

AGENDA WITH COMMENTARY

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

**MONDAY
MARCH 9, 2020
6:30 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Presentation by Mr. Brian Billings from Sonic of East Guthrie**
- 7. Student Recognition**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Consent Agenda.....Pages 5-49**

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

 - A. Minutes of regular meeting held on February 10, 2020**
 - B. Treasurer's Report**
 - C. Activity Fund Transfers**
 - D. Activity Fund Fundraisers as per attached list**
 - E. Fuel bid as recommended by bid committee**

- F. **Encumbrances for General Fund #'s 1047-1122, Building Fund #'s 367-414, Gifts and Endowments Fund #3 and listed change orders and Activity Fund Reports-the full register is available online**
- G. **Declare listed items as surplus**
- H. **Transportation request:
To and from Community Church to Cross Timbers Youth Camp in Davis, Oklahoma for June 6th and 9th for 1 bus and 1 driver and from Community Church to Falls Creek Youth Camp on June 15th and 20th for 2 buses and 2 drivers**
- I. **Out-of-State Trip Requests:
James Strahorn, Texas Relays Track Meet, Austin, TX-March 27-28, 2020

Jessica Maker, FCCLA National Convention, Washington D.C., July 3-9, 2020**

11. Business Agenda:

- A. **Recommendation, consideration and action upon contract renewal with Municipal Accounting Systems, Inc. for providing software and support for financial accounting, personnel, child nutrition and student information programs including student gradebooks for 2020-2021.....Pages 50-59**

Commentary:

The District has used Municipal Accounting Systems for over 20 years. Part of the cost is driven by student enrollment. There will be a net increase of \$918.75. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- B. **Recommendation, consideration and action upon request for Special Education students to attend State Special Olympics Summer Games May 13-15, 2020.....Page 60**

Commentary:

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

RECOMMENDATION ACTION:

The Superintendent recommends approval.

- C. **Recommendation, consideration and action upon K-6 Remedial Summer School Program.....Page 61**

Commentary:

This is a request to again provide our annual Remedial Summer School Program for students in Kindergarten through 6th grade. The program is funded through Title I funds and RSA funds. There is no cost to the student. Teacher recommendations will be submitted for your approval at the May 2020 Board meeting. **Carmen Walters will answer any questions.**

RECOMMENDATION ACTION:

The Superintendent recommends approval.

- D. Recommendation, consideration and action to approve E-rate Technology Plan for 2020-2023.....Pages 62-76**

Commentary:

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

RECOMMENDED ACTION:

The Superintendent recommends approval.

- E. Recommendation, consideration and action to approve Category 1 E-rate contract with Cox, Onenet as the service provider for Internet service on a month to month basis, and Pinnacle as our Category 2 E-rate contract for 2020-2021....Pages 77-85**

Commentary:

The contracts for E-rate purchases must be approved by the BOE before filing the E-rate application. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- F. Recommendation, consideration and action to approve revision to policy:
• D-23 Expense Reimbursement and Travel Expenses Page 86**

Commentary:

The proposed change addresses inflation for the cost of meals of work-related overnight travel by staff. It provides for a more realistic reimbursement of actual meal costs based on the destination by utilizing the scale provided by U.S. General Services Administration for per diem similar to the mileage reimbursement for work-related travel. This assures compliance with federal guidelines and has been endorsed by our auditor and legal counsel. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- G. Recommendation, consideration and action to approve the Oklahoma Department of Wildlife Conservation Outdoor Education program at Guthrie Junior High Pages 87-95**

Commentary:

This program would coincide with the “Exploring Our World” class which is currently offered at GJHS. The goal of this class would be to vertically align this program with an existing program at GHS. More details about this program are included in your board packet. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 12. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, extra-duty assignments as listed for 2019-2020, discussion of all district level administrator’s contracts as listed for 2020-2021, discussion of all building level administrator’s contracts as listed for 2020-2021, and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B)1 and 7**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board’s return to open session**
 - C. **Statement of minutes of executive session**
- 13. **Vote on action as set out on the Personnel Reports.....Pages 96-97**
- 14. **Action upon recommendation of extra-duty assignments as listed for 2019-2020.....Page 98**
- 15. **Recommendation, consideration and action upon district level administrator’s contracts as listed for 2020-2021 without specification for salary or assignment.....Page 99**
- 16. **Recommendation, consideration and action upon building level administrator’s contracts as listed for 2020-2021 without specification for salary or assignment....Page 100**
- 17. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 18. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 19. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
FEBRUARY 10, 2020**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON FEBRUARY 10, 2020

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

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

1. The meeting was called to order by President Smedley at 6:30 p.m.
2. Members Jennifer Bennett-Johnson, Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.
3. A quorum was established.
4. President Smedley asked everyone present to stand and join her in the Pledge of Allegiance.
5. President Smedley asked everyone present to join her in a Moment of Silence.
6. President Smedley called for Student Recognition.

Dr. Simpson introduced Blake Wimsey from Foundation Insurance. Jimmy Christensen was introduced as the January Student of the Month. He was nominated by Central Elementary Teacher, Lesley Cotton. Mr. Wimsey presented Jimmy with a \$60 Stacey's Place gift card.

7. President Smedley called for presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2019-2020.

Dr. Simpson introduced the following Site Teachers of the Year: Melanie Ball, Sarah Lausen, Karla Pitts, Calee Lyons, Samantha Morgan, Scott Peterman, Kyri Hester and Tyler Young. Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education, introduced the 2020 Elementary Teacher of the Year as Ms.

Melanie Ball. Mr. Doug Ogle, Assistant Superintendent, introduced the 2020 Secondary Teacher of the Year as Mr. Tyler Young.

Dr. Simpson then announced the 2020 District Teacher of the Year as Ms. Melanie Ball.

- 8A. President Smedley 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.

- 8B. President Smedley called for any comments to the Board by Board members.**

Board Member Tina Smedley commended the committee that had the tough job of selecting a District Teacher of the Year. She congratulated Melanie Ball.

- 9. President Smedley called for the Superintendent's Reports.**

Superintendent Simpson reported on the following:

Announced that Professional Development will be held on Monday, February 17th. There will be no school for students that day. Many of our staff will be participating in the SDE presentation of Bridges to Hope either by attending in person or watching online. This is an initiative designed to assist educators with students who have been exposed to trauma.

Announced the Guthrie Band Spaghetti Dinner will be on February 20th at GHS.

Reported that the Legislative Session is underway. Earlier this fall, we hosted the Logan County Superintendents for a lunch with our legislators. The current session has 2243 bills filed relating to education and 327 were carried over from last year. 81 of these are shell bills.

Design work continues on the renovations at Fogarty Elementary as well as the construction of secure vestibules at Central, Fogarty, GUES, GJHS and GHS. Our goal is to have bids ready to award at the April 13th board meeting.

Reported he was honored to be invited to sit on a panel that spoke to the Student Leadership Class at Meridian Technology Center last Friday. He was joined by community leaders from Stillwater, Glencoe and Perry.

- 10. President Smedley called for action on the Consent Agenda.**

A motion was made by Plagg and seconded by Watts to approve the Consent Agenda.

The motion carried with 6 ayes and 1 abstention-Member Sallee abstaining.

- 11A. President Smedley called for recommendation, consideration and action upon Guthrie High School Driver's Education Summer School 2020**

A motion was made by Davis and seconded by Bennett-Johnson to approve the Guthrie High School Driver's Education Summer School 2020.

The motion carried with 7 ayes and 0 nays.

- 12. President Smedley called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of all district level administrator's contracts as listed for 2019-2020, and to discuss confidential conversations with the Board's attorney concerning pending claims and litigation, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 4 and 7.**

- 12A. A motion was made by Sallee and seconded by Bennett-Johnson to go into executive session.**

The motion carried with 7 ayes and 0 nays. Executive session began at 6:52 p.m.

- 12B. President Smedley acknowledged the Board's return to open session at 7:17 p.m.**

- 12C. President Smedley stated that in executive session the following people were present: Jennifer Bennett-Johnson, Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley, Sharon Watts and Dr. Mike Simpson. Only those items listed in Agenda Item 12 were discussed and no votes were taken.**

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

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

The motion carried with 7 ayes and 0 nays.

- 14. President Smedley called for recommendation, consideration and action upon district level administrator's contracts as listed for 2019-2020 (scrivener's error) without specification for salary or assignment.**

A motion was made by Pierson and seconded by Sallee to approve district level administrator's contracts as listed for 2020-2021 without specification for salary or assignment.

The motion carried with 7 ayes and 0 nays.

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

Superintendent Simpson stated there were no resignations offered since the posting of the agenda.

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

Superintendent Simpson stated there was no new business.

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

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 7:19 p.m.

Jana Frey, Minutes Clerk

Tina Smedley, Board President



Board of Education Personnel Reports

Employment Request

<u>Classification Certified</u> Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
Provens, Drew	GUES	SpecEd	01-27-20		6	Emily Gotcher
Toffoli, Kristin	HS	Spanish I	01-13-20		6	Norelis Cox

<u>Classification Support</u> Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
Hightower, Holly	C.O.	Para – Ind.St.	01-22-20	3	7.5	Amy Cook
Pace, Victoria	Fogarty	Para – SpEd	02-03-20	3	7.5	Andrea Pogue
Stegall, Erin	Cotteral	Para – SpEc	01-13-20	3	7.5	Anna Murphy

FMLA Requests

Certified: 1

Support:

Transfer of Position Report

<u>Classification Certified</u> Name	Transferred From	Transferred To	Replacing
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<u>Classification Classified</u> Name	Transferred From	Transferred To	Replacing
Datin, Marla	HS Cafeteria	JH Cafeteria	Cameron Adams

Separation of Employment

<u>Classification Certified</u> Name	Site	Teaching Assignment	Reason for Separation	Effective Date
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Board of Education Personnel Reports

<u>Classification</u> <u>Name</u>	<u>Classified</u> <u>Site</u>	<u>Teaching</u> <u>Assignment</u>	<u>Reason for</u> <u>Separation</u>	<u>Effective Date</u>
Pogue, Andrea	Fogarty	Para – SpEd	Resignation	01-31-20

Guthrie Public Schools District Level Administrators

2020-2021

Name	Assignment	Site	Total Experience
James Benson	Director of Technology	Technology	31
Jon Chappell	Athletic Director	High School	29
Michelle Chapple	CFO	Administration	18
Douglas Ogle	Assistant Superintendent	Administration	23
Angie Smedley	Director of Special Education	Administration	19
Cody Thompson	Director of Operations	Maintenance	36
Carmen Walters	Executive Director	Administration	22

TREASURER'S REPORT
February 29, 2020

BANK BALANCES

FARMERS & MERCHANTS

General Fund	6,901,101.97
Building Fund	702,879.24
Sinking Fund	2,207,876.98
ILR Fund	50,154.00
G&E Fund	45,100.60
Child Nutrition Fund	238,016.83
Activity Fund	595,632.96
School Age-Care Fund	75,619.14
Bond Fund	<u>145,563.35</u>

TOTAL \$ 10,961,945.07

RECEIPTS

GENERAL FUND:

Logan County	873,138.47
State of Oklahoma	1,175,882.38
Okla. Tax Comm.	167,960.68
School Land Earn.	37,488.92
R.O.T.C.	6,471.44
Federal Programs	461,315.29
Misc Receipts	10,344.89
Correcting Entry(-)	
General Acct. Int.	4,122.92
Minus (-) Bank Fees	<u>99.22</u>
TOTAL	\$2,736,625.77

BUILDING FUND

Logan County	108,238.64
Bldg. for Champs	<u>20.00</u>
TOTAL	\$108,258.64

SINKING FUND:

Logan County	\$355,866.97
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CHILD NUTRITION FUND:

Local	37,167.79
State	21,852.69
Federal	<u>117,602.40</u>
TOTAL	\$176,622.88

INS.LOSS RECOVERY FUND:

BOND FUND:

Interest	32.18
Bank Fees	<u>(-) 7.82</u>
TOTAL	\$24.36

WARRANTS PAID

GENERAL FUND:

2018-2019
2019-2020 \$2,022,090.16

GIFTS & ENDOWMENTS FUND:

2018-2019
2019-2020

BUILDING FUND:

2018-2019 \$ 7,027.96
2019-2020 \$18,864.90

INS. LOSS RECOVERY FUND:

2018-2019
2019-2020

CHILD NUTRITION FUND:

2018-2019
2019-2020 \$148,793.15

BOND FUND:

2018-2019 \$ 201.60
2019-2020 \$27,871.56

CD/INVESTMENTS:

Farmers and Merchants Bank – Bond CD \$ 1,000,000.00

TOTAL MONIES IN F&M BANK \$ 10,961,945.07

PLEGGED – FDIC \$ 250,000.00
PLEGGED – F&M BANK \$ 13,294,000.00

TRANSFERS FOR BOARD APPROVAL

As of 2/28/2020

TO:	FROM:	REASON	\$AMOUNT
HS Activity, 884	Math of Finance, 892	Inactive account	\$93.98
Special Olympics, 929	GUES PTO, 929	Correcting payment	\$45.00



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

Amount 45.00 Date Requested 2/18/20

Transfer to: Special Olympics, 929
Account Name & Number

Transfer from: GUES PTO, 815
Account Name & Number

State Reason for Transfer Below

Paid against Sp Oly PO 60-932 in error. Should be paid on GUES PTO PO 60-1147. PO given to transportation when vehicle was picked up but not noted therefore paid on wrong PO

Sponsor's Signature: _____

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: AF Clerk _____

Transfer # _____

Board Approved _____

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
As of 2/28/2020**

- | | |
|----------------------------------|---|
| 1. Cotteral PTO, 804 | Block Party w/pizza, water & pop sales |
| 2. Fogarty PTO, 808 | Blue Source school supplies presale |
| 3. GUES PTO, 815 | Coin wars |
| 4. Charter Oak PTO, 841 | Kona Ice |
| 5. HS Athletics, 852 | John Vance Motors Drive 4 UR School |
| 6. Football Camp, 854 | Elementary Football Camp |
| 7. HS FCCLA, 878 | Donation/Sponsorship Solicitation |
| 8. HS FCCLA, 878 | Sell Meals during Parent Teacher Conference |
| 9. Guthrie Lady Jays, 881 | Junior Jays Basketball Skills Clinic |
| 10. HS STUCO, 899 | Rock Week Activities (Donations, food sales, raffle) |
| 11. HS Cheer, 853 | World's Finest Chocolate sales (Reschedule previous approved fundraiser) |
| 12. HS Cheer, 853 | Bake/Snack Sale (Reschedule previous approved fundraiser) |



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/25/2020 Site: COTTERAL ELEM. 120 Unobligated Account Balance: 13,784.91 11,884.04 2/27/20

Account Name: COTTERAL ELEMENTARY PTO Account Number: 804

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) EVENING BLOCK PARTY SELLING PIZZA, WATERS AND POP

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

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

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

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

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) PIZZA, POP AND WATER

Manufacturer: NONE

Purpose for which funds will be used: 100 DAY CELEBRATION, TEACHER INCENTIVES, LUNCHEONS FOR STAFF ON PARENT/TEACHER CONFERENCES

TEACHER APPRECIATION WEEK

Name/Address of Vendor: PAPA JOHNS PIZZA-GUTHRIE, OK, WALMART

Items to be purchased in order to conduct the fundraiser: POP, WATER AND PAPER GOODS

Estimated INCOME: \$1000.00 Fundraiser start date: APRIL 24, 2020
Less Estimated EXPENSES: \$200.00 \$200.00
Estimated PROFIT: \$800.00 Fundraiser end date: APRIL 24, 2020

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

What will happen to any items that are not sold? STAFF MAY BUY THEM TO TAKE HOME Are

school district facilities required? NO if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: [Blank]

Principal's Signature: [Signature] Date: 2/26/2020

Athletic Director's Signature (if applicable): [Blank] Date: [Blank]

Board of Education Approval Date: [Blank]
AF Fundraiser Request 12/2017

[Signature]



2.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/18/20 Site: Fogarty Unobligated Account Balance: \$5,991.⁰³ as of 2/18/20

Account Name: Fogarty PTO Account Number: 808

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Presale for school supplies through Blue Source

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

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

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

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

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

Manufacturer: n/a

Purpose for which funds will be used: classroom supplies for teachers, equipment for work room, student incentives.

Name/Address of Vendor: Blue Source , 2000 E. Seward Rd

Items to be purchased in order to conduct the fundraiser: school supplies as on GPS school supply lists.

Estimated INCOME: 400.00 Fundraiser start date: 4/20/20
 Less Estimated EXPENSES: 0.00
 Estimated PROFIT: 400.00 Fundraiser end date: 8/20/20

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

What will happen to any items that are not sold? items are presold so there will not be any unsold items Are

school district facilities required? n/a if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: 2-18-20

Principal's Signature: [Signature] Date: 2-18-20

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

[Signature]



3.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2.17.20 Site: 125 - GUES Unobligated Account Balance: 17000.00 5,481

Account Name: PTO Account Number: 815

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Coin Wars

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

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

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

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

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

Manufacturer: N/A

Purpose for which funds will be used: Chrome Book Cart & Chrome Books.
10% donated to charity of choice by winning team.

Name/Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser: Prizes & 10% to charity

Estimated INCOME: \$6000.00 Fundraiser start date: March 23, 2020
Less Estimated EXPENSES: \$800.00

Estimated PROFIT: 5200.00 Fundraiser end date: March 27, 2020

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

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

school district facilities required? _____ if yes a facility use permit must be completed.

Sponsor Signature: Same + Date: _____

Principal's Signature: Susan Davidson Date: 2.17.20

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017



4.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2-10-20 Site: Charter Oak Unobligated Account Balance: 6557.33 6886.17

Account Name: Charter Oak PTO Account Number: 841

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Kona Ice

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

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

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

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

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) Shaved Ice, Snow Cones

Manufacturer: Kona Ice

Purpose for which funds will be used: Classroom supplies, field trips, incentives and rewards

Name/Address of Vendor: Kona Ice Joe Lindsey

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

Estimated INCOME: 2000.00 Fundraiser start date: May 2, 2020
 Less Estimated EXPENSES: 1000.00
 Estimated PROFIT: 1000.00 Fundraiser end date: May 19, 2020

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

What will happen to any items that are not sold? All will be sold Are

school district facilities required? _____ if yes a facility use permit must be completed.

Sponsor Signature: _____ Date: _____

Principal's Signature: Joy Ball Date: 2-10-20

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

Mr Chapple



RECEIVED
BY: [Signature]

5.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/12/20 Site: GHS Unobligated Account Balance: 25,000

Account Name: Athletics HS Account Number: 852

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Parents, community members, friends and family will test drive cars. They will pay us so much per test drive.

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

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

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

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

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

Manufacturer: n/a

Purpose for which funds will be used: Athletic equipment, travel etc. All Sports

Name/Address of Vendor: John Vance Motors/Drive 4 UR School

Items to be purchased in order to conduct the fundraiser: n/a

Estimated INCOME: 5,000 Fundraiser start date: April 4th 2020

Less Estimated EXPENSES: 0

Estimated PROFIT: 5,000 Fundraiser end date: April 4th

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

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

school district facilities required? no if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: 2/12/20

Principal's Signature: [Signature] Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 2/12/20

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

[Signature]



6.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: January 27, 2020 Site: HS Unobligated Account Balance: 4678.91

Account Name: Football Camp #854 Account Number: 854

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Football Camp For Elementary

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

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

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

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

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

Manufacturer: _____

Purpose for which funds will be used: Purchase Equipment for Football

Name/Address of Vendor: NA

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

Estimated INCOME: 3000.00 Fundraiser start date: May 12- 2020

Less Estimated EXPENSES: _____

Estimated PROFIT: 3000.00 Fundraiser end date: May 14, 2020

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

What will happen to any items that are not sold? NA Are _____

school district facilities required? Yes if yes a facility use permit must be completed.

Sponsor Signature: [Signature] Date: 1-30-20

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 1/27/2020

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017



BY: apaul

7.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date 2/27/20 Site: GHS Unobligated Account Balance: 643.82 2676⁵²

Account Name: HS FCCLA Account Number: 878

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Requesting donations/sponsorships

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

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

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

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

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

Manufacturer: n/a

Purpose for which funds will be used: To assist in paying for national leadership trips

Name/Address of Vendor: n/a

Items to be purchased in order to conduct the fundraiser: n/a

Estimated INCOME: 1000 Fundraiser start date: 3/10/20

Less Estimated EXPENSES: 0

Estimated PROFIT: 1000 Fundraiser end date: 06/15/20

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

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

school district facilities required? no if yes a facility use permit must be completed.

Sponsor Signature: Jessie Meek Date: 2/26/20

Principal's Signature: Chris L. Brando Date: 2-26-20

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/27/20 Site: GHS Unobligated Account Balance: 643.82 2676.57

Account Name: HS FCCLA Account Number: 878

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Meal to be sold at parent teacher conference to parents and family.

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

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

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

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

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) baked meal, soup, pulled pork, or some other simple meal option with a dessert

Manufacturer: n/a

Purpose for which funds will be used: To assist in paying for national leadership trips

Name/Address of Vendor: walmart and sams

Items to be purchased in order to conduct the fundraiser: food and serving supplies

Estimated INCOME: 500 Fundraiser start date: 3/10/20
 Less Estimated EXPENSES: 250
 Estimated PROFIT: 250 Fundraiser end date: 03/15/20

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

What will happen to any items that are not sold? possibly sold to teachers for lunch next day Are

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

Sponsor Signature: Jessie Men Date: 2/20/20

Principal's Signature: Chris H. Brando Date: 2-27-20

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

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

Yvonne Chapple



RECEIVED
BY: apaul

9.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 02/25/2020 Site: Guthrie High School Unobligated Account Balance: \$3,582.69

Account Name: Guthrie Lady Jays Account Number: 881

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Junior Jays Basketball Skills Clinic- May 3-5, 2020, Boys and Girls, grades pk-6, skills competition at conclusion, \$25 per participant (will receive a shirt)

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

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

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

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

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

Manufacturer: _____

Purpose for which funds will be used: Lady Jays Team Summer Camps

Name/Address of Vendor: MTM Recognition-Del City, Cimarron Screen Printing-Edmond

Items to be purchased in order to conduct the fundraiser: T-shirts for coaches, players, and participants, Awards for Competition winners

Estimated INCOME: \$2500 Fundraiser start date: Start collecting money/registration 4/7
 Less Estimated EXPENSES: \$550
 Estimated PROFIT: \$1950 Fundraiser end date: May 5, 2020

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

What will happen to any items that are not sold? no items being sold Are _____

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

Sponsor Signature: [Signature] Date: _____

Principal's Signature: [Signature] Date: 2-27-20

Athletic Director's Signature (if applicable): [Signature] Date: 2/27/20

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

[Signature]

SNOW



10.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 4/27/2020-5/1/2020 Site: GHS Unobligated Account Balance: 84161.95 age 2/24/20

Account Name: HS STUDENT COUNCIL Account Number: 899

Select One: Soliciting in School Only Soliciting in school & community Community Only
Describe the fundraiser to be conducted (items sold/activity planned, etc.) UNITED WEEK/ROCK WEEK (Additional Activities)
DONATIONS, SELLING OF VARIOUS FOOD AND SNACKS, RAFFLE (AIRPODS OR LAPTOP)

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

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

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

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

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) CANDY, DESERTS, SODA, WATER, BREAKFAST

Manufacturer:

Purpose for which funds will be used: RAISING MONEY FOR A SPECIFIC ORGANIZATION

Name/Address of Vendor: WALMART

Items to be purchased in order to conduct the fundraiser: CANDY, DESERTS, SODA, WATER, PAINT, DODGEBALLS,

Estimated INCOME: 2500 Fundraiser start date: 4/27/2020
Less Estimated EXPENSES: 500
Estimated PROFIT: 2000 Fundraiser end date: 5/1/2020

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

What will happen to any items that are not sold? USED AT A LATER DATE Are
school district facilities required? if yes a facility use permit must be completed.

Sponsor Signature: Date: 2-21-2020
Principal's Signature: Date: 2-21-20
Athletic Director's Signature (if applicable): Date:

Board of Education Approval Date:
AF Fundraiser Request 12/2017

Handwritten signature: M. Chapple 27



February 19, 2020

To Whom It May Concern:

The high school cheerleading squad had planned to complete the two fundraisers attached, but due to unforeseen issues, we were not able to get them done by the dates indicated. We would still benefit from completing them. Please consider granting board approval so we can still participate in these fundraisers this academic year.

Thank you for your consideration.

Sincerely,

Pam Johnson-Fields

Pam Johnson-Fields
GHS Cheer Coach



RECEIVED
AUG 14 2019

RECEIVED
AUG 22 2019
BY: [Signature]

2. 11.

338467.08
~~48~~
\$3,574

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 7/24/19 Site: High School Unobligated Account Balance: _____

Account Name: High School Cheer Account Number: #853

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Worlds Finest Chocolate

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

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

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

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

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

Manufacturer: N/A

Purpose for which funds will be used: Competition, Cheer mats, supplies

Name/Address of Vendor: World's Finest Chocolate 4801 Lawndale Chicago, IL 60632

Items to be purchased in order to conduct the fundraiser: Candy Bars

Estimated INCOME: 3000.00 Fundraiser start date: 11/4/19 3/20/20
 Less Estimated EXPENSES: 1500.00
 Estimated PROFIT: 1500.00 Fundraiser end date: 11/19/19 4/13/20

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

What will happen to any items that are not sold? There will be no excess items Are _____

school district facilities required? no if yes a facility use permit must be completed.

Sponsor Signature: Sam Johnson Fuelers Date: 7/24/19

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 8/9/19

APPROVED

Board of Education Approval Date: _____
AF Fundraiser Request 12/2017

SEP 09 2019

BOARD OF EDUCATION
GUTHRIE, OK

[Handwritten signature]



RECEIVED
AUG 1 2019
BY: _____

RECEIVED
AUG 22 2019
BY: _____

3. 12.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 7/24/19 Site: High School Unobligated Account Balance: 3574.48
Account Name: High School Cheer Account Number: #853 3384.67
8

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Bake/Snack Sale

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

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

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

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

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

Manufacturer: N/A

Purpose for which funds will be used: Competition, Cheer mats, supplies

Name/Address of Vendor: Sam's Club

Items to be purchased in order to conduct the fundraiser: Snacks and Candy

Estimated INCOME: 700.00 Fundraiser start date: 10/7/19 5/4/20
 Less Estimated EXPENSES: 200.00
 Estimated PROFIT: 500.00 Fundraiser end date: 10/21/19 5/15/20

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

What will happen to any items that are not sold? There will be no excess items Are _____

school district facilities required? no if yes a facility use permit must be completed.

Sponsor Signature: Sam Jensen Fields Date: 7/24/19

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 8/7/19

Board of Education Approval Date: SEP 09 2019
AF Fundraiser Request 12/2017

APPROVED

BOARD OF EDUCATION
GUTHRIE, OK

[Signature]

**Transportation Department
Fuel Bids
2019-2020**

DATE: <u>2-14-2020</u> PO#:	TIME BIDS BEGAN: <u>825</u> TIME BIDS CLOSED: <u>925</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEADED: <u>1600</u>		
COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	<u>Eugene</u> KIT, BRIAN, CODY or HARDIN	1-866-455-3835	1.9607	1.9459
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	1.7366	1.7472
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	1.7266	1.7298
EARNHEART OIL & PROPANE	<u>DUSTIN</u>	405-612-2650	1.79	1.79
AMOUNT OF FUEL PURCHASED:		COMPANY BID AWARDED TO: <u>Red Rock</u>		
UNLEADED FUEL: <u>1000</u>	PRICE PER GALLON: <u>1.7266</u>	TOTAL AMT: <u>1726.60</u>		
DIESEL FUEL: <u>7000</u>	PRICE PER GALLON: <u>1.7298</u>	TOTAL AMT: <u>12108.60</u>		
		TOTAL PURCHASE: <u>13,835.20</u>		
PER TELEPHONE BIDS RECEIVED BY: <u>Steve Burtell</u> <u>Shelley Jones</u>		COMMENTS:		

Purchase Order Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 7/1/2019 - 6/30/2020, PO Range: 1047 - 1122

PO No	Date	Vendor No	Vendor	Description	Amount
1047	02/03/2020	15994	AMAZON CAPITAL SERVICES	JH/Misc Supplies	527.08
1048	02/03/2020	44504	W. L. SNOOK & ASSOCAITES, INC	JH/Traffic Barricades	621.50
1049	02/06/2020	16003	VERNIER SOFTWARE AND TECHNOLOGY LLC	Windmill parts	804.96
1050	02/07/2020	14377	FOLLETT SCHOOL SOLUTIONS, INC	Books	2,820.11
1051	02/06/2020	16475	PEARSON EDUCATION, INC.	PSYCH TESTING SUPPLIES	95.00
1052	02/04/2020	12686	LOREN L JONES	BUSINESS CARDS FOR DOUG OGLE	45.00
1053	02/06/2020	12682	MIDWEST BUS SALES, INC.	Door handle q#9487	102.76
1055	02/06/2020	42234	CHALK'S TRUCK PARTS, INC.	Warning lights 7' q#959654	126.00
1056	02/07/2020	14379	BUCK'S WHEEL & EQUIPMENT CO.	Thomas C2 painted hood grille	642.20
1057	02/07/2020	44398	DETCO INDUSTRIES, INC.	W/W Sol x Gallon drum (windshield washer deicer)	679.00
1058	02/07/2020	44186	DOUBLE T ENTERPRISES, LLC	Batteries for fleet	1,139.25
1059	02/06/2020	42234	CHALK'S TRUCK PARTS, INC.	LED stop sign light Q960252	217.00
1060	02/06/2020	42234	CHALK'S TRUCK PARTS, INC.	Hood Rest Q959606	570.00
1061	02/06/2020	44398	DETCO INDUSTRIES, INC.	Solvent Q#2618	236.00
1062	02/04/2020	42234	CHALK'S TRUCK PARTS, INC.	Warning Light red	126.00
1063	02/03/2020	44519	DAVID BRIAN WASHAM	S.R.O.	5,000.00
1064	02/06/2020	15994	AMAZON CAPITAL SERVICES	150 School supplies	150.00
1065	02/10/2020	17290	FLEETPRIDE, INC.	Bus 21 diagnostic	500.00
1066	02/10/2020	83615	PATTI JO BOHLMAN	MILEAGE REIMBURSEMENT	250.00
1067	02/11/2020	42884	LOYAL SUPPLY, INC.	SHOP SUPPLIES	837.46
1068	02/11/2020	15949	GREAT PLAINS, INC	HEADLIGHT FOR KABOTA TRACTOR	39.56
1069	02/11/2020	17290	FLEETPRIDE, INC.	TRANSMISSION FOR BUS 26	2,900.00
1071	02/11/2020	44398	DETCO INDUSTRIES, INC.	DISPENSER WINDSHIELD WASH	146.40
1072	02/11/2020	44087	GOOLSBEE TIRE SERVICE INC	5 TIRES 255 70R 22.5	1,250.00
1073	02/11/2020	44087	GOOLSBEE TIRE SERVICE INC	6 TIES 11R22.5 Q1-179068	1,060.00
1074	02/11/2020	43818	BRENDA DEEANN BRANDON	DOOR STICKER SIGNS	30.00
1075	02/14/2020	13286	RED ROCK DISTRIBUTING CO.	1000 GALLONS UNLEADED 7000 GALLONS DIESEL	13,835.20
1076	02/13/2020	42234	CHALK'S TRUCK PARTS, INC.	QUOTE 961935 CLAMPS	126.00
1077	02/13/2020	12682	MIDWEST BUS SALES, INC.	SEON CAMERA SYSTEM AND INSTALLATION FOR BUS 12	2,700.00
1078	02/13/2020	15994	AMAZON CAPITAL SERVICES	Title III-EL: Books for EL Classroom	100.00
1079	02/13/2020	12171	LAKESHORE LEARNING MATERIALS	Title III-A EL: Class Materials for EL Classroom	464.57
1080	02/13/2020	12171	LAKESHORE LEARNING MATERIALS	Title VI: After School Tutoring Supplies	292.06
1081	02/12/2020	15994	AMAZON CAPITAL SERVICES	Curtains	67.98
1082	02/12/2020	15994	AMAZON CAPITAL SERVICES	Art Supply Storage	153.42
1083	02/17/2020	11966	JOSTENS, INC.	DIPLOMAS & COVERS/HS	2,862.50
1084	02/17/2020	43821	TEACHER SYNERGY, LLC	LESSON PLANS	50.00
1085	02/17/2020	42347	SCOTT L. CROUSE	SCHOOL PSYCH TESTING	89.00
1086	02/18/2020	15994	AMAZON CAPITAL SERVICES	WELDER CART FOR NEW WELDER	131.99
1087	02/19/2020	44089	BIG GAME SPORTS, INC	HS- FOOTBALLS (FB)	830.87

Purchase Order Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 7/1/2019 - 6/30/2020, PO Range: 1047 - 1122

PO No	Date	Vendor No	Vendor	Description	Amount
1088	02/19/2020	17598	KRANOS CORPORATION	HS- HELMETS (FB)	2,511.90
1089	02/17/2020	11631	HAC, INC.	BLANKET PO	300.00
1090	02/19/2020	83867	CARLY MARCILLE MURRAY	IN-DISTRICT MILEAGE REIMBURSEMENT	750.00
1091	02/19/2020	12899	O'REILLY AUTOMOTIVE STORES, INC.	DISTRICT FLEET PARTS AND SUPPLIES	1,000.00
1092	02/13/2020	12682	MIDWEST BUS SALES, INC.	SEON CAMERA SYSTEM AND INSTALLATION FOR BUS 29	2,700.00
1093	02/19/2020	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	QUOTE NUMBER 256782 HOOD CABLES FOR VARIOUS BUSES	81.10
1094	02/19/2020	13789	SULLIVAN SUPPLY INC.	LIVESTOCK FANS FOR PROGRAM	574.00
1095	02/20/2020	12967	OKLAHOMA HOME CENTERS, INC.	BATTERY 18 VOLT DEWALT DRILL	99.99
1096	02/20/2020	43003	ACT IOWA CITY	PREACT REPORTING PACKAGE	98.00
1097	02/20/2020	15994	AMAZON CAPITAL SERVICES	CONSTRUCTION PAPER COTTERAL	508.30
1098	02/18/2020	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	591.00
1099	02/14/2020	16371	TWOTREES TECHNOLOGIES, LLC	SOPHOS	8,811.25
1100	02/14/2020	17727	PROJECT LEAD THE WAY, INC.	JH/MICROBIT CLASS PACK/DARCY	910.00
1101	02/19/2020	44148	FLITE TEST	JH/MOTORS, SERVOS, ESC CONTROLLERS/PETERMAN	186.24
1102	02/19/2020	15994	AMAZON CAPITAL SERVICES	JH/STORAGE FOR BUILDING CLASS/PETERMAN	132.80
1103	02/24/2020	10253	BMI EDUCATIONAL SERVICES	RSA: CLASSROOM SETS OF BOOKS	962.05
1104	02/24/2020	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES FOR FLEET	1,000.00
1105	02/24/2020	44489	INDUSTRIAL TRUCK EQUIPMENT INC	REPAIRS TO BUS 58 LIFT	1,000.00
1106	02/26/2020	44110	CDW LLC	HEADPHONES FOR TESTING INSTRUCTORS	435.00
1107	02/26/2020	42632	AAA PLAYGROUNDS	TSET GRANT	7,500.00
1108	02/25/2020	15994	AMAZON CAPITAL SERVICES	TABLE AND CLOTH FOR AG PROGRAM	71.14
1109	02/25/2020	44528	IMACT IMAGES, INC	CHAIRS FOR AG PROGRAM	399.08
1110	02/27/2020	10347	BUREAU OF EDUCATION & RESEARCH, INC	PROFESSIONAL DEVELOPMENT	279.00
1111	02/24/2020	15994	AMAZON CAPITAL SERVICES	INK FOR PRINTER	28.98
1112	02/24/2020	15994	AMAZON CAPITAL SERVICES	JH/SUPPLIES FOR PLTW CLASS /PETERMAN	67.24
1113	02/27/2020	44446	CHRISTI WALLER	BELLRINGERS FOR THE CONTENT CLASSROOM	720.00
1114	02/27/2020	10347	BUREAU OF EDUCATION & RESEARCH, INC	GOOGLE CLASSROOM PD FOR TEACHERS	477.66
1115	02/28/2020	16808	SHERI STEVENSON	MILEAGE REIMBURSEMENT	60.00
1116	02/27/2020	17290	FLEETPRIDE, INC.	WHEELS 225X825 662BK21 5 X2 VARIOUS BUSES	149.92
1117	02/27/2020	17290	FLEETPRIDE, INC.	CYLINDER LOCKS PART #6700-0779 X 8	90.00
1118	02/26/2020	12171	LAKESHORE LEARNING MATERIALS	RSA: CLASSROOM MATERIALS	2,454.28
1119	02/26/2020	44193	SUNDANCE/NEWBRIDGE LLC	RSA: COMPREHENSION KITS GRADES 1-3	7,047.96

Purchase Order Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 7/1/2019 - 6/30/2020, PO Range: 1047 - 1122

PO No	Date	Vendor No	Vendor	Description	Amount
1120	02/26/2020	13989	THOMPSON BOOK & SUPPLY	RSA: READING INTERVENTION MATERIALS	6,273.48
1121	02/26/2020	44524	EDUCATIONAL IDEAS, INC	TITLE III-A EL: PICTURES WITH DIGITAL ACCESS	0.00
1122	03/02/2020	44536	KR DIAGNOSTIC SERVICES, LLC	PSYCH TESTING CONTRACT	5,000.00
Non-Payroll Total:					\$95,889.24
Payroll Total:					\$0.00
Report Total:					\$95,889.24

Purchase Order Register

Options: Year: 2019-2020, Fund: Building, Date Range: 7/1/2019 - 6/30/2020, PO Range: 367 - 414

PO No	Date	Vendor No	Vendor	Description	Amount
367	02/07/2020	16370	QUICK SERVICE STEEL	MISC IRON, PIPE, METAL MATERIALS	300.00
368	02/07/2020	44507	JACK CHAPMAN	INSTALL NEW JR HIGH KITCHEN EXTERIOR DOOR	1,525.00
369	02/07/2020	15369	SCHINDLER ELEVATOR CORPORATION	FOGARTY LIFT REPAIRS	0.00
370	02/07/2020	43656	GRACO ROOFING CONSTRUCTION LLC	CENTRAL ROOFING REPAIRS	1,000.00
371	02/06/2020	11619	HOME DEPOT CREDIT SERVICES	20 AMP BREAKERS FOR HS	75.00
372	02/06/2020	17249	S. T. BOLDING III	REPLACE BREAKER BOX BASEBALL COMPLEX	1,100.00
373	02/06/2020	15969	SOUTHWEST PAPER, INC - OKC	DISTRICT CUSTODIAL SUPPLIES	128.39
374	02/06/2020	44046	DECKER INC	SWING HANGERS FOR GUES	227.28
375	02/06/2020	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR BFC, CENTRAL, CHARTER OAK	237.15
376	02/04/2020	43883	UNITED REFRIGERATION, INC.	FAN CONTROL KITS FOR HS	250.00
377	02/11/2020	43639	KONE, INC	FOGARTY LIFT REPAIRS	2,500.00
378	02/11/2020	13646	CAROLYN BLACK HALLER	DISTRICT NOTICE SIGNS	300.00
379	02/11/2020	44271	MECHANICAL SALES MIDWEST, INC.	REPLACE MOTOR AND OVERHAUL PUMP AT HS	1,259.46
380	02/12/2020	44092	INNOVATIVE MECHANICAL LLC	FAN KIT AND IGNITOR FOR COTTERAL GYM HEATER	750.00
381	02/12/2020	15994	AMAZON CAPITAL SERVICES	JR HIGH BOILER PLUG WIRES	105.00
382	02/18/2020	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
383	02/14/2020	15994	AMAZON CAPITAL SERVICES	FISHING TAPE KIT	34.99
384	02/17/2020	10110	HENKE & WANG PLUMBING	GAS LINE REPAIRS AT COTTERAL	0.00
385	02/17/2020	14674	HOMETOWN RENTAL & FEED, INC.	EQUIPMENT RENTAL FOR COTTERAL	0.00
386	02/19/2020	15969	SOUTHWEST PAPER, INC - OKC	VACUUM PARTS	77.35
387	02/19/2020	40596	JAMES C. MCGEE	RECYCLED ASPHALT AND SPREAD MAINT/BUS LOT	2,740.00
388	02/19/2020	10110	HENKE & WANG PLUMBING	GAS LINE REPAIRS AT COTTERAL	1,615.00
389	02/19/2020	13646	CAROLYN BLACK HALLER	PEEL AND STICK NOTICE SIGNS FOR DISTRICT	200.00
390	02/20/2020	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	1,000.00
391	02/20/2020	15969	SOUTHWEST PAPER, INC - OKC	CLOROX 360 DISINFECTING MACHINE	4,000.00
392	02/20/2020	15969	SOUTHWEST PAPER, INC - OKC	FLOOR FINISH FOR HS CAFE	1,175.09
393	02/21/2020	43749	TREAT'S SOLUTIONS, LLC	DISTRICT CUSTODIAL SUPPLIES	2,424.57
394	02/21/2020	15969	SOUTHWEST PAPER, INC - OKC	DISTRICT CUSTODIAL SUPPLIES	2,289.02
395	02/26/2020	44529	MIDWEST MACHINERY	PARTS FOR JR HIGH BOILER	531.00
396	02/26/2020	15969	SOUTHWEST PAPER, INC - OKC	WET VAC HOSE END FOR CHARTER OAK	17.80
397	02/26/2020	15718	OVERHEAD DOOR COMPANY OF OKC, INC.	OVERHEAD DOOR REPAIRS AT FFA HOG FARM	1,000.00
398	02/26/2020	17277	EDMOND SAFE & LOCK, INC.	LOCK SET FOR FOGARTY KITCHEN	100.00
399	02/26/2020	17450	ALL COMMERCIAL OPENINGS, INC.	DOOR HINGES AND KEY BLANKS FOR DISTRICT	100.00
400	02/26/2020	15994	AMAZON CAPITAL SERVICES	HAMMER DRILL FOR OPERATIONS	115.00
401	02/25/2020	43656	GRACO ROOFING CONSTRUCTION LLC	CENTRAL ROOF LEAK REPAIRS	3,500.00

Purchase Order Register

Options: Year: 2019-2020, Fund: Building, Date Range: 7/1/2019 - 6/30/2020, PO Range: 367 - 414

PO No	Date	Vendor No	Vendor	Description	Amount
402	02/25/2020	44230	Nature's Truth LLC	SPRING SPRAYING AT ALL SITES PER BID	2,855.00
403	02/26/2020	15969	SOUTHWEST PAPER, INC - OKC	SPRAY BOTTLES, TRIGGERS & DISINFECTANT SPRAY	271.04
404	02/27/2020	44534	WILLAIM C. CHARLES	FULL STRIP AND RECOAT HS CAFE FLOOR	2,740.00
405	02/26/2020	40596	JAMES C. MCGEE	REPAIR FOGARTY PARKING LOT	1,200.00
406	02/28/2020	44197	ALL HOURS LOCKSMITH, INC.	DOOR REPAIRS AT FOGARTY	500.00
407	02/28/2020	10110	HENKE & WANG PLUMBING	INSTALL NEW WATER COOLERS & BOTTLE FILLERS AT GUES	1,550.00
408	02/27/2020	42501	EARTHSMART CONTROLS, LLC	T-STAT FOR HS	460.00
409	02/27/2020	15994	AMAZON CAPITAL SERVICES	CAPACITOR & WET SWITCH FOR TECHNOLOGY SERV ROOM	50.00
410	02/27/2020	11453	W. W. GRAINGER	WIFI THERMOSTAT FOR TECHNOLOGY SERVER ROOM	180.69
411	02/27/2020	44065	FIRETROL PROTECTION SYSTEMS, INC.	MOVE PULL STATION AT JR HIGH TECH ED FOR KILN	685.00
412	02/27/2020	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR COTTERAL AND FOGARTY	422.46
414	02/27/2020	42632	AAA PLAYGROUNDS	PLAYGROUND MATS FOR CENTRAL AND CHARTER OAK	3,406.00
Non-Payroll Total:					\$45,997.29
Payroll Total:					\$0.00
Report Total:					\$45,997.29

Purchase Order Register

Options: Year: 2019-2020, Fund: GIFTS FUND, Date Range: 7/1/2019 - 6/30/2020, PO Range: 3 - 3

PO No	Date	Vendor No	Vendor	Description	Amount
3	02/26/2020	42632	AAA PLAYGROUNDS	PLAYGROUND EQUIPMENT	15,147.00
				Non-Payroll Total:	\$15,147.00
				Payroll Total:	\$0.00
				Report Total:	\$15,147.00

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2019-2020, ReferenceDate: PO Approval Date, Date Range: 2/1/2020 - 3/2/2020, PO Range: 1 - 1122, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
43	07/01/2019	83501	JANA MARIE FREY	EXPENSE REIMBURSEMENT FOR 2019-2020	-54.30
124	07/01/2019	83916	JESSICA LYNN WEST	MILEAGE REIMBURSEMENT	-0.21
125	07/01/2019	83867	CARLY MARCILLE MURRAY	MILEAGE REIMBURSEMENT	-1.76
211	07/11/2019	44354	AMAIN.COM, INC	CARL PERKINS STEM SUPPLIES/PETERMAN/JH	-78.79
357	08/14/2019	17756	VEX ROBOTICS, INC	Carl Perkins Mechanic and Game Kits	-14.82
465	08/26/2019	44269	VIVACITY TECH PBC	Carl Perkins: Chromebook cart	100.00
613	09/24/2019	14207	WALMART COMMUNITY	150 Classroom PO	-1.34
625	09/24/2019	12387	LOWE'S COMPANIES, INC.	supplies for ag department	-4.23
805	11/13/2019	43821	TEACHER SYNERGY, LLC	Classroom and instructional materials	-0.26
830	11/20/2019	44314	KEN BERGMAN & ASSOCIATES, LLC	Saw blade	-95.76
835	11/20/2019	14207	WALMART COMMUNITY	\$150 Beginning of the Year Teacher Supplies	-0.50
873	12/04/2019	14207	WALMART COMMUNITY	School Supplies	-4.81
885	12/05/2019	11849	JERRY D. JONES	WRECKER SERVICE	-1.50
892	12/09/2019	14207	WALMART COMMUNITY	classroom supplies	-3.09
900	12/09/2019	15994	AMAZON CAPITAL SERVICES	classroom supplies and instructional materials	-7.54
907	12/09/2019	14207	WALMART COMMUNITY	CLASSROOM SUPPLIES	-0.13
929	12/12/2019	14207	WALMART COMMUNITY	150 - Classroom Supplies	-0.19
931	12/13/2019	14207	WALMART COMMUNITY	C. Hedge/Central/\$150.00	-0.39
932	12/13/2019	14207	WALMART COMMUNITY	K. Hedge/Central/\$150	-0.31
935	12/13/2019	14207	WALMART COMMUNITY	TEACHER \$150 CLASSROOM SUPPLIES	-5.24
961	12/20/2019	44493	HAMPTON INN - DUNCAN	HS- ROOMS (GIRL BB) DECEMBER 26 28, 2019	-46.00
962	12/20/2019	41388	CITIBANK\TRACTOR SUPPLY CREDIT PLAN	Air compressor regulator	-50.01
966	12/20/2019	12171	LAKESHORE LEARNING MATERIALS	\$150 CLASSROOM SUPPLY/Rosenbach/ Charter Oak	-6.00
Non-Payroll Total:					(\$277.18)
Payroll Total:					\$0.00
Report Total:					(\$277.18)

Change Order Listing

Options: Fund: Building, Year: 2019-2020, ReferenceDate: PO Approval Date, Date Range: 2/1/2020 - 3/2/2020, PO Range: 1 - 414, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
168	08/26/2019	43883	UNITED REFRIGERATION, INC.	DISTRICT HVAC PARTS AND SUPPLIES	-30.60
203	09/20/2019	44092	INNOVATIVE MECHANICAL LLC	Repair Work at Fogarty	-2,600.00
210	09/30/2019	11254	FEDERAL CORPORATION	HVAC PARTS	-126.79
302	12/09/2019	15969	SOUTHWEST PAPER, INC - OKC	VAC BAGS AND GROUT IMPREGNATOR	-6.14
Non-Payroll Total:					(\$2,763.53)
Payroll Total:					\$0.00
Report Total:					(\$2,763.53)

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
As of 2/29/2020

GENERAL LEDGER ACCOUNT

Balance (2/01/20) \$547,365.79

Add Receipts \$ 98,983.11

Less Checks Written \$ 90,839.26

Adjustments \$

Balance per Ledger \$555,509.64

BANK RECONCILIATION

Balance per bank statement \$595,632.96
As of (2/29/20)

Add Deposits in Transit \$ 2,741.53

less O/S Checks \$ 42,864.85

*Adjustments \$

Bank correction \$

Balance per Ledger \$555,509.64

Adjustment/Correction explanations:

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



Activity Fund Clerk

3-2-20

Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2020 - 2/29/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$363.96	\$24.55	\$0.00	\$0.00	\$388.51	\$0.00	\$388.51
802 CENTRAL ACTIVITY	\$10,229.29	\$4,182.00	\$0.00	\$2,045.88	\$12,365.41	\$4,775.53	\$7,589.88
803 CENTRAL PTO	\$9,502.61	\$539.59	\$0.00	\$848.18	\$9,194.02	\$1,474.00	\$7,720.02
804 COTTERAL PTO	\$11,857.60	\$384.90	\$0.00	\$192.11	\$12,050.39	\$0.00	\$12,050.39
805 COTTERAL ACTIVITY	\$11,291.55	\$0.00	\$0.00	\$468.94	\$10,822.61	\$5,111.17	\$5,711.44
806 COTTERAL FACULTY	\$335.97	\$24.95	\$0.00	\$0.00	\$360.92	\$0.00	\$360.92
808 FOGARTY PARENTS ORG.	\$9,388.58	\$1,799.91	\$0.00	\$627.40	\$10,561.09	\$2,922.60	\$7,638.49
809 FOGARTY ACTIVITY	\$13,406.16	\$1,027.90	\$0.00	\$2,266.48	\$12,167.58	\$2,736.86	\$9,430.72
810 FOGARTY FACULTY	\$129.34	\$32.95	\$0.00	\$0.00	\$162.29	\$60.00	\$102.29
811 ELEM SNACK GRANT	\$1,505.89	\$0.00	\$0.00	\$0.00	\$1,505.89	\$0.00	\$1,505.89
812 GUES ACTIVITY	\$21,658.90	\$2,629.00	\$0.00	\$3,217.83	\$21,070.07	\$10,499.97	\$10,570.10
813 GUES FACULTY	\$1,544.96	\$33.65	\$0.00	\$200.00	\$1,378.61	\$0.00	\$1,378.61
814 GUES HONOR CHOIR	\$740.50	\$0.00	\$0.00	\$273.92	\$466.58	\$75.00	\$391.58
815 GUES PARENTS ORG.	\$23,809.15	\$2,974.29	\$0.00	\$2,698.99	\$24,084.45	\$9,225.56	\$14,858.89
816 GHS SPECIAL KIDS	\$279.13	\$0.00	\$0.00	\$0.00	\$279.13	\$0.00	\$279.13
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$299.49	\$0.00	\$0.00	\$0.00	\$299.49	\$0.00	\$299.49
819 ATHLETICS JUNIOR HIGH	\$6,915.05	\$1,770.00	\$0.00	\$690.00	\$7,995.05	\$4,925.00	\$3,070.05
820 GOLF JUNIOR HIGH	\$2,483.49	\$0.00	\$0.00	\$0.00	\$2,483.49	\$0.00	\$2,483.49
821 FHA JUNIOR HIGH	\$3,232.59	\$20.00	\$0.00	\$851.00	\$2,401.59	\$869.00	\$1,532.59
822 HONOR SOCIETY JR HIGH	\$3,412.54	\$735.00	\$0.00	\$250.00	\$3,897.54	\$465.00	\$3,432.54
823 JR HIGH ACCOUNT	\$5,130.51	\$0.00	\$0.00	\$381.47	\$4,749.04	\$88.45	\$4,660.59
824 JR HIGH FACULTY	\$1,905.41	\$26.00	\$0.00	\$0.00	\$1,931.41	\$0.00	\$1,931.41
825 LIBRARY JR HIGH	\$1,921.07	\$0.00	\$0.00	\$0.00	\$1,921.07	\$0.00	\$1,921.07
826 LEARN 2 LOVE	\$25,779.77	\$0.00	\$0.00	\$0.00	\$25,779.77	\$748.82	\$25,030.95
827 CHEERLEADERS JR HIGH	\$2,903.32	\$0.00	\$0.00	\$0.00	\$2,903.32	\$0.00	\$2,903.32
830 STUCO JH	\$3,344.60	\$1,409.00	\$0.00	\$253.27	\$4,500.33	\$0.00	\$4,500.33
831 T.S.A. JR HIGH	\$1,030.69	\$0.00	\$0.00	\$0.00	\$1,030.69	\$0.00	\$1,030.69
832 YEARBOOK JR HIGH	\$4,564.07	\$342.00	\$0.00	\$0.00	\$4,906.07	\$0.00	\$4,906.07
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$21,157.99	\$15,604.83	\$0.00	\$3,590.60	\$33,172.22	\$11,096.58	\$22,075.64
841 CHARTER OAK PTO	\$8,792.18	\$882.52	\$0.00	\$1,596.47	\$8,078.23	\$2,258.45	\$5,819.78
842 CHARTER OAK FACULTY	\$499.42	\$53.95	\$0.00	\$0.00	\$553.37	\$0.00	\$553.37
850 ACADEMIC TEAM HS	\$107.70	\$0.00	\$0.00	\$0.00	\$107.70	\$0.00	\$107.70
851 ART CLUB HS	\$8,582.80	\$50.00	\$0.00	\$101.99	\$8,530.81	\$128.92	\$8,401.89
852 ATHLETICS HS	\$52,253.92	\$7,484.57	\$0.00	\$11,705.58	\$48,032.91	\$25,287.07	\$22,745.84
853 HS CHEER	\$4,246.67	\$0.00	\$0.00	\$408.00	\$3,838.67	\$454.00	\$3,384.67
854 FOOTBALL CAMP	\$4,678.91	\$0.00	\$0.00	\$0.00	\$4,678.91	\$0.00	\$4,678.91
855 TENNIS HS	\$16,832.80	\$3,666.00	\$0.00	\$1,389.94	\$19,108.86	\$5,385.25	\$13,723.61
856 GHS LIBRARY	\$238.57	\$0.00	\$0.00	\$0.00	\$238.57	\$0.00	\$238.57
858 GHS LINK CREW	\$130.97	\$0.00	\$0.00	\$0.00	\$130.97	\$0.00	\$130.97
859 BAND (OPERATING) HS	\$7,830.19	\$742.00	\$0.00	\$690.90	\$7,881.29	\$4,256.87	\$3,624.42
860 CLASS OF 2021 HS	\$2,809.90	\$340.00	\$0.00	\$0.00	\$3,149.90	\$0.00	\$3,149.90
861 CLASS OF 2023 HS	\$888.36	\$0.00	\$0.00	\$0.00	\$888.36	\$0.00	\$888.36
864 GHS ALUMNI ACCOUNT	\$8,467.96	\$0.00	\$0.00	\$0.00	\$8,467.96	\$0.00	\$8,467.96
865 CLASS OF 2022 HS	\$2,101.08	\$0.00	\$0.00	\$0.00	\$2,101.08	\$0.00	\$2,101.08
869 ENGLISH CLUB	\$1,051.44	\$0.00	\$0.00	\$139.30	\$912.14	\$0.00	\$912.14
870 HS FACULTY/COURTESY ACCOUNT	\$1,004.39	\$43.45	\$0.00	\$0.00	\$1,047.84	\$165.00	\$882.84
871 HS STUDENT PANTRY	\$16,852.01	\$150.00	\$0.00	(\$34.62)	\$17,036.63	\$0.00	\$17,036.63
872 CLASS OF 2020	\$8,337.70	\$50.00	\$0.00	\$0.00	\$8,387.70	\$0.00	\$8,387.70
876 FFA 4H BOOSTER CLUB HS	\$38,657.67	\$8,712.00	\$0.00	\$2,995.00	\$44,374.67	\$28,000.00	\$16,374.67
877 FFA HS	\$14,035.53	\$17,024.00	\$0.00	\$25,174.13	\$5,885.40	\$2,781.61	\$3,103.79
878 FCCLA (FHA) HS	\$2,893.82	\$7.75	\$0.00	\$0.00	\$2,901.57	\$225.00	\$2,676.57
879 FOREIGN LANGUAGE SPAN HS	\$4,689.16	\$0.00	\$0.00	\$0.00	\$4,689.16	\$0.00	\$4,689.16
880 XC Bluecrew	\$3,926.48	\$2,587.00	\$0.00	\$3,006.80	\$3,506.68	\$677.50	\$2,829.18
881 Lady Jays Basketball	\$6,469.69	\$300.00	\$0.00	\$0.00	\$6,769.69	\$3,185.00	\$3,584.69
882 GUTHRIE RUNNING CLUB HS	\$5.80	\$0.00	\$0.00	\$0.00	\$5.80	\$0.00	\$5.80

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2020 - 2/29/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
883 HERITAGE CLUB HS	\$1,575.40	\$0.00	\$0.00	\$0.00	\$1,575.40	\$0.00	\$1,575.40
884 HIGH SCHOOL ACCOUNT	\$13,671.51	\$42.33	\$0.00	\$1,154.29	\$12,559.55	\$7,694.55	\$4,865.00
885 STUDENT SUPPORT HS	\$2,920.60	\$259.09	\$0.00	\$58.20	\$3,121.49	\$81.10	\$3,040.39
886 HONOR SOCIETY HS	\$2,507.93	\$0.00	\$0.00	\$0.00	\$2,507.93	\$0.00	\$2,507.93
889 KEY CLUB HS	\$738.28	\$0.00	\$0.00	\$156.00	\$582.28	\$195.00	\$387.28
890 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
891 STEM CLUB	\$150.00	\$0.00	\$0.00	\$145.15	\$4.85	\$0.00	\$4.85
892 MATH OF FINANCE	\$93.98	\$0.00	\$0.00	\$0.00	\$93.98	\$0.00	\$93.98
893 MU ALPHA THETA HS	\$3,802.82	\$200.30	\$0.00	\$259.40	\$3,743.72	\$110.60	\$3,633.12
895 JROTC HS	\$4,509.36	\$410.00	\$0.00	\$217.00	\$4,702.36	\$530.00	\$4,172.36
897 SOCCER CLUB HS	\$4,132.86	\$1,241.13	\$0.00	\$2,909.36	\$2,464.63	\$0.00	\$2,464.63
898 SCIENCE CLUB HS	\$6,194.29	\$0.00	\$0.00	\$884.89	\$5,309.40	\$704.52	\$4,604.88
899 STUDENT COUNCIL HS	\$10,021.35	\$267.00	\$0.00	\$1,484.21	\$8,804.14	\$817.39	\$7,986.75
900 CAMPUS BEAUTIFICATION HS	\$5,314.11	\$87.50	\$0.00	\$124.47	\$5,277.14	\$917.14	\$4,360.00
902 VOCAL HS	\$2,343.12	\$3,000.00	\$0.00	\$682.55	\$4,660.57	\$3,217.15	\$1,443.42
904 YEARBOOK HS	\$18,548.08	\$0.00	\$0.00	\$0.00	\$18,548.08	\$1,858.00	\$16,690.08
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$58.14	\$0.00	\$0.00	\$0.00	\$58.14	\$0.00	\$58.14
911 FFA BUILDING FUND	\$2,985.84	\$0.00	\$0.00	\$139.00	\$2,846.84	\$679.92	\$2,166.92
913 DRAMA HS	\$2,127.65	\$1,233.00	\$0.00	\$429.23	\$2,931.42	\$1,834.41	\$1,097.01
922 COURTESY COMMITTEE ADMIN	\$124.53	\$0.00	\$0.00	\$0.00	\$124.53	\$105.00	\$19.53
925 GENERAL FUND REFUND	\$2,915.54	\$69.19	\$0.00	\$0.00	\$2,984.73	\$18.00	\$2,966.73
927 HALL OF FAME BANQUET	\$1.97	\$0.00	\$0.00	\$0.00	\$1.97	\$0.00	\$1.97
929 DISTRICT SPECIAL OLYMPICS	\$25,660.08	\$850.00	\$0.00	\$372.06	\$26,138.02	\$4,915.00	\$21,223.02
932 SUMMER SCHOOL HS	\$1,935.00	\$0.00	\$0.00	\$0.00	\$1,935.00	\$0.00	\$1,935.00
933 FAVER C&C	\$377.21	\$10.00	\$0.00	\$0.00	\$387.21	\$84.48	\$302.73
934 TRANSPORTATION C&C	\$2,874.39	\$884.55	\$0.00	\$1,011.28	\$2,747.66	\$1,302.10	\$1,445.56
935 VENDING MACHINE ADMIN	\$659.58	\$0.00	\$0.00	\$0.00	\$659.58	\$412.19	\$247.39
937 FAVER ACTIVITY	\$80.27	\$0.00	\$0.00	\$0.00	\$80.27	\$0.00	\$80.27
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$14,115.37	\$265.71	\$0.00	\$273.06	\$14,108.02	\$860.78	\$13,247.24
942 C.N. CLEARING ACCT	(\$565.00)	\$14,509.55	\$0.00	\$14,509.55	(\$565.00)	\$32,333.95	(\$32,898.95)
Total	\$547,365.79	\$98,983.11	\$0.00	\$90,839.26	\$555,509.64	\$186,549.49	\$368,960.15



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

Phone 405-282-5944
cody.thompson@guthrieeps.net

To: Dr. Mike Simpson and
Board of Education

Date: February 13, 2020

We would like to declare the following items surplus:

- Table saw
- Band saw
- Lincoln Wire Welder
- Misc. office and classroom furniture
- Misc. kitchen utensils
- Old text books
- Combination washer/dryer unit from Jr. High
- Misc. burnishers & scrubber floor machines
- Dishwasher
- Refrigerator from GUES lounge

Thank you,

A handwritten signature in black ink, appearing to read 'Cody Thompson', with a long horizontal flourish extending to the right.

Cody Thompson



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

Phone 405-282-5944
cody.thompson@guthrieps.net

To: Dr. Mike Simpson and
Board of Education

Date: March 2nd, 2020

We would like to declare the following Transportation items surplus:

2002 International Bus – VIN 4DRBRABP82B947109
1999 Chevrolet S-10 - VIN 1GCCS1446XK206349
1996 Ford Van – VIN 1FMEE11H5THB10979
1997 Ford Escort – VIN 1FALP13P7VW407606
1999 Ford F-150 PU – VIN 1FTZF1721XKA97842
2004 Chevrolet Malibu – VIN 1G1ND52F04M570533
1995 Ford F-700 - VIN 1FDNF70J7SVA9643
1975 Chevrolet Custom – VIN CCZ235J150972
EZGO Golf cart – 2244081
Power Washer trailer

Thank you,

A handwritten signature in blue ink, appearing to read 'Cody Thompson', with a long horizontal flourish extending to the right.

Cody Thompson

February 25, 2020

To whom it may concern:

I am with Community Church in Guthrie and we were wanting to rent 1 school bus to take our kids to camp this summer. We are leaving Saturday, June 6th and will be returning Tuesday, June 9th from camp. We will have 45 people that will be riding. The camp is at CrossTimbers and the physical address is 5039 Hwy 77 South Davis, OK 73030.

We also will need a 2 buses for our Falls Creek Campers. We will be leaving Monday, June 15th and returning Saturday, June 20th. We will have 50 people that will be riding. The camp is Falls Creek and the physical address is 6714 HWY 77D Davis, OK 73030.

Thank you for your consideration in letting us rent buses this summer.

Heather Cook
Community Church
512 E Seward Road
Guthrie, OK 73044

heather@communitychurch.tv
405.850.0667



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

Today's Date 2/24/2020 Date of Activity 3/27/2020 - 3/28/2020

Destination Austin, TX

Class & Grade Level Track

Teacher(s) James Strahorn

Names of teacher assistants or other adults attending:

Number of students 8 Number of sponsors _____

Leave Time 7AM - 3/27/20 Return Time 9PM - 3/28/2020

Event Beginning Time if different 10PM - 3/27/20 Event Ending Time if different 2PM - 3/28/20

Emergency Phone Contact Number (580)399-1532

Cost to be paid per student \$50.00 Due when? 3/27/2020 Cost to district \$385.00

Paid for by Activity Fund Yes No

Sub needed? Yes No (If yes, please complete sub request.)

Transportation request completed? Yes No


Principal Signature

2-25-20
Date

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

Special Education Director

Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

James Strahorn
Name of Employee

2/24/2020
Date

Employee's Current Assignment Math Teacher / Track Coach

Title of Conference or Activity Texas Relays Track Meet

Location Austin, TX Date(s) of Conference 3/27/2020 - 3/28/2020

Full Legal Name (for air travel) _____

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

Departure Date 3/27 - 7:00 AM PM (check one) Return Date 3/28 - 9:00 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.

Our track teams will participate in the 2020 Texas Relays

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.
Athletics Activity

Travel*	\$	320.00	(mileage, air, ground, parking & toll) see below
Registration	\$	160.00	
Lodging	\$	250.00	
Meals	\$	50.00	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	65.00	(calculate @ \$65 per day)
Total	\$	845.00	

Account 880
Account 880
Personal
General Fund

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

Principal's Approval Chris P. Henderson
Signature

2-25-20
Date

Program Director's Approval [Signature]
Signature

2/25/20
Date

Board of Education Approval _____
Date

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



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

Today's Date 2/26/20 Date of Activity 7/3/20-7/9/20

Destination Washington D.C., FCCLA Nationals

Class & Grade Level 9th-12th

Teacher(s) Jessica Maker

Names of teacher assistants or other adults attending:

Number of students 4 Number of sponsors 1

Leave Time 8:00am Return Time 6:00pm

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

Emergency Phone Contact Number 405-760-7274

Cost to be paid per student 2250 Due when? May 26 Cost to district _____

Paid for by Activity Fund Yes No

Sub needed? Yes No (If yes, please complete sub request.)

Transportation request completed? Yes No

Principal Signature

2-26-20
Date

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

Special Education Director

Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Jessica Maker

2/26/20

Name of Employee

Date

Employee's Current Assignment FACS Teacher/FCCLA Advisor

Title of Conference or Activity FCCLA National Convention

Location Washington D.C.

Date(s) of Conference 7/3/20-7/9/20

Full Legal Name (for air travel) Jessica Nicole Maker

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

Departure Date 7/3/20 AM PM
(check one)

Return Date 7/9/20 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.

If student advances from State Competition and earns a right to compete at FCCLA Nationals. I will also attend advisor academy for FCCLA.

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

Costs are covered by which fund? BE SPECIFIC PLEASE.

Travel*	\$	<u>550.00</u>	(mileage, air, ground, parking & toll) <i>see below</i>
Registration	\$	<u>415.00</u>	
Lodging	\$	<u>1,750.00</u>	
Meals	\$	<u>400.00</u>	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$		(calculate @ \$65 per day)
Total	\$	<u>3115.00</u>	

General Fund, Title I, Staff Development, Activity Fund, etc.
General fund project 412 and FCCLA

Activity Fund 878

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

Principal's Approval Chris [Signature] 2-26-20
Signature Date

Program Director's Approval _____
Signature Date

Board of Education Approval _____
Date

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



908 East 35th Street
Shawnee, Oklahoma 74804

Tel: 405.275.5690
Fax: 405.275.7091
www.wengage.com

All of us at Municipal Accounting Systems, Inc. would like to thank you for a very productive year. With this year coming to a close, it is once again time to renew your Software Service Agreement(s) for the 2020-21 school year. We appreciate the opportunity to serve you and look forward to working with you in the upcoming year.

We have enclosed the 2020-21 Software Service Agreement(s). Please sign and return to our office by May 31, 2020.

If you have any questions regarding your agreement(s), please call 1-800-749-5691 or 405-275-5690.

Thank you for your continued business.

A handwritten signature in black ink that reads "Pam Humphrey".

Pam Humphrey
Municipal Accounting Systems, Inc.

Customer: GUTHRIE PUBLIC SCHOOLS
**Addr: 802 EAST VILAS
GUTHRIE OK 73044**
October Membership: 3492
MAS: MUNICIPAL ACCOUNTING SYSTEMS, INC.
**Addr: 908 EAST 35TH STREET
SHAWNEE, OK 74804**
Phone: (800)749-5691 Fax: (405)275-7091
Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Appropriated Funds	\$10,000.00
Payroll	NA
- Usage Fee Included In Appropriated Funds	
Treasurer	\$1,746.00
Activity Funds	\$873.00
Personnel	\$1,746.00
Purchase Requisition	\$1,746.00
Business Manager	NA
-Additional Contact(s): 1 - Amount: \$0.00	
Total 2020-2021 Fiscal Year Charges:	\$16,111.00

Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application. Additional contacts can be added at an additional cost. MAS shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. MAS shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$750.00 per day from 9:30 a.m. through 3:30 p.m. CST and \$.55/mile roundtrip. Additional time is \$100.00 per hour.
- Customer agrees that MAS shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

- Definitions.
 - Application means the software and other material used by MAS to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
 - Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
 - Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.

- (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
 - (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
 - (f) Privacy Policy and Terms of Service means the MAS Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
 - (g) Service shall have the meaning set forth in the MAS Privacy Policy and Terms of Service.
 - (h) Service Order Agreement means the Software Service Order Agreement delivered by MAS to Customer which sets forth the service and fees for the current fiscal year.
 - (i) Usage Data means any data that MAS collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
- (a) MAS Obligations. MAS hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; and (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service.
 - (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify MAS promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require MAS to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii), to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and MAS. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
- (a) Customer Accounts. Customer must provide MAS with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
 - (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
- (a) Availability & Maintenance. MAS will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
 - (b) Technical Support. Unless otherwise provided in the Service Order Agreement, MAS will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. MAS will provide software as part of the Service that will allow the Customer to share data with third-party applications.
- (a) It is understood and agreed that MAS is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
 - (b) It is understood and agreed that MAS is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall MAS be deemed to be a direct or indirect transferor of information/data to any third party. MAS is only providing software that will allow the Customer to share data with third-party applications.
 - (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
 - (f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, MAS for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that MAS could incur.

- (g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.
7. Intellectual Property Rights.
- (a) MAS Intellectual Property. MAS and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no MAS Intellectual Property Rights are granted to Customer.
- (b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants MAS a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by MAS and in conjunction with automatically generated data such as IP address, time, and frequency of access.
- (c) Feedback Relating to Services. MAS shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.
- (d) Derivatives and Compilations of Usage Data. MAS shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.
8. Privacy and Personal Information.
- (a) MAS's Privacy Policy. MAS's Privacy Policy and Terms of Service, made a part hereof, is available at www.wengage.com.
9. Term; Termination.
- (a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or MAS.
- (b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. MAS may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.
- (c) Breach. MAS may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of MAS's notice to Customer.
10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."
- (a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to MAS or its third-party licensor (as appropriate), and MAS hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.
- (b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.
- (c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.
11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from MAS to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.
12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the

subject matter hereof and supersede all other communications, whether written or oral. MAS reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: *Pam Humphrey*

Date Prepared: 2/20/2020

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____

Customer: GUTHRIE PUBLIC SCHOOLS

Addr: 802 EAST VILAS
 GUTHRIE OK 73044

October Membership: 3492

MAS: MUNICIPAL ACCOUNTING SYSTEMS, INC.

Addr: 908 EAST 35TH STREET
 SHAWNEE, OK 74804

Phone: (800)749-5691 **Fax:** (405)275-7091

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Student Information	\$20,952.00
-Additional Contact(s): 1 - Amount: \$0.00	
Gradebook	\$6,984.00
Lunch Room	\$6,984.00
Student Information Horizontal SIF® Agent	\$1,746.00
- SIF® is a registered trademark of Schools Interoperability Framework Association.	
Google Classroom™ Integration	\$250.00
- Google Classroom™ is a registered trademark of Google Inc.	
Rostering Integration	NA

Total 2020-2021 Fiscal Year Charges: \$36,916.00
Terms and Conditions

- The software charge includes phone support for two (2) designated Student Information contacts per accredited site, one (1) designated Gradebook contact per accredited site, and one (1) designated Lunch Room contact per lunchroom site. Additional contacts can be added at an additional cost. MAS shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. MAS shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$750.00 per day from 9:30 a.m. through 3:30 p.m. CST and \$.55/mile roundtrip. Additional time is \$100.00 per hour.
- The Student Information software charge includes the SIF Agent for SIF 2.0r1 Wave Profile. Additional 2.0r1 Horizontal Agent Profiles can be added at an additional cost of \$ 0.50 per student X October membership.
- Customer agrees that MAS shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software

and such use hereafter is subject to the terms and conditions of this agreement.

7. This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

1. Definitions.

- (a) Application means the software and other material used by MAS to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
- (b) Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
- (c) Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
- (d) Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
- (e) Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).
- (f) Privacy Policy and Terms of Service means the MAS Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
- (g) Service shall have the meaning set forth in the MAS Privacy Policy and Terms of Service.
- (h) Service Order Agreement means the Software Service Order Agreement delivered by MAS to Customer which sets forth the service and fees for the current fiscal year.
- (i) Usage Data means any data that MAS collects or generates during the performance of the Service, including non-confidential elements of Customer Data.

2. Service.

- (a) MAS Obligations. MAS hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; and (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service.
- (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify MAS promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require MAS to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii), to accurately represent Customer's use of the Service and data obtained from the Service.

3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and MAS. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.

4. Access to the Service, Attribution, and Charges.

- (a) Customer Accounts. Customer must provide MAS with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
- (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.

5. Availability, Maintenance, and Technical Support.

- (a) Availability & Maintenance. MAS will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
- (b) Technical Support. Unless otherwise provided in the Service Order Agreement, MAS will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.

6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. MAS will provide software as part of the Service that will allow the Customer to share data with third-party applications.

- (a) It is understood and agreed that MAS is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
- (b) It is understood and agreed that MAS is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall MAS be deemed to be a direct or indirect transferor of information/data to any third party. MAS is only providing software that will allow the Customer to share data with third-party applications.
- (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law,

statute, or ordinance.

(e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

(f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, MAS for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that MAS could incur.

(g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.

7. Intellectual Property Rights.

(a) MAS Intellectual Property. MAS and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage Data. Except as expressly set forth herein, no MAS Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants MAS a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by MAS and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. MAS shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. MAS shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

8. Privacy and Personal Information.

(a) MAS's Privacy Policy. MAS's Privacy Policy and Terms of Service, made a part hereof, is available at www.wengage.com.

9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or MAS.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. MAS may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. MAS may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of MAS's notice to Customer.

10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to MAS or its third-party licensor (as appropriate), and MAS hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

11. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from MAS to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as

"original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

12. **Survival.** Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.
13. **Independent Contractor Status.** Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.
14. **Miscellaneous.** This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. MAS reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one instance shall not preclude enforcement thereof on future occasions.

Prepared By: *Pam Humphrey*

Date Prepared: 2/20/2020

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____

Wen-GAGE Authorized Phone Support

Description of Contact Types

SI Admin (Student Information Administrator)—Responsible for overseeing applications, assigning passwords, and application installation for the i-Student Information System Product Suite.

SI (Student Information)—Responsible for data entry and reporting in the i-Student Information application.

GB (Gradebook)—‘Go to’ person for the Instructors, responsible for overseeing and supporting the i-Gradebook application portals.

LR (Lunch Room)—Responsible for data entry and reporting in the i-Lunch Room Administration and i-Lunch Room Cashier applications.

BM (Business Manager)—Responsible for managing applications and assigning passwords for the i-Accounting System Product Suite.

AP (Encumbrance Clerk)—Responsible for data entry and reporting in the i-Accounts Payable application.

PR (Payroll Clerk)—Responsible for data entry, calculating and reporting in the i-Payroll application.

TR (Treasurer)—Responsible for data entry and reporting in the i-Treasurer application.

AF (Activity Fund/Cash Funds Custodian)—Responsible for data entry and reporting for the 60 series cash funds in the i-Accounts Payable and i-Treasurer applications. See **AF below.

PS (Personnel)—Responsible for data entry and reporting in the i-Personnel application.

PuR (Purchase Requisition)— ‘Go to’ person for the staff, responsible for overseeing and supporting the i-Purchase Requisition application.

Contact Type	Application										
	i-Security Administration	i-Student Information	i-Gradebook 2.0	i-Lunch Room Administration	i-Lunch Room Cashier	i-Accounts Payable	i-Payroll	i-Treasurer	i-Activity	i-Personnel	i-Purchase Requisition
SI Admin*	X	X	X	X	X						
SI		X	X								
GB		X	X								
LR				X	X						
BM*						X	X	X	X	X	X
AP						X					
PR						X	X			X	
TR								X			
AF**						X		X	X		
PS										X	
PuR											X

Superintendent—May request support for any system by calling 800.749.5691.

SI Administrator—May request support for i-Student Information, i-Gradebook and i-Lunch Room applications, therefore does not need to be listed as an authorized software support contact.

Business Manager—May request support for any i-Accounting application, therefore does not need to be listed as an authorized software support contact.

District Tech—May request technical support for application installation or setup by calling 800.749.5691. NOTE: Application software support should be initiated by the authorized contact the tech is assisting.

*Contact Types related to security—Superintendent, SI Admin and BM.

**AF—Limited to 60 series cash funds and those funds your district designates as a cash fund in the Classification Codes file.

NOTE: Your ‘Software Service Order Agreement’ and ‘Authorized Software Support Contacts’ list detail the number of contacts available by application. Additional software support contacts can be added for an annual fee of \$250 each.

MEMORANDUM:

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

FROM: Angie Smedley, Director of Special Education and Laura Benham, Guthrie Special Olympics Coordinator

SUBJECT: State Special Olympics Summer Games

DATE: February 24, 2020

For the past several years, some of our Special Education Students with Intellectual Disabilities ages 8 through twelfth grades along with our alumni team, GPS Special Olympics Coaches, and volunteers have attended the State Special Olympics Summer Games in Stillwater in May. **The entire cost of this activity is paid from the Guthrie Special Olympics Activity Fund.** They younger students and students with significant disabilities attend the day events only, and return home to Guthrie each evening. Students in grade 5 -12 stay in Stillwater at night to participate in daytime and evening events. Lasts school year the cost of registration, housing, and food for grade 5-12 was approximately \$12500.00, including the cost of substitutes and transportation.

For the current year, we propose that the younger students (ages 8-4th grade) and students with significant multiple disabilities continue to be transported to attend the day events only. Students in grades 5 -12 will stay in Stillwater and participate in the day and evening activities sponsored by Special Olympics. This year all students spending the night will stay in the dorms at the OSU campus with their coaches and chaperones. We have five families that will by staying with their child at the Cimarron Hotel and Suite due to the amount of care needed by their child. The cost for grades 3-12 will be approximately \$5500 for housing, \$250 for registration, and \$1000 for food and drinks and snacks, \$3500 for substitutes and transportation, and \$2500 for uniforms. The approximate total to attend Special Olympics State Summer Games will be \$12750.00. The approximate number of students and adult sponsors attending the May 13th-15th, 2020 State Special Olympics Summer Games in Stillwater will be: 60

GUES	16 Athletes and 5 Adults
Junior High	11 Athletes and 3 Adult
High School	15 Athletes and 3 Adults
Guthrie Alumni	5 Athletes and 2 Adults



Guthrie Public Schools

Memo

To: Dr. Simpson
Guthrie School Board

From: Carmen Walters, Executive Director

Date: March 2, 2020

Re: K-6 Remedial Summer School Program

Guthrie Public Schools request your consideration and approval for the K-6 Remedial Summer School Program.

- Instruction will include reading for Kindergarten through 6th grade and mathematics for Kindergarten through 2nd grade and 4th through 6th grade.
- Students qualify based on MAP for Primary Grades (MPG), Measures of Academic Progress (MAP), assessment, Oklahoma School Testing Program (OSTP), scores, benchmark assessments and other informal assessments.
- The program is offered at no cost to the students. However, transportation is the responsibility of the parent or guardian.
- Funding for the program will be through Title I and RSA (Reading Sufficiency Act), funds at a total projected cost of \$25,000.
- The staff will include approximately 12 teachers, 2 paraprofessionals, and 1 administrator.
- Teacher pay is \$20.00 per hour, plus up to 5 hours for scheduling and parent contact prior to the beginning and after summer school. Paraprofessional pay is at a rate of \$10.00 per hour. Summer School Administrator pay is \$25.00 per hour, plus \$500 for preparation.
- All sessions will be held at Guthrie Upper Elementary School.
- Students will attend Monday-Thursday June 1-25, 2020 from 8:30-11:30 AM. Teachers will report Friday, May 29-June 26, 2020; 8:00 AM-12 PM for 18 days and the Summer School Administrator will report Friday, May 29-June 26, 2020 from 7:30 AM-12:30 PM for a total of 18 days.
- Teacher recommendations will be submitted for your approval at the May 2020 board meeting.

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

Guthrie Public Schools
Technology Department

Memo

To: Board of Education

From: Dee Benson 

Date: February 26, 2020

Re: Technology Plan

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

This is the same plan that was approved last year with updated dates and additions of software and network updates.

GUTHRIE PUBLIC SCHOOLS

TECHNOLOGY PLAN

2020-2023

“Staking a Claim in our Children’s Future”

Executive Summary

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

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

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

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

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

Vision Statement

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

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

Mission Statement

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

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

The student technology objectives are:

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

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

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

Guthrie Public Schools Technology Priority Goals

Administrative Goals

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

Instructional Goals

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

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

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

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

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

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

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

Professional Development Technology Goal

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

Plans to Evaluate the Successes and/or Failures of Implementation

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

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

Impact on Curriculum, Instruction, and Evaluation

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

The impact of the plan will be observed by:

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

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

2. Renewed teacher commitment and enthusiasm to teaching and instruction

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

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

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

4. Improved curriculum and instruction with appropriate student assessment

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

5. More relevant curriculum to keep students in school

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

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

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

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

Current environment

Presently the Guthrie Public School System network is comprised of 14 sites connected by a 1GB fiber WAN. These sites are connected to the Internet by a 1 GB circuit. All District computers have access to the Internet.

The District has virtualized our servers into the one location to save time and money.

100% of classrooms have at least one computer.

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

Technology Goals

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

Minimum Required Components

1. **Strategies for improving academic achievement and teacher effectiveness –**
 - a. Our students are developing technology skills at an earlier age. Consequently, they expect to be taught with technology. In order for this teaching to take place we must provide the infrastructure to support all types of technology. Guthrie has a 1GB wide area network connection between all sites. With the additional technology added every year we need to upgrade to a 2GB connection to all schools and a 3GB connection to the IT and Administration buildings. This enables the District to consolidate services in a central location and to provide the highest degree of uptime possible to our users. Once teachers and students learn that the technology is reliable, they are using the skills that they have learned from classroom and professional development to integrate technology into every lesson. Ed Tech funds will be used to constantly expand and upgrade the infrastructure used by the staff and students.
2. **Goals –**
 - a. All students will reach high standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Increase passage rate on 3rd grade reading test to 100 percent.
 1. Purchase assessment/screening materials/software to monitor student's progress & drive instruction.
 2. Purchase computers and tablets at school sites.
 - b. All Limited English Proficient students will become proficient in English and reach high academic standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.
 - i. Forty percent (40%) of all K-12 limited-English-proficient (LEP) students enrolled will show progress in attaining English proficiency (increasing one or more levels of proficiency established by the state).
 - ii. Ten percent (10%) of all K-12 LEP students enrolled will attain English proficiency (exiting out of ESL program).
 - iii. Ten percent (10%) of K-12 LEP students will be at or above proficient in mathematics on the State's assessment.
 1. Purchase ESL materials or supplemental instructional materials to teach LEP students.

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

3. Steps to increase accessibility –

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

4. Promotion of curricula and teaching strategies that integrate technology

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

5. Professional Development

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

6. Technology type and costs

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

7. Coordination with other resources

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

8. Integration of technology with curricula and instruction

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

9. Innovative delivery strategies

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

10. Parental involvement

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

11. Collaboration with adult literacy service providers

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

12. Accountability measures

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

13. Supporting resources

- a. NWEA - MAPS
- b. ALCA
- c. Rosetta Stone
- d. Study Island
- e. Edgenuity

Guthrie Public Schools
Technology Department

Memo

To: Board of Education
From: Dee Benson, Director of Technology
Date: March 4, 2020
Re: 2020 - 2021 Erate

It is time to approve the contracts for next years Erate. Erate will pay 80% of the eligible costs and we are responsible for the ineligible costs and the remaining 20% of the cost. In the case of Internet and WAN costs, the OUSF program will cover the 20% not paid by Erate. The district costs are limited to fees and surcharges.

Onenet will provide Internet. Cox will provide our Wide Area Network.

We are asking for Category 2 funding this year so that we can increase our bandwidth. The total cost of the project is \$171,080.67 , \$25,296.05 is ineligible. Erate will pay \$116,627.70 which leaves \$54,452.97 that the district will pay using bond funds. Pinnacle Systems was the low bidder.

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

Office – 282-5959

Cell – 202-7409

Email – dee.benson@guthrie.net

Year 23 Erate Contracts - Category 1								
Vendor	Category	Description	Total Cost	Ineligible	Erate Eligible	Erate Paid	OUSF Estimate	District Paid
Cox	1	WAN Services	\$229,653.48		\$229,653.48	\$183,722.78	\$45,930.70	\$0.00
Onenet	1	Internet - MTM	\$50,980.00		\$50,980.00	\$40,784.00	\$10,196.00	\$0.00
Category 1 Total District Cost								\$0.00
Year 23 Erate Contracts - Category 2								
Pinnacle	2	Switches	\$171,080.67	\$25,296.05	\$136,707.68	\$116,627.70	\$0.00	\$54,452.97
Category 2 Total District Cost								\$54,452.97

Cox Account Rep:	Chris Dykstra - 17245	Cox System Address:
Phone Number:	405-463-5588	6301 Waterford Blvd, ste 200
Fax Number:	405-286-5355	Oklahoma City, OK 73118

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	guthrie ps - technology	Full Name:	
Street Address:	200 CROOKS DR BLDG FIVE	Billing Contact:	405-282-5959
City/State/Zip:	Guthrie, OK 73044	Fax:	
Billing Address:	create master account	Contact Number:	
City/State/Zip:	ATTN Dee Benson,	Email Address:	
Cox Account #:	131-0640316-01, 131-0643646-01		
Merge Bill	Yes		
Taxes and Fees Not Included			

Service Address: 200 CROOKS DR BLDG FIVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640316-01, 131-0643646-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-3Gb UNI Interstate		1	\$1,275.00	60	New	\$1,275.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for guthrie ps - technology:		MRC:	\$1,275.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 705 E Oklahoma AVE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640312-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - JR Hi:		MRC:	\$1,125.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 702 Crooks DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640298-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Guthrie PS - upper Elementary:		MRC:	\$1,125.00	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 902 N WENTZ, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640311-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Fogarty:			MRC: \$1,125.00	NRC: \$0.00	Equipment Cost: \$0.00		

Service Address: 321 E NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640304-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Central:			MRC: \$1,125.00	NRC: \$0.00	Equipment Cost: \$0.00		

Service Address: 4900 E Charter oak RD, Guthrie, OK, 73044						Phone: 405-828-5959	
						Cox Account ID: 131-0743682-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS:			MRC: \$1,125.00	NRC: \$0.00	Equipment Cost: \$0.00		

Service Address: 1021 E PERKINS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640309-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Faver:			MRC: \$850.00	NRC: \$0.00	Equipment Cost: \$0.00		

Service Address: 802 E VILAS, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640306-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie Public Schools:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 200 E HARRISON, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640299-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - football Stadium (Jelsma):		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 200 E SPRINGER, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640307-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Baseball:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 321 E GRANT, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640313-02	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS-Indoor Baseball:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 300 Crooks DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0751022-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-1Gb UNI Interstate	1	1	\$850.00	60	RN	\$850.00	
Ethernet Performance Mgmt - Pro	1	1	\$0.00	M-M	RN	\$0.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - BFC:		MRC:	\$850.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 200 Crooks DR, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640319-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for guthrie ps - HS:		MRC:	\$1,125.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Service Address: 2001 W NOBLE, Guthrie, OK, 73044						Phone: 405-282-5959	
						Cox Account ID: 131-0640303-01	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Metro E-2Gb UNI Interstate		1	\$1,125.00	60	New	\$1,125.00	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Guthrie PS - Cotteral:		MRC:	\$1,125.00	NRC:	\$0.00	Equipment Cost: \$0.00	

Totals for all Accounts :	MRC:	\$14,250.00	NRC:	\$0.00	Equipment Cost:		\$0.00
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Special Conditions

Term. Notwithstanding anything to the contrary in this Agreement, Cox and Customer acknowledge that the Initial Term of this Agreement is 1 year(s) beginning July 1st, 2020 and ending June 30th, 2021, with 4 separate one-year renewal terms which may be exercised at any time upon mutual written agreement of the parties. Notwithstanding anything to the contrary contained in this Agreement, the auto renewal provisions set forth in the Service Terms do not apply. Upgrades. Customer may upgrade the Services or add new locations upon written request to Cox (and subject to Cox's written acceptance) at the listed bandwidth and corresponding prices stated in Exhibit 'B'. Taxes and fees are additional and will be separately stated on Customer's invoice. SLA. The Service Legal Agreement attached as Exhibit 'C' is incorporated into the Agreement.

Promotion Details

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox> (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at <http://ww2.cox.com/business/voice/regulatory.cox> ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The prices above do not include applicable taxes, fees, assessments or surcharges which are additional and may change. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	CoxCom, LLC dba Cox Business, Cox Oklahoma Telcom, LLC Signature
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE http://ww2.cox.com/business/voice/regulatory_cox.

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide

related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVIDED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

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

CONTRACT FOR E-RATE PRODUCTS AND/OR SERVICES FY2020

APPLICANT		PROVIDER	
Contact Name	Mr. Dee Benson, Guthrie Public Schools	Contact Name	Dr. Jack Green, Pinnacle Business Systems, Inc.
Contact Email	dee.benson@guthriebs.net	Contact Email	jack.green@pbsnow.com
Address	802 E VILAS AVE	Address	3824 S. Boulevard, Suite 200
City, ST, Zip	GUTHRIE, OK 73044	City, ST, Zip	Edmond, OK 73013
USAC BEN	139777	USAC SPIN	143027227
FCC Form 470 #	200016453	Bid #	FCC Registration Number: 0011878345
E-Rate RFP #	2020-470=1	Bid Amount \$	\$171,080.67
Number of annual renewals allowed for this agreement:		4 (four)	

SERVICES

The Provider agrees to provide to the Applicant the products and/or services as specified in the Provider's Bid and incorporated with the Applicant's E-Rate RFP and FCC Form 470 as listed above.

RECITALS

Pursuant to the Schools and Libraries Universal Services Support Mechanism (E-Rate) contained in the Universal Service Provisions of the Telecommunications Act of 1996 [47 U.S.C. § 254. Telecommunications Act of 1996, Pub. L. No. 104-104, 110 Stat. 56 (1996) ("1996 Act")], Applicant advertised for certain products and services. Provider submitted a bid to provide same. In accordance with the requirements of the regulations implementing the Act, Applicant considered the bid and determined that it should be accepted. The parties are now ready to enter into a contract for the furnishing of such products and/or services and they set their agreement in writing as follows:

AGREEMENT

For and in consideration of the payment of the sums of money specified herein, together with other good and valuable consideration, Provider does hereby agree to furnish, and Applicant does hereby agree to accept and pay the discounted price for the products and/or services bid.

The term of this contract shall commence on or after July 1, 2020 and shall terminate on (a) June 30, 2021 for recurring services or (b) September 30, 2021 for non-recurring services. The contract expiration for non-recurring services shall be automatically extended to align with SLD authorized extensions due to late funding and changes in products and/or services approved on or after March 1st. This agreement may be extended annually and voluntarily by mutual written ratification up to the number of renewals listed above. The Applicant must issue a written notice to proceed to the Provider prior to commencement of service, delivery or installation. The Applicant is under no obligation to pay if the Provider commences work without the Applicant's written notice to proceed.

If the Schools and Libraries Division ("SLD"), Administrator of the Universal Services Support Mechanism, or its successor, should fail to approve all of or any part of the products and services covered by this contract, the Applicant shall have the right, at its option, to cancel this contract, as to that part of the products and services disallowed for discount pricing. If, after approval of discount funding by SLD or its successor, Applicant's governing board should fail to approve all of or any part of the products and services covered by this contract, the Applicant shall have the right, at its option, to cancel this contract as to that part of the products and services disallowed by the governing board. The total costs of the products and services shall not exceed the Bid Amount. In no circumstances shall Applicant be liable for an amount exceeding the Applicant's non-discount share unless Applicant's governing board specifically waives this provision in writing.

For Applicant:

Applicant Signature

Date

Printed Name:

Title:

For Provider:

Provider Signature

02/11/2020

Date

Printed Name:
Dr. Jack W. Green

Title:
Education & Government Solutions Leader

EXPENSE REIMBURSEMENT AND TRAVEL EXPENSES

It is the policy of the Guthrie Board of Education that official school travel for employees will be approved by the building administrator or the superintendent. Requests and arrangements for travel will originate from the appropriate building administrator's office. Travel requests will be made as early as possible and placed on the building calendar as well as the master calendar. Emergency travel will be placed on the respective calendars as soon as possible following the travel.

The school will reimburse reasonable costs, subject to the availability of funds, for approved and documented travel.

Costs that school employees may have paid in their behalf and current reimbursement rates may be obtained by contacting the school encumbrance clerk.

School vehicles, when available, may be used for official business only. Private vehicles may be used when school vehicles are not available. If a school gasoline credit card is used, mileage will not be reimbursed. Mileage expense will be reimbursed at the current IRS allowable rate per mile using the most recent map available when a school gasoline credit card is not used.

Meals will be reimbursed only for travel that requires an overnight stay.

~~Travel requiring overnight stay – \$30.00 per day in state and \$50.00 per day out of state~~ **Meals for travel requiring an overnight stay will be reimbursed according to rates established by the U. S. General Services Administration for the destination of the travel.**

If meals are included in conjunction with a conference registration, the value of such meals will be deducted from the daily per diem meal allowance.

Claim forms for travel expenses are available in the building administrator's office. The forms will be completed and approved in the respective building and hand-delivered to the business office for payment. Claims must be submitted within 90 days of the completion of travel.

Corporate Credit Cards may be used under the following conditions:

All trips and meetings must be approved and all expenditures must be according to state law as outlined in the "OCAS" manual.

Tentative plans for trips and approximate expenses must be submitted to the business office in advance of the trip.

The custodian of a school activity fund may provide cash advances to sponsors of certain school activities. The cash advances may come only from the school activity sub account directly involved in the travel of such students or sponsor and only if the travel is one of the stated functions or purposes for the establishment of the sub account. Receipts must be turned in to the custodian.

Guthrie Junior High School

Robbie Rainwater
Principal

705 East Oklahoma
Guthrie, Oklahoma 73044
(405) 282-5936
Fax: (405) 282-3598

Bethany Knight
Counselor

Allison Young
Assistant Principal

Kristi Blakemore
Counselor

One of the elective classes taught at Guthrie Junior High is titled "*Exploring Our World*". The class is taught by Mr. Chris Raney. The description of the class is as follows: "discovering, observing and creating things that make up the world that surrounds us. Topics will include: Tools used for observing, measuring and evaluating the eco-systems that we live in; How we share our world with other living things; Improving our health, our lives and our environment; Sustainability and our footprint on the world." Mr. Raney has requested to incorporate a program from the Oklahoma Department of Wildlife Conservation. This is an outdoor education class that involves several different programs including Oklahoma National Archery in the Schools Program, Varsity Archery, Explore Bowhunting, Hunter Education, Oklahoma Fishing in the Schools Program, and Explore Bowfishing. This is the same program that Guthrie High School has been involved with over the last several years. I have spoken with Mr. Throckmorton, GHS assistant principal, about the vertical alignment of these programs and GJHS could start a foundation of these programs that leads to more advanced application at GHS. The program requires a 3 year commitment that would cost around \$2,000. The funds would be paid for out of GJHS General Fund. Also, Mr. Raney would be required to attend mandatory training that takes place in March (no solid date has yet been set). The program would be utilized, as intended, and be served outdoors in open space South of GJHS and North of GJHS (north of the parking lot). In the event of inclement weather, students would utilize the shop area in the annex, lower cafeteria, and the auditorium stage. We feel this program can be an asset to the GJHS curriculum and provide an opportunity for students to learn some life skills outside the normal classroom setting.

Thank you for your consideration,



Robbie Rainwater, GJHS Principal

**OKLAHOMA
DEPARTMENT OF
WILDLIFE
CONSERVATION
OUTDOOR
EDUCATION**



PROGRAMS AGREEMENT

Oklahoma National Archery in the Schools Program (OKNASP)
Varsity Archery (VA)
Explore Bowhunting (EB)
Hunter Education (HE)
Oklahoma Fishing in the Schools Program (OKFITS)
Explore Bowfishing (EBF)

OKNASP/ VA/ EB/ EBF Contact: Kelly Boyer (kelly.boyer@odwc.ok.gov)
HE Contact: Lance Meek (lance.meek@odwc.ok.gov)
OKFITS Contact: Daniel Griffith (daniel.griffith@odwc.ok.gov)

SCHOOL: Guthrie Junior High School
PRIMARY CONTACT: Robbie Rainwater
PHONE: 405-282-5936
EMAIL: robbie.rainwater@guthriejps.net

FOR ODWC USE ONLY:		
	Agreement Rec.	Kit/Equip Rec.
OKNASP		
EB		
OKFITS		
EBF		

OKLAHOMA DEPARTMENT OF WILDLIFE CONSERVATION

To apply for Outdoor Education program funds from ODWC, please complete this application and return it to Attn: Information & Education Division (CO Colin Berg), ODWC, P.O. Box 1201, Jenks, OK 74037. Attach additional pages if necessary.

COOPERATIVE AGREEMENT-PASS THROUGH FEDERAL ASSISTANCE GRANT

DATE: March 2, 2020

GRANT I.D.: F19AF01007; F19AF01068; F19AF00103

GRANT TITLE: Oklahoma Hunter Education- **Hunter Education, Oklahoma Hunter Education Enhancement- Archery in the Schools Program, Explore Bowhunting Program, and Varsity Archery**; Oklahoma Aquatic Education Program- **Fishing in the Schools Program and Explore Bowfishing**

PRINCIPAL INVESTIGATOR: Robbie Rainwater (applicant name)

TELEPHONE NUMBER: 405-282-5936

1. COOPERATORS

Pursuant to the statutory authority granted in 74 O.S. Supp. 2010, § 581, this Agreement is made and entered into by and between the Oklahoma Department of Wildlife Conservation, a constitutional state entity of the State of Oklahoma (hereinafter ODWC), and Guthrie Junior High (here in after School) Guthrie Public Schools (here in after District). Party contacts include Colin Berg, Daniel Griffith, programmatic and ODWC Fed. Aid Coordinator, Andrea Crews fiscal/compliance for the Party of the First Part and (instructor) Chris Raney, Principal Investigator and (Fiscal Officer) Michelle Chapple, fiscal contact for the Party of the Second Part.

2. FUNDING SOURCE

Whereas, The ODWC is administering Federal Assistance Grant funding from the Federal Aid in Wildlife Restoration Grant Program (CFDA number 15.626) enabled by the Wildlife Restoration Act also known as the Pittman-Robertson Act of 1937 and awarded by the U.S. Fish & Wildlife Service. The ODWC is desirous of establishing the development programs: Archery in the Schools and Explore Bowhunting as outlined in the F19AF01007 project statement and this agreement. AND, The Party of the First Part is administering Federal Assistance Grant funding from the Federal Aid in Sport Fish Restoration Grant Program (CFDA number 15.611) enabled by the Sport Fish Restoration Act also known as the Wallop-Breaux Sport Fish Restoration Fund and awarded by the U.S. Fish & Wildlife Service. The party of the First Part is desirous of establishing the development program: Fishing in the Schools and Explore Bowfishing as outlined in the F19AF00103 project statement and this agreement.

3. PERFORMANCE

Whereas, The School has available competent staff, facilities and part of the equipment to develop the program; and is desirous of cooperating with the ODWC in developing the program.

NOW THEREFORE, it is mutually agreed as follows:

- a. The ODWC agrees to supply equipment up to, but not to exceed, 75% of the total cost of said equipment needed to implement Hunter Education, Archery in the Schools Program, Explore Bowhunting, Fishing in the Schools and Explore Bowfishing programs as outlined in Attachment A with Federal Aid in Wildlife Restoration Act and Sportfish Restoration Act Funds apportioned to the ODWC.

- b. The School agrees to perform the program as described in attachment A. The School agrees not to prohibit or discourage any student from participating in Hunter Education, Archery in the Schools, Explore Bowhunting, Fishing in the Schools and Explore Bowfishing programs.
- d. The School agrees not to discriminate against any user or potential user on the basis of race, creed, color, gender, ancestry, age or disability. Furthermore, the program described in Attachment A will be administered so as to be accessible to persons with disabilities.
- e. The equipment will remain available for inspection and compliance reviews at all times by the U.S. Fish & Wildlife Service and the ODWC to fulfill responsibilities in monitoring uses of Federal Aid acquired and developed properties for the duration of the agreement duration as described in attachment A.
- f. The School agrees to comply with information requests from the ODWC, including but not limited to the annual education program survey and reports of fishing clinics.
- g. The cooperator agrees to ensure at least one staff member maintains certification in ODWC's Outdoor Education programs including Hunter Education, Archery in the Schools Program, Explore Bowhunting, Fishing in the Schools and Explore Bowfishing for the duration of the agreement duration as described in attachment A. If such certification is not maintained and the cooperator withdraws from the Hunter Education, Archery in the Schools Program, Explore Bowhunting, Fishing in the Schools and/or Explore Bowfishing programs, the cooperator agrees to return the Department's share of the project equipment or reimburse the total cost of said equipment that was supplied by the Department.
- h. The School agrees to accept all responsibility and liability for the implementation of the ODWC's Outdoor Education programs and will not hold the ODWC or its employees liable for any damage or injury to any persons during its construction, operation or use.
- i. The School agrees to install and maintain in perpetuity sign(s) supplied by the ODWC stating that Wildlife Restoration Funds were used to purchase Archery in the Schools, Explore Bowhunting, Fishing in the Schools and Explore Bowfishing equipment kits.
- j. Failure to comply with the terms of this agreement by either party shall allow the other party to withdraw any interest they have at the time and terminate the agreement.

4. CONSIDERATION

1. In consideration of these presents, the ODWC hereby agrees to supply unto the School archery equipment in the amount of up to or equal to 75% of the actual expenses incurred as payment of the cost of the project as indicated in attached budget. Said amount shall not exceed the maximum amount unless a proper amendment has been approved for the increased cost.
2. The total project cost, FY2020 as identified by the attached Budget, unless otherwise amended, shall be set at **\$6,370 to \$6,823**, of which the Party of the First will be paid through Wildlife Restoration Grants Program. The remainder of the total cost will be contributed by the Party of the Second Part as matching funds. This agreement covers period July 1, 2019 through June 30, 2020.

Cost breakdown is as follows:

Archery in the Schools: 60 arrows, 5 targets, 1 Papes repair kit, and 1 bow rack total cost of at least **\$1,157-1,610 (paid by school)** 12 bows and one backstop net **\$2,112 (paid by the ODWC)**

Varsity Archery: 10 bows and accessories, and one backstop net **\$3,715**

Explore Bowhunting: One Explore Bowhunting Resource trunk **\$2,044**

Fishing in the Schools: 25 Rod and Reel Combos, 1 Tackle Box, 5 Needle-nosed pliers, 5 Clippers, 180 Split Shot Weights, 200 Gold Aberdeen Hooks, 100 Bobbers, 20 Casting Plugs, & 10 Hand Towels; **\$500**

Explore Bowfishing: Five each of Bowfishing reel, heavy duty reel seat, bowfishing rest, 100 ft of 200 lb. test line, five bowfishing practice arrows with blunts and one bowfishing arrow with fish point. **\$557**

5. COMPLIANCE AND ASSURANCES

1. The School agrees to be audited as provided in OMB Circular A-133 or current Federal Audit Guidelines, and to provide the ODWC copies of any and all audit references to federally funded projects at the conclusion of the audit. All financial and programmatic records must be maintained and accessible to officials of Oklahoma and Federal governments for a period of three (3) years from the federal closeout of the grant (submission and approval of the SF 425). Restitution of federal funds as a result of audit findings or lack of performance shall be accordingly contributed by the school.
2. All equipment purchased or provided by the ODWC shall be returned to the ODWC if at any point the program is no longer in use by the School for the extent of the grant agreement.
3. The Party of the Second Part agrees to provide to the Federal Government and the Party of the First Part a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use any and all information collected during the development project.
4. **Any and All publication resulting from this grant for the Hunter Education program shall carry the following statement: Financial support for this publication was provided by the Oklahoma Department of Wildlife Conservation through the Wildlife Restoration Grant F19AF01068 and "your school name".**
5. **Any and All publication resulting from this grant for the Archery in the Schools Program or Explore Bowhunting program shall carry the following statement: Financial support for this publication was provided by the Oklahoma Department of Wildlife Conservation through the Wildlife Restoration Grant F19AF01007 and "your school name".**
6. **Any and all publications resulting from this grant for the Fishing in the Schools and/or Bowfishing in the Schools programs shall carry the following statement: Financial support for this publication was provided by the Oklahoma Department of Wildlife Conservation through the Sport Fish Restoration Grant F19AF00103 and "your school name."**
7. This agreement is conditioned to final approval of the ODWC budget, projected approval by the Region 2 Wildlife and Sport Fish Restoration Program Management of the U.S. Fish & Wildlife Service.
8. The School and ODWC each agree, to the extent permitted by applicable law to take such further actions and execute and deliver such further documents and/or reports as may be reasonably necessary or appropriate to complete the research program/project in accordance with the Project Statement and/or as required by applicable state and federal laws and regulations.

THIS AGREEMENT may be amended or revised by written mutual agreement of the two parties, or may be terminated by either party following 60 calendar days from the receipt of written notice.

THIS AGREEMENT shall not be deemed valid until approved and signed by the undersigned parties.

Date the _____ day
_____, 20____

For the Cooperator:

Superintendent/Cooperating School Name

Signature

Subscribed and sworn to me _____ 20 ____.

My commission expires _____ 20 ____.

Notary

Oklahoma Department of Wildlife Conservation

Date the _____ day
_____, 20____

Oklahoma Department of Wildlife Conservation

For the Department:

Education Section Supervisor, O.D.W.C.

Subscribed and sworn to me _____ 20 ____.

My commission expires _____ 20 ____.

Notary

Attachment A
Application for Equipment with the
Oklahoma Department of Wildlife Conservation
For Outdoor Education Program

To apply for Outdoor Education program funds from ODWC, please complete this application and return it to Attn: Information & Education Division (CO Colin Berg), ODWC, P.O. Box 1201, Jenks, OK 74037. Attach additional pages if necessary.

1. Name of Cooperator (Applicant): Chris Raney
2. Name of School/Name of School District: Guthrie Junior High/Guthrie Public Schools
3. Number of teachers: 1 certified as basic archery instructors in the archery in the schools program.
Names of certified teachers: Chris Raney

4. The cooperator agrees to incorporate the Outdoor Education program into the Guthrie Junior High **in school curriculum** for a minimum of three years. If the above certified teacher(s) move, the cooperator agrees to have the new teacher(s) trained ensuring the program continues.
5. Total students to be exposed to the Outdoor Education program 200. Grade levels the program will be taught in 7th and 8th.
6. The cooperator agrees to complete all applicable reports and will submit them in a timely fashion to the Oklahoma Department of Wildlife Conservation.
7. The cooperator agrees to administer the archery in the schools program as outlined by the national archery in the schools program training (minimum of two weeks class time required).
8. The cooperator agrees to administer the Explore Bowhunting, Fishing in the Schools and Explore Bowfishing program according to ODWC training for a minimum of one week per program.
9. The cooperator will maintain the Outdoor Education program equipment.
10. Cost for full Outdoor Education kit: \$ From \$10,085 to \$10,538 (1 Archery in the Schools Program kit, 1 Varsity Archery Kit, 1 Explore Bowhunting kit, 1 Fishing in the Schools kit, and 1 Explore Bowfishing kit .)
(Cost varies due to different costs for three different target styles and three different styles of bow racks.)
11. Equipment you are requesting from ODWC. Archery in the Schools Program: 12 Bows and 1 BCY backstop, Varsity Archery: 10 Bows, 10 sets of archery accessories, 2 equipment setup guides, and one backstop net, Explore Bowhunting: 1 Resource trunk, Fishing in the Schools: 25 Rod and Reel Combos, 1 Tackle Box, 5 Needle-nosed pliers, 5 Clippers, 180 Split Shot Weights, 200 Gold Aberdeen Hooks, 100 Bobbers, 20 Casting Plugs, 10 Hand Towels, Explore Bowfishing: 5 reels, 5 bowfishing rests, (5)100ft of 200 lb. test line, five bowfishing practice arrows with blunts, and 5 bowfishing arrows with fish point **Total = \$8,928**
12. How much funding will be provided by the cooperator? \$1,157 to \$1,610
These funds will cover the cost of 5 targets, 5 dozen arrows, 1 Papes repair kit, 1 Bow hanger rack
- Cannot be matched with any other federal funds. Please describe cooperator's share if other than state funds (grants, donations, etc.). _____

13. Person completing the application (**This is the person we will contact if there are any issues with your paperwork or grant.**): **Robbie Rainwater**
Title: Principal, Guthrie Junior High School

Phone number: 405-282-5936
Address: 705 E. Oklahoma, Guthrie, OK 73044
Email: robbie.rainwater@guthrie.net

Cooperator F.E.I. Number: _____
(Federal Tax ID #)

Date: _____

MAIL COMPLETED AGREEMENT TO:
Oklahoma Department of Wildlife Conservation
Information & Education Division (CO Colin Berg)
P.O. Box 1201
Jenks, OK 74037



Board of Education Personnel Reports

Employment Request

<u>Classification</u> Certified		Teaching	First	Pay	Hrs. Per	Replacing
Name	Site	Assignment	Work Day	Grade	Day	
Johns, Kerry	Cott/Fog.	Elem. Music	2/24/20		6	Kristin Knapp

<u>Classification</u> Support		Teaching	First	Pay	Hrs. Per	Replacing
Name	Site	Assignment	Work Day	Grade	Day	
Haggard, Debbie	Fogarty	Custodian	02-03-20	3	8	Robert Barker
Rodgers, Kelsey	HS	Cafeteria	02-09-20	2	6.5	Marla Datin

Leave of Absence Request

<u>Classification</u> Certified		Teaching	Leave of Absence	Effective Date
Name	Site	Assignment		
Wallraven, Tessa	Fogarty	Elem. Teacher	LOA	08-17-20

FMLA Requests

Certified:

Support:

Transfer of Position Report

<u>Classification</u> Certified	Transferred	Transferred	Replacing
Name	From	To	

<u>Classification</u> Classified	Transferred	Transferred	Replacing
Name	From	To	



Board of Education Personnel Reports

Separation of Employment

<u>Classification Certified</u> Name	Site	Teaching Assignment	Reason for Separation	Effective Date
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Bingham, Sheila	JH	Science	Resignation	02-25-20
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<u>Classification Classified</u> Name	Site	Teaching Assignment	Reason for Separation	Effective Date
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Shoemaker, Leslie	C.O.	½ Day Pre-K Para	Resignation	03-13-20
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Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

<u>Chavez</u>	<u>Luis</u>	<u>Raul</u>
Last Name	First Name	Middle Initial

<u>Asst Track Coach HS</u>	<u>HS</u>
Extra-Duty Position	Site

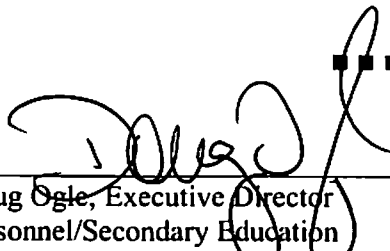
If hired by the Board of Education, would this be a replacement? Yes No

If yes, whom would this employee replace? Clay Tarter

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

Start Date <u>2/25/20</u>	Extra-Duty Compensation <u>1333.32</u>
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Submitted By: <u>Jon Chappell</u>	<u>2/25/20</u>
Principal or Program Director	Date

	<u>2/25/2020</u>
Doug Ogle, Executive Director Personnel/Secondary Education	Date

Guthrie Public Schools District Level Administrators

2020-2021

Name	Assignment	Site	Total Experience
James Benson	Director of Technology	Technology	31
Jon Chappell	Athletic Director	High School	29
Michelle Chapple	CFO	Administration	18
Douglas Ogle	Assistant Superintendent	Administration	23
Angie Smedley	Director of Special Education	Administration	19
Cody Thompson	Director of Operations	Maintenance	36
Carmen Walters	Executive Director	Administration	22

Guthrie Public Schools Building Level Administrators

2020-2021

Name	Assignment	Site	Total Experience
Jeff Ball	Principal	Charter Oak	24
Susan Davison	Principal	GUES	35
Scot Graham	Principal	Cotteral	20
Chris LeGrande	Principal	High School	28
Robbie Rainwater	Principal	Junior High	16
Bret Stone	Asst Principal	High School	36
Dusty Throckmorton	Asst Principal	High School	21
Marsha Todd	Principal	Fogarty	26
Dani Watson	Principal	Central	16
Allison Young	Asst Principal	Junior High	6

Guthrie Public Schools
Property Committee Meeting
March 2, 2020 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Cody Thompson, Dee Benson, Tina Smedley, Janna Pierson and Linda Skinner.
Sharon Watts was present for Ron Plagg.

Cody Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for February
- 52 new Purchase Orders for February
- Highlighted expenditures for the fiscal year

Completed Projects:

- 273 Work-Orders completed by Maintenance Dept.
- 43 Work-Orders completed by Transportation Dept.
- Repaired elevator lift at Fogarty
- Installed Fire Alarm monitoring at Central, Cotteral, and GUES
- Replaced gas line at Cotteral between the north building and the Quad
- Replaced kitchen entry doors at Cotteral, Fogarty, and the JH
- Placed new notice signs at all sites informing visitors of our “No Pets Allowed” policy
- Repaired overhead door on the Hog barn
- Painted all the restrooms at the JH
- Rebuilt one of the air compressors for the HVAC system at GUES
- Sanitizing all school sites each week to help fit cold and flu viruses. Have ordered another spraying machine, would like to eventually have one at each site.
- Put recycled asphalt on the Operations/Transportation parking lot
- Made major repairs to the A/C unit for the IT building and the heaters in the gym at Cotteral

Projects in Progress & Future Projects:

- Currently have 83 Maintenance Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- New playground equipment and mulch will be installed at Central and completed this summer
- Resurface the staff parking lot at Fogarty
- Installing new kiln at the Jr. High, will require moving a pull station
- Continue replacement of the HVAC units at Fogarty. Units have been purchased and will replace remaining units this summer
- Getting quotes to install fire alarm at the JH gym

- Getting bids to install new wood floor in the HS north gym
- Getting quotes to install a generator for the IT building
- Installing two new water fountains and 4 bottle fillers at GUES which were purchased by the PTO
- Replace carpet in the SRO's and assistant Principal's offices as well as the music room at the JH
- Building and installing gates at 3 entries at Fogarty
- Replace air filters and clean coils at each site
- Continue roof repairs where needed at all sites
- Carpentry/Cabinet work in offices at Administration Building
- Continue the upkeep and repairs to our yellow and white fleet

Bond Projects Discussion:

Charter Oak ES – Completed

W.L. McNatt will be re-hydroseeding areas of the lagoon next spring

High School HVAC Project:

Phase II Project – Punch list items are being addressed and final walk through is being scheduled

Fogarty HVAC Project – scheduling installation of the remaining 13 units

2019 Bond Issue Projects:

Dr. Simpson discussed the plans for the security vestibules and the upgrades to the restrooms and auditorium seating at Fogarty which will begin as soon as school is out.

Dr. Simpson and Mr. Thompson discussed plans of disposing of surplus vehicles in Transportation.

Mr. Benson discussed the new Technology Plan and the ERATE contracts.

Guthrie Public Schools

Finance Committee meeting

March 3, 2020

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Carmen Walters, Angie Smedley, Sharon Watts, Travis Sallee, Gina Davis, and Brandi Brown

Mrs. Chapple opened the meeting informing the committee the first items were routine financial reports, speaking briefly on the budget.

Comparative Financial Report

Budget information was given.

Fund Balance Projection Report

The fund balance report was given.

Municipal Accounting Agreement

Mrs. Chapple presented the agreement and there was a slight increase from the previous year.

Approval of ODWC Outdoor Education Program

Mr. Ogle presented this program for the Jr. High as an extra elective class.

Approval of K-6th Remedial Summer School Programs

Mrs. Walters presented the Summer Remedial program for K-6th.

Approval for 2020-2023 Technology Plan/2020/2021 E-rate Contracts

Mr. Benson presented the technology plan for the district. It includes broadening the district bandwidth and adding new switches when E-rate funds become available.

Dr. Simpson spoke on the following:

The north gym will need to get a new floor over the summer. We will be looking at what vehicles in inventory need to be updated as well.

Curriculum Committee Meeting Minutes

March 3, 2020

5:00 PM

In attendance: Dr. Simpson, Chris LeGrande, Jeff Ball, Travis Sallee, Angie Smedley, Jennifer Bennett-Johnson, Gina Davis, Carmen Walters, Doug Ogle, and Meghan Norton.

Dr. Simpson:

- Policy D-23 Expense Reimbursement and Travel Expenses Proposed Change

Mr. Ogle, Mr. LeGrande, and Mr. Ball:

Mr. LeGrande

- Discussion of ACT Prep professional development presented to the high school staff during the February 17th Professional Development day
- Discussion of administering the WIDA test to the high school EL students
- Update on how chronic absenteeism is decreasing at the high school

Mr. Ball, Mr. Ogle:

- Short presentation and explanation of “The Path to Student Led Achievement” a collaborative academic teaming of students to increase student engagement.

Ms. Walters:

- Discussion of the K-6 Remedial Summer School Program to be held for kindergarten through 6th grade students June 1-25, 2020 at GUES. Summer school teachers, paraprofessionals, and the school administrator will report May 29-June 26, 2020. There is no cost to parents, but transportation is the responsibility of the parent. Funding for the program will be paid through Title I and RSA (Reading Sufficiency Act) funds at a projected cost of \$25,000.
- Discussion of an increase in DHS referrals district wide that is the highest it has been in 6 years

Mr. Ogle:

- Explanation of a proposed new elective course at Guthrie Junior High School called “Exploring Our World”. This program is from the Oklahoma Department of Wildlife Conservation. The program is an outdoor education class that involves several different programs including Oklahoma National Archery in the Schools Program, Varsity Archery, Exploring Bowhunting, Hunter Education, Oklahoma Fishing in the Schools Program, and Explore Bowfishing.

Ms. Smedley:

- Discussion of the State Special Olympics Summer Games to be held in Stillwater in May. The cost of this activity is paid from the Guthrie Special Olympics Activity Fund.