Grade Reading
Julie Bertolino, Teacher	7 th & 8 th Grade Math
Stacie Hoskins, Teacher	7 th & 8 th Grade Reading
Susan Davison	Administrator

Guthrie Public Schools
ACTIVITY FUND REQUEST FOR NEW ACCOUNT
Effective 7-2014

Date 4-30-2015 Site 705

Purpose of account to deposit class dues and pay expenditures incurred during the four years the student will be at the High School.

Types of BOE allowable expenditures the account will incur (See page 11 of AF Handbook)
activity fund operations expenses, banquet/reception expenses and supplies, t-shirts, sweatshirts, hats, dues and fees,
fund book bags, change, club refreshments, parties, luncheons, contest entry fees, donations, ribbons, trophies, awards & plaques,
raising expenses, graduation expenses, homecoming festivity expenses, student transportation, substitutes & bus drivers,
incentive trips, postage, printing expenses, refunds, registrations, student store, concession stand supplies, as well as any unforeseen class expense.

Source of BOE allowable income that will support this account (See page 13 of AF Handbook)
bake sale on site, candy sales on site, concessions on site, dance on site, donations, dues, fees and registrations,
face painting on site, field trips, food sales on site, holiday grams, payments from students for resale items, penny drives, prom fees, registration fees, scholarships, snack sales on site, supply fees,
testing fees, tournament entry fees, t-shirts, sweatshirts, backpacks, hats, etc. on site.

Be specific as all financial activity will be based on your response.
This form does NOT replace the fundraiser request form as required.

X *Jamie Smith*
Sponsor Signature

X *Cheri P. Strands*
Principal/Administrator Signature

Approved by _____

Date _____

New Account Name Class of 2019

New Account Number _____

Board of Education Approval Date _____

DENNIS SCHULZ
ASST. SUPERINTENDENT
802 E. VILAS
GUTHRIE, OK 73044

PHONE: (405) 282-8900
FAX: (405) 282-5967
E-MAIL: dennis.schulz@guthrie.k12.ok.us

**GUTHRIE PUBLIC
SCHOOLS**

Memo

To: Guthrie Board of Education

From: Dennis Schulz

CC:

Date: April 24, 2015

Re: Renewal of Agreement with American Purchasing Consortium

American Purchasing Consortium (APC) is a cooperative of school district's that provides purchasing contracts with vendors through a competitive bidding process on behalf of its members. This allows for pricing from vendors based upon a higher volume (and therefore better prices) than can be achieved by one individual school district. I recommend that Guthrie public schools continue with this program in 2015-2016 through board action to ratify a one year extension of the existing agreement.



Lubbock-Cooper ISD



June 5, 2014

Subject: Signed Document for District Records

Enclosed please find your fully executed Group Purchasing Participation Agreement with Lubbock-Cooper ISD for participation in multiple awarded contracts to acquire general food service items and related goods and services for your school district. This Agreement should be kept on file for documentation purposes indicating your district's compliance with procurement requirements of the United States Department of Agriculture (USDA) until the contract is terminated by either Party or until a new Agreement is signed. Once bid awards have been completed, additional documentation will be available to all participating districts for your records.

Lubbock-Cooper ISD has an agreement with the American Purchasing Consortium for the management and daily operations of the awarded contracts. Should you have any questions related to this agreement, please contact Shelly Robinson with American Purchasing Consortium.

As Co-Director of this newly formed purchasing group, I look forward to working with you to meet your food service procurement needs.

Sincerely,

Shelly Robinson
Co-Director, American Purchasing Consortium
Lubbock-Cooper ISD
16302 Loop 493
Lubbock, TX 79423

shelly.robinson@apcllc.net

806-863-7100 x 1606

GROUP PURCHASING PARTICIPATION AGREEMENT

This Group Purchasing Participation Agreement ("Agreement") is entered into by and between Lubbock-Cooper Independent School District, 16302 Loop 493, Lubbock, Texas 79423 ("Lubbock-Cooper") and [INSERT NAME AND ADDRESS OF PARTICIPATING SCHOOL DISTRICT]:

Guthrie Public Schools 802 E. Vilas Guthrie, OK 73044

as of the 12th day of May, 2014 ("Participating Agency"). Lead Agency and Participating Agency may be referred to herein individually as "Party" and collectively as "Parties."

1. Purpose of Agreement. Lubbock-Cooper will contract with various distributors and/or other contractors ("Contractors") for general food services and related goods and services (collectively "Goods and Services") at agreed upon prices and terms ("Agreed Upon Terms") and in compliance with all applicable laws and regulations. The Participating Agency will have the right (but not the obligation) to purchase Goods and Services directly from the Contractors at the Agreed Upon Terms. Lubbock-Cooper has separately contracted with American Purchasing Consortium, LLC ("APC") to provide procurement services. APC will receive a fee paid by the Contractors. APC will not receive or accept any direct fees or payments from Lubbock-Cooper or the Participating Agency.

2. Lubbock-Cooper's Duties. Lubbock-Cooper will:

a. Select, approve, and award contracts to Contractors, in its sole discretion and in consultation with the Participating Agency.

b. Solicit and review comments from the Participating Agency regarding the services provided by Contractors, the quality of Goods and Services, and whether contracts for other Goods and Services are required.

c. Comply with all applicable Federal, State and local laws and regulations pertaining to the subject matter of this Agreement, including the awarding of contracts to Contractors.

3. Participating Agency's Duties. The Participating Agency will:

a. Cooperate with the Lead Agency, APC, and all government agencies in all matters related to or arising from this Agreement and comply with any and all rules and regulations pertaining to the purchasing program.

b. Have the right (but not the obligation) to purchase Goods and Services pursuant to the contracts entered into between Lubbock-Cooper and the Contractors. If a Contractor requires the Participating Agency to execute a separate agreement with them, the Participating Agency will negotiate and enter into such agreement in its own discretion, is solely responsible for performing such agreement, and will provide a copy of any such signed agreement to Lubbock-Cooper and APC

c. Timely remit purchase orders and payments directly to Contractors in accordance with the Contractor's terms and conditions for such payments.

d. Appoint a designee to represent the Participating Agency, to receive notices, and to bind the Participating Agency in all matters related to this Agreement, as designated below:

Name and Title of Designee: Josh Price
Phone No. of Designee: 405-282-5952
Email Address of Designee: josh.price@guthrieips.net

e. Be solely responsible for making independent investigations of each Contractor, the Agreed Upon Terms, and the Goods and Services prior to purchasing and upon delivery.

f. Comply with all applicable Federal, State and local laws and regulations pertaining to the subject matter of this Agreement, including USDA and State requirements for school nutrition procurement.

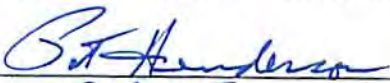
4. Voluntary Participation. Participation in the purchasing program is voluntary. The Participating Agency is not required to purchase Goods and Services through the purchasing program, may procure like goods and services through other programs, contractors, and services, and may enter similar purchasing program agreements with other entities. Each and every purchase made by the Participating Agency through the purchasing program is for the Participating Agency's own use.

5. Disclaimer. Lubbock-Cooper and APC disclaim (1) any representations, warranties (express or implied, including the warranties of merchantability and/or fitness for a particular purpose), and/or guarantees regarding the Contractors and/or the Goods and Services; (2) any liability for claims, damages, losses, costs or expenses incurred as a result of or arising from the Contractors' acts or omissions and/or faults, problems, design flaws, delivery delays and all other matters related to the Goods and Services; and (3) any representations and warranties regarding cost savings.

6. Term and Termination. This Agreement is effective as of July 01, 2014 and shall remain in effect through June 30, 2015 ("Initial Term"). Following the Initial Term, this Agreement will automatically renew for additional twelve (12) month terms beginning July 1 of each year and ending on June 30 of each following year, unless either Party terminates this Agreement as provided herein. Either Party may terminate this Agreement with or without cause, by providing the other Party with ninety (90) days written notice. Additionally, in the event of a default by either Party, the non-defaulting Party shall give a written notice of default to the defaulting Party, after which the defaulting Party shall have thirty (30) calendar days within which to cure the default. If the default is not cured within the thirty (30) calendar day period, the non-defaulting Party may pursue any and all remedies available to it in law or equity and may terminate this Agreement by providing written notice of termination to the defaulting Party.

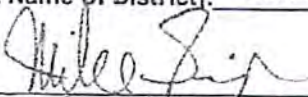
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

LUBBOCK-COOPER INDEPENDENT SCHOOL DISTRICT

By: 
Title: Superintendent
Printed Name: PAT HENDERSON

PARTICIPATING AGENCY:

[Insert Name of District]: Guthrie Public Schools

By: 
Title: Superintendent
Printed Name: Dr. Mike Simpson



Guthrie Public Schools

(405) 282-5919 Fax: (405) 282-5948

steve.cordell@guthrieps.net

Guthrie Board of Education,

In an effort to always improve transportation for our school system, on behalf of TransPar Group, I would like to conduct a principal's survey. Attached is a copy of the survey that will be distributed to the principals.

Steve Cordell
Transportation Director
Guthrie Public Schools

Guthrie Public Schools-2015

Please provide the following information about your school and bus transpor...

* 1. Name of your School.

- Guthrie High School Central Elementary Fogarty Elementary
- Guthrie Junior High School Cotteral Elementary
- Guthrie GUES Faver Alternative School
- Other (please specify)

2. What level does your school serve?

- Preschool
- Elementary
- Junior High
- High
- Tech
- Other (please specify)

3. How many regular buses serve your school?

- 0 Buses
- 1-2 Buses
- 3-5 Buses
- 6-10 Buses
- 11-15 Buses
- 16-20 Buses
- 21-25 Buses

4. How many special education buses serve your school?

- 0 Buses
- 1-2 Buses
- 3-5 Buses

Guthrie Public Schools-2015

5. How many mid-day buses serve your school?

- 0 Buses
- 1-5 Buses
- 6- Greater Buses

For the following questions please evaluate the sum of transportation services your school receives and not focus on any one bus or problem. Rate each factor using the scale provided.

6. Grade

	Very Satisfied	Satisfied	Somewhat Satisfied	Not at all Satisfied
Driver's student management techniques and following procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Driver's responsiveness to complaints/issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transportation department responsiveness to complaints/issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AM bus arrivals are timely.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PM bus arrivals are timely.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Courtesy of drivers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Appearance of vehicles.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Appearance of drivers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Does your school have safe loading/unloading areas?

- Yes
- No

8. Does your school have personnel watching the buses load and unload?

- Yes
- No

9. In your opinion, what three (3) changes are most needed to improve transportation for your school?

#1

#2

#3

10. Overall, how satisfied are you with transportation at your building?

- Very Satisfied
- Satisfied
- Somewhat Satisfied
- Not at all Satisfied

11. Would you like a representative from transportation to contact you regarding concerns?

- No, not at this time
- Yes, I would like to dicuss my concerns, please contact me at the information below:

Thank you for participating in this survey! Your responses have been recorded and your time is appreciated.

Guthrie Public Schools
TransPar Group, Inc.

Dear Administrators,

The parents of the Guthrie High School Cheerleaders would like to get approval for the sanctioning of a Booster Club. The purpose for which it is formed is to promote the communication and cooperation between a parent-sponsored booster club and the Guthrie High School Administration, Advisors, and Parents to identify and help with financial support to the Cheer program in getting safe training and performing equipment and other related cheer needs as well as building morale, encouraging sportsmanship, and positive attitudes. We would like to have the opportunity to provide financial support for the cheerleading equipment, activities, and other fees that are not currently funded by the school in an effort to offset the expenses that are associated with the program and in hopes to encourage upcoming youth to become involved that without some financial support might not otherwise be able to do so. We believe that with the help and encouragement from the members of the booster club we will be able to provide not only the financial support of the program, but will help in creating an enjoyable and healthy environment that will foster athletic confidence, pride, and commitment to promote excellence in the cheer activities and its image.

Membership to the booster club is open for all parents, faculty, Guthrie school district citizen, GHS cheerleader alumni, and any business that wants to support and encourage the cheer program at Guthrie High School. It will be open without regard to race, creed, color, national origin, gender or other impermissible invidious distinction. The requirement to be a member is that a membership due must be paid and they must be at least 18 years of age.

We will have a monthly meeting through the entire year and election of officers for the booster club will be Bi-Annually (2 years) in order to keep a smooth and consistently running program. All regular school programs will always take precedence of the booster club activities. We want to be an addition, not a distraction, to the purpose in which we believe will benefit the cheer program, the school, and the community.

The fundraising efforts we wish to take place will have designated purposes and all monies raised by the booster club will be strictly accounted for by the elected Treasurer for the booster club along with other booster club board members so as a checks and balances system will be established. The funds raised will be dispersed as formerly designated by the Board of Directors for the booster club.

The monies received will not benefit, or be distributed, to its members, trustees, officers, or other private persons, except that in which the booster club has authorized to pay for reasonable compensation for any services that are rendered in order to further the purpose. The booster club will have all documents, files, and complete financial statements open and available at the request from School Administration for review and audit purposes.

We hope and believe that our efforts will be beneficial to the students not only participating in the cheer program but to all students as we want to provide safe and healthy opportunities and events within the entire community.

Enclosed is a copy of the By-Laws for the requested Guthrie High School Cheer Booster Club.

Thank you for your time and consideration.

Amanda Cole & Chalea Crow

Along with other parents of the Guthrie High School Cheerleaders

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

ARTICLE I ORGANIZATION

Name. The name of the organization shall be the Guthrie High School Cheer Booster Club, also referred to as GHS Cheer Booster Club.

ARTICLE II PURPOSE AND MISSION STATEMENT

Guthrie High School Cheer Booster Club is committed to fostering a positive atmosphere and interaction between Guthrie High School Cheerleaders, Cheer coaches, and Parents. We will strive to provide financial, physical, and emotional support for our athletes in the cheerleading program, and we will be dedicated to encouraging positive attitudes, work ethic, discipline, and perseverance. We will exemplify and encourage good sportsmanship, foster athletic confidence and pride, and commit to encouraging the dreams of our athletes to succeed in high school cheerleading and in life!

Purpose

The purpose for which Guthrie High School Cheer Booster Club (GHS Cheer Booster Club) is formed is the transaction of any or all lawful business for which non-profit organizations may be incorporated under the laws of Oklahoma.

The specific purpose of this organization is to be comprised of members who volunteer to work together to:

- * Promote communication and cooperation between a parent-sponsored booster club with the Guthrie High School Cheer Advisors/Coaches and Administration in identifying specific needs of the program in the area of building morale, boosting attendance, encourage sportsmanship, and providing an enjoyable and healthy environment for the cheerleaders.
- * Exhibit trustworthiness respect, responsibility and fairness in all Guthrie High School Cheer activities.
- * Raise funds to assist in providing financial support for cheerleading equipment, activities, and other fees not funded by the school in an effort to offset expenses associated with the program
- * To assist and provide support for the cheerleaders and their advisors/coaches with any activity, as designed by the Advisor/Coach.
- * To uphold and promote excellence within the Cheerleading program, its activities and its image.

All funds and assets of the GHS Cheer Booster Club are to be used exclusively to benefit the Guthrie High School Cheer Program.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

Note: "Advisor/Coach", as referred to above and hereinafter, shall be defined as only those advisors/coaches who are employed by the school district to coach cheer.

ARTICLE III MEMBERS

1. Each parent or guardian of a current Guthrie High School Cheerleader, faculty, Guthrie public school district citizen, GHS Cheerleader alumni, and business interested in supporting and encouraging the cheer program at Guthrie High School is eligible for Active membership in GHS Cheer Booster Club. Membership shall be open without regard to race, creed, color, national origin, gender or other impermissible invidious distinction. Membership in this organization shall be open to anyone who has paid the annual membership due and who is at least eighteen years of age.
2. Members are expected to follow the same standards of conduct as district employees when chaperoning, sponsoring or attending student activities.
3. The fiscal year for GHS Cheer Booster Club shall begin on July 1st and end June 30th.
4. Membership is valid for one season (fiscal year).
5. All members shall lend their support to all activities participated in by the organization.
6. Members are encouraged to bring new business to any Board Member for consideration.
7. Only active members in good standing shall be permitted to hold office and vote upon any matter of business of the organization
8. All members shall lend their support to all activities participated in by the organization.
9. Termination of membership will be made by simple majority vote of members in good standing at a regularly scheduled meeting when a member:
 - a. Has displayed disregard for the GHS Cheer Booster Club
 - b. Has committed some fraudulent act against GHS Cheer Booster Club
 - c. Has repeatedly demonstrated poor sportsmanship

MEMBERSHIP DUES

10. The dues for membership shall be \$5.00 annually per person.
11. Membership dues and renewal dues must be made by the first meeting following tryouts, but persons may pay and be admitted to membership at any time during the year.
12. Members will be added to GHS Cheer Booster Club communication once dues are paid.

ARTICLE IV MEETINGS OF THE BOARD

1. Regular meetings of GHS Cheer Booster Club shall be determined by the Board of Directors. The Board of Directors shall determine a regular date and time.
2. The date may be changed or a meeting eliminated by a majority vote of the Board of Directors and rescheduled to a later date no less than 7 days.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

3. A minimum of three (3) Officers must be present for a quorum for a transaction of business. The act of majority of the Board present at a meeting at which a quorum is present shall be the act of the Board of Directors.
4. Members must be present to vote at the meeting. No proxy voting will occur.
5. Minutes will be taken at every meeting held by the Board of Directors, regular meetings, annual meetings, and special meetings called. In the absence of the Secretary, the chair will designate a member to record minutes.
6. The member body will approve all proposed expenditures including the budget. This does not preclude the Board of Directors from including an amount in the budget to be used as a discretionary fund, the distribution of which will be at their discretion. All receipts for expenditures must be given to the Treasurer together with a description of the item(s) purchased for reimbursement.
7. The President may call special meetings when he/she deems it for the best interest of the organization. Notices of such meeting shall be made via email or telephone to all members in the membership roll book at least seven days before the scheduled date set for such special meeting. The notice shall state the reason(s) the meeting has been called, the business to be transacted at the meeting and who called it. No other business but that specified in the notice may be transacted at the special meeting without the unanimous consent of all present.
8. At the request of three members of the Board of Directors, the President shall cause a special meeting to be called. Notices of such meeting shall comply with Article IV, Paragraph 6. No other business but that specified in the notice may be transacted at the special meeting without the unanimous consent of all present.
9. Regular school programs will take precedence over booster club activities.

Annual Meeting

10. An Annual Meeting of the members shall be conducted during the month of May as a conclusion to the fiscal year.
11. Treasurer shall present the Board at its annual meeting a report, verified by the President and Treasurer or by a majority of the Board, showing in appropriate detail the following:
 - a. The assets and liabilities of the organization as of the end of the fiscal year immediately preceding the date of the report.
 - b. The revenue or receipts, for both general and restricted purposes, during the year immediately preceding the date of the report
 - c. The expenses or disbursements, for both general and restricted purposes, during the year immediately preceding the date of the report.
12. An election of new Officers shall take place if the Board of Directors have served a 2 year term, or in the event of a vacancy or replacement of an Officer is necessary.
13. A calendar planning and budget shall be set for the next calendar year.
 - a. Current Board of Directors shall recommend a proposed budget to the elected Board of Directors to approve.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

- b. Upon the recommendation of the elected Board of Directors and a majority vote of the members, the Board shall adopt a budget for the fiscal year.
14. Written and/or electronic (e-mail) notification stating the date, place, and time of the Annual Meeting shall be delivered or displayed no less than ten (10) days before the date of the meeting.

ARTICLE V VOTING

1. At all meetings, except of the election of Officers, all votes shall be by voice or show of hand.
2. Each member in good standing shall be entitled to one vote per household on each matter submitted to a vote of the members.
3. For election of Officers, ballots shall be provided and there shall not appear any place on such ballot anything that might tend to indicate who cast such ballot.
4. At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of Officers.
5. At all votes by ballot the chairman of such meeting shall, prior to commencement of balloting, appoint a committee of two who shall act as "Inspectors of Election" and who shall, at the conclusion of such balloting, certify in writing to the Chairman the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.
 - a. No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.
6. Under no circumstance will any member make decisions or present themselves as the sole decisive person on behalf of the GHS Cheer Booster Club.

ARTICLE VI BOARD OF DIRECTORS

1. A Board of Directors consisting of five (5) elected Officers and a senior cheer Advisor/Coach shall manage the business of the organization with the exception that the cheer Advisor/Coach shall be a non-voting member.
2. The elected Officers shall hold office for a term of two years.
3. The Board of Directors shall have the control and the management of all business of the organization unless otherwise provided for in these By-Laws or not delegated to a committee. The Board shall only act in the name of the organization when it shall be regularly convened by its chairman after due notice to all the Board members of such meeting.
4. Three voting members of the Board of Directors shall constitute a quorum and the meetings of the Board of Directors shall be held regularly at a time and place to be determined by the Board.
5. Each elected Officer shall have one vote and such voting may not be done by proxy or in absence.
6. The Board of Directors may make such rules and regulations covering its meetings as it may determine necessary within the confines of these By-Laws. Minutes will be taken.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

7. With exception of the President, vacancies in the Board of Directors shall be filled by a special vote of the member body for the balance of the term.
8. An Officer may be removed by majority vote when sufficient cause exists for such removal. The Board of Directors shall adopt such rules for a removal hearing, as it may in its discretion consider necessary for the best interests of the organization.
9. No Board Member shall receive any compensation for his/her services. No Officer shall profit financially, directly or indirectly, from any of the GHS Cheer Booster Club's activities.
10. The Board may, in its discretion, select any other person or persons with an interest in GHS Cheer Booster Club to become a non-voting member of the Board.
11. Nominations will be made by the members by the Annual Meeting and voted upon, with an election of the new Board of Directors.

ARTICLE VII ELECTION OF OFFICERS

1. The elected Officers of GHS Cheer Booster Club shall consist of a President, Vice President, Secretary, Treasurer, and Historian.
2. Officers shall be at least 18 years of age.
3. Officers shall hold office for a term of 2 years. Each Officer's term begins at the time of election and shall hold office until (a) the expiration of the term for which he/she was elected and until his/her successor has been elected and qualified, or (b) his/her earlier death, resignation, or removal. Board members and Officers of GHS Cheer Booster Club shall not be liable for the actions of prior Board members and Officers, undertaken in good faith.
4. The annual meeting for election of Officers shall be set by the Board of Directors who shall also set the time and place. This meeting shall take place after cheerleader tryouts for the coming year, which typically occurs in April, and following a report of the Nominating Committee.
5. Nominations shall also be accepted from the floor if the nominee is present. Only those who are current members in good standing and who give consent to serve shall be eligible for nomination, either by the committee or from the floor.
6. The transfer of records and audit of the accounts should be completed no later than July 1st of each year.
7. Resignation: Any Officer/board member may resign at any time giving written notification to the President or Vice President. Such office shall be replaced by the same election process at the next GHS Cheer Booster Club meeting.
8. Any Board member may be immediately removed from office if unethical actions have taken place. Such actions include but are not limited to:
 - * Disruptive behavior
 - * Use of drugs/alcohol at scheduled events or on school premises
 - * Committed a fraudulent act toward the GHS Cheer Booster Club
 - * Using unethical practices while conducting GHS Cheer Booster Club business or for criminal misconduct.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

An Officer may also be removed from office for additional reasons, but are not limited to:

- * Failure to attend scheduled meetings
- * Failure to fulfill responsibilities of membership
- * Failure to fulfill responsibilities of held office as outlined in the By-Laws.

Such removal will require a vote of majority of members present at a meeting duly called for the purpose whenever, in the judgment of such members, the best interests of GHS Cheer Booster Club would be served. All parties shall keep in mind the importance of confidentiality and fairness on behalf of the booster club.

9. There shall be a transition meeting of the outgoing Officers, the incoming Officers, and the Sponsor prior to the first regular GHS Cheer Booster Club meeting of the new fiscal year.

ARTICLE VIII DUTIES OF OFFICERS

1. President

The President of GHS Cheer Booster Club shall:

- a) Serve as a member of the Board of Directors and Ex-officio Member of all committees.
- b) Preside at all membership and board meetings.
- c) Act as spokesperson for GHS Cheer Booster Club.
- d) Oversee the general welfare of the organization. Coordinate and work with the Board and members to insure completion of all requests.
- e) Convey the needs of the cheerleading program to the organization as directed by the Advisor/Coach.
- f) See that all books, reports, and certificates required by law are properly kept or filed and are readily available to members in good standing.
- g) Regularly review the organization's finances and schedule an annual audit of financials and records.
- h) Be designated liaison, with the exception of the Cheer Advisor, for any official business between the organization and school or district officials unless he/she designates such authority to another member.
- i) Be one of the Officers who may sign the checks or drafts of the organization

2. Vice President

The Vice President of GHS Cheer Booster Club shall in the absence or disability of the President or when so directed by the President, perform all the duties of the President, and, when so acting, shall have all the privileges and powers of, and be subject to all the restrictions upon, the President. The Vice President shall perform other duties as may be assigned by the Board or the President which includes but is not limited to:

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

- a) Serve as a member of the Board of Directors.
- b) Act as an aide to the President.
- c) Co-coordinate with the President at regular Board meetings and any special meetings, which may be required.
- d) Replace the President for the remaining term in the event of resignation or removal.
- e) Coordinate and work with Officers and members to insure completion of all requests.
- f) Keep communication open with all Cheer Advisors/Coaches.
- g) Co-oversee all fundraising activities
- h) May be one of the Officers required to sign the checks and drafts of the organization.

3. Secretary

The Secretary of GHS Cheer Booster Club shall:

- a) Serve as a member of the Board of Directors.
- b) Keep accurate records of minutes of the proceedings of the GHS Cheer Booster Club and all meetings of the organization and all votes of the Board of Directors. Minutes will be filed for future reference in a book or books to be kept for that purpose.
- c) Verify and approve membership rolls.
- d) Will prepare and keep on file a current list of names, addresses, and email addresses of the membership.
- e) Turn over these records to the newly elected Secretary once the term has ended and no later than July 1st of the current year.
- f) Will conduct all correspondence relating to GHS Cheer Booster Club and distribute meeting notices as needed.
- g) Administer election of the Board of Directors at the Annual Meeting.

4. Treasurer

The Treasurer of GHS Cheer Booster Club shall:

- a) Serve as a member of the Board of Directors.
- b) Collect all monies on behalf of the organization, deposit all funds collected by GHS Cheer Booster Club received through membership dues, fundraiser, sponsorship, and gift into such banking account(s) solely designated for GHS Cheer Booster Club, and maintain an accurate financial record thereof.
- c) Pay all expenses of the organization, provided the Board of Directors shall have first been notified via e-mail any payment exceeding \$200.00.
- d) Must be one of the Officers who shall sign checks and drafts of the organization. All checks will require the signature of two designated Officers. Solely responsible for securing those signatures.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

- e) Issue a receipt for all cash received and make deposits on a weekly basis, or daily if receipts exceed \$250.00
- f) Prepare and file the organization's annual income tax return.
- g) Prepare statements correctly reflecting the financial condition of the GHS Cheer Booster Club for inclusion in the record of the board meetings.
- h) Render at stated periods, as the Board shall determine, a written account of the finances of the organization and such report shall be physically affixed to the minutes of such meeting.
- i) Will turn over the records to the newly elected Treasurer no later than July 1st once the term has ended.
- j) Establish a budget for the year and serve as chairman of budget committee.

5. Historian

The Historian of GHS Cheer Booster Club shall:

- a) Shall serve as a member of the Board of Directors.
- b) Shall document the year in pictures.
- c) Chair a committee for collecting pictures.
- d) Produce a multimedia or paper memory book at the end of the current year, as agreed upon by a majority of Board of Directors.

6. Advisor/Coach

Shall be defined as only those advisors/coaches who are employed by the school district to coach cheer and shall:

- a) Serve as a non-voting member of the Board of Directors.
- b) Maintain communication with GHS Cheer Booster Club Board of Directors in identifying specific needs of the GHS Cheerleading program.
- c) Maintain communication between the GHS Cheer Booster Club Board members, and all parents, cheerleaders, administration, and other GHS Cheer Coaches.
- d) Be liaison, with the exception of the President, for any official business between GHS Cheer Booster Club and school or district officials unless he/she designates such authority to another Board member.

Any of the above positions may develop a committee to assist with the accomplishment of any and all responsibilities.

ARTICLE IX COMMITTEES

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

Note: Any member in good standing may serve in any capacity on a committee except where any conflict of interest exists or may arise. (I.e. Senior parents shall not serve on a Scholarship Committee if one is established)

1. All committees shall be chaired by the appropriate Officer/Board members. These committees will automatically dissolve as soon as the purpose is accomplished and the committee report is made.
2. Any member may bring issues that cannot be settled at the committee level to the attention of the President. The President shall resolve the issue through involvement of the Board of Directors and/or the member body.

ARTICLE X FUNDRAISING

1. Funds raised by the GHS Cheer Booster Club that have a specific designated purpose, shall be deposited (and separately tracked) in the GHS Cheer Booster Club's account to ensure that it is disbursed for the designated purpose and to safeguard the integrity of GHS Cheer Booster Club.
2. Funds raised by any of GHS Cheer Booster Club fundraising programs can only be directed to GHS Cheer Booster Club functions or purchases. All requests to direct money elsewhere must have approval of the Board of Directors.
3. The President and Treasurer shall have access to all GHS Cheer Booster Club accounts.
4. The purpose for holding a fundraiser should be made absolutely clear and approved by the Board of Directors.
5. All monies received from fundraisers should be deposited into the GHS Cheer Booster Club account to be dispersed as formerly approved purposes. A majority vote of the Board of Directors can approve disbursement of funds raised beyond the original approved purposes.

ARTICLE XI FUNDS

1. The GHS Cheer Booster Club will raise funds through various fundraising activities, sponsorship, and gifts. All fundraising activities must be approved by the Board of Directors prior to implementation.
2. The Board shall present the proposed fiscal year budget at the May Annual Meeting for approval by Membership. Any expenditure/commitments required to be made prior to the May Annual Meeting.
3. When preparing the budget or determining how to disperse funds, the following spending priorities in the order presented, shall be taken into account:
 1. Squads – Any needs of the High School Squad that is not included in the school or district budgets; (i.e. uniforms, equipment, meals, officials, etc.)
 2. Cheerleader – Safety – focus mainly on equipment, medical supplies, etc. Development – practice equipment, or other needs as identified by the Head Coach
 3. Coach – i.e. apparel, clinics, etc.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

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4. Community – Communication, web site, social and fundraising events, etc.
4. An annual financial audit can, and may, be performed on the GHS Cheer Booster Club annually as required by the Board of Education. If required by the Superintendent of the school or Board of Education, the audit shall be submitted to the Superintendent within ninety (90) days of the Superintendent's request.
5. Copies of records will be promptly provided to the Superintendent of the school or the Board of Education upon request.
6. Bank, financial, and tax exempt status will be maintained separate from the school. The GHS Cheer Booster Club will provide to the Board of Education annually or upon request, a complete set of financial records or detailed treasurer's report.
7. Records will be kept for a period of 10 years for audit purposes.
8. No part of monies received shall incur to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the GHS Cheer Booster Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions to further the purpose set forth in Article I hereof.
9. Subjected to any policy adopted by the Board, Directors may be reimbursed for reasonable expenses paid or incurred on behalf of GHS Cheer Booster Club.

ARTICLE XII FUND AT THE END OF THE YEAR

1. Any excess of funds at the end of the fiscal year shall be used:
 - a. To purchase cheerleading equipment to be donated to the school or items that will benefit the cheerleaders in the most productive.
 - b. For a monetary donation to the next year's budget.

ARTICLE XIII AMMENDMENTS OF BY-LAWS

The By-Laws shall be reviewed annually by the Board. An amendment or revision to By-Laws may be introduced at any regular meeting of the organization and acted upon at the next regular meeting of the organization. A copy of the proposed amendment must be filed with the Secretary who shall ensure its distribution, via e-mail or by paper copy if requested, to the entire membership at least ten days in advance of the next regular meeting. A two-thirds majority of those present is required to adopt the proposed amendment.

ARTICLE XIV CONFIDENTIALITY

Reports of violations or suspected violations shall be kept confidential to the extent possible, with the understanding that confidentiality may not be maintained where identification is required by law or in order to conduct an adequate investigation.

GUTHRIE HIGH SCHOOL CHEER BOOSTER CLUB

Adopted this 7th day of April, 2015

Formed and Incorporated: April 6, 2015

ARTICLE XV MISCELLANEOUS

1. Any person joining the GHS Cheer Booster Club or anyone elected to the Board of Directors or other position as a Board member of the GHS Cheer Booster Club shall be bound by these By-Laws in all respects as if he/she had been a member at the time of their adoption.
2. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) of any political campaign on behalf of any candidate for public office.
3. If GHS Cheer Booster Club maintains a Web Page, or Facebook page, the content of the web page shall comply with the following guidelines:
 - a. Shall NOT contain the student's phone number, home address, or email address
 - b. Shall NOT contain the student's photo or name without parental permission
 - c. Shall NOT contain open comment (or question/answer) Web pages, or nonmember comments on Facebook, which may be used to criticize the school, cheerleading program, cheer coaches, or cheerleaders.

ARTICLE XVI UNCOVERED SITUATIONS

All situations not covered by the By-Laws shall be dealt with by the GHS Cheer Booster Club Board of Directors.

ARTICLE XVII DISPOSITION ON DISSOLUTION OF THE BOOSTER CLUB

In the event that GHS Cheer Booster Club dissolves, after payment of any liabilities of GHS Cheer Booster Club, the remaining funds or other assets shall be delivered to the Guthrie High School Cheerleading account.

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.

**REQUEST FOR PROPOSAL AND CONTRACT NO. RFP#CNP-001 BETWEEN
GUTHRIE PUBLIC SCHOOLS, SFA, AND SOUTHWEST FOODSERVICE
EXCELLENCE, FSMC
THIRD AMENDMENT**

This Request for Proposal and Contract Amendment is made in consideration of the mutual covenants and Agreements contained herein by and between Guthrie Public School District, School Food Authority (SFA), and Southwest Foodservice Excellence, LLC, Food Service Management Company (FSMC), to amend the Request for Proposal and Contract No. RFP#CNS-001 (Contract) that was executed by SFA and FSMC and effective on July 1, 2012.

The contract is amended as follows:

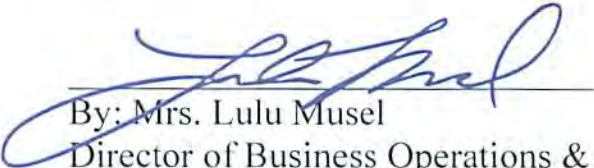
1. "Effective Date" shall mean July 1, 2015.
2. All other terms and of this Contract executed by SFA and FSMC remains the same.
3. This Amendment is valid for the 2015-2016 school year. The contract and this Amendment shall terminate on June 30, 2016, and may be renewed for one (1) additional term of one (1) year upon mutual agreement of SFA and FSMC.

The Amendment is executed by the Parties in their capacities as stated below. All parties represent and warrant that the persons signing this Amendment are authorized to bind the respective parties.

Guthrie Public Schools District

Southwest Foodservice Excellence, LLC

By: Mr. Dennis Schulz



By: Mrs. Lulu Musel
Director of Business Operations &
Support Services

Position: _____

Date: _____

Date: January 30th, 2015

Guthrie
Food Service Budget - Cost Reimbursable
School Year:
2015-2016

Revenues:

Cash Sales			
	Student Breakfast Sales	\$	29,137.50
	Student Lunch Sales	\$	179,900.00
	Student Snack Sales	\$	-
	Student A-La-Carte Sales	\$	131,250.00
	Adult Sales	\$	7,393.75
	Catering Sales	\$	-
	Interest Income		\$0.00
	Concession Sales		\$0.00
	Vended Meals Sales		\$0.00
	Total Cash		\$347,681.25

	State and Federal Reimbursements/Funding	\$	17,000.00
	National School Lunch Program	\$	730,632.00
	School Breakfast Program	\$	250,566.75
	After School Care Program	\$	-
	Seamless Summer Option	\$	-
	Summer Food Service Program		\$0.00
	State Matching Fund		\$0.00
	Commodities Received	\$	74,454.19
Other Funding:		\$	-
	Total Reimbursements		\$1,072,652.94

Total Revenues = All Cash Sales + All Reimbursements **\$1,420,334.19**

Expenses:

Food Costs			
	Gross Food Cost	\$	566,000.00
	Food Delivery Costs		\$0.00
	Commodities Used (Call TDA Commodity	\$	74,454.19
	Division for annual usage amount for the LEA)		
	Commodity Delivery	\$	3,500.00
	Commodity Processing		\$0.00
	Total Food Costs		\$643,954.19

Food Service Budget (continued)

Labor Costs (#FTE / PTE)

FSMC Salaried Employees:

FTE _____

PTE _____

(Completed by the FSMC)

Summarize Here (Attach an individual categorical breakdown for each

FSMC salaried employee)			
Base Gross Salary	\$	81,780.00	
Educational Assistance & Development Mtgs.	\$	3,500.00	
Incentive Payments		\$0.00	
Bonus		\$0.00	
Merit Increase		\$0.00	
Retirement / IRA		\$0.00	
401K, 403(b)(7)		\$0.00	
Fringe Benefits	\$	5,093.26	
Payroll Taxes	\$	9,458.90	
District/FSMC Hourly Staff			
Gross Salary	\$	392,114.60	
Fringe Benefits	\$	37,219.78	
Payroll Taxes	\$	74,439.55	
Other Payroll Costs			
Worker's Comp	\$	12,406.59	
Other		\$0.00	
Total Labor Costs		\$616,012.68	

FSMC Fees

Administrative Fee Costs	\$	46,125.00
Management Fee Costs	\$	18,450.00
Total Fees		\$64,575.00

FSMC Direct Costs - Subcategory Examples:

Paper & Disposable Goods	\$	49,000.00
Replacements / Smallwares	\$	6,500.00
Contracted Labor - Specify		\$0.00
Auto Expenses	\$	3,000.00
Risk Management Charges & Insurance Expense	\$	14,712.59
Telephone	\$	-
Office Supplies	\$	2,000.00
Postage	\$	-
Bank Deposit Services		\$0.00
Uniform & Laundry	\$	4,500.00
Other Delivery & Freight / Nonfood		\$0.00
Advertising, Promotions & Menus	\$	2,500.00
Marketing / Franchise & Décor	\$	4,542.00
Equipment Repair	\$	5,000.00
Permits, Licenses & Other	\$	-
Employee Travel	\$	3,000.00
Security Background Check		\$0.00
Miscellaneous - Specify	\$	-
Total FSMC Direct Costs		\$94,754.59

Food Service Budget (continued)

SFE Direct Costs - Use Same Subcategory Examples As In FSMC

Direct Costs

Total SFE Direct Costs \$0.00

Total Direct Costs \$94,754.59

FSMC Indirect Costs - Subcategory Examples Include:

FSMC Charges

Technology Expense \$0.00

a) Technology Allocated Charge \$0.00

b) Other Technology Charge \$0.00

Insurance Allocated Charge (W. C. Excluded) \$0.00

Other Allocated Charges \$0.00

Franchise Charges \$0.00

Trademark Charges \$0.00

Other Indirect Cost Categories \$0.00

Total FSMC Indirect Costs \$0.00

**Total Discounts, Rebates, Applicable Credits, Allowances Or
Incentives From FSMC Suppliers Credited To LEA**

\$0.00

**Total Expenses = All Food Costs + All Labor Costs + All Fees + All
Direct Costs + All Indirect Costs - Total Discounts, Rebates, Applicable
Credits, Allowances Or Incentives From FSMC Suppliers Credited To LEA**

\$1,419,296.46

Surplus / Subsidy = Total Revenues - Total Expenses

\$1,037.73

FSMC Guaranteed Return

\$1,037.73

FSMC Guaranteed Break Even

\$0.00

FSMC Guaranteed Subsidy

\$0.00

School Food Authority Employee Responsible For Submission Of This Budget Data:

Name: Dennis Schulz

Telephone: 405-282-8900

FSMC Employee Responsible For Submission Of This Budget Data:

Name: Josh Price

Telephone:

04/29/2015

Oklahoma Department of Education
Donna Mattox
Child Nutrition Programs
2500 North Lincoln Boulevard, Room 310□
Oklahoma City, OK 73105-4599□
Office: (405) 521-3327□ Fax: (405) 521-2239

RE: Oklahoma Department of Education 2015-2016 FSMC Renewal

To Whom It May Concern:

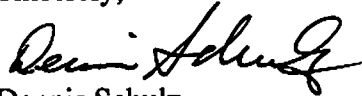
On behalf of the Guthrie school district, I am pleased to notify you of our intent to renew our food service management contract with Southwest Foodservice Excellence for July 1, 2015 through June 30, 2016.

I have included the following documents for the 2015-2016-renewal process:

- Letter of Intent to Renew
- Contract Renewal Agreement
- Required Federal Certifications
 - Suspension Debarment Certification Form
 - Anti-Collusion Affidavit
 - Lobbying Certification Form

Should you have any questions, please do not hesitate to call.

Sincerely,



Dennis Schulz
Assistant Superintendent

U. S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility, and
Voluntary Exclusion-Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Southwest Foodservice Excellence, LLC
Organization Name

FSMC Contract Renewal 2015-2016
PR/Award Number or Project Name

Lulu Musel
Name of Authorized Representative

Dir. of Business Ops & Support Services
Title


Signature

January 30, 2015
Date

Exhibit J

ANTI-COLLUSION AFFIDAVIT

STATE OF) Arizona
COUNTY OF) Maricopa

Lulu Musel, of lawful age, being first sworn on oath say, that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official of employees to quantity, quality, or price in the prospective contract, or any other terms of said prospective official concerning exchange of money or other thing of value for special consideration in the letting of contract; that the bidder/contractor had not paid, given or donated, or agreed to pay, give or donate to any officer or employee either directly or indirectly in the procuring of the award of a contract pursuant to this bid.


Signed

Subscribed and sworn before me this 6 day of January, 2015.

Notary Public (or Clerk or Judge) Tami D. Warren

My commission expires 8/23/17



PROCUREMENT

Certification Regarding Lobbying

Applicable to Grants, Sub-grants, Cooperative Agreements, And Contracts Exceeding \$100,000 in Federal funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of **Guthrie Public Schools** in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of **Guthrie Public Schools** in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Southwest Foodservice Excellence, LLC

9304 East Raintree Drive, Suite 110

Scottsdale, AZ 85260

Name/Address of Organization

Lulu Musel/Director of Business Operations & Support Services

Name/Title of Submitting Official



Signature

January 30, 2015
Date

MEMORANDUM OF AGREEMENT

The Guthrie Public Schools have need for Nursing Services for seven schools – four (4) elementary schools, one (1) junior high school, one (1) high school and one (1) alternative school.

The Logan County Health Department can provide these services to the Guthrie Public Schools.

The Logan County Health Department will provide Nursing Services for:

1. Health Education for both faculty and students (Immunizations, venereal disease, Adolescent Physiology, reproductive physiology, personal hygiene, etc.)
2. Assist families and children with medical, social or emotional problems.
3. Direct the control of communicable disease. Provide verbal and written suggestions for care.
4. Instruct school employees and volunteers on appropriate immunization records. Assist with annual audit, if needed.
5. Conduct and/or coordinate screening programs in the schools (hearing, vision, scoliosis, head lice).
6. Make regularly scheduled visits to all schools for nurse-teacher and nurse-student conferences.
7. Serve as resource person for environmental problems.
8. Instruct school officials on first-aid procedures.

Other Nursing services needed by the schools will be provided, if possible, within the policies of the Logan County Health Department.

The above services will be provided by a registered Nurse with medical backup. The Logan County Health Department will provide supervision and assignment of responsibilities. A minimum of twenty-four (24) hours of nursing service each week will be provided. Holidays and summer months are excluded.

The Guthrie Public Schools will coordinate the nursing schedule between the school sites.

The registered nurse serving the Guthrie Public Schools will be required to keep necessary records for Medicaid reimbursement to the Guthrie Public Schools.

The Guthrie Public Schools will reimburse the Logan County Health Department \$12,000.00 for these services. The Reimbursement will be quarterly upon receipt of an invoice in September, November, February and April.

Either party may cancel this agreement with 30 days written notice.

This agreement is in effect from August 1, 2015 to June 30, 2016.

✓

Dr. Mike Simpson
Superintendent of Schools

J. W. Smith, Administrator
Logan County Health Department

✓

Date

Date



Board of Education Personnel Reports

Employment Request

Classification						
Certified						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Delaney, Mallory	GUES	5th Grade	08/14/15		6	Amanda Paul
Hodge, Stephen	High School	Algebra II	08/14/15		6	Donna Russell
Hurt, Sara	Fogarty	3rd Grade	08/14/15		6	Katelyn Hudson
Keibler, Elizabeth	GUES	Counselor Elementary	08/14/15		6	Kevin Cunningham
Knight, Bethany	Junior High	Math 7th Grade	08/14/15		6	Tricia Dayton
Murray, Carly	Fogarty	Sp Ed Mild/Mod	08/14/15		6	Donna Lucas
Sanders, Thomas	Faver	History	08/14/15		6	Larry Thorp
Smith, Ty	Junior High	Reading 8th Grade	08/14/15		6	Brenda Noe

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Mendoza, Beatriz	Maintenance	Full Time Sub Custodian	05/04/15	3	8	Skylar Stout
Morrow, Ruby	Junior High	Custodian	04/20/15	3	8	Julian Carrera

FMLA Request

Support: 1

Certified: 0

Transfer of Position Report

Classification					
Certified					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Catlin, Patricia	Central Sp Ed Mild/Mod	JH Sp Ed Mild/Mod 1-3 D	Laura Porter	8/14/2015	
Cloud, Ashleigh	English HS	Split English Faver & HS	Martha Heard	8/14/2015	
Howard, Patrick	U.S. History JH	Art JH	Phyllis Creamer	8/14/2015	
Porter, Laura	JH Sp Ed Mild/Mod	Fogarty Sp Ed Mild/Mod	Deborah Dunbar	8/14/2015	
Woodard, Eric	Science HS	Split Science Faver & HS	Martha Heard	8/14/2015	

Classification					
Support					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Clymer, Regina	Custodian GUES	Head Custodian Central	Gary Dickerson	6/8/2015	
Crabtree, Mary	Custodian HS	Custodian GUES	Regina Clymer	6/8/2015	

Separation of Employment

Classification				
Certified				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Bauter, Letha	Fogarty	Assistant Principal	Resigning	6/8/2015
Blevins, Jeanette	Junior High	Family & Consumer Scienc	Resigning	5/22/2015
Bryant, Ashley	Fogarty	2nd Grade	Resigning	5/22/2015
Burcham, Ryan	High School	Oklahoma History	Resigning	5/22/2015
Cook, Marcus	GUES	6th Grade	Resigning	5/22/2015
Creamer, Phyllis	Junior High	Art	Retiring	5/22/2015
Hudson, Katelyn	Fogarty	3rd Grade	Resigning	5/22/2015
McKinney, Stacy	Administration	School Psychologist	Resigning	5/22/2015



Board of Education Personnel Reports

Prescott, Brenda	Cotteral	Pre-K	Resigning	5/22/2015
Webb, Mary	Junior High	7th Geography	Resigning	5/22/2015
Classification	Support			
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Webb, Stephanie	High School	Cafeteria Worker	Terminated	4/17/2015

Support Employees

Recommended for Rehire for 2015-2016

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
<i>Administration</i>			
	Biggs	Vicki	Encumbrance Clerk
	Frey	Jana	Adm. Asst. to Supt.
	Miles	Sheryl	Federal Programs Secretary
	Paul	Anita	Activity Funds Clerk
	Richardson	Lonnetta	Receptionist
	Savory	Sandra	Payroll Clerk
	Wanzer	Jana	Treasurer/Insurance Coord.
	Watts Lacina	Jean	Personnel Secretary
	Woods	Lisa	Special Services Secretary
<i>Central</i>			
	Boyster	Valerie	Cafeteria Manager
	Clymer	Regina	Head Custodian
	Dodgion	Shane	Site Secretary
	Horton	Mary	Cafeteria
	Nephew	Laverne	Custodian
	Oliver	Gary	Sp Ed Paraprofessional
	Payne	Shirley	Sp Ed Paraprofessional
	Pepper	Deborah	Secretary
	Webb	Francis	Cafeteria Worker
<i>Child Nutrition</i>			
	Graham	Terina	Child Nutrition Secretary
	Smith	Gregory	Food Service Maintenance
<i>Cotteral</i>			
	Chambers	Walter	Head Custodian
	Cox	Mary	Sp Ed Paraprofessional
	Dellenbaugh	Kathleen	Pre-K Teacher Assistant
	Deter	Martha	Pre-K Teacher Assistant
	Doles	Carol	Secretary
	Feliz	Socorro	Cafeteria Worker
	Green	Lisa	Cafeteria
	Heird	Gabriel	Custodian
	Johnson	Sally	Sp Ed Paraprofessional
	Lausen	Vickie	Secretary
	Lynn	Whitney	Pre-K Aide Paraprofessional
	Rains	Delta	Cafeteria
	Stout	Tamara	Cafeteria Manager
	Talley	Stephanie	Pre-K Aide

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Tautimer	Nohemy	Sp Ed Paraprofessional
	Winn	Jessica	Pre-K Aide Paraprofessional
<i>Faver</i>			
	Kinney	Lesli	Secretary
<i>Fogarty</i>			
	Anderson	Casey	Secretary
	Beauchamp	Misty	Cafeteria
	Best	Carolyn	Sp Ed Paraprofessional
	Brown	Rebecca	Deaf Interpreter
	Bufford	Michele	Library Aide
	Caldwell	Doyle	Cafeteria Worker
	Cordero	Eva	Title I Paraprofessional
	Dyer	Lottie	Sp Ed Paraprofessional
	Elliott	Charolett	Head Custodian
	Hall	Robert	Cafeteria Manager
	Hildreth	Ruth	Sp Ed Paraprofessional
	LaFerry	Chad	Custodian
	Lopez	Martha	Cafeteria
	Sarasua	Lynette	Secretary
	Wright	Rogina	Sp Ed Paraprofessional
<i>GUES</i>			
	Drake	Tara	Site Secretary
	Dumas	Stella	Secretary
	Fox	Pam	Sp Ed Paraprofessional
	Goodwin	Donna	Cafeteria
	Hanna	Gretchen	Library Aide
	Kroth	Natasha	Cafeteria Worker
	Lewellyn	Cody	Cafeteria Worker
	Ludlow	Janet	Sp Ed Paraprofessional
	McDonald	Heather	Sp Ed Paraprofessional
	Myrick	James	Head Custodian
	Nance	Kelli	Sp Ed Paraprofessional
	Norton	Sandra	Sp Ed Paraprofessional
	Reeve	Sheryl	Sp Ed Paraprofessional
	Rowley	Lanetta	Site Secretary
	Shuck	Leah	Cafeteria
	Stokes	Gayla	Cafeteria Manager
	Thornton	Donna	Custodian
	Tolbert	Tonette	Custodian
	Tucker	Linda	Cafeteria
	Wendt	Teresa	Cafeteria Worker 6 Hrs
	West	Maxine	Cafeteria Worker

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
<i>High School</i>			
	Arnold	Sonya	Occupational Therapy Asst.
	Atchison	Shailah	Cafeteria Worker
	Boyce	Sonata	Library Aide
	Brooks	LaDonna	Sp Ed Paraprofessional
	Bruce	Moses	Head Custodian
	Calvert	AshLi	Cafeteria Worker 6.5 Hrs
	Canales	Martha	Cafeteria
	Crabtree	Mary	Custodian
	Eaves	Jessica	Secretary High School
	Fredrickson	Mick	ROTC
	Gonzalez	Andy	Custodian
	Hamby	Michele	Financial Secretary
	Hibbler	Janetta	Secretary
	Jarred	Kary	Secretary
	Johnson-Fields	Pamela	Sp Ed Paraprofessional
	Lemke	Brian	Custodian
	Lijewski	John	Grounds Superintendent
	Lynn	Evelyn	Secretary
	McPeek	Charity	Site Secretary
	Mobley	Byron	Head Custodian
	Noe	Leona	Sp Ed Paraprofessional
	Ratliff	Suzanne	Sp Ed Paraprofessional
	Scannell	Jackie	Cafeteria Manager
	Trice	Tori	Registrar
	Whitaker	Teara	Cafeteria
	Williams	Margaret	Custodian
	Williams	Shelly	Custodian
<i>Junior High</i>			
	Anderson	Lynette	Sp Ed Paraprofessional
	Bohanan	Kenneth	Head Custodian
	Hoel	Toni	Registrar JH
	Lane	Brenda	Cafeteria
	Lawson	Vickey	Secretary
	McBride	Michele	Cafeteria Manager
	Morrow	Ruby	Custodian
	Rider	Stacey	Sp Ed Paraprofessional
	Robinson	Connie	Sp Ed Paraprofessional
	Smith	Alma	Cafeteria Worker
	Smith	Tracy	Secretary
	Smith	Tyra	Cooks Helper
<i>Maintenance</i>			
	Bronk	Mark	Maintenance

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	East	Harold	Full Time Maintenance
	Kern	Lydia	Maintenance
	Mendoza	Beatriz	Full Time Sub Custodian
	Simoneaux	Stepheny	Maintenance
	Skinner	Linda	Secretary
	Thornton	Bill	Maintenance
	Travis	Toni	Full Time Sub Custodian
<i>Technology</i>			
	Hughes	Peggy	Data Mgmt. Specialist
	Mowdy	Trevor	Computer Support Tech I
	Sullaway	Greg	Systems Analyst
<i>Transportation</i>			
	Avila	Briana	Route Driver
	Berg	John	Special Needs Driver
	Birdwell	Susan	Transportation Secretary
	Brown	Melissa	Special Needs Driver
	Burns	Brenda	Route Driver
	Canada	Sabrina	Route Driver
	Christian	Russell	Maintenance Assistant
	Cresswell	John	Route Driver
	Deaton	Gerald	Mechanic
	Eaks	Ann	Bus Monitor
	Gilstrap	Leola	Bus Monitor
	Harvey	Manwana	Route Driver
	Hicks	Amber	Route Driver
	Hudson	Marsha	Route Driver
	Huntman	John	Route Driver
	Johns	Lisa	Route Driver
	Lee	Tammy	Bus Monitor
	Main	David	Route Driver
	Martin	Paul	Route Driver
	McClain	Yvette	Special Needs Driver
	Peck	Christine	Route Driver
	Peck	Gregory	Special Needs Bus Driver
	Peck	Hailey	Bus Monitor
	Powell	Alicia	Route Driver
	Robinson	Lewis	Route Driver
	Short	David	Route Driver
	Spradling	Mitzie	Route Driver
	Thompson	Jamie	Route Driver
	Thompson	John	Route Driver
	Toon-Daves	Shelley	Special Needs Driver
	Tuengel	Lori	Route Driver

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Villanueva	Tricia	Sp Needs Bus Monitor
	Vincilione	Raoul	Route Driver
	Wainscott	Joshua	Special Needs Bus Driver
	Wainscott	Sabrina	Bus Monitor
	Warner	Barbara	Route Driver
	Welch	Chester	Mechanic
	Williams	Jane	Dispatcher/Mapping Coord.
	Wilson	Dwayne	Route Driver
	Wright	William	Route Driver

Guthrie Public Schools Administrators

<i>LastName</i>	<i>FirstName</i>	<i>Assignment</i>	<i>Site</i>	<i>Total Experience</i>
Bertwell	Kathy	Facilities Assistant	Maintenance	24

Guthrie Public Schools
Property Committee Meeting
May 4, 2015
5:00 p.m.

Members present: Dr. Mike Simpson, Dennis Schulz, Jerry Gammill, Jennifer Bennett-Johnson, Terry Pennington, and Sharon Watts.

Mr. Gammill spoke on the following items:

Expenditure Reports:

- Summarized the expenses for April
- Outlined new Purchase Orders for April

Completed Projects:

- 208 Work-Orders in April
- GUES kitchen water heater replacement
- A/C changeover
- Donated furniture
- Tornado Shelter Study implemented at all sites
- Replacement of 3 compressors at the High School
- Replacement of 1 condensing unit at Fogarty
- Fogarty shrubbery cleanup by Mercy Hospital group

Projects in Progress:

- Currently have 79 Work-Orders in progress
- Smart Board installation: 1) 6 remaining at High School
2) 13 at Fogarty
3) 1 at Cotteral
- Summer supplies ordered
- Donated furniture from US Attorney Office
- High School bell system controller replacement
- FFA barn construction
- Okla. Emergency Management closeout paperwork

Guthrie Public Schools
Finance Committee Meeting Minutes
May 5, 2015
4:00 P.M.

In Attendance: Dr. Mike Simpson, Dennis Schulz, Doug Ogle, Carmen Walters, Eldona Woodruff, Janna Pierson, Gail Davis, Tina Smedley and Vicki Biggs.

Mr. Schulz opened by explaining that the first items were the regular finance reports and if they had questions they could contact him before the Board Meeting.

Mr. Schulz spoke on the following:

Clearwater Enterprise Contract Renewal

This would be a renewal of the Natural Gas contract for 2015-16 and there will be no increase.

Southwest Food Service Contract

This contract will be a continuation for 2015-16 with a guarantee of \$1,037.00.

Summer Feeding Program Application

This is an application that must be filled out to receive Federal Reimbursement.

Buy Board

This is a new contract to join a Cooperative purchasing group.

HS Cheerleader Sanction Request

This is a request for the GHS Cheerleaders to become sanctioned.

Appointment of new Treasurer

With the retirement of our current Treasurer a new one needs to be appointed by the Board.

Doug Ogle spoke on the following:

Gallup Agreement

He explained that this had been a very useful tool in the past but felt due to the expense would be better at this time to not renew the agreement for 2015-16.

Eldona Woodruff spoke on the following:

Supplemental Health Care

This would be a contract for Speech services for June and July.

Oklahoma Hearing Solutions Contract

This contract would be for Audiology Services for 2015-2016.

Melissa Sells Contract

This would be a contract for a Deaf Interpreter for June and July.

Guthrie Public Schools
Curriculum Committee Meeting
May 5, 2015
5:00 P.M.

Members Present: Dr. Mike Simpson, Carmen Walters, Doug Ogle, Eldona Woodruff, Travis Sallee, Janna Pierson, Gail Davis and Sheryl Miles

Discussion Items:

Carmen Walters:

Elementary Handbooks

- Updates to all Elementary Handbooks

School Improvement Plan

- Presented each sites annual School Improvement Plan

Summer School Personnel

- Added back an additional Para to help with the lower grades
- Meeting with all summer school personnel to go over curriculum and expectations for student growth
- Weekly testing to show student growth

Doug Ogle:

Gallup Contract

- Not renewing the contract
- The district is not receiving many applicants to make it cost effective
- The program is a good program if we were receiving the applicants