

AGENDA WITH COMMENTARY

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

**MONDAY
OCTOBER 10, 2016
7:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Presentation of Certified and Support Employee of the Month**
- 7. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 8. Superintendent’s Reports**
- 9. Presentation by Office of Educational Quality and Accountability**
- 10. Presentation by Principals Ms. Marsha Todd, Ms. Susan Davison, Mr. Robbie Rainwater and Mr. Chris LeGrande of the final Oklahoma Core Curriculum Test (OCCT) and EOI results for Fogarty, GUES, Guthrie Junior High and Guthrie High School for 2015-2016**
- 11. Consent Agenda.....Pages 5-69
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 September 12, 2016**
 - B. Treasurer’s Report**

- C. Activity Fund Fundraisers as per attached list
- D. Activity Fund Transfers as per attached list
- E. Fuel bid as recommended by bid committee
- F. Encumbrances for General Fund #'s 383-457, Building Fund #'s 90-104, Child Nutrition Fund #'s 20-23 and listed change orders and Activity Fund Reports
- G. Declare listed items as surplus
- H. Contracts/Agreements under \$10,000
 - 1. Agreement with Trak-1 Technology for background checks for prospective employees and volunteers for 2016-2017.....Pages 61-69

Commentary:

This is our annual renewal agreement with Trak-1 for background checks. This is basically our backup service. All employees must go through an OSBI fingerprint background check. The Trak-1 service is used when the OSBI report has not been received or has been delayed but is forthcoming. Trak-1 will verify any convictions that would be attributed to that individual. The cost for this service for 2015-2016 was \$1680. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

12. Business Agenda:

- A. Discussion and possible action regarding the 2016-2017 School Budget
Pages 70-103

Commentary:

A copy of the budget is included in your packet. Mr. Dennis Schulz will make a presentation to the Board. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- B. Recommendation, consideration and action to approve appropriations of the 2016 Bond Fund proceeds.....Page 104

Commentary:

This approval authorizes the staff to spend proceeds of the bond issue received in August 2016.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- C. **Recommendation, consideration and action upon authorizing Ms. Jana Wanzer to replace Ms. Terina Graham as authorized representative for the Child Nutrition Program.....Page 105**

Commentary:

Due to a change in personnel responsibilities, approval of this change is necessary. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- D. **Recommendation, consideration and action upon Guthrie Jr. High Health Fair for 7th grade students December 13th and 15th, 2016.....Pages 106-107**

Commentary:

This Health Fair has been held for a number of years at the Jr. High. Classes are led by individuals from the Logan County Health Department, Guthrie Police Department, OSU Extension Office and FCA. A letter from Teresa Barbour, Guthrie Jr. High Counselor, which will be sent home to the parents, is included in your packet outlining different subjects to be covered. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- E. **Recommendation, consideration and action to approve the transcription of math and science credit options taught at Meridian Technology Center
Pages 108-114**

Commentary:

We take this action every year. This allows 10th, 11th and 12th grade students to take a math or science course at Meridian Technology that counts as credit at Guthrie High School. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- F. **Recommendation, consideration and action upon revisions to District Policy:
• D-10 *Certified Staff Resignations* Page 115**

Commentary:

This was a discussion item last spring and comes to you now as a recommendation of a policy change by our attorney.

RECOMMENDED ACTION:

The Superintendent recommends approval.

G. Recommendation, consideration and action upon revisions to District Policy:
• **F-6 Guthrie Public Schools Wellness Policy** **Pages 116-120**

Commentary:

This is the recommendation from our legal council to be in compliance with the latest federal guidelines.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 13. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments for 2016-2017 and teacher negotiations for 2016-2017, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7**
 - A. Vote to go into executive session**
 - B. Acknowledge Board’s return to open session**
 - C. Statement of minutes of executive session**
- 14. Vote on action as set out on the Personnel Reports.....Page 121**
- 15. Action upon recommendation of extra-duty assignments as listed for 2016-2017**
Page 122
- 16. Recommendation, consideration and action on approval of Memorandum of Understanding for Negotiated Agreement Change for 2016-2017 Master’s Salary Schedule.....Page 123**
- 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
SEPTEMBER 12, 2016**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON SEPTEMBER 12, 2016

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

Board Member Absent: Sharon Watts

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Dennis Schulz, Ass't Superintendent
Doug Ogle, Executive Director of Personnel/Secondary Ed
Carmen Walters, Executive Director of Federal Programs/Elementary Ed
Eldona Woodruff, Director of Special Education
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Jessica Callaway, Director of Child Nutrition
Jean Watts, Deputy Minutes Clerk

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

Member Sharon Watts was not present for roll call.
3. A quorum was established.
4. Vice President Bennett-Johnson asked everyone present to stand and join her in the Pledge of Allegiance.
5. Vice President Bennett-Johnson asked everyone present to join her in a Moment of Silence.
6. Vice President Bennett-Johnson asked for the presentation of Certified and Support Employee of the Month.

Mr. Doug Ogle, Executive Director of Personnel and Secondary Education, announced the award winners for August: Mr. Moses Bruce, Custodian at GHS, for support employee of the month and Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education, as certified employee of the month. Nomination letters were submitted to the committee by: Ms. Maggie Wade, counselor at GHS, for Mr. Moses Bruce and Mrs. Jessica Eaves, site secretary at GHS, for Ms. Carmen Walters.

Mr. Ogle presented the award winners with a plaque.

- 7A. Vice President Bennett-Johnson asked the Superintendent if there were any citizens registered to speak to the Board.**

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

- 7B. Vice President Bennett-Johnson called for any comments to the Board by Board members.**

There were no comments to the Board by Board members.

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

Superintendent Simpson reported on the following:

Since starting his 5th year in this District, this is the smoothest start to a school year we have had. Much of this success is attributed to the Transportation Department having everything very organized and ready for a new year. As Director of Operations, Mr. Cody Thompson has done great with this being his first time of opening the school year in Guthrie.

GHS Football is currently 2-0. They were not able to finish the game at Ponca City last Friday due to the weather. They will be playing at Carl Albert on September 23rd.

The student count for this year looks very similar to the ending count of 2015-2016. We are not sure how those numbers will look after the October 1st child counts are in statewide.

The State Department of Education will be receiving \$40.2 million from the State. It is yet to be determined how those funds will be distributed. We are expecting that those funds will be put into the funding formula rather than in the line items they were taken from. We are hoping to find out soon where the money will be placed.

- 9. Vice President Bennett-Johnson called for the presentation on ACT High School to College Success Report for 2015-2016.**

Mr. Doug Ogle, Executive Director of Personnel and Secondary Education, reported on last fiscal year's High School ACT results. He began by confirming the results presented are from the 2016 senior class. There were 8 more students tested than there were in 2015. The junior class was tested in 2015-2016 but those results are not compiled in this data. The scores reflect the last test that was taken by each senior.

In the subjects of English, Reading and Science, the average dropped from last year but the scores remain less than one point from the State average. In Math, our scores dropped as well and were one point below the State average.

Mr. LeGrande, Guthrie High School Principal, stated that the rigor has been increased at GHS. We have more students than ever taking A/P and concurrent classes. Those numbers have increased by 64 students compared to last year. He believes this is a result of the valedictorian/salutatorian policy that the senior class of 2017 will adhere too. This is the first class to fall under that policy. He expects improvement of test scores with this increase in A/P and concurrent enrollment over the next several years. As we work towards getting more students to take the ACT, the average could actually be lower.

10. Vice President Bennett-Johnson called for action on the Consent Agenda.

Member Sallee requested Item 10A be removed from the Consent Agenda for consideration.

A motion was made by Sallee and seconded by Smedley to approve the Consent Agenda excluding Item 10A.

The motion carried with 6 ayes and 0 nays.

A motion was made by Pennington and seconded by Smedley to approve item 10A, minutes of regular meeting held on August 8, 2016.

The motion carried with 5 ayes and 1 abstention-Member Sallee abstaining.

11A. Vice President Bennett-Johnson called for recommendation, consideration and action upon the Gifted and Talented Committee for 2016-2017.

A motion was made by Davis and seconded by Pierson to approve the Gifted and Talented Committee for 2016-2017.

The motion carried with 6 ayes and 0 nays.

11B. Vice President Bennett-Johnson called for recommendation, consideration and action upon the Professional Development Committee for 2016-2017.

A motion was made by Pierson and seconded by Smedley to approve the Professional Development Committee for 2016-2017.

The motion carried with 6 ayes and 0 nays.

11C. Vice President Bennett-Johnson called for recommendation, consideration and action upon contract with The Stacy Group for architectural services for 2016-2017.

A motion was made by Smedley and seconded by Davis to approve the contract with The Stacy Group for architectural services for 2016-2017.

The motion carried with 6 ayes and 0 nays.

- 11D. Vice President Bennett-Johnson called for recommendation, consideration and action upon Memorandum of Understanding between Meridian Technology Center and Guthrie Public Schools for supplemental funding for Guthrie Middle School Gateway to Technology Programs for 8th grade students for 2016-2017.**

A motion was made by Pierson and seconded by Smedley to approve the Memorandum of Understanding between Meridian Technology Center and Guthrie Public Schools for supplemental funding for Guthrie Middle School Gateway to Technology Programs for 8th grade students for 2016-2017.

The motion carried with 6 ayes and 0 nays.

- 11E. Vice President Bennett-Johnson called for recommendation, consideration and action upon approving Ms. Carmen Walters as the authorized official for GPS to sign any federal claims for reimbursement from the State Department of Education.**

A motion was made by Smedley and seconded by Davis to approve Ms. Carmen Walters as the authorized official for GPS to sign any federal claims for reimbursement from the State Department of Education.

The motion carried with 6 ayes and 0 nays.

- 11F. Vice President Bennett-Johnson called for recommendation, consideration and action upon approving Ms. Eldona Woodruff as the authorized official for GPS to sign any special education reimbursement claims from the State Department of Education for projects 621, 623, 625, 641 and 642.**

A motion was made by Smedley and seconded by Davis to approve Ms. Eldona Woodruff as the authorized official for GPS to sign any special education reimbursement claims from the State Department of Education for projects 621, 623, 625, 641 and 642.

The motion carried with 6 ayes and 0 nays.

- 11G. Vice President Bennett-Johnson called for recommendation, consideration and action upon 2016-2017 Estimate of Needs as prepared by Putnam & Company, PLLC and 2015-2016 Financial Statement and the authority to publish the same.**

Discussion followed.

A motion was made by Pennington and seconded by Davis to approve the 2016-2017 Estimate of Needs as prepared by Putnam & Company, PLLC and 2015-2016 Financial Statement and the authority to publish the same.

The motion carried with 6 ayes and 0 nays.

- 11H. Vice President Bennett-Johnson called for recommendation, consideration and action upon appointment of Dr. Mike Simpson or his designee to serve as representative for the Review Committee of the Tax Increment District.**

Discussion followed.

A motion was made by Pennington and seconded by Sallee to approve the appointment of Dr. Mike Simpson or his designee to serve as representative for the Review Committee of the Tax Increment District.

The motion was carried with 6 ayes and 0 nays.

- 12. Vice President Bennett-Johnson called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports and discussion of extra-duty assignments as listed for 2016-2017, 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.**

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

The motion carried with 6 ayes and 0 nays. Executive session began at 7:44 p.m.

- 12B. Vice President Bennett-Johnson acknowledged the Board's return to open session at 8:14 p.m.**

- 12C. Vice President Bennett-Johnson stated that in executive session only those items listed in Agenda Item 12 were discussed and no votes were taken.**

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

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

The motion carried with 6 ayes and 0 nays.

- 14. Vice President Bennett-Johnson called for action upon recommendation of extra-duty assignments as listed for 2016-2017.**

A motion was made by Pennington and seconded by Davis to approve the extra-duty assignments for 2016-2017.

The motion carried with 6 ayes and 0 nays.

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

Superintendent Simpson stated there was no new business.

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

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 8:16 p.m.

Jana Frey, Minutes Clerk

Jennifer Bennett-Johnson, Acting President

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
October 10, 2016**

- | | |
|----------------------|----------------------------------------------------------------------------|
| a. 804, Cotteral PTO | Valentine Grams |
| b. 804, Cotteral PTO | Christmas store |
| c. 808, Fogarty PTO | Happy Harvest Carnival |
| d. 808, Fogarty PTO | Happy Harvest Silent Auction |
| e. 808, Fogarty PTO | Happy Harvest Pictures |
| f. 809, Fogarty | Scholastic Book Fair |
| g. 830, JH STuco | Boo Grams |
| h. 869, English Club | Box Top for Education collection |
| i. 869, English Club | Box Top for Education collection |
| j. 882, Running Club | Athletic Sock sales |
| k. 895, JROTC | Chili Dinner |
| l. 899, HS Stuco | Pink Week (T-shirts, donations, etc.) |
| m. 937, Faver | Snow Cone sales at football games |
| n. 937, Faver | Water & Coffee sales |
| o. 804, Cotteral PTO | Bluejay decal sales |
| p. 824, JH Faculty | Casual day donation |
| q. 855, Tennis | Sell Yeti thermal cups |
| r. 852, Athletics | Advertise on PA @ Football games |
| s. 815, GUES PTO | Change previous approved Sky Zone fundraiser to 812, GUES Activity account |



RECEIVED

9-1-16-18

a.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/1/2016 Site Name: Cotteral Elementary

Acct. Name & #: Cotteral PTO #804 Current Unobligated Account Balance: 2134.70 *ap DS*

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Valentine Grams. Various items such as pencils, scratch pads, small toys, etc. will be sold with a message attached.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
no food

Manufacturer: none

Purpose for which funds will be used:

To help pay for student incentives and giving teachers extra money to spend in their classrooms. PTO provides luncheons for staff during parent/teacher conferences. PTO also helps with instructional materials to use schoolwide.

Name of Vendor: none

Address of Vendor: none

Items to be purchased in order to conduct the fundraiser:

Items will be purchased from the Dollar Tree, Oriental Trading and Wal Mart and sold at school for a profit on Valentine's Day.

- a. Estimated INCOME: \$1200.00
- b. Less Estimated EXPENSE: \$700.00
- c. Estimated PROFIT: \$500.00

NOTES:

First day of Fundraiser: February 6, 2017 Last Day of Fundraiser: February 14, 2017

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

What will happen to any items that are not sold? sold to staff at cost

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

Sponsor's Signature: *C. M. [Signature]* Date: 9/1/16

Principal's Signature: *[Signature]* Date: 9/1/16

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

Board of Education Approval Date: _____



RECEIVED

9-1-16 DS

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

b.

Date of Request: 9/1/2016 Site Name: Cotteral Elementary

Acct. Name & #: Cotteral PTO #804 Current Unobligated Account Balance: 2134.70 *ap DS*

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Christmas Store. Various items will be purchased by students for Christmas gifts.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

no food

Manufacturer: none

Purpose for which funds will be used:

To help pay for student incentives and giving teachers extra money to spend in their classrooms. PTO provides luncheons for staff during parent/teacher conferences. PTO also helps with instructional materials to use schoolwide.

Name of Vendor: none

Address of Vendor: none

Items to be purchased in order to conduct the fundraiser:

Items will be purchased from the Dollar Tree, Oriental Trading Company and Wal Mart and sold at the Christmas Store for a profit.

- a. Estimated INCOME: \$2000.00
- b. Less Estimated EXPENSE: \$1100.00
- c. Estimated PROFIT: \$900.00

NOTES:

First day of Fundraiser: December 12, 2016 Last Day of Fundraiser: December 16, 2016

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

What will happen to any items that are not sold? sold to staff at cost

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

Sponsor's Signature: *C. Mack* Date: Sept 1, 2016

Principal's Signature: *[Signature]* Date: 9/1/16

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

Board of Education Approval Date: _____



RECEIVED

9-28-16

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

C.

Date of Request: 9/22/2016 Site Name: Fogarty

\$9941.56
83 DS

Acct. Name & #: PTO 808 Current Unobligated Account Balance: _____

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Happy Harvest Carnival
wrist bands will be sold
fall games & activities throughout the school, snack & drinks in the cafe & It's the Great Pumpkin Charlie Brown played in the gym

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
not during school day

Manufacturer: na

Purpose for which funds will be used:

Student incentives, window treatments, classroom supplies

Name of Vendor: supplies from WalMart, Sam's & Oriental Trading

Address of Vendor: Atlanta GA, Edmond OK, DeMoines IA

Items to be purchased in order to conduct the fundraiser:

decorations, food & drink, prizes paper goods

- a. Estimated INCOME: 2500.00
- b. Less Estimated EXPENSE: 200.00
- c. Estimated PROFIT: 2300.00

NOTES:

First day of Fundraiser: November 10 Last Day of Fundraiser: November 10

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

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

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

Sponsor's Signature: Tiffany Ingram Date: 9/22/16

Principal's Signature: Marsha K Todd Date: 9/22/16

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

Board of Education Approval Date: _____



RECEIVED
9-28-16cs

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

d.

Date of Request: 9/22/2016 Site Name: Fogarty

Acct. Name & #: PTO 808 Current Unobligated Account Balance: \$19,941.56
EB DS

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Happy Harvest Silent Auction
Class baskets to be auctioned

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: na

Purpose for which funds will be used:

Student incentives, window treatments, classroom supplies

Name of Vendor: picture development @ Walmart

Address of Vendor: Atlanta GA

Items to be purchased in order to conduct the fundraiser:

pictures

a. Estimated INCOME: 200.00
b. Less Estimated EXPENSE: 40.00
c. Estimated PROFIT: 160.00

NOTES:

First day of Fundraiser: November 10 Last Day of Fundraiser: November 10

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

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

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

Sponsor's Signature: Tiffany Ingram Date: 9/22/16

Principal's Signature: Marsha K. Jodd Date: 9/22/16

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

Board of Education Approval Date: _____



RECEIVED
9-28-16 98

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

e.

Date of Request: 9/22/2016 Site Name: Fogarty

Acct. Name & #: PTO 808 Current Unobligated Account Balance: \$9,941.50 DS

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Happy Harvest Pictures
pictures will scarecrow

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: na

Purpose for which funds will be used:

Student incentives, window treatments, classroom supplies

Name of Vendor: picture development @ Walmart

Address of Vendor: Atlanta GA

Items to be purchased in order to conduct the fundraiser:

pictures

- a. Estimated INCOME: 200.00
- b. Less Estimated EXPENSE: 40.00
- c. Estimated PROFIT: 160.00

NOTES:

First day of Fundraiser: November 10 Last Day of Fundraiser: November 10

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

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

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

Sponsor's Signature: Tiffany Ingram Date: 9/22/16

Principal's Signature: Marsha K. Jodd Date: 9/22/16

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

Board of Education Approval Date: _____

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM



f.
RECEIVED
9-28-16 *g ds*

Date of Request: 9/22/2016 Site Name: Fogarty

Acct. Name & #: FOG 809 Current Unobligated Account Balance: \$ 28,485⁸⁰ - 8

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Fall Book Fair

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: _____

Purpose for which funds will be used:

library books and supplies

Name of Vendor: Scholastic Book Fairs

Address of Vendor: PO Box 3745 Jefferson City MO

Items to be purchased in order to conduct the fundraiser:

none

- a. Estimated INCOME: 4500
- b. Less Estimated EXPENSE: 4200
- c. Estimated PROFIT: 300

Mrs. Mann receives most profit
NOTES: in books instead of money

First day of Fundraiser: 10/17/2016 Last Day of Fundraiser: 10/27/2016

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

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's Signature: *Elizabeth Mann* Date: 9/22/16

Principal's Signature: *Mearsha R Jodd* Date: 9/22/16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

RECEIVED 9. 9-26-16

Date of Request: 9-22-2016 Site Name: GJHS

Acct. Name & #: StuCo 830 Current Unobligated Account Balance: \$3,041.31

RECEIVED 9-27-16

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Boo Grams

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Rice Krispie Treats

Manufacturer: Kellogg's

Purpose for which funds will be used:

Donation toward gift of new curtains for GJHS auditorium

Name of Vendor: Walmart

Address of Vendor: 1608 S Division Guthrie, OK 73044

Items to be purchased in order to conduct the fundraiser:

Mini rice krispie treats, masking tape, twine, cardstock, googly eyes

- a. Estimated INCOME: \$200
- b. Less Estimated EXPENSE: \$100
- c. Estimated PROFIT: \$100

NOTES:

First day of Fundraiser: Oct. 25, 2016 Last Day of Fundraiser: Oct. 28, 2016

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

What will happen to any items that are not sold? Store for future fundraising

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

Sponsor's Signature: [Signature] Date: 9/22/2016

Principal's Signature: [Signature] Date: 9/22/2016

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



Smart Snacks Product Calculator Results

Brand:
Kellogg's

Product Name:
Mlni Rice Krispies Treats

Serving Size:
11.00 g

First Ingredient:
toasted rice cereal

Your whole grain product meets all nutrient standards for entrees or snack foods.

for snacks.

Nutrition Facts

Serving Size 11.00 g **Ⓢ**

Servings Per Container

Amount Per Serving

Calories 45

Calories from Fat 10

Total Fat (g) 1.125

Saturated Fat (g) 0.25

Trans Fat (g) 0

Sodium (mg) 52.5

Carbohydrates

Sugars (g) 3.75

Vitamin D (%) NA

Potassium (%) NA

Calcium (%) NA

Dietary Fiber (%) NA

The person or group responsible for the point of sale to students on campus should verify a product's compliance and print their own Calculator results for documentation intended for compliance purposes. Results from this calculator have been determined by the USDA to be accurate in assessing product compliance with the Federal requirements for Smart Snacks in Schools provided the information is not misrepresented when entered into the Calculator.

LEADING THE WAY FOR CHILDREN'S HEALTH

FOUNDED BY:



American
Heart
Association.





RECEIVED
9-1-16 *ap*

h.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 8/30/16 Site Name: GHS

Acct. Name & #: English Club #869 Current Unobligated Account Balance: 1428.33 *ap DS*

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Collecting Box Tops for Education

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: _____

Purpose for which funds will be used:

Field Trips, sub pay, buses, doing community outreach projects

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

- a. Estimated INCOME: \$50
- b. Less Estimated EXPENSE: 0
- c. Estimated PROFIT: \$50

NOTE: We have never done this fundraiser, I have no idea how much we can earn.

First day of Fundraiser: 02-1-17 Last Day of Fundraiser: 02-15-17

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

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's Signature: Angela Meffitt Jones Date: 8/30/16

Principal's Signature: Chris Leland Date: 8-31-16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

Principal's Signature: Chris Leland Date: 9-12-16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

i



RECEIVED
9-13-16
g

Date of Request: 9/12/16 Site Name: GHS

Acct. Name & #: English Club #869 Current Unobligated Account Balance: 1428.33 *g*

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Collecting Box Tops for Education

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: _____

Purpose for which funds will be used:

Field Trips, sub pay, buses, doing community outreach projects

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

- a. Estimated INCOME: \$50
- b. Less Estimated EXPENSE: 0
- c. Estimated PROFIT: \$50

NOTES: We have never done this fundraiser, I have no idea how much we can earn.

First day of Fundraiser: 10/11/16 Last Day of Fundraiser: 10/21/16

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

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's Signature: *A. M. Moffatt* Date: 9-12-16

Principal's Signature: *Chris D. Grande* *DS* Date: 9-12-16

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

Board of Education Approval Date: _____

RECEIVED
9-14-16

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

J.

Date of Request: 8/31/16 Site Name: HS

Acct. Name & #: 882 Guthrie Running Club Current Unobligated Account Balance: 3,795.05

Select One: Soliciting in school only Soliciting in school and community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Athletic Socks(athletes will pre-sale and sale Guthrie athletic socks to the community and school)

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: _____

Purpose for which funds will be used:
Purchase of track/field supplies

Name of Vendor: Hype Socks

Address of Vendor: _____

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

- a. Estimated INCOME: 1500
- b. Less Estimated EXPENSE: 500
- c. Estimated PROFIT: 1000

NOTES:

First day of Fundraiser: Oct. 11 2016 Last Day of Fundraiser: May 2017

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

What will happen to any items that are not sold? Kept till next year as door prizes

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

Sponsor's Signature: [Signature] Date: 9/12/16

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 9/12/16

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

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SEP 13 2016
BY: _____ 24

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

jk

Date of Request: 6 Sep 16 Site Name: HS JROTC

Acct. Name & #: 895 JROTC Current Unobligated Account Balance: \$4,647.00

Select One: Soliciting in school only Soliciting in school and community Community Only

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

JROTC Chili Dinner

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

HOME MADE CHILI DINNER AT HS CAFETERIA

Manufacturer: N/A

Purpose for which funds will be used:

PAY FOR ENTRY FEES, TRAVEL AND

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

PAPER PRODUCTS AND CONDIMENTS AS NEEDED AND NOT PROVIDED BY CADET DONATIONS

- a. Estimated INCOME: 500.00
- b. Less Estimated EXPENSE: <30.00
- c. Estimated PROFIT: ~~500.00~~ 470.00

NOTES:

First day of Fundraiser: 14 NOV 16 Last Day of Fundraiser: 9 DEC 16

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

What will happen to any items that are not sold? DONATED TO LOCAL ENTITIES

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

Sponsor's Signature: *Mark Deducton* Date: 6 Sep 16

Principal's Signature: *Chris L. [unclear]* Date: 9-6-16

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

Board of Education Approval Date: _____

RECEIVED

9-13-16

l.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 8/31/16 Site Name: HS

Acct. Name & #: 899 Current Unobligated Account Balance: 3,343.90

Select One: Soliciting in school only Soliciting in school and community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Pink Week (activities include: t-shirts, donation cans in restaurants, community donations, money chasers.)

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer: Gandy Ink, GPS, T-shirt nerds

Purpose for which funds will be used:
Donated to recipient from within GPS.

Name of Vendor: Gandy Ink, GPS, T-shirt nerds

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:
T-shirts, donation jars, paper, paint

a. Estimated INCOME: 5000
b. Less Estimated EXPENSE: 2000
c. Estimated PROFIT: 3000

NOTES:

First day of Fundraiser: Oct. 11 2016 Last Day of Fundraiser: Dec. 2016

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

What will happen to any items that are not sold? Kept till next year as door prizes

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

Sponsor's Signature: [Signature] Date: 9/12/16

Principal's Signature: [Signature] Date: 9-12-16

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

Board of Education Approval Date:



RECEIVED
9-22-16

m.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/22/16 Site Name: Faver Alt Ed

Acct. Name & #: Faver Activity/937 Current Unobligated Account Balance: 415.81 *DS*

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Snow cones sales at any sport home game.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

snow cones

Manufacturer: Do it yourself.

Purpose for which funds will be used:

To allow students to participate at the end of year field trip to Riversport Adventure on May 18, 2017.

Name of Vendor: N/A

Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser:

Ice, cups, spoons, and liquid flavor jars.

- a. Estimated INCOME: 2,000
- b. Less Estimated EXPENSE: 825
- c. Estimated PROFIT: 1,175

NOTES:

First day of Fundraiser: 10/14/16 Last Day of Fundraiser: 05/01/2017

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

What will happen to any items that are not sold? Give to Students

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

Sponsor's Signature: [Signature] Date: 9/22/16

Principal's Signature: [Signature] Date: 9-22-16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

m.

Date of Request: 9/22/16 Site Name: Faver Alt Ed

Acct. Name & #: Faver Activity/937 Current Unobligated Account Balance: 415.81

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Sale water and coffee.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

Manufacturer: Do it yourself.

Purpose for which funds will be used:

To allow students to participate at the end of year field trip to Riversport Adventure on May 18, 2017.

Name of Vendor: N/A

Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser:

Coffee grounds, filters, dry creamer, cups, spoons, water bottles, and spoons.

- a. Estimated INCOME: 1,000
- b. Less Estimated EXPENSE: 400
- c. Estimated PROFIT: 600

NOTES:

First day of Fundraiser: 10/17/16 Last Day of Fundraiser: 05/01/2017

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

What will happen to any items that are not sold? Give to Students

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

Sponsor's Signature: Date: 9/22/16

Principal's Signature: Date: 9-22-16

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

Board of Education Approval Date: _____

Calories in Various Coffees

Beverage	Volume (oz)	Calories
Instant coffee	1 rounded tsp dry powder	4
Instant coffee	8	4
Espresso Coffee	1	1
Brewed Coffee	8	2
Brewed Decaf Coffee	8	0
Brewed Coffee (w/2tbsp of cream)	9	106
Brewed Coffee (w/2tbsp of half & half)	9	42
Brewed Coffee (w/2tbsp of whole milk)	9	20
Brewed Coffee (w/2tbsp of 2% milk)	9	17
Brewed Coffee (w/2tbsp of skim milk)	9	12
Brewed Coffee (w/2tbsp plain powdered non-dairy creamer)	9	68
Brewed Coffee (w/2tbsp plain liquid non-dairy creamer)	9	42
Homemade Latte (6oz whole milk)	8	91
<i>(Adding Sugar to above)</i>	<i>1tsp</i>	<i>add 16</i>

Smart Snacks in School Beverage Options

The Healthy Hunger-Free Kids Act of 2010 directed the USDA to establish science-based nutrition standards for all foods and beverages sold to students in school during the school day. The new Smart Snacks in School nutrition standards will help schools to make the healthy choice the easy choice by offering students more of the foods and beverages we should be encouraging—whole grains, fruits and vegetables, leaner protein, low-fat dairy, while limiting foods with too much sugar, fat and salt.

Smart Snacks in School lays out targeted, science-based nutrition standards for beverages that reflect current nutrition science and progress being made in States and local communities across the country, as well as through existing voluntary efforts. The new standards allow variation by age group for factors such as portion size and caffeine content. While water is available on an unlimited basis, USDA has established reasonable, age-appropriate portion size standards for all other beverages in order to reinforce the important concepts of moderation and balance in student diets.

Highlights of the *Smart Snacks in School* nutrition standards include:

- **Healthier beverage options during the school day. All schools are allowed to sell:**
 - Plain water (carbonated or uncarbonated);
 - Unflavored low-fat milk;
 - Flavored or unflavored non-fat milk (and milk alternatives); and
 - 100 percent fruit and vegetable juices, and full-strength juice diluted with water, carbonated or non-carbonated, with no added sweeteners.
- **Portion sizes based on age.**

Elementary schools may sell up to 8-ounce portions of allowable milk and juice beverages, while middle and high schools may sell up to 12-ounce portions. In high schools, the standards limit the maximum container size to 12-ounces for lower calories beverages and 20 ounces for calorie-free beverages.
- **Additional options for older students.**
 - The new standards provide additional beverage options to high school students, recognizing their increased independence, relative to younger students, and the wide range of beverages available to high school students in the broader marketplace. Beyond water, milk and juice, Smart Snacks in School provides additional calorie-free and lower-calorie beverage options for high school students:
 - Calorie-free beverages, in up to 20-ounce portions; and
 - Lower-calorie beverages with up to 40 calories per 8 ounces or 60 calories per 12 ounces. These may be sold in up to 12 ounce portions.
- **Caffeinated beverages remain an option for high school students.**

The new nutrition standards do not restrict the sale of caffeinated beverages to high school students. USDA encourages school districts to exercise caution when selecting items for sale to their students. USDA will continue to monitor the Food and Drug Administration's (FDA) work on caffeine and will consider revising the nutrition standards in the future as appropriate.



USDA Smart Snacks in School Beverage Guidelines



CATEGORY	ELEMENTARY	MIDDLE	HIGH
PLAIN OR CARBONATED WATER	Any size	Any size	Any size
LOW FAT MILK (1%), UNFLAVORED	≤8oz	≤12oz	≤12oz
NON FAT MILK (SKIM), FLAVORED OR UNFLAVORED*	≤8oz	≤12oz	≤12oz
100% FRUIT OR VEGETABLE JUICE (plain or carbonated) with no added sweeteners	≤8oz	≤12oz	≤12oz
100% FRUIT OR VEGETABLE JUICE, DILUTED WITH WATER (plain or carbonated) with no added sweeteners	≤8oz	≤12oz	≤12oz
NO CALORIE BEVERAGES, FLAVORED AND/OR CARBONATED <5 calories per 8oz, or ≤10 calories per 20oz	Not permitted	Not permitted	<u>≤20oz</u>
LOW CALORIE BEVERAGES, FLAVORED AND/OR CARBONATED ≤40 calories per 8oz, or ≤60 calories per 12oz	Not permitted	Not permitted	<u>≤12oz</u>

*including nutritionally equivalent milk alternatives as permitted by the school meal requirements.
Note: Caffeinated beverages are only permitted at the High School level.

For a sample list of products that meet these Guidelines, please visit: HealthierGeneration.org/productnavigator



9.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/8/2016 Site Name: 120-Cotteral

Acct. Name & #: 804-PTO Current Unobligated Account Balance: \$2134.70

Select One: Soliciting in school only Soliciting in school and community Community Only

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

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
no food

Manufacturer: Brenda and Kyle Brandon

Purpose for which funds will be used:
student incentives, luncheons for staff, instructional materials, playground improvements and upkeep

Name of Vendor: Rustic Wraps

Address of Vendor: 11414 S. Coyle Road, Coyle, OK 73027

Items to be purchased in order to conduct the fundraiser:
Bluejay decals

- a. Estimated INCOME: \$1000.00
- b. Less Estimated EXPENSE: \$500.00
- c. Estimated PROFIT: \$500.00

NOTES:

First day of Fundraiser: November 14, 2016 Last Day of Fundraiser: November 22, 2016

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

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

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

Sponsor's Signature: C. Mac Date: 8/9/16

Principal's Signature: [Signature] Date: 9/8/16

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

Board of Education Approval Date: _____



RECEIVED
9-30-16ccg

P.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 9/29/16 Site Name: JH

Acct. Name & #: 824 JH Faculty Current Unobligated Account Balance: \$449.13

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Teachers will donate \$5 per month to purchase soda for the vending machine. In exchange teachers will be given an additional casual day.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:

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

N/A

Manufacturer: N/A

Purpose for which funds will be used:

Any needs associated with faculty account.

Name of Vendor: N/A

Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser:

N/A

- a. Estimated INCOME: 1000.00
- b. Less Estimated EXPENSE: 0.00
- c. Estimated PROFIT: 1000.00

NOTES:

First day of Fundraiser: 10/11/2016 Last Day of Fundraiser: 05/01/2017

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

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's Signature: [Signature] Date: 9-29-16

Principal's Signature: [Signature] Date: 9-29-16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

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9/21/16

RECEIVED
10/31/16

g

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 09/19/2016 Site Name: High School

Acct. Name & #: 855/Tennis Current Unobligated Account Balance: \$9,000.00

11,308.18
9/20/16

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Sell thermal cups

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)

Manufacturer: Yeti thermal cups

Purpose for which funds will be used:

Resurface the tennis courts

Name of Vendor: Broken Okie Laser Works

Address of Vendor: 920 Rosebrier Ct.

Items to be purchased in order to conduct the fundraiser:

NA

- a. Estimated INCOME: 4000
- b. Less Estimated EXPENSE: 2500
- c. Estimated PROFIT: 1500

NOTES:

First day of Fundraiser: 11/4/2016 Last Day of Fundraiser: 11/29/2016

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

What will happen to any items that are not sold? By order only

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

Sponsor's Signature: Mary Anderson Date: 9-19-16

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 9-19-16

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

SEP 18 2016

[Signature]

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10/31/16

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

7

Date of Request: 9-30-2016 Site Name: HS- Athletic

Acct. Name & #: Athletic 852 Current Unobligated Account Balance: <- 1245²² - >

Select One: Soliciting in school only Soliciting in school and community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
Advertisement on PA football games

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

Please supply the following information:
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)
n/a

Manufacturer: n/a

Purpose for which funds will be used:
General Athletic

Name of Vendor: NA NA NA

Address of Vendor: _____

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

- a. Estimated INCOME: 500.00
- b. Less Estimated EXPENSE: 0
- c. Estimated PROFIT: 500.00

NOTES:

First day of Fundraiser: Oct 14, 2016 Last Day of Fundraiser: Nov 4, 2016

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

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

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

Sponsor's Signature: _____ Date: _____

Principal's Signature: _____ Date: _____

Athletic Director's Signature (if applicable): [Signature] Date: 9-28-16

Board of Education Approval Date: _____

RECEIVED
BY: _____

Memo

To: Dr. Simpson and GPS Board of Education

From: Anita Paul

Date: September 19, 2016

Re: Fundraiser account change

Susan Davison has requested a change to a prior approved fundraiser, Sky Zone. It was originally approved at the June 13th meeting to be conducted for the 815, GUES PTO. She wishes to conduct the fundraiser as approved with the proceeds going into the GUES activity account, 812 instead.

RECEIVED
6-3-16

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

CCS

Date of Request: 6-1-16 Site Name: GUES

Acct. Name & #: 815-PTO Current Unobligated Account Balance: \$18,568.86

Select One: Soliciting in school only Soliciting in school and community Community Only

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

Sky Zone Fundraiser in Edmond-We will receive credit for all jumpers that go to Sky Zone on the scheduled night for our event. We can earn \$4 per jumper with 50+ jumpers or \$6 per jumper with +100 jumpers. We will pass out flyers to the students and encourage them to go.

If food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in School's 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/>

If the fundraiser involves selling food and/or beverage items, please supply the following information:

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

Manufacturer: _____

Purpose for which funds will be used:

To purchase student incentives, rewards, computer/software upgrades, classroom materials, building/ground needs, donations, refunds, supplies, misc., Studylsland, DiscoveryEd, AR program

Name of Vendor: Sky Zone

Address of Vendor: Sky Zone 2525 S. Broadway, Edmond Ok. 73013

Items to be purchased in order to conduct the fundraiser:

- a. Estimated INCOME: \$500.00
- b. Less Estimated EXPENSE: _____
- c. Estimated PROFIT: \$500.00

NOTES:

First day of Fundraiser: Nov. 3, 2016 Last Day of Fundraiser: Nov. 3, 2016

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

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

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

Sponsor's Signature: _____ Date: _____

Principal's Signature: J. Bell ^{DS} Date: 6-2-16

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

APPROVED

Board of Education Approval Date: _____

TRANSFERS FOR BOARD APPROVAL
October 10, 2016

TO:	FROM:	REASON	\$AMOUNT
925, GF Refund	876, FFA Boosters	Mailing postage	\$75.33
899, HS Stuco	863, Class of 2019	Homecoming parade fee	\$20



RECEIVED
9-29-16

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

Amount 75.33

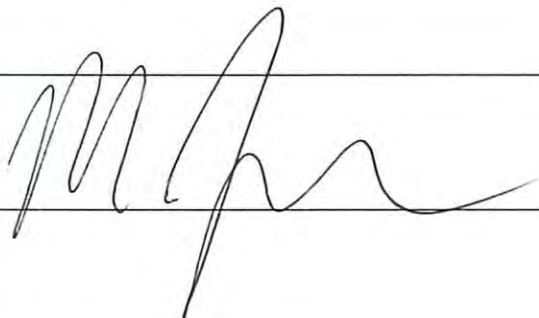
Date Requested 9/22/2016

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

Transfer from: 876, FFA/4H Booster Club
Account Name & Number


State Reason for Transfer Below

Postage for 162 mail outs

Sponsor's Signature: 

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: 

Principal's Signature: 

Transfer # _____

Board Approved _____



RECEIVED
10/31/16



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

Amount 20.00

Date Requested 9/29/16

Transfer to: Stuco 899
Account Name & Number

Transfer from: Sophomore Class 863
Account Name & Number

State Reason for Transfer Below

Parade fees for homecoming.

Sponsor's Signature: *P. Krueger*

President / Vice-Pres. Signature: *Hannah Wolf*

Treasurer/Secretary's Signature: _____

Principal's Signature: *Chris [unclear]*

Transfer # _____

Board Approved _____

**Transportation Department
Fuel Bids
2016-2017**

DATE: <u>9/29/16</u> PO#:	TIME BIDS BEGAN: <u>8:10 A.M.</u> TIME BIDS CLOSED: <u>8:30 AM</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEADED: <u>1000</u>
------------------------------	-----------------------------------------------------------------------	----------------------------------------------------------------

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<u>Scott</u>			
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	1.7450	1.6712
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	1.7745	1.6459
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	1.7313	1.6199
TRUMAN ARNOLD COMPANIES	CASY <u>Brett</u>	1-800-808-6500	1.87365	1.741905

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Red Rock</u>		
UNLEADED FUEL: <u>1000 gallons</u>	PRICE PER GALLON: <u>1.7313</u>	TOTAL AMT: <u>1731.30</u>	
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>1.6199</u>	TOTAL AMT: <u>11,339.30</u>	
		TOTAL PURCHASE: <u>13,070.60</u>	

PER TELEPHONE BIDS RECEIVED BY: <u><i>Ann Smith</i></u> <u><i>Vivian Biggs</i></u>	COMMENTS:
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Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 383 - 457

PO No	Date	Vendor No	Vendor	Description	Amount
383	09/07/2016	12447	MARDEL, INC.	\$100.00/S. COCHRANE/JH	100.00
384	09/07/2016	43814	WOODWORKS, LTD.	SUPPLIES/TECH ENG/PETERMAN/JH	285.00
385	09/07/2016	14000	BROOKLYN PUBLISHERS, LLC	SUPPLIES/BERRYMAN/HS	110.00
386	09/12/2016	15724	COUGHLAN COMPANIES, INC.	PEBBLEGO/LIBRARY/MANN/FOGAR RTY	745.00
387	09/12/2016	17836	MHS	TESTING SUPPLIES/SPECIAL ED	132.00
388	09/12/2016	40354	FAMILY CAREER & COMMUNITY	FCCLA member dues from 412 money	375.00
389	09/12/2016	43345	MIZUNI, INC	ZIS SERVER SOFTWARE AND SUPPORT	5,400.00
390	09/12/2016	12171	LAKESHORE LEARNING MATERIALS	\$100.00/ K. YOUNG/COTTERAL	100.00
391	09/12/2016	14207	WALMART COMMUNITY	\$100.00/C. BELL/COTTERAL	100.00
392	09/12/2016	43800	COLTON HINES	CONSULTANT/BAND/BLACKBURN/ HS	1,000.00
393	09/12/2016	10802	PEARISON INC.	SUPPLIES/BAND/BLACKBURN/HS	1,230.00
394	09/12/2016	14207	WALMART COMMUNITY	\$100.00/T. BLEWETT/COTTERAL	99.00
395	09/12/2016	80663	SHERI DAWN STEVENSON	MILEAGE REIMBURSEMENT FOR WORKSHOP	100.00
396	09/12/2016	14207	WALMART COMMUNITY	\$100.00/S. LEGRANDE/JH	99.79
397	09/12/2016	15926	DELL MARKETING L.P.	PRINTER CARTRIDGES/MILES/ADMIN	531.01
398	09/12/2016	14207	WALMART COMMUNITY	\$100.00/D.HAYES/GUES	100.00
399	09/12/2016	15571	STAPLES ADVANTAGE	OFFICE CHAIRS/WEBB/JH	299.97
400	09/12/2016	12910	OFFICE DEPOT, INC.	TWO-WAY RADIOS/WEBB/JH	344.97
401	09/12/2016	17756	VEX ROBOTICS, INC	SUPPLIES/T. DARCY/JH	449.85
402	09/12/2016	12899	O'REILLY AUTOMOTIVE INC.	BLANKET FOR SUPPLIES/TRANSPORTATION	5,000.00
403	09/13/2016	13229	QUILL CORPORATION	SUPPLIES/LIBRARY/MANN/FOGAR TY	85.98
404	09/13/2016	10924	DEMCO, INC	SUPPLIES/LIBRARY/MANN/FOGAR TY	95.32
405	09/13/2016	12860	NORCOSTCO	SUPPLIES/BAND/BLACKBURN/HS	118.61
406	09/14/2016	17940	PROSPERITY BANK	REGISTRATION/SPECIAL ED	360.00
407	09/15/2016	15444	SCHOOL SPECIALTY	\$100.00/L WALSWORTH/COTTERAL	0.00
408	09/15/2016	14207	WALMART COMMUNITY	\$100.00/L. WALSWORTH/COTTERAL	98.15
409	09/15/2016	12910	OFFICE DEPOT, INC.	\$100.00/D. DAVENPORT/COTTERAL	59.99
410	09/15/2016	14207	WALMART COMMUNITY	\$100.00/D. DAVENPORT/COTTERAL	40.00
411	09/15/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/JENSEN/COTTER AL	3,245.00
412	09/15/2016	15724	COUGHLAN COMPANIES, INC.	PEBBLE GO RENEWAL/LIBRARY/JENSEN/COTT ERAL	1,035.00

Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 383 - 457

PO No	Date	Vendor No	Vendor	Description	Amount
413	09/15/2016	42985	OKLAHOMA TECHNOLOGY ASSOCIATION	REGISTRATION FOR OTA CONFERENCE/BENSON/HS	95.00
414	09/15/2016	81373	PHYLLIS SUZANNE WILSON	MILEAGE REIMBURSEMENT FOR 2016-17	200.00
415	09/15/2016	13759	STEVE'S MUFFLER	REPAIRS/TRANSPORTATION	500.00
416	09/15/2016	12980	OKLAHOMA SECONDARY SCHOOL	ENTRY FEES/BAND/BLACKBURN/HS	800.00
417	09/19/2016	15739	OKLAHOMA TECHNOLOGY ASSOCIATION	REGISTRATION/D. BENSON/TECHNOLOGY	95.00
418	09/20/2016	13272	REALLY GOOD STUFF, INC.	\$100.00/J. WILLIAMSON/FOGARTY	65.43
419	09/20/2016	14207	WALMART COMMUNITY	\$100.00/J. WILLIAMSON/FOGARTY	35.00
420	09/20/2016	16417	OSHA	SPEECH LANGUAGE CONFERENCE	200.00
421	09/20/2016	12910	OFFICE DEPOT, INC.	SUPPLIES/TECH ENG/DARCY/JH	203.94
422	09/20/2016	15994	AMAZON.COM LLC	SUPPLIES/DODGION/CENTRAL	977.68
423	09/20/2016	12171	LAKESHORE LEARNING MATERIALS	SUPPLIES/DODGION/CENTRAL	29.95
424	09/22/2016	13704	BSN SPORTS, INC.	HS- BLANKET PO UNIFORMS EQUIPMENT SUPPLIES	2,000.00
425	09/22/2016	12171	LAKESHORE LEARNING MATERIALS	\$100.00/M. HELMBERGER/CENTRAL	99.49
426	09/22/2016	15354	RADIOS UNLIMITED, INC.	SUPPLIES/WEBB/JH	630.00
427	09/22/2016	15124	COOPERATIVE COUNCIL FOR OKLAHOMA	REGISTRATION/WOODRUFF/SME DLEY	280.00
428	09/22/2016	18001	OKLAHOMA REHABILITATION ASSOCIATION	REGISTRATION/SPECIAL ED/JH/HS	150.00
429	09/26/2016	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES/BAND/BLACKBURN/HS	350.00
430	09/26/2016	17940	PROSPERITY BANK	SUPPLIES/TECH ENG/PETERMAN/JH	167.68
431	09/26/2016	17727	PROJECT LEAD THE WAY	SUPPLIES/TECH ENG/PETERMAN/JH	1,475.45
432	09/26/2016	42609	RITELWAY SHREDDING	DISTRICT DOCUMENT SHREDDING	200.00
433	09/28/2016	12447	MARDEL, INC.	\$100.00/A. DAVIS/GUES	100.00
434	09/28/2016	14207	WALMART COMMUNITY	\$100.00/N. TAUTIMER/GUES	65.03
435	09/28/2016	12447	MARDEL, INC.	\$100.00/N. TAUTIMER/GUES	34.97
436	09/28/2016	14207	WALMART COMMUNITY	\$100.00/C. PAYNE/GUES	100.00
437	09/28/2016	15994	AMAZON.COM LLC	\$100.00/C. PRATT/GUES	85.48
438	09/28/2016	14207	WALMART COMMUNITY	\$100.00/C. GARRETT/GUES	100.00
439	09/28/2016	12910	OFFICE DEPOT, INC.	\$100.00/A. BRANSON/GUES	100.00
440	09/28/2016	15926	DELL MARKETING L.P.	COMPUTER/SPECIAL ED/GUES	1,612.78
441	09/28/2016	42240	PERSONAL COMPUTER SYSTEMS, INC.	SCANNERS/SPECIAL ED	5,268.00
442	09/28/2016	17911	B & C BUSINESS PRODUCTS, INC	CALCULATORS/SPECIAL ED/GUES	59.85
443	09/28/2016	15370	OKLA SOCIETY TO PREVENT BLINDNESS	VISION SCREENING TRAINING	350.00
444	09/29/2016	15994	AMAZON.COM LLC	\$100.00/E. AVILA/CENTRAL	100.00
445	09/29/2016	13286	RED ROCK DISTRIBUTING CO.	FUEL/PER BID/TRANSPROTATION	13,070.60
446	09/30/2016	40123	SUMMIT	BLANKET FOR PARTS/TRANSPORTATION	5,000.00

Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 383 - 457

PO No	Date	Vendor No	Vendor	Description	Amount
447	09/30/2016	17797	TALK RADIO, LLC	RADIO SERVICES/TRANSPORTATION	1,350.00
448	09/30/2016	17940	PROSPERITY BANK	BLANKET FOR OUT OF TOWN FUEL/REPAIRS/VO-AS/HS	500.00
449	09/30/2016	17940	PROSPERITY BANK	ROOMS FOR LIVESTOCK SHOW/VO -AG/HS	530.00
450	10/03/2016	14207	WALMART COMMUNITY	\$100.00/T. WEIR/GUES	100.00
451	10/03/2016	14207	WALMART COMMUNITY	\$100.00/C. PORTER/HS	96.48
452	10/03/2016	16876	LEARNING RESOURCES INC	Linking Cubes, Plastic, 3/4 inch, 100 pack	64.95
453	10/03/2016	83113	TAMARA KAYE KURIGER	MILEAGE REIMB./SPECIAL ED/HS	125.00
454	10/04/2016	80663	SHERI DAWN STEVENSON	MILEAGE REIMB./SPECIAL ED/JH	200.00
455	10/04/2016	81726	LISA GAYE KROTH	MILEAGE REIMB./SPECIAL ED/HS	100.00
456	10/04/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/HUDSON/HS	1,877.89
457	10/04/2016	42985	OKLAHOMA TECHNOLOGY ASSOCIATION	REGISTRATION/TECH ENG./JH	285.00
Non-Payroll Total:					\$61,570.29
Payroll Total:					\$0.00
Report Total:					\$61,570.29

Purchase Order Register

Options: Year: 2016-2017, Fund: Building, Date Range: 7/1/2016 - 10/4/2016, PO Range: 90 - 105

PO No	Date	Vendor No	Vendor	Description	Amount
90	09/06/2016	17940	PROSPERITY BANK	SUPPLIES/VO-AG/DRAKE/HS	659.00
91	09/07/2016	17940	PROSPERITY BANK	SAFETY TAPE, WELDING PENCILS, EXHAUST FANS	215.88
92	09/07/2016	15969	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	5,000.00
93	09/07/2016	43749	TREAT'S SOLUTIONS, LLC	DISTRICT CUSTODIAL SUPPLIES	6,000.00
94	09/12/2016	16370	QUICK SERVICE STEEL	MATERIAL FOR SMART BOARD MOUNTS	1,000.00
95	09/15/2016	12686	MIDWEST PUBLISHING CO.	BUSINESS CARDS FOR CODY	51.85
96	09/15/2016	42004	ROBERT BROOKE & ASSOCIATES	DOOR HARDWARE FOR DISTRICT	488.34
97	09/21/2016	14288	WINSUPPLY OF OKLAHOMA CITY	SUPPLIES/MAINTENANCE	1,059.90
98	09/22/2016	43827	ED HUMES LOCKSMITH SERVICE, INC.	DISTRICT LOCK REPAIR AND KEYS	2,500.00
99	09/23/2016	11514	H & M CARPET CENTER LLC	REPLACE CARPET IN COTTERAL PORTABLE	1,514.70
100	09/23/2016	43362	ECKROAT SEED CO	HS- DRYING AGENT-CHALK- SEED	1,000.00
101	09/27/2016	43798	DENSE MECHANICAL	DISTRICT HVAC REPAIRS	2,500.00
102	09/27/2016	16934	BRANCH'S HEATING & AIR	DISTRICT HVAC REPAIRS	5,000.00
103	09/27/2016	43801	6-L MECHANICAL	HVAC SERVICE & REPAIRS FOR DISTRICT	5,000.00
104	09/29/2016	12173	LAMPTON WELDING SUPPLY COMPANY, INC	POWER CORD FOR LINCOLN WELDER	80.00
Non-Payroll Total:					\$32,069.67
Payroll Total:					\$0.00
Report Total:					\$32,069.67

Purchase Order Register

Options: Year: 2016-2017, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2016 - 6/30/2017, PO Range: 20 - 23

PO No	Date	Vendor No	Vendor	Description	Amount
20	09/15/2016	43817	KRISTY CHERRY	MEAL REFUND/CHANGE IN STATUS	47.70
21	09/15/2016	43816	FAITH BUCKLEY	MEAL REFUND /CHANGE IN STATUS	14.60
22	09/22/2016	43829	RED RIVER GASKET, LLC	BLANKET FOR REPAIRS	600.00
23	09/22/2016	43811	KEITHA BUFORD	MEAL REFUND/CHANGE IN STATUS	66.38

Non-Payroll Total:	\$728.68
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Payroll Total:	\$0.00
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Report Total:	\$728.68
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Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2016	10611	CITY OF GUTHRIE	WATER/SEWER/GARBAGE FOR 2016-17	80,000.00
		011-2620-410-000-0000-000-050		08/01/2016	10,350.07
		011-2620-410-000-0000-000-050		08/01/2016	4,788.93
		125-2620-410-000-0000-000-710		08/01/2016	200.44
		125-2620-410-000-0000-000-710		08/01/2016	795.88
		125-2620-410-000-0000-000-710		08/01/2016	200.44
		125-2620-410-000-0000-000-710		08/01/2016	3,903.24
		011-2620-410-000-0000-000-050		09/22/2016	4,788.93
		011-2620-410-000-0000-000-050		09/22/2016	54,972.07
2	07/01/2016	12886	O G & E	ELECTRIC SERVICE FOR 2016-17	325,000.00
		008-2620-624-000-0000-000-050		08/17/2016	46,773.66
		008-2620-624-000-0000-000-050		08/17/2016	188,045.00
		008-2620-624-000-0000-000-050		08/17/2016	40,181.34
		125-2620-624-000-0000-000-710		08/17/2016	1,103.25
		125-2620-624-000-0000-000-710		08/17/2016	48,390.79
		125-2620-624-000-0000-000-710		08/17/2016	505.96
3	07/01/2016	12892	O.N.G.	NATURAL GAS FOR 2016-17	31,417.58
		009-2620-627-000-0000-000-050		08/01/2016	572.37
		009-2620-627-000-0000-000-050		08/01/2016	790.01
		009-2620-627-000-0000-000-050		08/01/2016	608.78
		009-2620-627-000-0000-000-050		08/01/2016	835.01
		009-2620-627-000-0000-000-050		08/01/2016	26,062.36
		009-2620-627-000-0000-000-050		08/01/2016	749.05
		125-2620-627-000-0000-000-710		08/01/2016	49.89
		125-2620-627-000-0000-000-710		08/01/2016	100.41
		125-2620-627-000-0000-000-710		08/01/2016	1,525.97
		125-2620-627-000-0000-000-710		08/01/2016	123.73
4	07/01/2016	17419	CLEARWATER ENTEPRISES	NATURAL GAS FOR 2016-17	32,000.00
		009-2620-627-000-0000-000-050		08/16/2016	186.73
		009-2620-627-000-0000-000-050		08/16/2016	50.92
		009-2620-627-000-0000-000-050		08/16/2016	30,262.35
		009-2620-627-000-0000-000-050		08/16/2016	125.00
		009-2620-627-000-0000-000-050		08/16/2016	125.00
		009-2620-627-000-0000-000-050		08/16/2016	1,250.00
12	07/01/2016	13431	ROSENSTEIN FIST & RINGOLD	ATTORNEY FEES FOR 2016-17	7,256.68
		028-2317-353-000-0000-000-050		08/30/2016	286.00
		028-2317-354-000-0000-000-050		08/30/2016	572.00
		028-2317-356-000-0000-000-050		08/30/2016	1,534.00
		028-2317-357-000-0000-000-050		08/30/2016	849.68
		028-2317-354-000-0000-000-050		09/20/2016	624.00
		028-2317-356-000-0000-000-050		09/20/2016	2,104.50
		028-2317-357-000-0000-000-050		09/20/2016	1,286.50
14	07/01/2016	13939	THE OKLAHOMAN	SUBSCRIPTIONS/ADS FOR 2016-17	569.00
		041-2511-647-000-0000-000-050		07/19/2016	247.00
		041-2571-540-000-0000-000-050		07/19/2016	322.00
17	07/01/2016	42267	AMERICAN FIDELITY	FICA FOR 2016-17	2,000.00
		046-1000-231-100-1024-210-120		08/12/2016	206.55
		046-1000-231-100-1050-210-110		08/12/2016	103.28
		046-1000-231-100-1050-210-110		08/12/2016	103.27

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
			046-1000-231-100-1050-210-130	08/12/2016	87.21
			046-1000-241-239-1050-413-125	08/12/2016	63.50
			046-2240-231-000-0000-321-050	08/12/2016	73.69
			046-2410-231-000-0000-101-125	08/12/2016	106.59
			046-2730-241-239-0000-951-050	08/12/2016	31.37
			046-1000-231-100-1050-210-125	09/20/2016	136.06
			046-1000-231-100-1050-210-130	09/20/2016	53.30
			046-1000-241-000-0000-413-125	09/20/2016	16.83
			046-2240-231-100-1050-321-050	09/20/2016	130.05
			046-2620-241-000-0000-000-050	09/20/2016	888.30
18	07/01/2016	15661	OKLAHOMA EMPLOYMENT SECURITY COMM	UNEMPLOYMENT FOR 2016-17	12,000.00
			UNEMPLOYMENT FOR 2016-17	002-1000-271-100-1050-210-110	476.68
				002-1000-271-100-1050-210-110	5,838.52
				002-1000-271-100-2200-210-610	1,684.80
				003-1000-281-100-1050-214-125	361.48
				003-1000-281-239-1050-413-610	142.54
				003-2620-281-000-0000-954-050	3,495.98
20	07/01/2016	10018	IMAGE WORKS OF OKLAHOMA, INC	COPY LEASE/MAINT. FOR 2016-17	8,640.84
			COPY LEASE/MAINT. FOR 2016-17	037-2511-430-000-0000-000-000	8,640.84
22	07/01/2016	13021	OSSBA	MEMBERSHIP/ONLINE POLICY/REG. FOR 2016-17	1,950.00
			ONLINE POLICY FOR 2016-17	006-2319-810-000-0000-000-050	1,000.00
			REGISTRATION FOR 2016-17	006-2573-860-000-0000-000-050	60.00
				006-2573-860-000-0000-000-050	390.00
				006-2573-860-000-0000-000-050	500.00
30	07/01/2016	13229	QUILL CORPORATION	BLANKET FOR SUPPLIES FOR 2016- 17	1,834.73
			BLANKET FOR SUPPLIES FOR 2016-17	034-1000-619-100-4400-000-705	12.79
				041-2511-619-000-0000-000-050	361.65
				041-2511-619-000-0000-000-050	145.00
				041-2511-619-000-0000-000-050	34.77
				041-2511-619-000-0000-000-050	1,280.52
49	07/01/2016	17261	OKLAHOMA SCHOOLS INSURANCE GROUP	LIABILITY/PROPERTY/VEHICLE INS. FOR 2016-17	159,712.00
			PROPERTY, LIABILITY AND VEHICLE INSURANCE FOR 2016-17	021-2319-522-000-0000-000-000	13,848.33
				021-2319-522-000-0000-000-000	13,848.33
				021-2319-522-000-0000-000-000	13,848.34
				021-2620-523-000-0000-000-050	39,389.00
				021-2620-523-000-0000-000-050	39,389.00
				021-2620-523-000-0000-000-050	39,389.00
79	07/01/2016	11201	EUREKA WATER CO., INC.	MACHINE RENTAL/SUPPLIES/TECHNOLOGY	750.00
			MACHINE	026-2620-440-000-0000-000-050	12.50
			RENTAL/SUPPLIES/TECHNOLOGY	026-2620-440-000-0000-000-050	12.50
				026-2620-440-000-0000-000-050	125.00
				026-2620-619-000-0000-000-050	27.80
				026-2620-619-000-0000-000-050	27.80
				026-2620-619-000-0000-000-050	544.40

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
211	07/27/2016	43809	e3 DIAGNOSTICS, INC	CALIBRATE AUDIOMETERS/SPECIAL ED	75.00
	TRIP CHARGE	044-2640-430-239-0000-000-050		09/13/2016	75.00
217	07/27/2016	14207	WALMART COMMUNITY	BLANKET FOR SUPPLIES/SPECIAL ED	500.00
	BLANKET FOR CLASSROOM SUPPLIES	621-1000-619-239-1050-000-110		09/23/2016	22.95
		621-1000-619-239-1050-000-125		09/23/2016	431.15
		621-1000-619-239-1050-000-610		09/23/2016	22.95
		621-1000-619-239-1060-000-705		09/23/2016	22.95
227	08/02/2016	16389	GUTHRIE EDUCATIONAL FOUNDATION	MAY PAYROLL DEDUCTIONS	652.00
	MAY PAYROLL DEDUCTIONS CHECK WAS PLACED IN THE INCORRECT ENVELOPE AND SENT TO OEA. WHEN OEA FOUND THE PROBLEM THEY ISSUED A CHECK BACK TO GUTHRIE PUBLIC SCHOOLS. THIS WAS DEPOSITED IN THE GF REFUND ACCOUNT AND THIS PO WILL PAY THE CORRECT VENDOR.	041-3300-930-000-0000-000-050		09/21/2016	652.00
244	08/08/2016	12447	MARDEL, INC.	\$100.00/D. LONGNECKER/GUES	50.33
	CLASSROOM SUPPLIES	034-1000-619-100-1050-000-125		09/13/2016	50.33
246	08/09/2016	16691	PEARSON ASSESSMENTS	PSYCHOLOGICAL TESTING MATERIALS/SPECIAL ED	6,538.77
	TESTING MATERIALS AS PER ATTACHED	044-2140-614-239-0000-000-050		09/13/2016	6,538.77
251	08/11/2016	14207	WALMART COMMUNITY	\$100.00/R. CANNING/JH	38.48
	Desk Supplies	034-1000-619-100-2250-000-610		09/23/2016	23.48
	Aquarium Supplies	034-1000-619-100-2250-000-610		09/14/2016	15.00
256	08/11/2016	12447	MARDEL, INC.	\$100.00/T. DAYTON/JH	6.12
	Posters	034-1000-619-100-2200-000-610		09/13/2016	6.12
260	08/12/2016	14207	WALMART COMMUNITY	\$100.00/A. SIMONTON/HS	100.43
	Various classroom supplies to include, but is not limited to: pencils, scotch tape, colored paper, facial tissues, colored markers, colored pencils, staplers, batteries, push lights, pens.	034-1000-619-100-4000-000-705		09/23/2016	100.43
264	08/12/2016	42330	NEWEGG BUSINESS, INC	HEADPHONES/FAVER	79.39
	KOSS UR/10 3.5MM CONNECTOR ON- EAR LIGHTWEIGHT HEADBAND HEADPHONES	126-1000-619-430-0000-000-710		09/13/2016	79.39
273	08/12/2016	42423	MOJO SPORTS LLC	BLANKET FOR SOFTBALL EQUIP./UNIFORMS/ATHLETICS/HS	1,000.00
	BLANKET FOR EQUIPMEN/UNIFORMS T BALLS, TEES, SHIRTS, HATS, SHORTS, SC ORE BOOKS, HELMETS, CATCHING GEAR	119-1000-657-831-0000-000-705		09/23/2016	1,000.00
275	08/12/2016	12447	MARDEL, INC.	\$100.00/L. COTTON/CENTRAL	100.00
	TEACHER CLASSROOM SUPPLIES, CONSTRUCTION PAPER, BULLETIN BOARD SUPPLIES, SHARPIES, PENS, PAPER, ETC....	034-1000-619-100-1050-000-130		09/14/2016	100.00
279	08/15/2016	17940	PROSPERITY BANK	\$100.00/M. PERRING/HS	86.14
	BLUE STAPLER	034-1000-619-100-4000-000-705		09/13/2016	86.14
282	08/15/2016	14207	WALMART COMMUNITY	\$100.00/S. GREEN/FOGARTY	50 1.37

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
				Giant Paper Clips	1.37
283	08/15/2016	14207	WALMART COMMUNITY	\$100.00/L GOOD/GUES	59.72
				Dry Erase Maker Cleaner	8.52
				Calendar	12.84
				Expo Makers-Thin	32.96
				Pocket folders	5.40
285	08/15/2016	14207	WALMART COMMUNITY	\$100.00/T. SCHNEIDER/FOGARTY	6.94
				Foam Mattress Pad	6.94
286	08/15/2016	17034	LAMINATION DEPOT, INC.	LAMINATING FILM/WEBB/JH	4.95
				Shipping	4.95
293	08/15/2016	12980	OKLAHOMA SECONDARY SCHOOL	HS- DUES (ALL SPORTS)	450.00
				HS- DUES (ALL SPORTS)	450.00
294	08/15/2016	42550	PATTERSON MEDICAL SUPPLY	HS- MEDICAL SUPPLIES FOR ALL SPORT- SEE ATTACHMENT	3,000.00
				HS- MEDICAL SUPPLIES (SEE ATTACHMENT)	2,929.86
					70.00
					0.14
302	08/16/2016	14207	WALMART COMMUNITY	\$100.00/D. FREDERICK/CENTRAL	92.29
				curtains	29.82
				Classroom supplies - staples, printer paper, clorax wipes, hand sanitizer, tissues, velcro, folders, binders	53.56
				curtain rods	8.91
306	08/18/2016	17940	PROSPERITY BANK	\$100.00/K. KNAPP/FOGARTY	78.46
				24 pack of 24 count crayola crayons	28.97
				Soundtrack CD--high school musical	11.16
				6 pack of 24 count crayola crayons	10.47
				Basix rectangle disposable food storage container, 16-ounce, clear with color lid, 2-pack	27.86
315	08/18/2016	17940	PROSPERITY BANK	SUPPLIES/FACS/PETTY/JH	86.00
				Darice Core'dinations value pack cardstock 12x12, 100 pack	14.85
				cricut tools craft basic set	14.99
				onestopshop's white voile sheer panel drape curtain 55" x 95"	56.16
335	08/23/2016	17833	GHS TENNIS	TRASH P/U FOR HS FOOTBALL/ATHLETICS	2,000.00
				HS- TRASH PICK UP (FOOTBALL GAMES)	2,000.00
339	08/24/2016	14207	WALMART COMMUNITY	\$100.00/D. RICE/COTTERAL	15.68
				Colored Copy Paper	15.68
340	08/24/2016	14207	WALMART COMMUNITY	\$100.00/P. FIELD/COTTERAL	10.41
				Weighted Tape Dispenser	4.44
				Hanging Folders	5.97
341	08/24/2016	14207	WALMART COMMUNITY	\$100.00/A. SNOW/COTTERAL	5.38
				pencils	5.38
342	08/24/2016	14207	WALMART COMMUNITY	\$100.00/K. HENSON/COTTERAL	67.70
				ink pens	7.94
				colored copy paper	8.44
				packing tape	12.41

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
				printer ink	33.94
				markers	4.97
356	08/29/2016	17841	CENGAGE	TESTBOOKS/SCIENCE/HS	3,275.00
				LIVING IN THE ENVIRONMENT (AP EDITION) 18TH EDITION#978-1-285-19728-9	3,275.00
363	08/31/2016	14207	WALMART COMMUNITY	\$100.00/E. MANN/FOGARTAY	20.16
				Officemate Clipboard with Large Clip, Set of 3	20.16
364	08/31/2016	14207	WALMART COMMUNITY	\$100.00/J. ALEXANDER/FOGARTY	10.97
				batteries-AA	10.97
367	08/31/2016	43813	FOXTEC CORPORATION	SCSI Hard Drives	249.00
				73GB 15K 80 PIN SCSI HDD	249.00
368	08/31/2016	10144	ECOMMERCE HOLDINGS INC.	HS- CHANGING TABLE FOR BABIES (FOOTBALL)	245.05
				HS- CHANGING TABLE FOR BABIES (FOOTBALL)	245.05
372	09/01/2016	14207	WALMART COMMUNITY	\$100.00/T. LAUSEN/HS	95.52
				Classroom supplies (pens, crates,, folders, legal pads, etc.)	27.58
				Ink cartridges for a Hewlett Packard	67.94
382	09/07/2016	14207	WALMART COMMUNITY	\$100.00/A. MOORE/FOGARTY	95.21
				basket	7.44
				bean bag chair	29.98
				stand up 3 drawer organizer	17.96
				disinfectant wipes	10.22
				ink cartridge	22.97
				mechanical pencils	6.64

Non-Payroll Total:	\$704,998.22
Payroll Total:	\$8,322,297.38
Report Total:	\$9,027,295.60

Project Totals		
002	CERTIFIED SALARIES	8,000.00
003	SUPPORT SALARIES	4,000.00
006	DUES/MEMBERSHIPS/REGIST.	1,950.00
008	ELECTRICITY	275,000.00
009	NATURAL GAS	61,617.58
011	WATER/SEWER/GARBAGE	74,900.00
018	TRANSPORTATION	17,402.92
021	INSURANCE/BONDS	159,712.00
022	SECURITY	2,670.00
023	TEXTBOOKS	3,275.00
026	DIRECTOR OF TECHNOLOGY	999.00
028	LEGAL SERVICES	7,256.68
034	\$100.00 TEACHER SUPPLIES	1,054.10
037	COPIERS/DUPLICATORS	8,640.84
041	ADMINISTRATION	3,042.94

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 10/4/2016, Include Negative Changes: True

044	SPECIAL ED. DIR.	6,613.77
046	3RD PARTY SICK LEAVE	2,000.00
076	JH ADMINISTRATION	4.95
118	BAND	600.00
119	ATHLETICS	6,695.05
125	ALT. SCHOOL INSTRUCTION	56,900.00
126	FAVER	79.39
412	VOC.PROG.INCENTIVE GRANTS	2,084.00
621	FLOW THRU P.L. 105-17 IDEA PTB	500.00

Unit Totals

000	ALLOCATIONS	50,185.84
050	DISTRICT WIDE	556,613.86
070	TRANSPORTATION	17,402.92
110	FOGARTY	6,757.81
120	COTTERAL	305.72
125	GUES	1,225.66
130	CENTRAL	332.80
610	JR. HIGH	1,985.84
705	HIGH SCHOOL	13,208.38
710	FAVER	56,979.39

Change Order Listing

Options: Fund: Building, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 6/30/2017, PO Range: 1 - 89, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
9	07/01/2016	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS AND SERVICE	1,386.13
		DISTRICT ELECTRICAL REPAIRS AND SERVICE	013-2620-430-000-0000-000-050	09/29/2016	380.00
			013-2620-430-000-0000-000-050	09/29/2016	465.00
			013-2620-618-000-0000-000-050	09/29/2016	541.13
16	07/01/2016	12324	LOCKE SUPPLY	DISTRICT PLUMBING SUPPLIES	2,004.63
		DISTRICT PLUMBING SUPPLIES	013-2620-618-000-0000-000-050	09/02/2016	2,004.63
21	07/01/2016	17277	EDMOND SAFE & LOCK, INC.	DISTRICT LOCK REPAIRS	55.00
		DISTRICT LOCK REPAIRS	013-2620-430-000-0000-000-050	09/13/2016	55.00
23	07/01/2016	10234	MAKER'S GLASS, INC.	DISTRICT GLASS REPAIRS	3,000.00
		DISTRICT GLASS REPAIRS	013-2620-430-000-0000-000-050	08/25/2016	100.00
			013-2620-430-000-0000-000-050	08/25/2016	900.00
			013-2620-618-000-0000-000-050	08/25/2016	336.48
			013-2620-618-000-0000-000-050	08/25/2016	1,663.52
25	07/01/2016	16002	SUPPLY WORKS, INC.	DISTRICT CUSTODIAL SUPPLIES	912.50
		DISTRICT CUSTODIAL SUPPLIES	013-2620-618-000-0000-000-050	09/29/2016	912.50
30	07/01/2016	15969	SOUTHWEST PAPER	DISTRICT SUPPLIES AND EQUIPMENT REPAIRS	7,987.50
		DISTRICT SUPPLIES AND EQUIPMENT REPAIRS	013-2620-618-000-0000-000-050	08/16/2016	4,359.48
			013-2620-618-000-0000-000-050	09/26/2016	3,628.02
36	07/01/2016	16370	QUICK SERVICE STEEL	MATERIAL FOR SMART BOARD MOUNTS	468.97
		MATERIAL FOR DISTRICT SMART BOARD MOUNTS	013-2620-618-000-0000-000-050	08/25/2016	468.97
42	07/01/2016	14288	WINSUPPLY OF OKLAHOMA CITY	DISTRICT PLUMBING SUPPLIES	1,566.32
		DISTRICT PLUMBING SUPPLIES	013-2620-618-000-0000-000-050	08/09/2016	1,566.32
44	07/01/2016	43783	ANDREW J FARL	JR HIGH ROOF REPAIRS	2,000.00
		JR HIGH ROOF REPAIRS	013-2620-430-000-0000-000-610	07/14/2016	1,194.20
			013-2620-430-000-0000-000-610	07/14/2016	805.80
49	07/18/2016	12568	MAINTENANCE SUPPLY CO, INC.	WET VAC/MAINTENANCE	519.00
		WET VAC/MAINTENANCE	013-2620-618-000-0000-000-050	08/09/2016	519.00
52	07/19/2016	16667	CDW DIRECT LLC	ASUS CHROME BIT/VO-AG/HS	270.35
		3 - Asus Chrome Bit CS10 MFG Part# CHROME BIT-B013C Unit Price \$85.00	138-2230-653-311-8000-000-000	08/09/2016	270.35
54	07/21/2016	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	4,000.00
		DISTRICT PLUMBING REPAIRS	013-2620-430-000-0000-000-050	08/09/2016	262.50
			013-2620-430-000-0000-000-050	08/09/2016	1,060.00
			013-2620-430-000-0000-000-050	08/09/2016	375.00
			013-2620-430-000-0000-000-050	08/09/2016	1,302.50
			013-2620-618-000-0000-000-050	08/09/2016	15.00
			013-2620-618-000-0000-000-050	08/09/2016	818.30
			013-2620-618-000-0000-000-050	08/09/2016	37.20
			013-2620-618-000-0000-000-050	08/09/2016	77.50
			013-2620-618-000-0000-000-050	08/09/2016	52.00
55	07/21/2016	12326	LOGAN COUNTY ASPHALT CO.,INC.	PAVING MATERIAL FOR BUS PARKING LOT	3,664.50
		62 TON ROTO MILL AND 34 TON ASPHALT TO REPAIR 3 AREAS OF LOT TOTALING 1386 SQ FT	013-2630-612-000-0000-000-050	08/30/2016	3,664.50

Change Order Listing

Options: Fund: Building, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 6/30/2017, PO Range: 1 - 89, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
57	07/21/2016	43791	DONNELLY RESOURCES, INC	BUILDING CLEANING FOR CENTRAL & FOGARTY	1,600.00
		BUILDING CLEANING FOR FOGARTY 013-2620-420-000-0000-000-110		08/16/2016	1,600.00
61	07/27/2016	43749	TREAT'S SOLUTIONS, LLC	DISTRICT CUSTODIAL SUPPLIES	2,555.49
		DISTRICT CUSTODIAL SUPPLIES 013-2620-618-000-0000-000-050		09/26/2016	2,555.49
62	07/27/2016	14288	WINSUPPLY OF OKLAHOMA CITY	DISTRICT PLUMBING SUPPLIES	668.09
		DISTRICT PLUMBING SUPPLIES 013-2620-618-000-0000-000-050		09/26/2016	668.09
67	08/02/2016	12326	LOGAN COUNTY ASPHALT CO.,INC.	ROTOMILL AND REMOVAL OF ASPHALT	6,486.67
		ROTOMILL AND ASPHALT REMOVAL IN HIGH SCHOOL BAND/BUS PARKING LOT 013-2630-430-000-0000-000-705		08/30/2016	6,486.67
68	08/02/2016	12326	LOGAN COUNTY ASPHALT CO.,INC.	4" ASPHALT	830.20
		4" ASPHALT FOR BAND/BUS PARKING LOT 013-2650-430-000-0000-000-705		08/30/2016	830.20
69	08/03/2016	43795	EALES ELECTRONICS CORPORATION	DISTRICT FIRE ALARM INSPECTIONS	1,816.85
		DISTRICT ANNUAL FIRE ALARM INSPECTIONS 013-2640-430-000-0000-000-050		09/26/2016	1,816.85
73	08/04/2016	43798	DENSE MECHANICAL	BLANKET FOR HVAC REPAIRS	276.86
		BLANKET FOR HVAC REPAIRS 013-2640-618-000-0000-000-050		09/26/2016	193.10
		013-2640-618-000-0000-000-050		09/26/2016	83.76
76	08/15/2016	43801	6-L MECHANICAL	DISTRICT HVAC REPAIRS	1,430.00
		DISTRICT HVAC REPAIRS 013-2640-430-000-0000-000-050		09/26/2016	1,430.00
77	08/15/2016	16667	CDW DIRECT LLC	CHROMBITS/VO-AG/DRAKE/HS	185.42
		CHROMBITS 138-1000-681-311-8000-000-705		09/13/2016	185.42
80	08/18/2016	43639	KONE, INC	ELEVATOR AND LIFT REPAIRS	4,940.77
		DISTRICT ELEVATOR AND LIFT REPAIRS 013-2640-430-000-0000-000-050		09/26/2016	4,940.77
82	08/19/2016	12394	LOWE'S COMPANIES, INC.	HS- PAINT (FOOTBALL FIELD)	1,500.00
		HS- PAINT (FOOTBALL FIELD) 119-2630-618-805-0000-000-705		09/22/2016	1,500.00
88	08/30/2016	14288	WINSUPPLY OF OKLAHOMA CITY	DISTRICT PLUMBING SUPPLIES	1,498.33
		DISTRICT PLUMBING SUPPLIES 013-2620-618-000-0000-000-050		10/03/2016	1,498.33

Non-Payroll Total:	\$51,623.58
Payroll Total:	\$0.00
Report Total:	\$51,623.58

Project Totals

013	MAINTENANCE/CUSTODIAL	49,667.81
119	ATHLETICS	1,500.00
138	VO-AG BLD. PROJECT DONATION	455.77

Unit Totals

000	ALLOCATIONS	270.35
050	DISTRICT WIDE	38,750.94
110	FOGARTY	1,600.00
610	JR. HIGH	2,000.00
705	HIGH SCHOOL	9,002.29

Change Order Listing

Options: Fund: CHILD NUTRITION FUND, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 7/1/2016 - 6/30/2017, PO Range: 1 - 19, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
8	07/01/2016	15100	KRAUS SERVICE, INC.	BLANKET FOR REPAIRS FOR 2016-17	5,000.00
		763-3190-430-700-0000-000-050		09/22/2016	5,000.00
9	07/01/2016	43694	MIDSTATE RESTAURANT SERVICES, INC	BLANKET FOR REPARIS FOR 2016-17	5,000.00
		764-3190-430-700-0000-000-050		09/22/2016	1,123.00
		764-3190-430-700-0000-000-050		09/22/2016	3,877.00
10	07/01/2016	10130	AUTO-CHLOR SERVICES, LLC	BLANKET FOR SUPPLIES FOR 2016-17	16,000.00
		764-3100-618-700-0000-000-050		09/22/2016	1,100.15
		764-3100-618-700-0000-000-050		09/22/2016	14,899.85
16	07/01/2016	17817	SOUTHWEST FOODSERVICE EXCELLENCE	BLANKET FOR FOOD SERVICE CONTRACT FOR 2016-17	225,000.00
		764-3190-570-700-0000-000-050		09/22/2016	19,654.81
		764-3190-570-700-0000-000-050		09/22/2016	205,345.19
19	07/01/2016	17902	LABATT INSTITIONAL SUPPLY COMPANY	BLANKET FOR FOOD & SUPPLIES FOR 2016-17	390,000.00
		763-3150-617-700-0000-000-050		09/12/2016	4,235.27
		763-3150-617-700-0000-000-050		09/12/2016	43,764.73
		763-3150-618-700-0000-000-050		09/12/2016	35.07
		763-3150-618-700-0000-000-050		09/12/2016	464.93
		763-3150-630-700-0000-000-050		09/12/2016	33,911.40
		763-3150-630-700-0000-000-050		09/12/2016	307,588.60

Non-Payroll Total:	\$641,000.00
Payroll Total:	\$0.00
Report Total:	\$641,000.00

Project Totals		
763	LUNCHES	395,000.00
764	BREAKFASTS	246,000.00

Unit Totals		
050	DISTRICT WIDE	641,000.00

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
09/30/2016

<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (09/01/16)	\$462,882.47	Balance per bank statement as of (09/30/16)	\$539,642.14
Add Receipts	\$ 210,408.00	Add Deposits in Transit	\$ 19,294.86
Less Checks Written	\$ 139,137.35	less O/S Checks	\$ 24,694.48
Adjustments	\$ 83.40	*Adjustments	\$
		Bank correction	\$ -6.00
Balance per Ledger	\$534,236.52	Balance per Ledger	\$534,236.52

Adjustment/Correction explanations:

Recorded 8/25/16 payment # 1535 on 9/29/16 and didn't change the date, causing it to appear on September revenue/expenditure summary.

-\$6.00 bank adjustment made to 9/6/16 deposit, not on bank statement.

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



 Activity Fund Clerk

10/3/16

 Date

Guthrie Public Schools Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2016 - 9/30/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$262.18	\$66.95	\$0.00	\$79.62	\$249.51	\$0.00	\$249.51
802 CENTRAL ACTIVITY	\$13,114.38	\$12,715.00	\$0.00	\$2,120.87	\$23,708.51	\$12,800.61	\$10,907.90
803 CENTRAL PTO	\$5,802.42	\$1,642.30	\$0.00	\$35.00	\$7,409.72	\$373.58	\$7,036.14
804 COTTERAL PTO	\$4,516.70	\$0.00	\$0.00	\$0.00	\$4,516.70	\$3,646.36	\$870.34
805 COTTERAL ACTIVITY	\$11,679.87	\$10,914.47	\$0.00	\$685.09	\$21,909.25	\$10,628.68	\$11,280.57
806 COTTERAL FACULTY	\$418.06	\$0.00	\$0.00	\$0.00	\$418.06	\$0.00	\$418.06
808 FOGARTY PARENTS ORG.	\$10,936.99	\$4,237.82	\$0.00	\$4,243.90	\$10,930.91	\$1,837.44	\$9,093.47
809 FOGARTY ACTIVITY	\$13,859.96	\$24,644.82	\$0.00	\$4,522.34	\$33,982.44	\$7,451.63	\$26,530.81
810 FOGARTY FACULTY	\$163.37	\$49.55	\$0.00	\$0.00	\$212.92	\$0.00	\$212.92
812 GUES ACTIVITY	\$18,443.69	\$20,057.15	\$0.00	\$306.29	\$38,194.55	\$28,916.97	\$9,277.58
813 GUES FACULTY	\$676.42	\$418.75	\$0.00	\$358.63	\$736.54	\$145.37	\$591.17
815 GUES PARENTS ORG.	\$21,959.08	\$2,615.61	\$0.00	\$6,514.86	\$18,059.83	\$2,994.62	\$15,065.21
816 GHS SPECIAL KIDS	\$64.65	\$431.72	\$0.00	\$0.00	\$496.37	\$0.00	\$496.37
817 ART JUNIOR HIGH	\$309.56	\$0.00	\$0.00	\$0.00	\$309.56	\$0.00	\$309.56
818 JH BUILDERS CLUB	\$311.54	\$56.00	\$0.00	\$0.00	\$367.54	\$0.00	\$367.54
819 ATHLETICS JUNIOR HIGH	\$10,502.30	\$3,665.00	\$0.00	\$3,183.01	\$10,984.29	\$5,678.35	\$5,305.94
820 GOLF JUNIOR HIGH	\$1,978.31	\$0.00	\$0.00	\$0.00	\$1,978.31	\$0.00	\$1,978.31
821 FHA JUNIOR HIGH	\$1,196.85	\$707.00	\$0.00	\$42.00	\$1,861.85	\$70.00	\$1,791.85
822 HONOR SOCIETY JR HIGH	\$1,978.10	\$0.00	\$0.00	\$0.00	\$1,978.10	\$0.00	\$1,978.10
823 JR HIGH ACCOUNT	\$2,634.14	\$0.00	\$0.00	\$30.50	\$2,603.64	\$69.50	\$2,534.14
824 JR HIGH FACULTY	\$660.06	\$591.00	\$0.00	\$682.48	\$568.58	\$37.50	\$531.08
825 LIBRARY JR HIGH	\$3,468.80	\$0.00	\$0.00	\$301.41	\$3,167.39	\$0.00	\$3,167.39
826 LEARN 2 LOVE	\$2,351.37	\$60.00	\$0.00	\$0.00	\$2,411.37	\$100.00	\$2,311.37
827 CHEERLEADERS JR HIGH	\$6,349.39	\$0.00	\$0.00	\$802.23	\$5,547.16	\$0.00	\$5,547.16
830 STUCO JH	\$3,041.32	\$0.00	\$0.00	\$0.00	\$3,041.32	\$0.00	\$3,041.32
831 T.S.A. JR HIGH	\$1,960.45	\$0.00	\$0.00	\$90.00	\$1,870.45	\$0.00	\$1,870.45
832 YEARBOOK JR HIGH	\$1,495.90	\$915.97	\$0.00	\$0.00	\$2,411.87	\$0.00	\$2,411.87
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
850 ACADEMIC TEAM HS	\$120.10	\$60.00	\$0.00	\$0.00	\$180.10	\$660.00	(\$479.90)
851 ART CLUB HS	\$7,271.81	\$445.00	\$0.00	\$325.69	\$7,391.12	\$324.31	\$7,066.81
852 ATHLETICS HS	\$63,905.58	\$28,430.27	\$0.00	\$19,597.37	\$72,738.48	\$73,983.70	(\$1,245.22)
853 HS CHEER	\$2,676.38	\$225.00	\$0.00	\$765.04	\$2,136.34	\$224.21	\$1,912.13
854 FOOTBALL CAMP	\$1,182.25	\$0.00	\$0.00	\$480.00	\$702.25	\$0.00	\$702.25
855 TENNIS HS	\$11,953.78	\$100.00	\$0.00	\$0.00	\$12,053.78	\$645.60	\$11,408.18
856 GHS LIBRARY	\$1,641.54	\$0.00	\$0.00	\$0.00	\$1,641.54	\$0.00	\$1,641.54
857 YOUTH & GOVERNMENT HS	\$51.94	\$0.00	\$0.00	\$0.00	\$51.94	\$0.00	\$51.94
858 GHS LINK CREW	\$590.99	\$0.00	(\$524.00)	\$0.00	\$66.99	\$0.00	\$66.99
859 BAND (OPERATING) HS	\$13,599.97	\$5,421.40	\$0.00	\$7,770.94	\$11,250.43	\$20,394.65	(\$9,144.22)
860 CLASS OF 2016 HS	\$1,132.55	\$0.00	(\$1,132.55)	\$0.00	\$0.00	\$0.00	\$0.00
861 CLASS OF 2017 HS	\$8,952.93	\$350.00	\$0.00	\$1,544.00	\$7,758.93	\$0.00	\$7,758.93
862 CLASS OF 2018 HS	\$7,420.01	\$200.00	\$0.00	\$0.00	\$7,620.01	\$550.00	\$7,070.01
863 CLASS OF 2019 HS	\$4,249.45	\$385.00	\$0.00	\$0.00	\$4,634.45	\$670.00	\$3,964.45
864 GHS ALUMNI ACCOUNT	\$1,126.77	\$0.00	\$1,372.55	\$0.00	\$2,499.32	\$0.00	\$2,499.32
868 CLASS OF 2015	\$240.00	\$0.00	(\$240.00)	\$0.00	\$0.00	\$0.00	\$0.00
869 ENGLISH CLUB	\$1,428.33	\$120.00	\$0.00	\$0.00	\$1,548.33	\$0.00	\$1,548.33
870 HS FACULTY/COURTESY ACCOUNT	\$2,185.30	\$505.55	\$0.00	\$158.80	\$2,532.05	\$571.20	\$1,960.85
871 HS STUDENT PANTRY	\$2,741.45	\$900.00	\$0.00	\$2,657.32	\$984.13	\$0.00	\$984.13
872 CLASS OF 2020	\$1,600.00	\$155.00	\$0.00	\$0.00	\$1,755.00	\$1,057.00	\$698.00
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
876 FFA 4H BOOSTER CLUB HS	\$34,095.04	\$1,355.00	\$0.00	\$2,670.23	\$32,779.81	\$3,457.60	\$29,322.21
877 FFA HS	\$17,117.48	\$60,968.96	\$0.00	\$60,144.87	\$17,941.57	\$10,272.79	\$7,668.78
878 FCCLA (FHA) HS	\$459.14	\$528.00	\$0.00	\$99.60	\$887.54	\$500.00	\$387.54
879 FOREIGN LANGUAGE SPAN HS	\$1,947.23	\$3,476.00	\$0.00	\$258.27	\$5,164.96	\$1,491.73	\$3,673.23
882 GUTHRIE RUNNING CLUB HS	\$4,746.50	\$615.00	\$0.00	\$1,333.95	\$4,027.55	\$232.50	\$3,795.05

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2016 - 9/30/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
883 HERITAGE CLUB HS	\$1,063.77	\$160.00	\$0.00	\$0.00	\$1,223.77	\$0.00	\$1,223.77
884 HIGH SCHOOL ACCOUNT	\$11,564.13	\$575.56	\$524.00	\$743.98	\$11,919.71	\$4,228.72	\$7,690.99
886 HONOR SOCIETY HS	\$1,638.29	\$0.00	\$0.00	\$385.00	\$1,253.29	\$0.00	\$1,253.29
888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
889 KEY CLUB HS	\$464.67	\$40.00	\$0.00	\$0.00	\$504.67	\$0.00	\$504.67
892 MATH OF FINANCE	\$18.18	\$0.00	\$0.00	\$0.00	\$18.18	\$0.00	\$18.18
893 MU ALPHA THETA HS	\$482.99	\$0.00	\$0.00	\$0.00	\$482.99	\$0.00	\$482.99
895 JROTC HS	\$6,652.52	\$8.00	\$0.00	\$0.00	\$6,660.52	\$1,963.00	\$4,697.52
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$1,774.64	\$640.86	\$0.00	\$257.16	\$2,158.34	\$1,006.08	\$1,152.26
898 SCIENCE CLUB HS	\$8,222.27	\$1,140.00	\$0.00	\$911.07	\$8,451.20	\$338.39	\$8,112.81
899 STUDENT COUNCIL HS	\$4,203.90	\$5,360.00	\$0.00	\$75.00	\$9,488.90	\$2,925.00	\$6,563.90
900 CAMPUS BEAUTIFICATION HS	\$11,596.89	\$315.00	\$0.00	\$2,455.50	\$9,456.39	\$35.00	\$9,421.39
902 VOCAL HS	\$3,344.99	\$1,669.00	\$0.00	\$937.96	\$4,076.03	\$2,241.00	\$1,835.03
904 YEARBOOK HS	\$3,488.09	\$1,312.00	\$0.00	\$219.21	\$4,580.88	\$515.00	\$4,065.88
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$440.94	\$0.00	\$0.00	\$0.00	\$440.94	\$0.00	\$440.94
911 FFA BUILDING FUND	\$16,616.42	\$1,000.00	\$0.00	\$1,498.33	\$16,118.09	\$7,967.86	\$8,150.23
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,719.39	\$500.00	\$0.00	\$462.61	\$1,756.78	\$882.37	\$874.41
921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
922 COURTESY COMMITTEE ADMIN	\$233.87	\$120.00	\$0.00	\$40.00	\$313.87	\$40.00	\$273.87
925 GENERAL FUND REFUND	\$4,809.98	\$934.83	\$0.00	\$72.50	\$5,672.31	\$0.00	\$5,672.31
927 HALL OF FAME BANQUET	\$3,646.17	\$0.00	\$0.00	\$0.00	\$3,646.17	\$2,050.00	\$1,596.17
929 SPECIAL OLYMPICS	\$28,165.80	\$30.00	\$0.00	\$1,575.09	\$26,620.71	\$1,918.91	\$24,701.80
930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
932 SUMMER SCHOOL HS	\$1,425.00	\$100.00	\$0.00	\$0.00	\$1,525.00	\$0.00	\$1,525.00
933 FAVER C&C	\$70.08	\$0.00	\$0.00	\$0.00	\$70.08	\$0.00	\$70.08
934 TRANSPORTATION C&C	\$3,558.50	\$815.00	\$0.00	\$298.54	\$4,074.96	\$1,451.46	\$2,623.50
935 VENDING MACHINE ADMIN	\$404.28	\$35.70	\$0.00	\$0.00	\$439.98	\$162.80	\$277.18
936 GUES HONOR CHOIR	\$628.91	\$0.00	\$0.00	\$0.00	\$628.91	\$0.00	\$628.91
937 FAVER ACTIVITY	\$415.81	\$0.00	\$0.00	\$0.00	\$415.81	\$0.00	\$415.81
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$11,280.27	\$241.16	\$0.00	\$84.49	\$11,436.94	\$713.07	\$10,723.87
942 C.N. CLEARING ACCT	\$0.00	\$7,381.60	\$0.00	\$7,316.60	\$65.00	\$10,000.00	(\$9,935.00)
Total	\$462,965.87	\$210,408.00	\$0.00	\$139,137.35	\$534,236.52	\$228,224.56	\$306,011.96



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: September 29, 2016

We would like to declare the following surplus:

Old text books from District
Various light bulbs and ballast
Misc. office and classroom furniture

Thank you,

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

Cody Thompson



Customer Service Agreement

Account Number: _____
(Internal Use Only)

THIS AGREEMENT is effective and services are to begin as of the ____ day of _____, 20___. This Agreement is executed by and between Trak-1 Technology, Inc. d/b/a Trak-1 Technology ("TRAK-1"), an Oklahoma corporation, having its address of 7131 Riverside Parkway, Tulsa, Oklahoma 74136, through its authorized agent and the party identified below ("Customer").

CUSTOMER INFORMATION

Customer's Legal Name: Guthrie Public Schools

Physical Address: 802 E. Vilas

City: Guthrie State: OK Zip: 73044 Years at Address: _____

Type of Business: (Check One) Proprietorship Partnership Corporation LLC Non-Profit State of Inc.: _____

Tax Exempt under Section 501(c)(3) of the Internal Revenue Code: Yes No If Yes, Tax Exempt Certificate Provided: Yes No

Tax ID / FEIN: 73-6021131 Approximate No. of Employees: _____ Business Start Date: _____

Business Website Address: _____

List All Business Activities: _____

Customer Contact Name: Doug Ogle Title: Exec. Dir. Personnel/Sec. Ed.

Phone Number: (405) 282-8900 Fax Number: (405) 282-5904

Email: doug.ogle@guthrieps.net

Member or Affiliate of Other Trak-1 Customer: Yes No Name: _____

BILLING INFORMATION

Billing/AP Contact: Vicki Biggs

Billing/AP Address: 802 E. Vilas

City: Guthrie State: OK Zip: 73044

Billing/AP Phone: (405) 282-8900 Billing/AP Fax: (405) 282-5904

Billing/AP Email for E-voicing: vicki.biggs@guthrieps.net

If paying via Credit Card: Type: MC VISA AMEX Credit Card #: _____

Name on Credit Card: _____ Exp. Date: _____

Credit Card Billing Address: _____ Security Code: _____

City: _____ State: _____ Zip: _____

SERVICE REQUEST DETAILS (Check all that apply)

Service Type: Residential Screening Employment Screening Non-Profit Volunteer Screening
 Other (please describe): _____

Data Type Requested: Credit Reports Criminal History Motor Vehicle Records Worker's Compensation History
 Drug & Alcohol Testing

Anticipated Monthly Volume: _____



Customer Service Agreement

THIS BACKGROUND SCREENING SERVICE AGREEMENT ("Agreement") is effective the _____, 20____, by and between Trak-1 Technology, Inc. d/b/a Trak-1 Technology ("Trak-1"), an Oklahoma corporation, having its principal place of business at 7131 Riverside Parkway, Tulsa, Oklahoma, 74136, and _____.

SCOPE OF AGREEMENT AND RELATIONSHIP OF PARTIES

These terms and conditions, together with: (i) the client information form, (ii) the signature page, (iii) all applicable Compliance Addendums and (iv) the Product Descriptions and Pricing Addendum, compose the entire agreement between the parties, and all other understandings, whether oral or written, are expressly superseded by this Agreement (this "Agreement"). If any provision of this Agreement is held to be prohibited or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement. This Agreement may only be amended by a written instrument signed by both parties. This Agreement shall not be binding on either party until accepted and signed by an authorized individual on behalf of Trak-1. Trak-1 and CLIENT will perform their obligations hereunder as independent contractors. Nothing contained within this agreement shall be deemed to create any association, partnership, joint venture, or relationship of principle and agent or master and servant between the parties.

RECITALS AND REPRESENTATIONS

Trak-1 represents that it is a consumer reporting agency that provides information delivery products and services that are put to use by organizations and individuals throughout the United States of America for such purposes that include screening in connection with employment decisions, residential decisions, licensing decisions, lending decisions and more. The information products and services are delivered by and through Trak-1's own proprietary delivery system(s) as well as by and through such systems as may be proprietary to other companies but which are properly put to use by Trak-1, (collectively, "The Trak-1 System"). Trak-1 obtains consumer information from third party sources (including but not limited to credit bureaus, courthouses, individuals, government agencies, former employers, and other furnishers of information of interest to CLIENT) that Trak-1 has made a good faith attempt to determine is a reliable and legitimate source. Trak-1 collects such information and reports such information in a manner that is designed to be lawful as well as to assist CLIENT in its decision making processes. Trak-1 warrants and represents that it will accurately report the information provided to it by any third party sources based on the request made by CLIENT and subject to any restrictions on reporting imposed on Trak-1. Trak-1 cannot and does not guarantee the accuracy of the information furnished to Trak-1 by any third party source. CLIENT represents that it is a legitimate business entity or individual having a legally permissible purpose for obtaining consumer reports and that it utilizes such reports lawfully and properly. CLIENT desires to purchase certain background screening products and services from Trak-1, and Trak-1 desires to provide CLIENT with the same pursuant to the terms and conditions of this Agreement. Based on these understandings, the parties to this Agreement agree as follows.

FEES

The fees for Reports are set forth in the Pricing Addendum made part hereof. Said pricing will be valid for 90 days from the effective date of this Agreement, but in any event is subject to change annually upon written notice to CLIENT by Trak-1. The prices and rates for the Reports do not include any third party access fees, government surcharges, nor applicable federal, state or local taxes, which are subject to being imposed or changed as to their amount, with or without notice. CLIENT will be solely responsible for payment of such additional access fees, government surcharges, and taxes levied or assessed upon Trak-1 in connection with Trak-1's provision of services, other than income taxes assessed with respect to Trak-1's net income. Trak-1 does make available to CLIENTs schedules of fees and surcharges as they are reported to and/or become available to Trak-1.

PAYMENT TERMS

Trak-1 shall issue a statement to CLIENT monthly for services rendered by Trak-1 in accordance with the following terms. CLIENT agrees to pay Trak-1 upon receipt of an invoice for Reports rendered during the previous calendar month according to the current rate schedules in effect, including any taxes, surcharges or add-on fees imposed directly by any municipality, government, court or other such entity. Invoicing may be transmitted electronically or via paper transmission. Invoice fees will apply. CLIENT specifically agrees that it shall be financially responsible for all reports issued as a result of any use of CLIENT's assigned access codes, whether intended or not. CLIENT may only dispute charges appearing upon an invoice, if such dispute is provided to Trak-1 in writing within 30 days from the date of the invoice. All past due amounts shall accrue interest at a rate of 1.5% per month. Accounts suspended for late payment or returned checks are subject to a \$25.00 reconnection fee. If collection efforts are required, CLIENT shall pay all costs of collection, including reasonable attorney's fees. All payments shall be submitted by ACH, approved and authorized credit card payment, or mailed via US Mail to Trak-1 at the following BILLING ADDRESS, unless otherwise notified in writing:

7131 Riverside Parkway | Tulsa, Oklahoma 74136

TERM AND TERMINATION

This Agreement will remain in force and in effect for one year, and thereafter from year-to-year, on the same basis as set forth herein. Trak-1 reserves the right to terminate Client's request for information at any time in the event of : (a) multiple declines due to non-sufficient funds on Client's credit card account, (b) if Client is delinquent in any payment provided for herein, (c) if Client is in violation of the FCRA, (d) if Client has breached any term of this Agreement, (e) if there is a material change in any law or regulation that adversely affects this Agreement, or (f) upon expiration or termination of Trak-1 agreement with any source of Information being requested by Client. Under these circumstances, Trak-1 will have an unrestricted right, without prior notice, to immediately terminate any part or all of this Agreement, without any liability of any kind or nature whatsoever to Client. Trak-1 further reserve the right to terminate this Agreement for any reason other than previously listed upon 30-days written notice to Client. Client may terminate this Agreement for any reason, effective upon 30-days written notice to Trak-1. The following sections shall survive expiration or termination of this Agreement: all provisions relating to obligations to pay or terms thereof, indemnifications and limitations on liability, confidentiality and/or limitations thereof, compliance requirements and audit rights, changes in ownership, assignment of rights, force majeure, dispute resolution, attorney's fees recovery rights and credit authorizations.

TRAK-1 OBLIGATIONS

Trak-1 agrees to provide to CLIENT background screening products and services via the Trak-1 System ("System"). The Trak-1 System includes copyrighted, proprietary, web-based automated software platforms that provide a variety of services all of which relate to background screening, training, information management and more.

Trak-1 Automated Screening Products and Services. Trak-1 makes available to Client for a fee, information using a variety of electronic transmission methods via internet-based gateway connections established by and between Trak-1 and said third party providers of information. Any Trak-1 automated products and will be available within seconds or minutes of the request for information being submitted by CLIENT. Automated products and services return results based on search criteria input by CLIENT and based on search criteria made available from the various third party resources of consumer data and information.

Trak-1 Non-Automated Screening Products and Services. Trak-1 makes available to CLIENT for a fee, information that is made available to Trak-1 from a variety of third party resources of information using a variety of manual research and investigative methods. Any Trak-1 non-automated products are made available subsequent to the request for information being submitted by CLIENT. Non-automated products and services return results based on search criteria input by CLIENT and based on search criteria made available from the various third party resources of information. Non-automated products are returned within time frames specified in the product and service coverage descriptions and specifications which are subject to change and are made available to all CLIENTS through the System, and may be subject to additional access fees which will be passed through directly to CLIENT on Client's monthly invoice from Trak-1.

Trak-1 Completion of Client Request. On occasion, in connection with a request by CLIENT for Trak-1's products and services, CLIENT may be required to provide Trak-1 certain written documentation or information required in order for Trak-1 to gain access to the particular information in question. CLIENT understands that Trak-1 will not initiate the processing of CLIENT'S request for information unless and until Trak-1 has received such written documentation from CLIENT. In connection with any request for products and services, Trak-1 will at all times show CLIENT in the System a status report on each request. Each request will reflect a status (for example, "complete" or "pending"). CLIENT understands that if for any reason Trak-1 performs its duties to complete a search but nonetheless is unable to verify information requested by CLIENT because a third party fails to provide the information (i.e. the individual or organization that was designated by the consumer for contact by Trak-1 did not respond to Trak-1's inquiries for information), Trak-1's obligations will have been satisfied and the service performed will be billed to CLIENT.

Trak-1 Report of Information. CLIENT acknowledges that certain searches (for example, criminal and sex offender searches) are performed using different identifying information, such as name, date of birth or social security number. In general terms, the more precise the identifying information, the more accurate (fewer false positives, fewer false negatives) the search result will be. Certain states and jurisdictions prohibit the use of personal identifying information when providing access to public records. The prohibitions vary from state to state, and even from courthouse to courthouse, but generally preclude the use of date of birth and social security numbers. Consequently, searches of all 50 states with nothing more than a name, particularly with common names, will frequently result in multiple false positive results, i.e., a criminal record for an individual with the same name as an applicant but who is not the actual applicant on whom the search was performed. When a particular state prohibits the use of a social security number in public records, Trak-1 has the ability to filter the results of a search to eliminate most, if not all, of the false positive results by requiring a match of not only the name of the individual, but also a date of birth as well. The potential problem with filtering results is that it may cause the search to not report a positive result because there is no date of birth available, however the result may in fact be for the individual for whom the search was performed.

The undersigned hereby acknowledges and understands that Trak-1 disclaims any and all liability resulting from false positive search results or the failure of Trak-1 to report positive search results based upon various filtering methods employed by or specified for use by Client and Client waives any claim for liability against Trak-1 based upon the same.

Trak-1 Not Legal Counsel. CLIENT acknowledges that Trak-1 cannot and does not function as legal counsel. Trak-1 does not provide legal advice. Trak-1 strongly recommends that CLIENT consult with legal counsel before engaging in any program of background screening to ensure overall compliance with all applicable federal, state, and local laws.

CLIENT'S COMPLIANCE AND OTHER OBLIGATIONS

Client Acknowledgement of Compliance Obligations. CLIENT agrees to abide by all applicable state and federal laws and/or regulations governing the requesting, use, retention and transmission of consumer reports and/or information of the nature being requested and provided under this Agreement. Trak-1 refers Client to the Compliance Addendums and Resources provided with this Agreement for further information about Client's compliance obligations. Specific obligations of Client include (but are not limited to) the following: (a) Client may only use the reports and information obtained from Trak-1 under this Agreement for a lawful and permissible purpose, (b) Client will provide written disclosure and obtain written authorization, as required by federal and state law, prior to requesting a report on any individual or company from Trak-1; (c) Client acknowledges and agrees that insofar as the Trak-1 web site can be accessed internationally, Client shall follow all applicable local laws about the Internet, data and email use, privacy and transmission of technical or other data exported from the United States to the country where Client may be domiciled; and, Client will comply with the applicable provisions of the FCRA, the Federal Equal Credit Opportunity Act, the Gramm-Leach-Bliley Act and any amendments to them, all applicable state law counterparts, and all applicable regulations promulgated under any of them, including, without limitation, any provisions requiring adverse action notification to the consumer.

Client Certifications. As required by law, CLIENT hereby certifies that every request submitted to Trak-1 is (a) to obtain information which Client is permitted by law to have, (b) for Client's authorized and one-time use for such permissible purpose, and (c) not for the purpose of selling, leasing, renting, compiling, reuse or other impermissible activity. CLIENT warrants that it will not, either directly or indirectly, itself or through any agent or third party: A) request, compile, store, maintain or use information obtained in Report to build its own database; B) resell any information obtained from Reports; and/or C) copy or otherwise reproduce the information in the Report. Each time a request for a consumer credit report is made on a Vermont resident or a resident of any state having a similar consumer consent statute, Client certifies, represents and warrants that Client has obtained the consent of the consumer prior to accessing the Information. CLIENT understands that any person who knowingly and willfully obtains information about a consumer from Trak-1 under false pretenses shall be fined under Title 18, United States Code, imprisoned for not more than 2 years, or both. Trak-1 shall not be liable for CLIENT'S improper or unlawful access of or use of any information reported to CLIENT by Trak-1.

Client Confidentiality of Information and Restrictions on Access of Trak-1 System. All reports and information provided by Trak-1 to client will be treated as confidential and shall only be used for the permissible purpose which was the basis of the request by client for the information. The ability to access Reports shall be restricted and any issued individual Usernames or Passwords used to obtain Reports should be restricted to those individuals to whom such access was granted. CLIENT will require that each user of CLIENT's system access software will be assigned a unique logon password. Under no circumstances should unauthorized personnel have knowledge of any passwords used to access the Trak-1 System. CLIENT must protect account numbers and passwords in such a way as to be known only to key personnel. Any system access software CLIENT may use, whether developed by Trak-1 or purchased from a third party vendor, must have account numbers and passwords "hidden" or embedded so that the passwords and account numbers are known only to supervisory personnel or other personnel authorized to use the services. CLIENT is solely responsible for the security of assigned access codes, and is required to promptly notify Trak-1 of any security breach involving usernames, passwords, or consumer information.

Restrictions on Access to Credit or Financial Information . Pursuant to the requirements of the credit bureaus and in an effort to protect the rights of consumers and ensure that only legitimate businesses are given access to their credit information, an On-Site Physical Inspection ("Inspection") of CLIENT is required prior to CLIENT being granted access to Trak-1's credit-related or financial service related products. Trak-1 will notify CLIENT of the need for an Inspection of the CLIENT's business by a neutral, third-party vendor who is approved by the credit bureaus for conducting such inspections. Such inspection shall only be conducted at a time mutually agreeable to both the vendor and CLIENT and shall be non-intrusive in nature, shall not include any proprietary or confidential information of CLIENT and shall not involve inspection of any information existing in secured or non-public areas. Any CLIENT failing the initial Inspection will be subject to denial of access to Trak-1 credit or credit-related products and services. The CLIENT will thereafter have the opportunity to resolve any issue identified during the Inspection. Once all issues have been resolved, a second On-Site Re-Inspection may be requested by CLIENT. Should the CLIENT satisfy the requirements of either the initial or second inspection, the CLIENT will be granted access to credit data from Trak-1. Additionally, any CLIENT accessing credit or financial information hereby agrees that it shall be subject to an Inspection at any time during the terms of this Agreement to verify that the CLIENT is still operating as a legitimate business entity. Trak-1 reserves the right to deny access to any Trak-1 credit-related products for failure to comply or to meet the requirements of any Inspection or any credit bureau or other data source imposed requirements. CLIENT is not obligated to permit inspection and/or provide identification; however, Trak-1 reserves the right not to provide certain credit related or financial service related products and services to CLIENT in such circumstances. All Clients hereby acknowledge that Trak-1 reserves the right to require an on-site inspection at any time in order to satisfy Trak-1's interest in protecting the information it provides.

Electronic File Storage. Each Report issued by Trak-1 will be available on the System for a period of 90 days from the date the Report was issued. Thereafter, Trak-1 will retain such report in an archived, digital, secure fashion, and will only make such report available to CLIENT upon written request . Trak-1 reserves the right to charge an appropriate fee for such archived data retrieval. Once issued by Trak-1 upon request of CLIENT, CLIENT shall be solely responsible for the proper and lawful use, retention, storage and destruction of all such Reports by CLIENT.

Client Audit Obligation. Trak-1 reserves the right to periodically audit Client's compliance with the FCRA and other privacy and confidentiality laws. Client hereby consents to Trak-1 conducting such audits and agrees that any failure to cooperate fully in the conduct of any audit will result in immediate termination of Client's access to Trak-1.

CONFIDENTIAL INFORMATION

Each party agrees that the following materials and information and all copies thereof of whatever nature are confidential: (i) proprietary information of either party (including, without limitation, the names and addresses of customers and consumers) and information that either party does not generally make available to the public; (ii) the methods, means, personnel, equipment, and software by and with which the other party provides its products and services ; and (iii) any other information that either party reasonably designates, by notice in writing delivered to the other party, as being confidential or proprietary ("Confidential Information"). . Except as expressly permitted herein, neither party shall use the Confidential Information of the other party and each party shall keep the Confidential Information of the other party secret to the degree such party keeps secret its own confidential or proprietary information, and in any case using no less than reasonable care. Confidential Information of the disclosing party shall not be disclosed by the party who receives such information except: (i) to a party's accountants, auditors, agents, legal counsel, and parent companies; provided, however, that such parties agree to be bound by these confidentiality provisions; or (ii) as may be required by any legal process, court order, or governmental agency, in which event the party making such disclosure shall so notify the other as promptly as practicable prior to making such disclosure and shall seek confidential treatment of such information. No information that would otherwise be Confidential Information shall be subject to the restrictions on disclosure in the event and to the extent that: (i) such information is in, or becomes part of, the public domain otherwise than through the fault of the receiving party; (ii) such information was known to the receiving party prior to the execution of the Agreement as proven by the receiving party's written records; (iii) such information was revealed to the receiving party by a third party having no obligation to hold such information confidential; or (iv) such information is developed independently of any of the disclosing party's Confidential Information by the receiving party.

MUTUAL INDEMNIFICATION

Trak-1 shall indemnify, defend and hold CLIENT harmless from and against any and all causes, actions, claims, litigation, demands, liabilities, loss, damage or expense of whatsoever kind and nature, including but not limited to reasonable attorney's fees and any other reasonable expenditures, i.) which arise out of Trak-1's breach of this Agreement, Trak-1's negligence, or unlawful or intentional misconduct or ii) in which it is alleged that any part of the Program (as defined below), "Trak-1 Technology," or Trak-1's services provided to CLIENT hereunder infringes any third party's U.S. intellectual property (an "Infringement Claim"), provided that CLIENT promptly notifies Trak-1 of any such intellectual property claim and reasonably cooperates with Trak-1 in the defense thereof. Nothing in this paragraph shall obligate Trak-1 to indemnify, defend or hold CLIENT harmless from and against claims to the extent attributable to CLIENT's negligence or unlawful or intentional misconduct. CLIENT shall indemnify, defend and hold Trak-1 harmless from and against any and all causes, actions, claims, litigation, demands, liabilities, loss, damage or expense of whatsoever kind and nature, including but not limited to reasonable attorney's fees and any other reasonable expenditures, which arise out of CLIENT's breach of this Agreement, CLIENT's negligence, or CLIENT's unlawful or intentional misconduct. Nothing in this paragraph shall obligate CLIENT to indemnify, defend or hold Trak-1 harmless from and against claims to the extent attributable to Trak-1's negligence, or unlawful or intentional misconduct. Likewise nothing in paragraph shall obligate CLIENT or Trak-1 to be liable if to do so would be in direct violation of law.

LIMITATION ON LIABILITY

TRAK-1 DOES NOT WARRANT THE ACCURACY, TIMELINESS, COMPLETENESS, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF CONSUMER INFORMATION, SERVICES, OR PROGRAMS RETRIEVED BY TRAK-1 FROM THIRD-PARTY SOURCES DUE TO THE FACT THAT SAID INFORMATION, SERVICES, OR PROGRAMS ARE SECURED BY AND THROUGH FALLIBLE TECHNOLOGY AND/OR HUMAN SOURCES. TRAK-1 SHALL NOT BE THE INSURER OF THE ACCURACY OF THE INFORMATION AND SHALL NOT BE LIABLE TO END-USER FOR ANY LOSS, INJURY OR DAMAGE, INCLUDING BUT NOT LIMITED TO ANY LOST PROFITS, OR OTHER INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, WHETHER FORESEEABLE OR NOT AND HOWEVER CAUSED, ARISING OUT OF CLIENT'S USE (OR INABILITY TO USE) REPORTS OR SERVICES, OR IN WHOLE OR IN PART BY TRAK-1'S ACTS OR OMISSIONS IN PROCURING, COMPILING, REPORTING, COLLECTING, INTERPRETING, COMMUNICATING OR DELIVERING SERVICES, REPORTS, PROGRAMS, OR INFORMATION THEREIN. SHOULD ANY PORTION OF THE FOREGOING DISCLAIMER OF WARRANTY BE DETERMINED TO BE INVALID OR UNENFORCEABLE, OR SHOULD TRAK-1 BECOME LIABLE FOR DAMAGES ARISING UNDER THIS AGREEMENT, THEN END-USER MAY RECOVER FROM TRAK-1 ITS DIRECT DAMAGES UP TO AN AMOUNT NOT TO EXCEED THE LESSER OF THE PRECEDING TWELVE (12) MONTHS OF CHARGES PAID BY CLIENT TO TRAK-1 OR \$25,000.00.

FORCE MAJEURE

TRAK-1 SHALL NOT BE LIABLE FOR ITS INABILITY TO PERFORM, OR FOR ANY DELAY IN PERFORMING, ANY OF ITS OBLIGATIONS UNDER THIS AGREEMENT IF THAT INABILITY OR DELAY IS CAUSED BY A FORCE MAJEURE EVENT, INCLUDING, BUT NOT LIMITED TO, EQUIPMENT FAILURES, GOVERNMENT ACTION, TRAK-1'S INABILITY TO ACQUIRE DATA, SERVICES OR OTHER PRODUCTS ON TERMS ANTICIPATED BY TRAK-1, OR FOR ANY OTHER CAUSE REASONABLY BEYOND TRAK-1'S CONTROL.

DISPUTE RESOLUTION, FORUM, CHOICE OF LAW, ATTORNEY'S FEE

Any dispute arising out of or relating to this Agreement or its breach will be settled by arbitration under and in accordance with the Commercial Arbitration Rules of the American Arbitration Association and governed by the laws of the State of Oklahoma. The arbitration will be held in Tulsa, Oklahoma. The award rendered by arbitration shall be final and binding upon the parties, and judgment upon the award may be entered in any court of competent jurisdiction in the United States. This agreement to arbitrate will not prevent either party from applying to a court of competent jurisdiction for a temporary restraining order, preliminary injunction or other equitable relief to preserve the status quo or prevent irreparable harm. Each party hereby consents to the jurisdiction of the state and federal courts of Oklahoma in connection with any application for such relief. Should the arbitration provision hereinabove fail for any reason to bind the parties to such dispute resolution, the parties expressly agree that any legal action between the parties for a claim or dispute arising out of or relating to this Agreement or its breach shall commence in a court of competent jurisdiction in Tulsa County, Oklahoma. This Agreement shall be governed by the laws of the State of Oklahoma. Additionally, the governing law for any arbitration, or legal action in the event of the failure of the arbitration provision of this Agreement, shall be the law of the State of Oklahoma, without reference to its conflict of law provisions. The parties hereby waive any objection they may have to the law and forum set forth above. In the event of any default on the part of either party to this Agreement, in addition to all other remedies, the party in default will pay the aggrieved party all amounts due and all damages, costs and expenses, including reasonable attorneys' fees, incurred by the aggrieved party in any legal action, arbitration or other proceeding as a result of such default, plus interest at the highest rate allowable by law, accruing from the date of such default.

ASSIGNMENT OR CHANGE OF OWNERSHIP

Client shall not assign, sell or transfer its rights in this Agreement or the right to receive the Information, services or products provided hereunder, whether by operation of law or otherwise, without Trak-1's prior written consent, which shall not be unreasonably withheld or delayed. Any attempted assignment in violation of this Section 24 shall be void. This Agreement is fully assignable by Trak-1 and shall inure to the benefit of any assignee or other legal successor in interest. Trak-1 also reserves the right to assign or subcontract any or all of its duties arising hereunder. In the event of a change in ownership or change in control of Client, Client must notify Trak-1 in writing, and, if Trak-1 so requests, must execute a new Client Agreement or Client's service hereunder may be suspended or terminated.

NO WAIVER

The terms, representations and warranties of this Agreement may only be waived by a written instrument executed by the party waiving compliance. Except as otherwise provided for herein, neither party's failure to enforce any right or remedy available to it under this Agreement shall be construed as a continuing waiver of such right or a waiver of any other provision hereunder.

CREDIT AUTHORIZATIONS

Client authorizes Trak-1 to obtain any and all information concerning Client's business and personal history and financial credit report, which Trak-1 may require in connection with this Agreement.

COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. A facsimile or electronic transmission of the signed Agreement shall be legal and binding on all Parties.

NOTICE

Any notice required under the terms of this Agreement must be in writing either by U.S. Mail or by electronic transmission.

Please See Certification of Permissible Purpose and Signature Page.

IN WITNESS WHEREOF, CLIENT and Trak-1 each caused this Agreement to be executed by its duly authorized representative as of the date first written above.

CLIENT MUST INITIAL ONE OR MORE OF THE FOLLOWING PURPOSES FOR WHICH CLIENT WILL REQUEST INFORMATION FROM TRAK-1.

- _____ **CREDIT TRANSACTIONS.** Client will use these reports in connection with a credit transaction involving the consumer on whom the information is to be furnished and involving the extension of credit to, or review or collection of, an account of the consumer. Customer will not use these reports for employment purposes; or,
- _____ **FOR EMPLOYMENT OR VOLUNTEER PURPOSES.** Client will use Reports only for employment or volunteer purposes, and will not access any other credit information other than for employment or volunteer purposes. Customer will not order or use a Report to determine eligibility for credit or insurance or in connection with the collection of a debt. Customer certifies that it will make the disclosures and meet the conditions required by the Fair Credit Reporting Act, as amended ("FCRA), to the subject of each Report it accesses, and that information from the Report will not be used in violation of any applicable Federal or State equal employment opportunity law or regulation, if Customer takes any adverse action based on any information from a Personal report, Customer will verify that information through another source; or,
- _____ **INSURANCE UNDERWRITING.** Client will use Reports in connection with the underwriting of insurance involving the consumer or review of existing policy holders for insurance underwriting purposes, or in connection with an insurance claim where written permission of the consumer has been obtained. Customer will not access credit reports in connection with any insurance purpose other than underwriting. Customer will not access credit reports on any consumer after the consumer has filed a claim for proceeds of any insurance policy; or,
- _____ **CREDIT ASSESSMENT OR PREPAYMENT RISK.** Client will use the Reports in connection with a valuation of, or an assessment of the credit or prepayment risk associated with, an existing credit obligation. Customer must be a potential investor in, potential servicer of or a current insurer of an existing credit obligation; or,
- _____ **GOVERNMENT LICENSE ELIGIBILITY DETERMINATION.** Client will use the Reports in connection with a determination of the consumer's eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant's financial status. Customer must be a governmental instrumentality or acting as an agent for a governmental instrumentality; or,
- _____ **CHILD SUPPORT PAYMENT CALCULATION.** Client will use the Reports in connection with the establishment of an individual's capacity to make child support payments or determining the appropriate level of such payments. Customer must be the head of state or local child support enforcement agency or authorized by the head of such agency. Customer certifies that it will make the disclosures and meet the conditions required by the FCRA to the subject of each report it accesses, and that information from the report will not be used in connection with any other civil administrative, or criminal proceeding, or for any other purpose; or,
- _____ **NONCREDIT GRANTING AGENCY DETERMINATIONS.** Client is a non-credit granting agency and will only request and receive identifying information, limited to name, address, former addresses, places of employment or former places of employment; or,
- _____ **TENANT SCREENING.** Client will use the report in connection with a tenant screening application involving the consumer; or,
- _____ **MORTGAGE REPORTS.** Client certifies that it will obtain credit reports only in connection with a credit transaction involving the consumer on whom the information is furnished. Customer will request information for preparing mortgage credit reports only; or,
- _____ **CONSUMER INSTRUCTED.** Client will use the report only in accordance with the written instructions of the consumer; or, **OTHER.** Client will use the Report for a legitimate business need in connection with a business transaction that is initiated by the consumer.

TRAK-1 TECHNOLOGY, INC.
d/b/a TRAK-1 TECHNOLOGY

CLIENT Guthrie Public Schools
(Print Company Legal Name)

By: _____
(Authorized Signature)

By: _____
(Authorized Signature)

Name: Dena Brickey

Name: Dr. Michael L. Simpson

Title: Business Development

Title: Superintendent

Address: 7131 Riverside Parkway

Address: 802 E. Vilas, Guthrie, OK 73044

Phone: (918) 799-7000

Phone: (405) 282-8900

Fax: (918) 7796520

Fax: (405) 282-5904

Email: dena.brickey@trak-1.com

Email: mike.simpson@guthrie.ps.net

PLEASE CHECK ALL ADDENDUMS RECEIVED:

- X Trak-1 Pricing Addendum
- X Trak-1 General Client Compliance Addendum
- X Trak-1 Employment Screening Addendum
- Trak-1 Employment Eligibility Verification Addendum
- Trak-1 Drug & Alcohol Screening Addendum
- X Trak-1 Motor Vehicle Reports Addendum
- Trak-1 Residential Screening Addendum
- Trak-1 Consumer Credit Addendum
- Smart-TRAKTM Volunteer/Employee Screening, Management and
- Training Software Subscription Agreement Addendum



Exhibit "A" to the Customer Services Agreement



Prepared for: Guthrie Public Schools

Date: 9/19/2015

****NO LOCKED IN TERMS**NO MONTHLY MINIMUMS****

Recommended Packages			
Package	Components	Turnaround Time	Total Price
Trak-1 Basic (Criminal/Sex Offender Search) W/ MVR	Broadscreen Verify & Sex Offender Search	Instant (1-3 business days if records need to be verified)	\$ 15.71 + \$0.29 FCRA Compliance Fee
	SSN Trak	Instant	
	Multi County Criminal Search	1 - 3 Business Days	
Trak-1 Basic (Criminal/Sex Offender Search) W/ MVR	Broadscreen Verify & Sex Offender Search	Instant (1-3 business days if records need to be verified)	\$ 24.08 + \$0.29 FCRA Compliance fee + \$28.50 OK State Access Fee
	SSN Trak	Instant	
	Multi County Criminal Search	1 - 3 Business Days	
	Motor Vehicle Report	Instant	
Administrative Service Fees			
Service	Description	Price	
Account Set Up	One time administrative fee for setting you up in the Trak-1 system and generating a user name and password. Billed on your first month's invoice.	Waived	
Invoice Fee	Administrative Fee for generating and processing your invoice.	Waived	
Products & Services			
Product	Product Description	Why We Recommend	Price

<p>BroadScreen Criminal & Sex Offender Search (Verified Hits)</p>	<p>Using the applicant's name and date of birth, Trak-1 Technology queries our national database of over one billion for criminal history, including felonies, misdemeanors, sexual offenses, and where permitted, felony traffic offenses. Also includes a search of Federal watch lists for the Office of Foreign Asset Control (OFAC), the Drug Enforcement Administration (DEA), the Bureau of Alcohol Tobacco Firearms and Explosives (ATF), and Most Wanted lists for the Federal Bureau of Investigation (FBI), the US Secret Service, America's Most Wanted, and the US Marshal's office. To comply with FCRA guidelines, Trak-1 verifies criminal hits associated with the applicant.</p>	<p>With information compiled from over 370 datasets, the BroadScreen Criminal & Sex Offender search is recommended as a starting point for any volunteer or employee background search. Because this query is not limited to the state the organization resides in, it provides a national, overarching view of the applicant and will identify criminal activity in areas where the applicant may not permanently reside or may have held past residence. Records returned often include the offense, class level, disposition, sentence, and date of offense.</p>	<p>\$15.99</p>
<p>Motor Vehicle Report (MVR)</p>	<p>Using the applicant's driver's license number and name, Trak-1 Technology queries the applicant's driving record and reports the issue/expiration dates, class, points, citations, accidents, and revocations.</p>	<p>Motor Vehicle Reports are suggested for any applicant with driving privileges on behalf of the organization, whether it be in a personal or company vehicle, on organization property, or for any organization related purpose. The Motor Vehicle Report provides driving history that is currently on file with the Department of Motor Vehicles, which is often a major consideration in insuring company vehicles and drivers.</p>	<p>\$5.00 - applicable access fees</p>
<p>Multi-County Criminal Search</p>	<p>Using the applicant's name, date of birth, and (where permitted) social security number, Trak-1 Technology queries the county level database(s) for a selected state. A county search will disclose the jurisdiction, offense, offense description, case number and case description. The search may also disclose city violations, code enforcements, and felony traffic offense (where permitted).</p>	<p>Designed to complement the BroadScreen Criminal & Sex Offender Search, the Multi-County Criminal Search is recommended not only to help reveal additional case information not available nationally, but to also reveal offenses currently under prosecution, and/or historic traffic offenses.</p>	<p>\$10.00</p>

	<p>Using the applicant's social security number, Trak-1 Technology provides a complete history of all reported addresses and names associated with that social security number. This search does NOT verify the applicant's social security number.</p>	<p>The Social Security Trak is the most effective tracking tool on the market and is highly recommended for helping to identify previously unreported address history, as well as any additional names associated with the Social Security Number. Because we know that offenders typically relocate more frequently than non-offenders, understanding the applicant's complete address history may help to identify those who would abscond from the law or those that prey upon vulnerable populations.</p>	
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GUTHRIE PUBLIC SCHOOLS

2016-2017 BOARD ADOPTED OPERATING BUDGET

**PREPARED BY
DENNIS SCHULZ
ASSISTANT SUPERINTENDENT**

**GUTHRIE PUBLIC SCHOOLS
2016-2017 SCHOOL OFFICIALS**

BOARD OF EDUCATION

BENNETT-JOHNSON, JENNIFER	FIRST VICE PRESIDENT
DAVIS, GAIL	DEPUTY CLERK
PENNINGTON, TERRY	MEMBER
PIERSON, JANNA	MEMBER
SALLEE, TRAVIS	SECOND VICE PRESIDENT
SMEDLEY, TINA	CLERK
WATTS, SHARON	PRESIDENT

DR. MIKE SIMPSON, SUPERINTENDENT

JANA FREY, MINUTES CLERK

JANA WANZER, TREASURER

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BUDGET PHILOSOPHY

A budget is a plan for financial operation made up of proposed expenditures for a given period and the proposed means of financing them. A budget is prepared as a plan to carry the mission of public schools and to insure that all necessary programs are provided for.

The choice of the appropriate budget method is an important decision. Some budget methods may promote greater board and community understanding of the budget and ultimately, the district's priorities, than others. If the community can see the connection between dollars and educational programs, it is likely that the school board will be more successful in gaining acceptance of the budget from school district patrons. In addition, budget methods which result in better community understanding may result in increased financial support of schools. This will also determine which educational priorities are seen as important to the community.

A benefit of a move toward greater decentralization of financial control may well be that such a move increases the ability of the school principal to effectively direct resources to achieve program goals. Also, budget methods which attempt to direct resources to program needs rather than "across-the-board" increases serve to increase cost effectiveness. One of the drawbacks to decentralization is that curriculum coordination across programs and schools may be difficult. An effective management information system, open lines of communication among staff members, and a concern for equity should alleviate some of these problems, while allowing a school administrator to target resources to students' needs at the same time he or she manages a consistent and coherent educational program.

One of the potential disadvantages of a budget method which does not use an "objective" formula to allocate resources is that politically active groups may be in an advantageous position to lobby for additional funds. When using certain budgeting models that allow for community participation, great care should be taken to effectively guard against undue influence of special interest groups. The degree to which children will receive equal access to educational resources will depend to a large extent on the commitment of school officials to equity and excellence.

2016-2017 BUDGET TIMETABLE

The budget cycle is typically a year-round process, beginning with ongoing fund balance projections and statutory staffing commitments that are required to be made by the first Monday in June of each year prior to the start of the upcoming fiscal year in July. At any one time the Superintendent is concerned with three fiscal years' budgets; planning for the next fiscal year, administering the current fiscal year, and evaluating the last fiscal year. It is very difficult to manage a public school budget because the major expenditure, salaries and benefits, must, by law, be committed before revenue allocations are known. The budgeting timetable for this fiscal year is shown below:

June, 2016	Renew Teacher Contracts
June, 2016	Renew Support Personnel Contracts
June, 2016	Approve Temporary Appropriations
July, 2016	Notification of Initial State Aid Allocation
August, 2016	Certification of Property Valuations by County Assessor
September, 2016	Board of Education approval of Estimate of Needs
September, 2016	County Excise Board approval of Estimate of Needs
October, 2016	Board of Education Approval of Operating Budget
December, 2016	Notification of Mid-Term Adjustment to State Aid Allocation
If needed.....	Request(s) for Supplemental Appropriations and Amendments to Operating Budget

**2016-2017 BUDGET BY FUNCTION
AND OBJECT DIMENSIONS**

**GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY FUNCTION CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2017**

<u>FUNCTION</u>	<u>GENERAL FUND</u>	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SINKING FUND</u>	<u>GIFTS & ENDOWMENTS FUND</u>	<u>INSURANCE CASUALTY FUND</u>	<u>2015 BOND FUND</u>	<u>2016 BOND FUND</u>
1000 - Instruction	\$11,628,851.52	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2100 - Support Services, Students	1,381,528.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2200 - Support Services, Instructional Staff	1,165,206.05	2,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00
2300 - General Administration	741,737.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2400 - School Administration	1,419,196.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2500 - Central Services	599,130.65	100.00	0.00	0.00	0.00	0.00	0.00	0.00
2600 - Operation & Maintenance of Plant	1,844,335.54	485,720.70	0.00	0.00	0.00	16,348.21	0.00	0.00
2700 - Student Transportation	1,749,337.90	0.00	0.00	0.00	0.00	17,000.00	0.00	0.00
3100 - Child Nutrition Program	168,570.00	7,500.00	1,351,374.50	0.00	0.00	0.00	0.00	0.00
3300 - Community Service	960.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000 - Facility Acquisition & Construction	79,110.89	380.00	0.00	0.00	0.00	0.00	33,498.10	11,144,931.11
5100 - Debt Service	0.00	0.00	0.00	2,044,000.00	0.00	0.00	0.00	0.00
5200/5300/5600 - Corrections, Clearing & Fund Transfers	0.00	0.00	121,836.56	0.00	0.00	0.00	0.00	0.00
5500 - Private Non-Profit Schools	15,480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7000 - Scholarships, Awards, and Claims	0.00	0.00	0.00	0.00	10,215.67	0.00	0.00	0.00
8000 - Repayments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	\$20,793,444.16	\$496,700.70	\$1,473,211.06	\$2,044,000.00	\$10,215.67	\$63,348.21	\$33,498.10	\$11,144,931.11

**GUTHRIE PUBLIC SCHOOLS
OPERATING BUDGET BY OBJECT CLASSIFICATION
FOR THE YEAR ENDED JUNE 30, 2017**

<u>OBJECT</u>	<u>GENERAL FUND</u>	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SINKING FUND</u>	<u>GIFTS & ENDOWMENTS FUND</u>	<u>INSURANCE CASUALTY FUND</u>	<u>2015 BOND FUND</u>	<u>2016 BOND FUND</u>
100 - Salaries	\$12,851,882.02	\$0.00	\$336,174.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
200 - Employee Benefits	5,304,965.79	0.00	204,750.00	0.00	0.00	0.00	0.00	0.00
300 - Professional & Technical	410,710.00	6,000.00	10,940.00	0.00	0.00	0.00	0.00	644,931.11
410 - Utilities	85,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420,430 - Cleaning, Repair, & Maint.	102,825.00	234,710.00	13,350.00	0.00	0.00	18,348.21	0.00	0.00
440 - Rental & Leases	30,530.00	250.00	580.00	0.00	0.00	0.00	0.00	0.00
450 - Construction Services	0.00	680.00	0.00	0.00	0.00	0.00	33,498.10	10,500,000.00
510,530-580 - Other Purchased Services	219,377.32	4,370.00	190,560.00	0.00	0.00	0.00	0.00	0.00
520 - Insurance	201,660.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
600 - General Supplies	311,819.22	158,200.00	53,180.00	0.00	0.00	6,500.00	0.00	0.00
620 - Energy (Fuel, Electric, Natural Gas)	523,920.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
630 - Food & Milk	0.00	0.00	541,240.00	0.00	0.00	0.00	0.00	0.00
640 - Books & Periodicals	135,917.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00
650 - Durable Supplies & Software	402,692.28	48,860.70	0.00	0.00	0.00	30,000.00	0.00	0.00
710,720 - Land & Buildings	0.00	5,600.00	0.00	0.00	0.00	0.00	0.00	0.00
730 - Equipment	79,060.00	36,630.00	0.00	0.00	0.00	0.00	0.00	0.00
760 - Vehicles	0.00	0.00	0.00	0.00	0.00	8,500.00	0.00	0.00
800,900 - Other Miscellaneous Expenditures	132,985.00	1,400.00	122,436.56	2,044,000.00	10,215.67	0.00	0.00	0.00
	\$20,793,444.16	\$496,700.70	\$1,473,211.06	\$2,044,000.00	\$10,215.67	\$63,348.21	\$33,498.10	\$11,144,931.11

2016-2017 GENERAL FUND BUDGET BY PROJECT DIMENSION

The Project Reporting dimension permits LEAs to accumulate expenditures to meet a variety of specialized management and reporting requirements regardless of whether they are district, state, or federal.

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
2016-2017 PROJECT BUDGET**

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
001	Administrators Salaries	\$1,468,862.49
002	Certified Salaries	9,187,645.00
003	Support Salaries	3,037,653.32
006	Dues/ Memberships/Regis.	26,190.00
007	Data Processing	49,540.00
008	Electricity	295,000.00
009	Natural Gas	60,000.00
011	Water/Sewer/Garbage	80,000.00
012	Telephone	80,000.00
015	Negotiations	7,500.00
017	Purchase of Vehicles	0.00
018	Transportation	190,500.00
019	Fuel	113,580.00
021	Insurance/Bonds	201,580.00
022	Security	8,000.00
023	Textbooks	95,000.00
026	Director of Technology	300,000.00
027	Printing/Publ./Ads	3,000.00
028	Legal Services	74,270.00
029	Postage/Freight	7,500.00
031	Professional Travel	15,000.00
033	Child Nutrition	120,050.00
034	\$100.00 Teacher Supplies	25,000.00
035	Nursing Services/Medical	12,000.00
036	Audit Services	9,000.00
037	Copiers/Duplicators	51,880.00
039	Elections	6,000.00
041	Administration Supplies	10,000.00
042	Testing	42,960.00
043	Gifted and Talented Program	2,000.00
044	Special Education Director	172,525.00
045	Personnel Director	10,140.00
046	3rd Party Sick Leave	7,200.00
048	Lease Purchase Payments	79,000.00
049	Revaluation	68,000.00
051	Cotteral Budget	3,298.33
052	Cotteral Library Budget	4,529.00
053	Cotteral Furniture Budget	0.00
054	CREC Grant	3,140.00
056	Central Budget	2,132.65

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
057	Central Library Budget	2,710.00
058	Central Furniture Budget	0.00
061	Guthrie Educ. Found. Grants	15,000.00
062	Fogarty Budget	4,652.41
063	Fogarty Library Budget	4,997.00
064	Fogarty Furniture Budget	0.00
067	GUES Budget	6,521.78
068	GUES Library Budget	5,980.00
069	GUES Furniture Budget	0.00
073	JH Library Budget	4,815.00
074	JH Furniture Budget	0.00
075	Meridian Technology Grant	65,198.62
076	JH Administration	11,066.98
097	HS Library Budget	7,500.00
098	HS Furniture Budget	0.00
101	HS Administration	19,001.44
102	HS Foreign Language	0.00
103	HS Counselors	0.00
104	HS Language Arts	700.00
105	HS Math	300.00
106	HS Science	2,000.00
107	HS History	300.00
108	HS Health/PE/Driver Ed	0.00
109	HS Art	425.00
112	HS Business	500.00
114	HS Drama	0.00
115	OK Geo Foundation Grant	0.00
116	Vocal Music	2,531.25
118	Band	13,358.64
119	Athletics	26,918.36
121	Extra Curricular Drug Testing	8,000.00
122	ROTC (Local)	101,550.00
123	Boys Athletics / Extra Duty	157,320.00
124	Girls Athletics / Extra Duty	76,610.00
125	Alternative Education (Local)	170,310.00
126	Faver Budget	1,350.00
131	Hamilton Estate Donation	640.89
132	Public Communication	0.00
134	District Equipment Purchases	9,330.00
135	TLE Training - District Paid	0.00

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
136	District Supplies Purchases	40,750.00
307	UVA Project, State Grant	0.00
311	Professional Development	0.00
312	National Board Cert. Stipend	35,000.00
317	Driver Education	17,090.00
331	Flex Benefit (Certified Salary)	40,250.00
332	Flex Benefit (Support Salary)	94,400.00
333	State Textbook Aid	0.00
334	Flex Benefit (Certified Fringe)	1,254,730.00
335	Flex Benefit (Support Fringe)	670,980.00
338	Okla Parents as Teachers	0.00
361&362	ACE Remediation	57,020.00
366	3rd Grade Summer Reading	0.00
367	Reading Sufficiency	42,580.00
368	Advanced Placement Equip.	0.00
369	Advanced Placement Incent.	1,180.00
385	Child Nutrition-State Funds	0.00
388	Alternative Education (State)	84,927.00
411	Vocational Salary Aid	34,160.00
412	Vocational Incentive Aid	59,904.00
421	Carl Perkins Funds	41,290.00
424	Carl Perkins Supplemental	0.00
456	Vocational Rehab - OJT	3,960.00
469	OK Education Lottery	0.00
511	Title I	753,340.00
512	Title I, 3 Month Carryover	0.00
515	Title I - School Support	50.00
541	Title II, Part A	46,430.00
561	Title VII, Indian Education	52,500.00
613	IDEA-B Discretionary	0.00
621	IDEA-B Flowthrough	642,560.00
623	IDEA-B Early Intervention	36,860.00
625	IDEA-B Private School	2,750.00
641	IDEA-B Preschool	17,260.00
642	IDEA-B Private Preschool	2,030.00
771	ROTC (Federal)	70,340.00
786	Consolidated Admin. Funds	41,840.00
TOTAL GENERAL FUND		\$20,793,444.16

APPENDIX A

BUDGET GUIDELINES BY FUND

11 GENERAL FUND (FOR OPERATIONS)

The general fund of any school district is hereby defined as a current expense fund and shall consist of all revenue or monies that can legally be expended within a certain specified fiscal year, but shall not be considered as including any money derived from a special Building Fund levy, nor shall it include any monies derived from the sale of bonds. Expenditures from the General Fund shall be non-capital in nature.

Revenue

When planning a budget, the first step is to project revenue in order to determine the funding level available to finance expenditures. At one time, the General Fund balance was required by law to be no greater than 12%. However due to hardships created by revenue shortfalls at the state level in past years, the legislature, in 2005, increased the allowable fund balance to 14% for schools with General Fund revenue of \$10,000,000.00 and above which includes Guthrie Public Schools. Every effort should be made to limit expenditures in any fiscal year to the amount of revenue collected in that year to prevent any material erosion of the fund balance. In the 2015-2016 fiscal year, the district expended substantially more than it collected. The current fund balance of \$2,050,330.43 (9.77%) represents a decrease of \$749,230.10 from the end of the 2014-2015 fiscal year. School board policy establishes a fiscal management priority to maintain a general fund balance of 12% or approximately \$2.52 million.

In 2015-2016 local sources of revenue provided 24.61% of total revenue, county sources 4.00%, state sources 63.81%, and federal sources 7.58%. A comparative revenue report is provided in Appendix C.

The state aid formula was revised in 1997. We now receive a preliminary allocation of funds in July, which is subject to change when a final allocation is made in December. As a result, we are approximately six months into the budget year before we have information to accurately determine state aid. Due to this situation, a conservative estimate of state aid revenue is required when making initial projections. The District's initial state aid allocation for 2016-2017 is \$259,963.00 more than was actually collected in 2015-2016 which is encouraging. However, it is also very likely that another source of state revenue, gross production tax, could decline substantially in 2016-2017. There is also a very real possibility that revenue estimates at the state level, which are the basis for our state aid appropriation, are overstated, and that before the end of the 2016-2017 fiscal year a revenue failure could occur resulting in reduced funding from state sources.

Expenditures

Revenue projections determine the amount of funds available to finance expenditures. In other words, Guthrie Public Schools plan to live within the revenue we will collect. Revenue projections are made in the summer after various allocation notices are received by the district.

Every school site has two budgets; an instructional budget and a library budget. The library budget is normally based upon State Department of Education accreditation requirements which have been waived until the state aid funding factor increases to \$3,291.60 per weighted student. The requirements for each site are: 500 or fewer students, \$9 per pupil; 500-999 students, \$4,500 for first 500 students and \$5 per student above 500; and 1000-1999 students, \$7000 for first 1000 students and \$4 per student above 1000.

The procedure for making expenditures involves the use of the encumbrance system. An encumbrance is an obligation to pay in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation account, and for which a part of the appropriation is reserved. When an encumbrance is paid, it becomes an expenditure. In this manner, financial officers of the school district are able to distinguish the portion of the budget already expended, the portion encumbered and the portion unencumbered.

Personnel adjustments have been made to reduce expenditures for salaries, benefits and employer payroll costs in the 2016-2017 fiscal year. This has been accomplished largely through attrition. A Fixed Cost Analysis is provided under Appendix C.

Title 70-5-134.1 of Oklahoma Statute, enacted in 1994 and since repealed, required a budget by the function expenditure classification to be approved by the Board of Education. Guthrie Public Schools has chosen to continue this practice for the purposes of public information and transparency. The function dimension describes the purpose of the expenditure. The primary purpose is, of course, instruction. Other functions include library services, counseling services, transportation, building operation and maintenance, and school district administration. A brief definition of the function expenditure classifications can be found in Appendix A.

21 BUILDING FUND

The Building Fund of any school district shall consist of all monies derived from the proceeds of a Building Fund levy not to exceed five (5) mills in any year, unless elimination of personal taxes is voted by the patrons of a school district and by LEA Board Resolution. The Building Fund may be used for erecting, remodeling, or repairing school buildings, for purchasing furniture, equipment and computer software, for repairing and maintaining computer systems and equipment, for paying energy and utility costs, for purchasing telecommunications utilities and services, for paying fire and casualty insurance premiums, for purchasing security systems, for paying salaries of security personnel, or for one or more, or all, of such purposes. Proceeds of such levies shall not be required to be used during the year for which a levy is made but may accumulate from year to year until adequate for purposes intended. The Building Fund is classified as a current expense fund, but shall not be considered a part of the General Fund. Fiscal year 2016-2017 Building Fund revenues are projected to be \$679,113.46.

22 CHILD NUTRITION PROGRAMS FUND

State, federal and local collections of child nutrition monies may be placed in a governmental budget account that will be administered through the school district treasurer and appropriated separately from all other funds. The beginning fund balance each year, combined with all revenues including collected and estimated revenues must be appropriated before being expended.

It is very important that expenditures be limited to the amount of projected revenue available in the Child Nutrition Fund to minimize the need for the General Fund to subsidize child nutrition operations resulting in a reduction in funding available for instructional purposes.

31 BOND FUND

A Bond Fund accounts for proceeds from the sale of bonds, from which all expenditures for bond projects are paid. By law, Guthrie Public Schools shall expend all of the proceeds of such bond issue for the general purposes set out in the proposition voted upon, and shall expend not less than eighty-five percent of the monies allocated to each specific project, unless such project can be completed for a lesser amount of money. Bond Fund titles should include purpose and fiscal year of authorization.

41 SINKING FUND (DEBT SERVICE FUND)

The Sinking Fund of any district shall consist of all money derived from ad valorem taxes or otherwise as provided by law for the payment of bonds and judgments and interest thereon. Since this fund is for the purpose of debt service only, financial reporting as a part of the operating budget will be minimal. A treasurer's check or EFT is issued for Sinking Fund payments according to a legally authorized amortization schedule until all indebtedness, including interest, is paid.

81 GIFTS AND ENDOWMENT FUND

This is a separately appropriated fund established to account for revenue from a philanthropic foundation, private individual, or private organization for which no repayment or special service to the contributor is expected. In many cases endowment funds allow for income derived from such funds to be expended, but the principal must remain intact.

86 CASUALTY/FLOOD INSURANCE RECOVERY FUND

This fund is established to account for receipt of proceeds from the

filing of insurance claims and the subsequent expenditure of funds to replace or repair damaged or stolen property.

APPENDIX B
FUNCTION EXPENDITURE CODE DEFINITIONS

1000 INSTRUCTION

Instruction includes the activities dealing directly with interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location such as a home, and in other learning situations such as those involving co-curricular activities. It may also be provided through some other approved medium such as internet, television, radio, telephone, and correspondence. Included here are the activities of teacher assistants of any type that assist in the instructional process. The activities of tutors, translators, and interpreters would be recorded here.

2100 SUPPORT SERVICES - STUDENTS

This involves activities designed to assess and improve the well being of students and to supplement the teaching process. This would include counseling services, health services, psychological services, and speech pathology and audiology services.

2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF

Activities associated with assisting the instructional staff with the content and process of providing learning experiences for students fall into this classification. This would include staff development, and educational media services.

2300 SUPPORT SERVICES - GENERAL ADMINISTRATION

This includes activities involving the establishment and administration of policy in connection with operating the entire school district. This would include Board of Education services, and Office of the Superintendent services.

2400 SUPPORT SERVICES - SCHOOL ADMINISTRATION

Expenditures for overall administrative responsibility of a single school or a group of schools are given this classification. This would include Office of the Principal services.

2500 SUPPORT SERVICES - BUSINESS

Activities concerned with paying, transporting, exchanging and maintaining goods and services for the LEA are coded to this function. Included are the fiscal and internal services necessary for operating the LEA. This would include budgeting, receiving and disbursing, financial accounting, payroll and internal auditing.

2600 OPERATION AND MAINTENANCE OF PLANT SERVICES

This includes activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in an effective working

condition and state of repair. Activities, which maintain safety in buildings, on the grounds, and in the vicinity of schools, are included.

2700 STUDENT TRANSPORTATION SERVICES

This classification provides financial documentation of activities concerned with the conveyance of students to and from school, as provided by state law. Also included is any transportation costs incurred for various school activity trips.

3100 CHILD NUTRITION PROGRAMS OPERATIONS

These are activities concerned with providing food to students and staff in a school or LEA. This service includes the preparation and service of regular and incidental meals -- breakfasts, lunches, or supplements -- in connection with school activities, and the delivery of food.

3200 OTHER ENTERPRISE SERVICES OPERATIONS

Activities that are financed and operated in a manner similar to private business enterprises -- where the stated intent is that the costs are financed or recovered primarily through user charges. One example could be the LEA bookstore, or items purchased through the Activity Fund for resale.

3300 COMMUNITY SERVICE OPERATIONS

This classification accounts for activities that are not directly related to the provision of education to students in the LEA. These include services such as community recreation programs, civic activities, public libraries, programs for custody and care of children, and community welfare activities provided by the LEA for the community as a whole or some segment of the community.

4000 FACILITIES ACQUISITION AND CONSTRUCTION SERVICES

This function classification consists of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions; initial installation or extension of service systems and other built-in equipment; and improvements to sites.

5200 FUND TRANSFER/REIMBURSEMENT (CHILD NUTRITION FUND/ACTIVITY FUND/PETTY CASH/CHANGE)

Transactions that withdraw money from one fund and place it in another without recourse are included in this category.

5300 CLEARING ACCOUNT

This classification is used for recording of expenditures that cannot be charged to a specific function code at the time the expenditure must be made. As an example, this function code would be used for prepayment of workers' compensation premiums.

5500 PRIVATE NONPROFIT SCHOOLS

Expenditure of funds received by the LEA for purchases to benefit students and/or teachers of private nonprofit schools are coded here. It is illegal for these funds to go directly to the private nonprofit schools. The LEA purchases, directly from the provider, supplies or services for the private nonprofit school's use.

7000 OTHER USES

This function classification is used to account for payments made from self-funded workers' compensation, unemployment, medical insurance, and other employee benefit funds.

8000 REPAYMENTS

This would include district payments to outside agencies for refund of restricted revenue previously received for overpayments, nonqualified expenditures, and other refunds to be repaid from district funds.

APPENDIX C

GENERAL FUND REVENUE - COMPARATIVE ANALYSIS

**GUTHRIE PUBLIC SCHOOL
GENERAL FUND REVENUE ANALYSIS**

REVENUE SOURCES	2014-2015 PROJECTED	2014-2015 ACTUAL	DIFFERENCE	2015-2016 PROJECTED	2015-2016 ACTUAL	DIFFERENCE	2016-2017 PROJECTED
LOCAL SOURCES							
AD VAL TAX LEVY (CUR. YR)	\$ 4,357,000.00	\$ 4,407,675.72	\$ 50,675.72	\$ 4,505,000.00	\$ 4,557,938.16	\$ 52,938.16	\$ 4,750,000.00
AD VAL TAX LEVY (PRIOR YR.)	\$ 200,000.00	\$ 189,823.13	\$ (10,176.87)	\$ 190,000.00	\$ 167,850.64	\$ (22,149.36)	\$ 125,000.00
REVENUE IN LIEU OF TAXES	\$ -	\$ 10,031.93	\$ 10,031.93	\$ 7,500.00	\$ 14,553.15	\$ 7,053.15	\$ 12,000.00
OTHER TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TUITIONS & FEES	\$ -	\$ 2,534.14	\$ 2,534.14	\$ -	\$ 2,226.80	\$ 2,226.80	\$ 2,200.00
INTEREST EARNINGS	\$ 30,000.00	\$ 28,684.38	\$ (1,315.62)	\$ 29,000.00	\$ 26,001.73	\$ (2,998.27)	\$ 25,000.00
RENTALS/SALES/COMMISSIONS	\$ 6,000.00	\$ 26,625.78	\$ 20,625.78	\$ 15,000.00	\$ 52,450.70	\$ 37,450.70	\$ 30,000.00
REIMBURSEMENTS	\$ 40,000.00	\$ 42,653.63	\$ 2,653.63	\$ 41,000.00	\$ 19,080.08	\$ (21,919.92)	\$ 20,000.00
CONTRIBUTIONS / MISC.	\$ 20,000.00	\$ 50,890.96	\$ 30,890.96	\$ 50,000.00	\$ 105,025.99	\$ 55,025.99	\$ 70,000.00
TOTAL LOCAL SOURCES	\$ 4,653,000.00	\$ 4,758,919.67	\$ 105,919.67	\$ 4,837,500.00	\$ 4,945,127.25	\$ 107,627.25	\$ 5,034,200.00
INTERMEDIATE SOURCES							
COUNTY 4 MILL AD VAL.	\$ 545,500.00	\$ 618,672.17	\$ 73,172.17	\$ 635,000.00	\$ 627,749.28	\$ (7,250.72)	\$ 650,000.00
CO. APPORT. & MISC. INTERMEDIATE	\$ 200,000.00	\$ 231,046.55	\$ 31,046.55	\$ 210,000.00	\$ 213,250.87	\$ 3,250.87	\$ 225,000.00
TOTAL INTERMEDIATE SOURCES	\$ 745,500.00	\$ 849,718.72	\$ 104,218.72	\$ 845,000.00	\$ 841,000.15	\$ (3,999.85)	\$ 875,000.00
STATE SOURCES							
GROSS PRODUCTION TAX	\$ 600,000.00	\$ 1,435,605.84	\$ 835,605.84	\$ 1,000,000.00	\$ 1,092,243.38	\$ 92,243.38	\$ 875,000.00
MOTOR VEHICLE COLLECTION	\$ 1,500,000.00	\$ 1,424,380.52	\$ (75,619.48)	\$ 1,424,000.00	\$ 1,355,901.02	\$ (68,098.98)	\$ 1,300,000.00
R.E.A. TAX	\$ 80,000.00	\$ 96,713.74	\$ 16,713.74	\$ 95,000.00	\$ 90,806.25	\$ (4,193.75)	\$ 90,000.00
ST. SCH. LAND EARNINGS	\$ 500,000.00	\$ 502,213.50	\$ 2,213.50	\$ 490,000.00	\$ 523,946.11	\$ 33,946.11	\$ 515,000.00
VEHICLE/FARM TAX STAMP	\$ 11,500.00	\$ 12,815.79	\$ 1,315.79	\$ 12,000.00	\$ 10,037.76	\$ (1,962.24)	\$ 11,000.00
FLEXIBLE BENEFIT ALLOW. REIMB.	\$ 1,860,000.00	\$ 1,917,215.28	\$ 57,215.28	\$ 1,976,400.00	\$ 2,061,777.00	\$ 85,377.00	\$ 2,075,000.00
FOUNDATION & SAL INCENT AID	\$ 9,185,707.00	\$ 9,023,104.00	\$ (162,603.00)	\$ 8,195,630.00	\$ 7,734,675.00	\$ (460,955.00)	\$ 7,994,638.00
MENTOR TEACHER STIPEND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OKLAHOMA PARENTS AS TEACHERS	\$ 38,000.00	\$ 38,000.00	\$ -	\$ 38,000.00	\$ 38,000.00	\$ -	\$ -
PROFESSIONAL DEVELOPMENT	\$ 21,861.00	\$ 21,861.00	\$ -	\$ 21,530.00	\$ 10,765.00	\$ (10,765.00)	\$ -
DRIVER EDUCATION	\$ 4,500.00	\$ -	\$ (4,500.00)	\$ 4,500.00	\$ 1,732.50	\$ (2,767.50)	\$ 1,500.00
TLE TRAINING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISC. STATE SOURCES	\$ -	\$ 75,870.04	\$ 75,870.04	\$ 50,000.00	\$ 1,257.68	\$ (48,742.32)	\$ 2,000.00
VOC. SAL. REIMB.	\$ 34,160.00	\$ 34,160.00	\$ -	\$ 34,160.00	\$ 34,160.00	\$ -	\$ 34,160.00
VOC. INCENT ASSIST. REIMB.	\$ 66,320.00	\$ 66,320.00	\$ -	\$ 66,320.00	\$ 62,474.00	\$ (3,846.00)	\$ 59,904.00
READING SUFFICIENCY FUNDS	\$ 30,000.00	\$ 36,513.77	\$ 6,513.77	\$ 35,000.00	\$ 31,747.78	\$ (3,252.22)	\$ 22,000.00

	2014-2015 PROJECTED	2014-2015 ACTUAL	DIFFERENCE	2015-2016 PROJECTED	2015-2016 ACTUAL	DIFFERENCE	2016-2017 PROJECTED
STATE SOURCES-CONTINUED							
ALTERNATIVE EDUC./STATEWIDE	\$ 88,600.00	\$ 95,768.00	\$ 7,168.00	\$ 95,768.00	\$ 84,884.18	\$ (10,883.82)	\$ 58,500.00
ADVANCED PLACEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NATIONAL BOARD CERTIFICATION	\$ 55,000.00	\$ 40,000.00	\$ (15,000.00)	\$ 40,000.00	\$ 35,000.00	\$ (5,000.00)	\$ 35,000.00
ACE REMEDIATION & TECHNOLOGY	\$ 40,439.00	\$ 58,307.00	\$ 17,868.00	\$ 55,000.00	\$ 60,846.89	\$ 5,846.89	\$ 50,000.00
STATE ADOPTED TEXTBOOKS	\$ 168,172.00	\$ 168,924.00	\$ 752.00	\$ 165,631.00	\$ 167,164.00	\$ 1,533.00	\$ -
TOTAL STATE SOURCES	\$ 14,284,259.00	\$ 15,047,772.48	\$ 763,513.48	\$ 13,798,939.00	\$ 13,397,418.55	\$ (401,520.45)	\$ 13,123,702.00
FEDERAL SOURCES							
TITLE I	\$ 650,000.00	\$ 649,918.95	\$ (81.05)	\$ 625,000.00	\$ 626,528.74	\$ 1,528.74	\$ 625,000.00
IDEA-B, FLOW THROUGH	\$ 650,000.00	\$ 642,318.20	\$ (7,681.80)	\$ 625,000.00	\$ 661,930.53	\$ 36,930.53	\$ 650,000.00
IDEA-B, ALL OTHER	\$ 10,000.00	\$ 15,765.23	\$ 5,765.23	\$ 15,000.00	\$ 10,019.72	\$ (4,980.28)	\$ 10,000.00
TITLE VII, INDIAN ED	\$ 50,000.00	\$ 53,968.59	\$ 3,968.59	\$ 53,000.00	\$ 50,742.00	\$ (2,258.00)	\$ 50,000.00
TITLE II, PART A	\$ 120,000.00	\$ 70,062.39	\$ (49,937.61)	\$ 70,000.00	\$ 133,338.68	\$ 63,338.68	\$ 100,000.00
TITLE II, PART D	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER FEDERAL SOURCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROTC	\$ 80,000.00	\$ 79,494.40	\$ (505.60)	\$ 80,000.00	\$ 65,238.31	\$ (14,761.69)	\$ 65,000.00
CARL PERKINS	\$ 38,284.00	\$ 29,697.02	\$ (8,586.98)	\$ 43,000.00	\$ 43,435.80	\$ 435.80	\$ 40,000.00
TOTAL FEDERAL SOURCES	\$ 1,598,284.00	\$ 1,541,224.78	\$ (57,059.22)	\$ 1,511,000.00	\$ 1,591,233.78	\$ 80,233.78	\$ 1,540,000.00
NON-REVENUE SOURCES							
FUND TRANSFERS	\$ 210,000.00	\$ 223,533.48	\$ 13,533.48	\$ 215,000.00	\$ 223,916.94	\$ 8,916.94	\$ 220,000.00
CORRECTING ENTRY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL NON-REVENUE SOURCES	\$ 210,000.00	\$ 223,533.48	\$ 13,533.48	\$ 215,000.00	\$ 223,916.94	\$ 8,916.94	\$ 220,000.00
BALANCE SHEET ACCOUNTS							
FUND BALANCE/CASH FORWARD	\$ 2,745,439.21	\$ 2,745,439.21	\$ -	\$ 2,799,560.53	\$ 2,799,560.53	\$ -	\$ 2,046,343.43
TOTAL BALANCE SHEET ACCOUNTS	\$ 2,745,439.21	\$ 2,745,439.21	\$ -	\$ 2,799,560.53	\$ 2,799,560.53	\$ -	\$ 2,046,343.43
TOTAL BALANCE & COLLECTIONS	\$ 24,236,482.21	\$ 25,166,608.34	\$ 930,126.13	\$ 24,006,999.53	\$ 23,798,257.20	\$ (208,742.33)	\$ 22,839,245.43
PROJECTED EXPENDITURES FOR 2016-2017							\$ 20,793,444.16
PROJECTED FUND BALANCE FOR 2016-2017							\$ 2,045,801.27

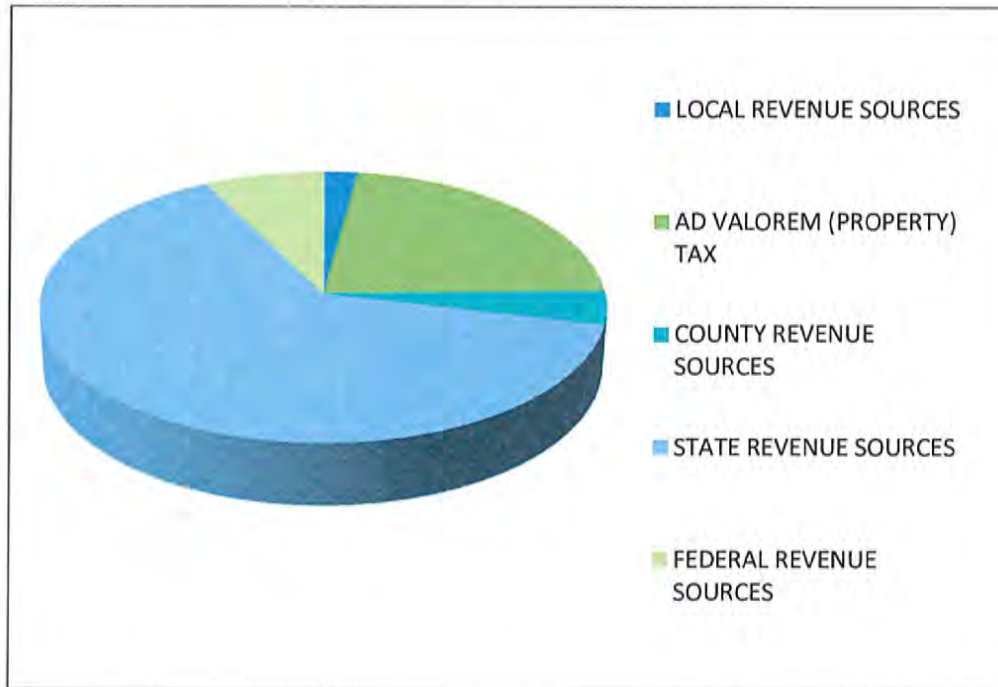
APPENDIX D
GENERAL FUND - FIXED COST ANALYSIS

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND
FIXED / DISCRETIONARY COSTS**

	2015-2016 ACTUAL COST	2015-2016 % OF COST	2016-2017 PROJECTED COST	2016-2017 % OF COST
<i>FIXED COSTS</i>				
SALARY / BENEFITS	\$18,623,213.03	85.57%	\$18,042,847.81	86.77%
PROFESSIONAL & TECHNICAL SERVICES	366,113.84	1.68%	166,310.00	0.80%
UTILITIES / TELEPHONE	540,852.03	2.49%	572,000.00	2.75%
INSURANCE	200,277.50	0.92%	201,580.00	0.97%
LEASE / PURCHASE & MAINTENANCE AGREEMENTS	51,815.18	0.24%	130,880.00	0.63%
GASOLINE / DIESEL	113,565.97	0.52%	113,580.00	0.55%
COUNTY REVALUATION COST	66,845.87	0.31%	68,000.00	0.33%
EARMARKED STATE AND FEDERAL FUNDS	544,351.66	2.50%	275,482.62	1.32%
CHILD NUTRITION EXPENDITURES (PER LOAN AGREEMENT W/ CNF)	120,000.00	0.55%	120,000.00	0.58%
TOTAL FIXED COSTS	20,627,035.08	94.77%	19,690,680.43	94.70%
<i>DISCRETIONARY COSTS</i>				
SITE COSTS - TEXTBOOKS, LIBRARIES, FURNITURE, SUPPLIES	353,030.23	1.62%	317,328.73	1.53%
DEPARTMENTAL COSTS - TRANSPORTATION, MAINTENANCE, CUSTODIAL, TECHNOLOGY, OTHER DISTRICT-WIDE COSTS	784,552.08	3.60%	785,435.00	3.78%
TOTAL DISCRETIONARY COSTS	1,137,582.31	5.23%	1,102,763.73	5.30%
GRAND TOTAL - ALL COSTS	\$21,764,617.39	100.00%	\$20,793,444.16	100.00%

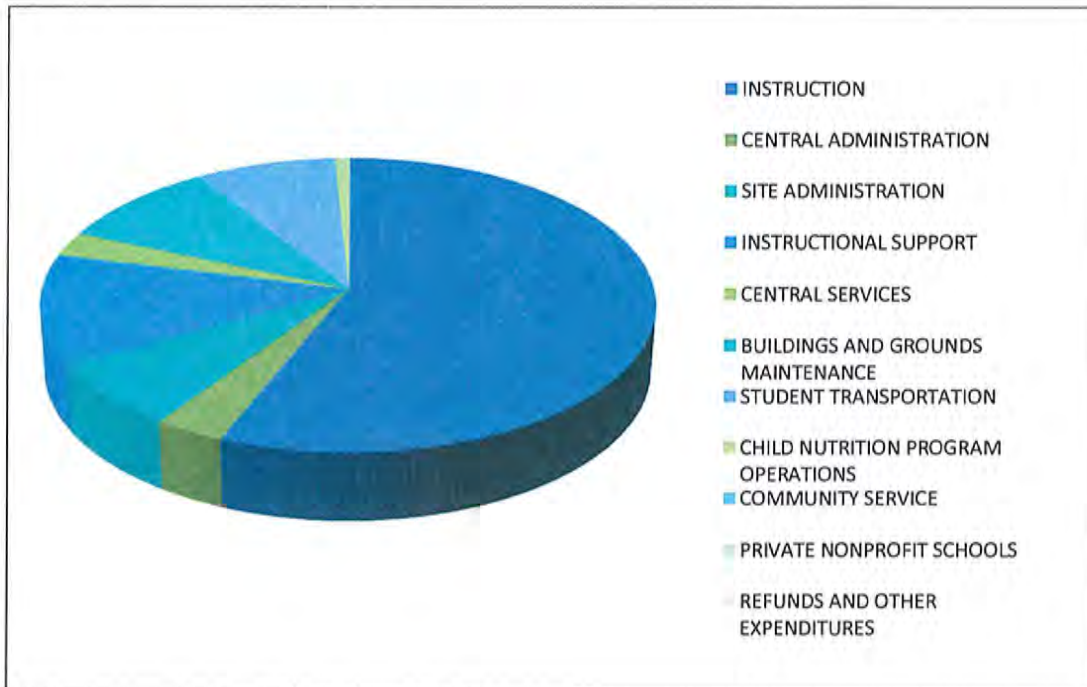
APPENDIX E
2015-2016 CONDENSED FINANCIAL INFORMATION

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2016**



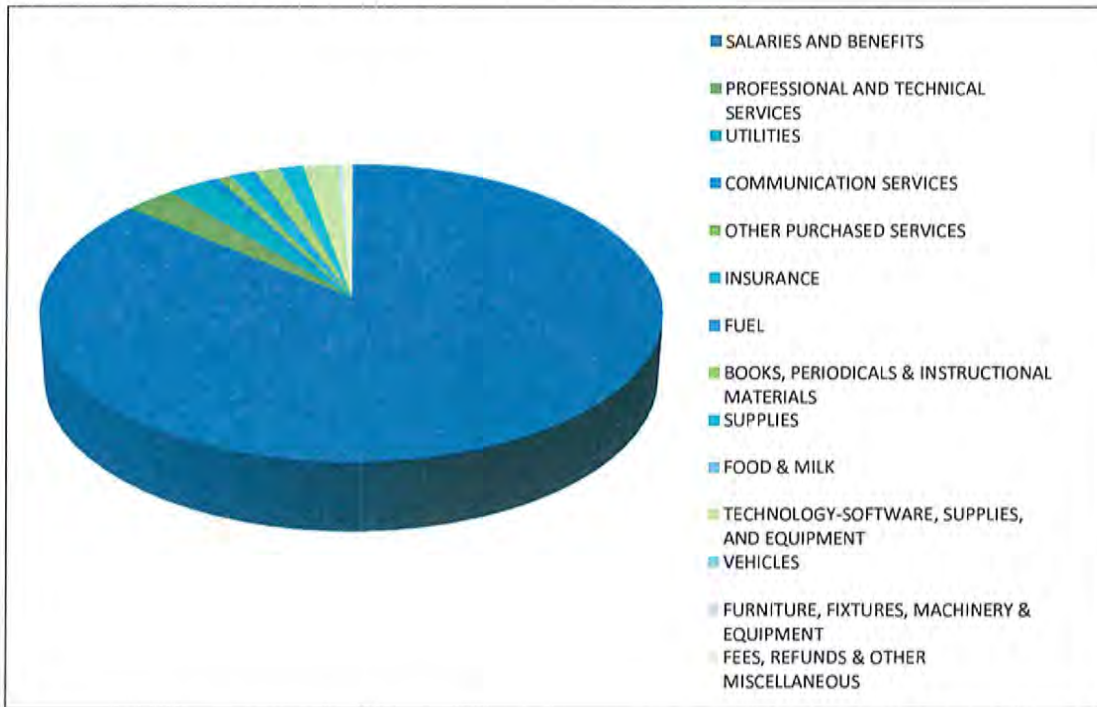
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 443,255.39	2.11%
AD VALOREM (PROPERTY) TAX	\$ 4,725,788.80	22.51%
COUNTY REVENUE SOURCES	\$ 841,000.15	4.01%
STATE REVENUE SOURCES	\$ 13,397,418.55	63.80%
FEDERAL REVENUE SOURCES	\$ <u>1,591,233.78</u>	<u>7.58%</u>
TOTAL GENERAL FUND REVENUE	\$ 20,998,696.67	100.00%

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2016**



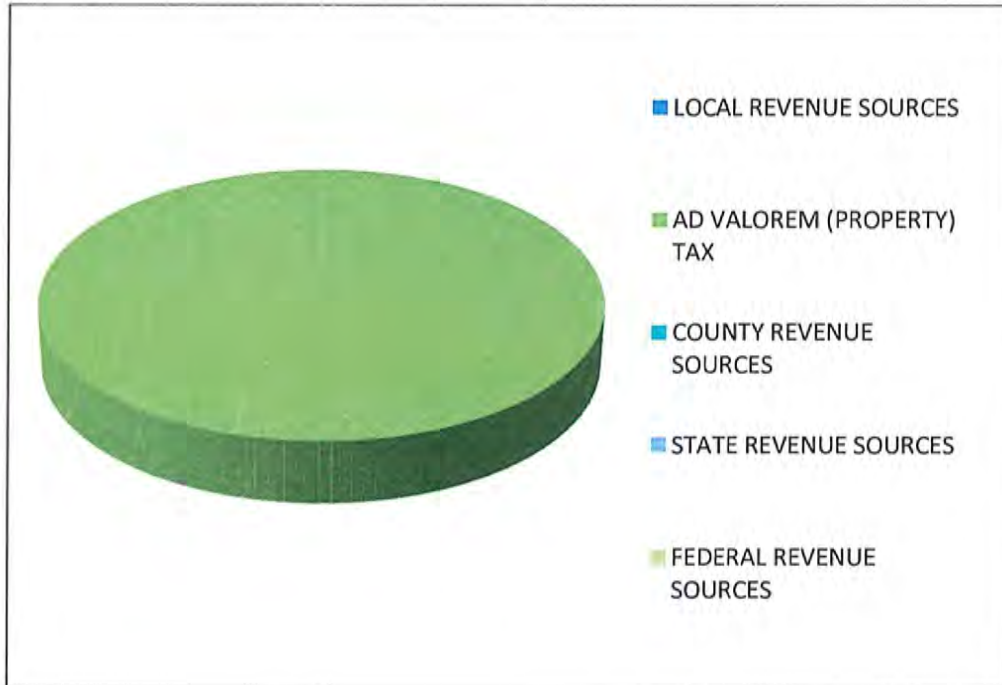
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ 12,206,864.59	56.09%
CENTRAL ADMINISTRATION	\$ 726,020.74	3.34%
SITE ADMINISTRATION	\$ 1,544,213.14	7.10%
INSTRUCTIONAL SUPPORT	\$ 2,677,906.46	12.30%
CENTRAL SERVICES	\$ 571,879.94	2.63%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 2,069,178.16	9.51%
STUDENT TRANSPORTATION	\$ 1,789,028.92	8.22%
CHILD NUTRITION PROGRAM OPERATIONS	\$ 166,674.12	0.77%
COMMUNITY SERVICE	\$ 290.03	0.00%
PRIVATE NONPROFIT SCHOOLS	\$ 12,561.29	0.06%
REFUNDS AND OTHER EXPENDITURES	\$ -	0.00%
TOTAL GENERAL FUND EXPENDITURES BY FUNCTION	\$ 21,764,617.39	100.00%

**GUTHRIE PUBLIC SCHOOLS
GENERAL FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2016**



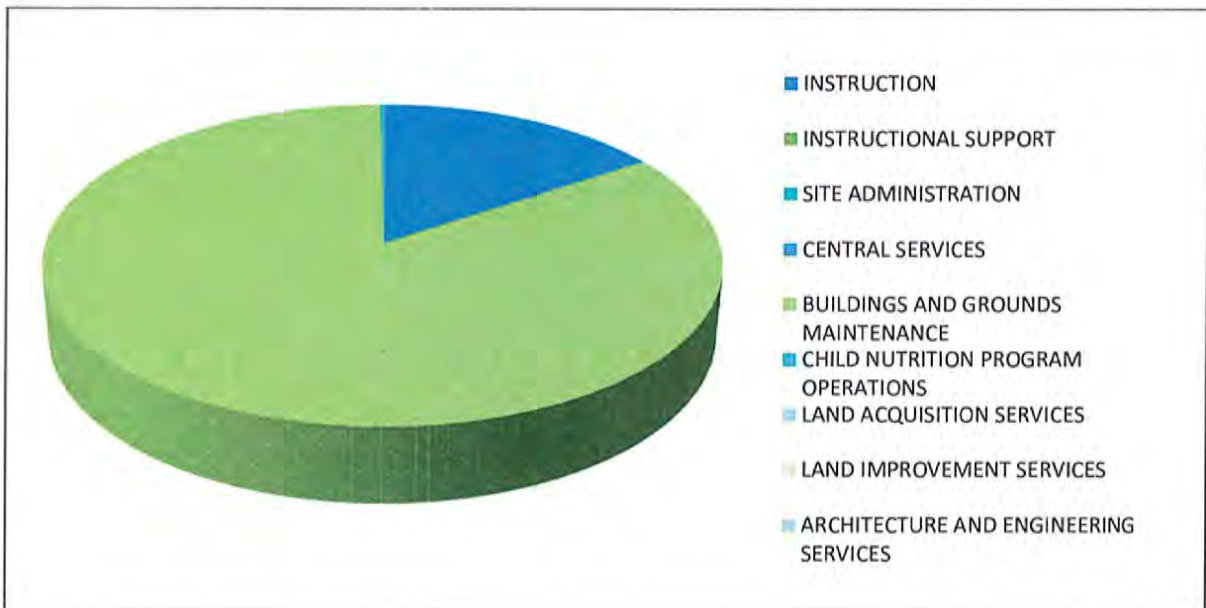
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 18,737,213.03	86.09%
PROFESSIONAL AND TECHNICAL SERVICES	\$ 637,270.84	2.93%
UTILITIES	\$ 529,876.76	2.43%
COMMUNICATION SERVICES	\$ 138,099.49	0.63%
OTHER PURCHASED SERVICES	\$ 173,109.27	0.80%
INSURANCE	\$ 200,386.00	0.92%
FUEL	\$ 117,171.35	0.54%
BOOKS, PERIODICALS & INSTRUCTIONAL MATERIALS	\$ 308,503.28	1.42%
SUPPLIES	\$ 302,944.59	1.39%
FOOD & MILK	\$ -	0.00%
TECHNOLOGY-SOFTWARE, SUPPLIES, AND EQUIPMENT	\$ 443,677.75	2.04%
VEHICLES	\$ -	0.00%
FURNITURE, FIXTURES, MACHINERY & EQUIPMENT	\$ 49,604.28	0.23%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ 126,760.75	0.58%
TOTAL GENERAL FUND EXPENDITURES BY OBJECT	\$ 21,764,617.39	100.00%

**GUTHRIE PUBLIC SCHOOLS
 BUILDING FUND REVENUE
 FOR THE YEAR ENDED JUNE 30, 2016**



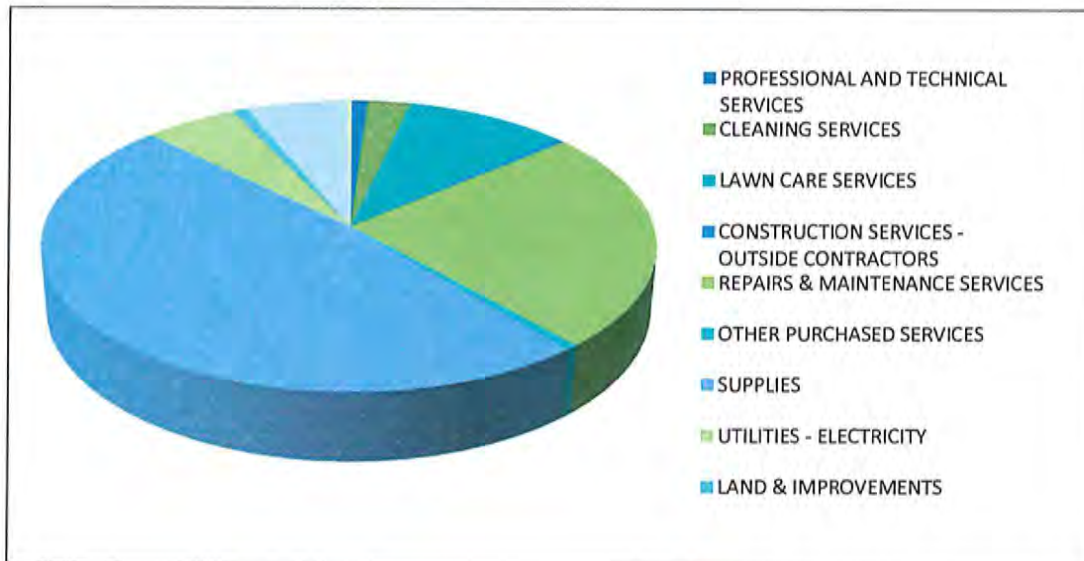
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 244.52	0.04%
AD VALOREM (PROPERTY) TAX	\$ 675,112.67	99.91%
COUNTY REVENUE SOURCES	\$ -	0.00%
STATE REVENUE SOURCES	\$ 331.38	0.05%
FEDERAL REVENUE SOURCES	\$ -	<u>0.00%</u>
TOTAL BUILDING FUND REVENUE	\$ 675,688.57	100.00%

**GUTHRIE PUBLIC SCHOOLS
BUILDING FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2016**



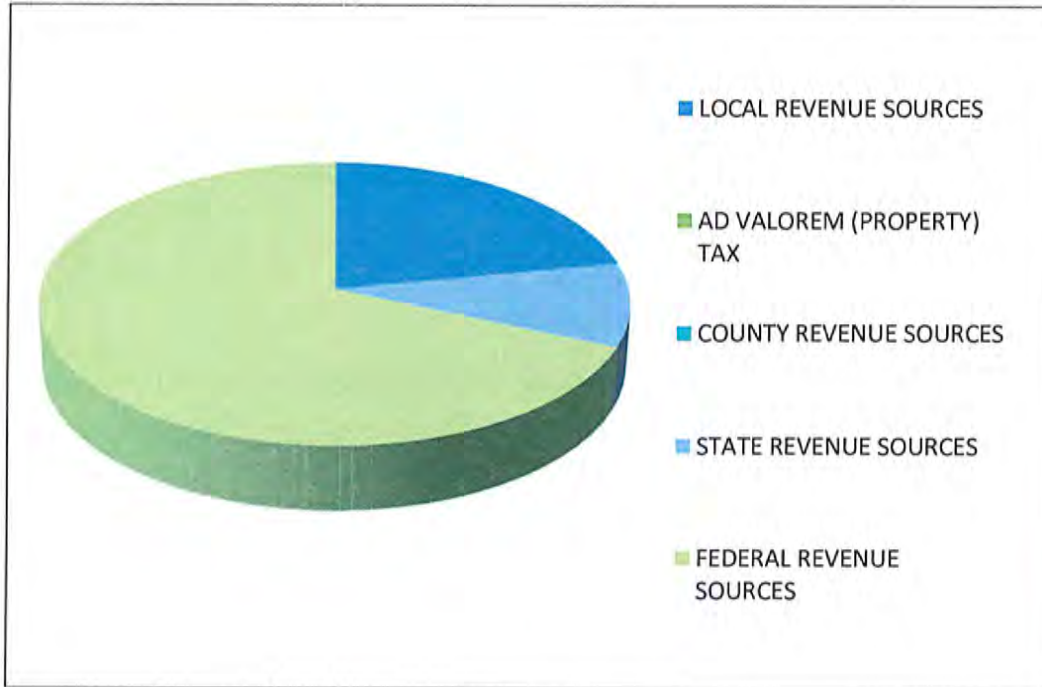
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ 94,085.76	15.60%
INSTRUCTIONAL SUPPORT	\$ 47.80	0.01%
SITE ADMINISTRATION	\$ -	0.00%
CENTRAL SERVICES	\$ -	0.00%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 507,262.13	84.13%
CHILD NUTRITION PROGRAM OPERATIONS	\$ 1,159.98	0.19%
LAND ACQUISITION SERVICES	\$ -	0.00%
LAND IMPROVEMENT SERVICES	\$ 372.50	0.06%
ARCHITECTURE AND ENGINEERING SERVICES	\$ -	0.00%
TOTAL BUILDING FUND EXPENDITURES BY FUNCTION	\$ 602,928.17	100.00%

**GUTHRIE PUBLIC SCHOOLS
 BUILDING FUND EXPENDITURES BY OBJECT
 FOR THE YEAR ENDED JUNE 30, 2016**



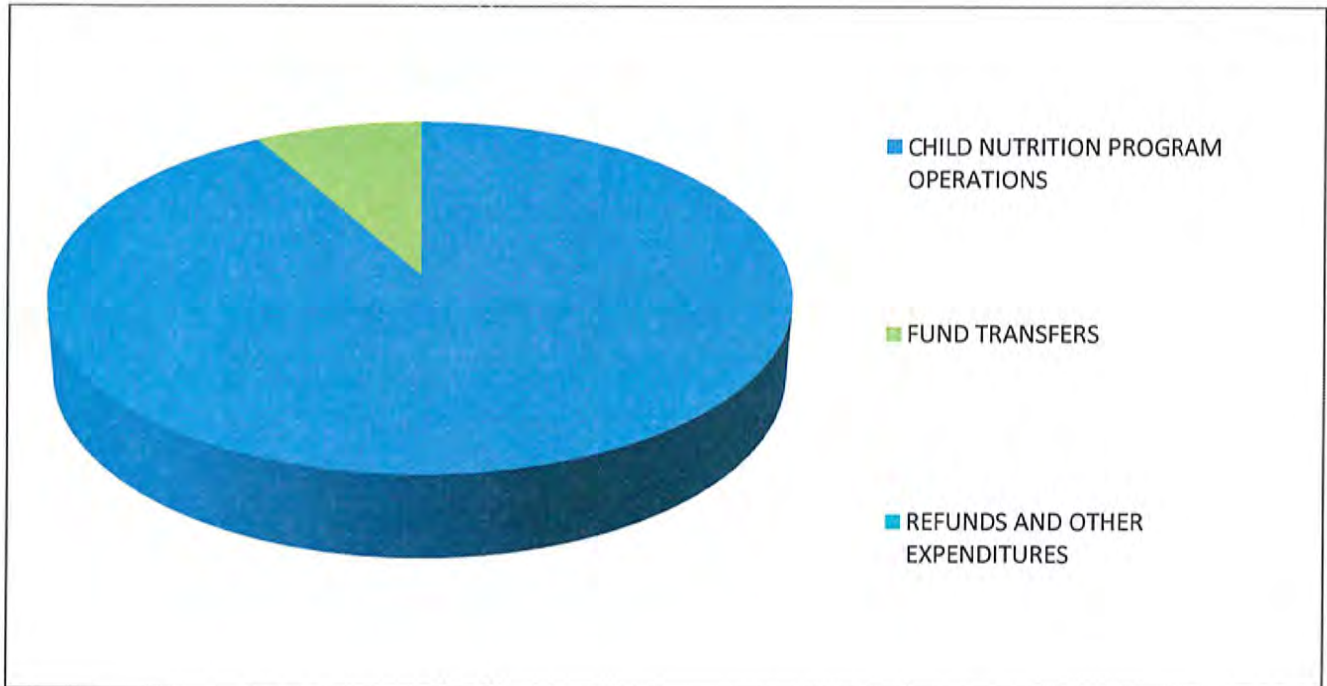
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
PROFESSIONAL AND TECHNICAL SERVICES	\$ 5,999.61	1.00%
CLEANING SERVICES	\$ 15,415.50	2.56%
LAWN CARE SERVICES	\$ 58,857.50	9.76%
CONSTRUCTION SERVICES - OUTSIDE CONTRACTORS	\$ 2,835.00	0.47%
REPAIRS & MAINTENANCE SERVICES	\$ 147,833.86	24.52%
OTHER PURCHASED SERVICES	\$ 3,451.43	0.57%
SUPPLIES	\$ 291,491.26	48.35%
UTILITIES - ELECTRICITY	\$ 33,431.54	5.54%
LAND & IMPROVEMENTS	\$ 5,600.00	0.93%
EQUIPMENT	\$ 36,613.00	6.07%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ 1,399.47	0.23%
TOTAL BUILDING FUND EXPENDITURES BY OBJECT	\$ 602,928.17	100.00%

**GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND REVENUE
FOR THE YEAR ENDED JUNE 30, 2016**



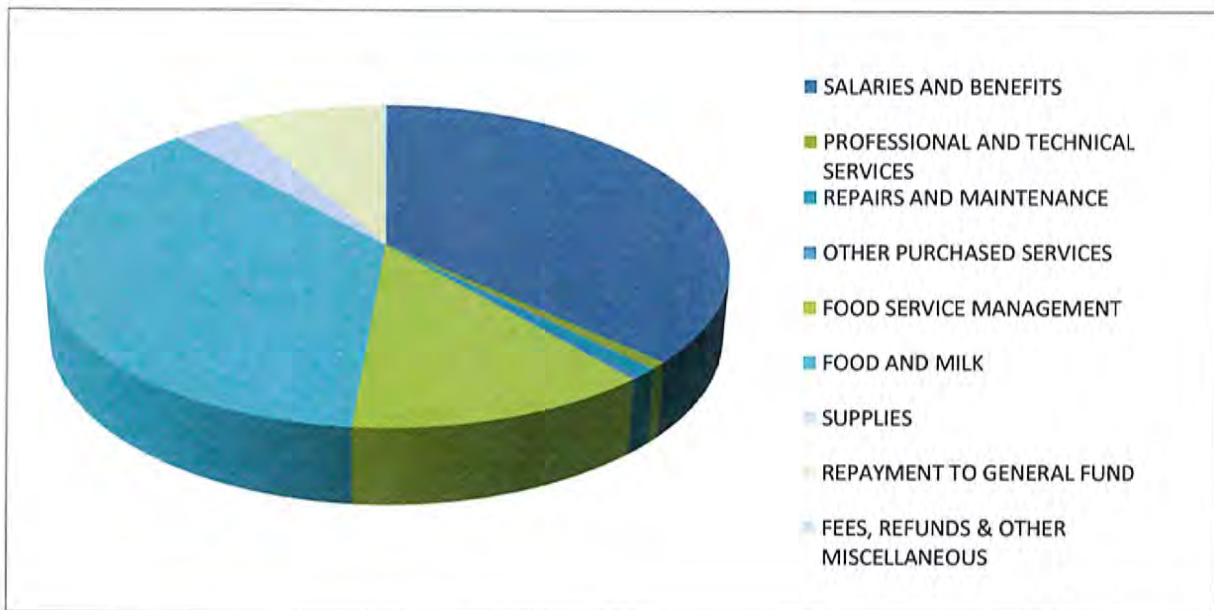
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 327,609.07	21.93%
AD VALOREM (PROPERTY) TAX	\$ -	0.00%
COUNTY REVENUE SOURCES	\$ -	0.00%
STATE REVENUE SOURCES	\$ 141,581.24	9.48%
FEDERAL REVENUE SOURCES	\$ <u>1,024,498.31</u>	<u>68.59%</u>
TOTAL CHILD NUTRITION FUND REVENUE	\$ 1,493,688.62	100.00%

**GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND EXPENDITURES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2016**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
CHILD NUTRITION PROGRAM OPERATIONS	\$ 1,351,285.79	91.73%
FUND TRANSFERS	\$ 121,300.00	8.23%
REFUNDS AND OTHER EXPENDITURES	\$ <u>525.30</u>	<u>0.04%</u>
TOTAL CHILD NUTRITION FUND EXPENDITURES BY FUNCTION	\$ 1,473,111.09	100.00%

**GUTHRIE PUBLIC SCHOOLS
CHILD NUTRITION FUND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED JUNE 30, 2016**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 540,934.06	36.72%
PROFESSIONAL AND TECHNICAL SERVICES	\$ 10,933.00	0.74%
REPAIRS AND MAINTENANCE	13337.04	0.91%
OTHER PURCHASED SERVICES	\$ 4,823.00	0.33%
FOOD SERVICE MANAGEMENT	\$ 186,296.40	12.65%
FOOD AND MILK	\$ 541,206.73	36.74%
SUPPLIES	\$ 53,155.56	3.61%
REPAYMENT TO GENERAL FUND	\$ 120,000.00	8.15%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ <u>2,425.30</u>	<u>0.16%</u>
TOTAL CHILD NUTRITION FUND EXPENDITURES BY OBJECT	\$ 1,473,111.09	100.00%

Cash Fund Estimate of Needs and Request for Appropriation
FOR THE 2016 BOND FUND CASH FUND

I001, Guthrie
OF _____ MUNICIPALITY
County, City or Town
Certificate of County Treasurer

I, hereby certify that I have received and now hold, In actual cash available for and subject to appropriation to the 2016 Bond cash fund of I-001 of Logan County, Oklahoma, derived from the following designated sources and restricted by statute to expenditure for the purpose for which such fund was created as follows, to-wit:

From Sale of Bonds _____ The Sum of \$ 11,144,931.11
From _____ The Sum of \$ _____
From _____ The Sum of \$ _____
From _____ The Sum of \$ _____

TOTAL unappropriated available for purposes of said fund \$11,144,931.11

Said sums include no part of any revenues heretofore reported and appropriated for the purposes of said cash fund and are being held subject to action by the County Excise Board.

Certified to this 10th day of October, 2016 _____ Treasurer

By _____ Deputy

To the Excise Board of Logan County, Oklahoma

This Is to certify that, pursuant to the 5th proviso of 62 Okl.St. Ann. § 331 there has accrued In the Treasury and Is hereinbefore certified to as available for appropriation and use in the 2016 Bond cash fund of the aforesaid municipality, an amount of money equal to or greater than the total estimated needs hereinafter set out, that the Itemized purposes hereinafter named are lawful purposes to which said fun may be put, and we hereby respectfully request approval and appropriation therefore as follows, to wit:

Table with 4 columns: ACCT.NO., PURPOSE, AMOUNT REQUESTED, APPROVED BY EXCISE BOARD. Row 1: Capital Projects, \$11,144,931.11, \$11,144,931.11

Done by order of the Governing Board of said Municipality and recorded In the minutes of the Clerk at Guthrie, _____

Oklahoma, this 10th day of October 20 16

ATTEST:

Clerk or Secretary to Governing Board.

Certificate of the County Excise Board

County of Logan, State of Oklahoma, ss.

We, the undersigned duly qualified and acting members of the Excise Board in aforesaid County and State, having considered the estimate of needs submitted by the Governing Board of said Municipality and, to the extent that the same was within the amount of cash available for such purpose, we have approved the several items of appropriation ascertained to be for purpose authorized by law and have indicated the items and amounts for approval in the last column.

Done at Guthrie, Oklahoma, this _____ day of _____, 20 _____

ATTEST:

COUNTY EXCISE BOARD OF THE AFORESAID COUNTY AND STATE

Chairman

Member

Member

Secretary of County Excise Board

OKLAHOMA STATE DEPARTMENT OF EDUCATION
CHILD NUTRITION PROGRAMS (CNP)
CERTIFICATE OF AUTHORITY/AUTHORIZED USER FORM

COUNTY DISTRICT CODE 42-1001
COUNTY Slogan
SCHOOL FOOD AUTHORITY Jana Wanzer

This is to certify that Jana Wanzer whose signature appears below, is the designated authorized representative of the governing body shown below and is fully empowered to enter into any agreement with the Oklahoma State Department of Education (OSDE) which may be a prerequisite to the installation and/or operation of a National School Lunch Program (NSLP), School Breakfast Program (SBP), Special Milk Program (SMP), After-School Snack Program (ASSP), Child and Adult Care Food Program (CACFP), and/or Summer Food Service Program for Children (SFSP) in the School Food Authority (SFA) shown above, and may act for the governing body in preparing and signing other documents, reports, and claims for reimbursement pertaining to the installation and operation of the program(s).

Governing Body Guthrie Public Schools

(President, Clerk, or Other)
Title: _____ Date: _____
Jana Wanzer
(Signature of Authorized Representative)
Title: District Treasurer and School Food Authority Date: 9-30-16

MAILING ADDRESS TO BE USED FOR ALL CORRESPONDENCE FROM THIS OFFICE:
802 East Vilas Guthrie, OK 73044
(Street or Box) (State) (Zip Code)

The Authorized Representative signs or electronically transmits and accepts responsibility for the monthly claim for reimbursement and receives all correspondence from this office. The name of this person should appear, typed or printed, at the top of the page; this person should sign on the *Signature of Authorized Representative* line. A member of the Board of Education should sign on the *President, Clerk, or Other* line. A stamped signature is not acceptable unless that signature is registered with the Secretary of State.

Oklahoma State Department of Education
Child Nutrition Programs Section, Room 310
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599

Guthrie Public Schools Board of Education,

10-1-16

I would like to request your approval of the Guthrie Junior High's annual Health Fair. The Health Fair is for seventh grade students only and is tentatively planned for Tuesday, December 13th and Thursday, December 15th. Following is a list of the presenter's and the topic that they will be speaking about with the students.

Nutrition and Portion Size	Carissa Redman	Logan County Health Department
Drug Intervention	Officer Gibbs	Guthrie Police Department
AIDES Awareness	Debbie Blan	Logan County Health Department
Fitness	Courtney McLemore	Logan County Health Department
Bullying Prevention	John Talley	Regional FCA Director
Tobacco Stops With Me	Nikkiey Morton	Logan County Health Department

I have also attached the letter that will be sent home with the students explaining each class to the parents once the board has approved the Health Fair.

I appreciate your continued support.

Respectfully,

Teresa Barbour, M.Ed.
GJHS Counselor

November 30, 2016

Dear GJHS Parents,

I am excited to tell you about our annual Seventh Grade Health Fair. This is a fun filled **DAY** (all day event) where students get to listen and participate with dynamic speakers on health related issues. Active participation is expected so please wear appropriate clothing. (Example sweats, shorts, t-shirt, sports bra, tennis shoes: school dress code applies to clothing.) The Health Fair will be held here at the Junior High on Tuesday, December 13th for A-Floor students and on Thursday, December 15th for the B-Floor students.

Nutrition & Portion Size presented by Carissa Redman, Logan County Health Department, is focused on reading food labels and understanding what is an appropriate portion size and exactly what nutrients are in the food you are choosing to eat.

Bullying Prevention presented by John Talley, FCA Regional Director. This class teaches students how to recognize bullying, prevent bullying and help someone else who is being bullied.

Fitness presented by Courtney McLemore, Logan County Health Department, is an active workshop of fun filled games showing the students just how much fun and how easy it is to be physically active.

AIDS Awareness presented by Debbie Blan, Logan County Health Department, presents factual information on how you become infected with HIV/AIDS and how to prevent becoming infected.

Drug Intervention presented by Office Anthony Gibbs, Guthrie Police Department, this informative class will discuss the substances that are considered “DRUGS” in the school environment, the effects on the body and how to deal with the pressures driving students to use drugs.

Tobacco Stops With Me presented by Nikkiey Morton, Logan County Health Department, is focusing on the negative health effects that tobacco and second hand smoke has on the body.

If you have any questions or concerns please feel free to call me at 282-5936.

Respectfully,

Teresa Barbour

GJHS Counselor



MERIDIAN TECHNOLOGY CENTER

RECEIVED

SEP 12 2016

OFFICE OF THE SUPERINTENDENT
GUTHRIE PUBLIC SCHOOLS

September 9, 2016

Dr. Mike Simpson
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

Dear Dr. Simpson,

I hope you're off to a great start for a successful school year.

The attached form is a Memorandum of Understanding with our partner school districts concerning the academic credit options provided at Meridian Technology Center. As a requirement of the Oklahoma State Department of Education's Accreditation Department, Meridian Technology Center is required to have documentation available from the sending schools local board approving mathematics, science, and computer science courses to be counted for graduation credits.

Please complete the enclosed Memorandum of Understanding (MOU) and return the original to me at your earliest convenience.

Also enclosed you will find a 2016-17 Unit Transcribing Options and Codes containing a list of courses, including OCAS codes, for students needing Academic Credit.

Sincerely,

Douglas R. Major, Ed.D.
Superintendent/CEO

Enclosures

1312 South Sangre Road
Stillwater, Oklahoma 74074-1899

Tel: (405) 377-3333
Fax: (405) 377-9604

www.meridiantech108

Memorandum of Understanding for Academic Credit Options

The Guthrie Public Schools Board of Education has approved the transcription of math, science, and computer science credit options taught at Meridian Technology Center. The Oklahoma Department of Career and Technology Education and the Oklahoma State Department of Education set guidelines for courses that may be used at the technology center for public school academic credit. Meridian Technology Center follows those guidelines as set forth by both agencies. The approval to utilize the academic credit options at Meridian Technology Center for high school graduation credit was approved by the Board of Education on:

_____.

School Official Signature: _____

Position: _____

Date of Signature: _____

Meridian Technology Center
2016-17 Unit Transcribing Options and Codes

MTC Program Name with Career Majors	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
ACR						
Residential HVAC Installer	Heating, Ventilation, A/C	Travis Snowden	405894	3-4	9059	
Residential HVAC Technician	Heating, Ventilation, A/C - Specialized	Travis Snowden	405894	3-4	9080	
Automotive Service Technology						
Automotive Maintenance & Light Repair	Automotive Service Technology-Specialized	David Shields/Shelly Smith	152498/194126	3-4	9907	
Automotive Service Technician	Automotive Service Technology	David Shields/Shelly Smith	152498/194126	3-4	9906	
Business Technology						
Accounts Payable/Receivable Clerk	Accounting	Melody Johnston	157467	3-4	9258	
Administrative Assistant	Administrative Support	Melody Johnston	157467	3-4	9202	
Entrepreneur	Introduction to Entrepreneurship	Melody Johnston	157467	3-4	8179	
Financial Customer Service	Banking Services	Melody Johnston	157467	3-4	9255	
Collision Repair Technology						
Collision Repair and Refinishing Apprentice	Automotive Collision Repair & Refinishing - Specialized	Steve Young	186062	3-4	9905	
Combination Collision Repair Technician	Automotive Collision Repair & Refinishing - Specialized	Steve Young	186062	3-4	9905	
Non-Structural Repair Technician	Automotive Collision Repair & Refinishing	Steve Young	186062	3-4	9904	
Refinishing Technician	Automotive Collision Repair & Refinishing	Steve Young	186062	3-4	9904	
Computer Aided Drafting						
CAD Design Architectural Specialist	Computer-Aided Drafting - Construction - Specialized	Russell Frick	181505	3-4	9084	
CAD Design Mechanical Specialist	Computer-Aided Drafting MN - Specialized	Russell Frick	181505	3-4	9682	
CAD Technical Architectural	Computer-Aided Drafting - Construction	Russell Frick	181505	3-4	9054	
CAD Technician Mechanical	Computer-Aided Drafting MN	Russell Frick	181505	3-4	9681	
Cosmetology						
Cosmetologist - Public	Cosmetology	Sue Ann Paine	237070	3-4	9478	
Culinary Arts						
Food Service Management Assistant	Culinary Arts - Specialized	Donna Cantrell/Joe Moore	218179/416536	3-4	9427	
Food Service Attendant	Culinary Arts	Donna Cantrell/Joe Moore	218179/416536	3-4	9426	
Digital Media						
Graphic Design Specialist	Digital Media and Publishing - Advanced	Michelle Moore	214017	3-4	9538	
Web Designer	Web Design and Development IT	Michelle Moore	214017	3-4	9557	
3D Animator	Animation Technology - Advanced	Sheila McMurry	221804	3-4	9527	
Digital Movie Production	Audio and Video Technology IT	Sheila McMurry	221804	3-4	9554	
3D Animation Level 1	Animation Technology	Sheila McMurry	221804	3-4	9526	
3D Animation Level 2	Animation Technology - Advanced	Sheila McMurry	221804	3-4	9527	
Digital Video Production Level 1	Audio and Video Technology IT	Michelle Moore	214017	3-4	9554	
Digital Video Production Level 2	Audio and Video Technology IT - Advanced	Michelle Moore	214017	3-4	9555	
Electrical Technology						
Residential Electrician's Assistant	Electrical Trades	Wayne Ford	416280	3-4	9058	
Industrial Electrician's Assistant	Electricity	Wayne Ford	416280	3-4	9057	
Commercial Electrician's Assistant	Electrical Trades - Specialized	Wayne Ford	416280	3-4	9086	
Electrical Apprenticeship - Residential	Electrical Trades	Wayne Ford	416280	3-4	9058	
Electrical Apprenticeship - Commercial	Electrical Trades - Specialized	Wayne Ford	416280	3-4	9086	
Facilities Management						
Facilities Management	Construction Technology	Bret Pickens	143204	3-4	9098	

MTC Program Name with Career Majors	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Health Careers						
Nursing Assistant (1st Year Students)	Nursing Services-Advanced	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/424323/218180	3-4	9331	
Medical Assistant (2nd Year Students)	Medical Services	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/424323/218180	3-4	9326	
Health Careers 1 †	Nursing Services	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/424323/218180	3-4	9301	
Health Careers 2	Medical Services	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/424323/218180	3-4	9326	
Information Technology						
Cyber Security Professional	Cyber Security	Daniel Devers/Les Little	403953/412516	3-4	9530	
Network PC Support Specialist	Computer/Network Support - Advanced	Daniel Devers/Les Little	403953/412516	3-4	9543	
Network Systems Engineer	Network Systems	Daniel Devers/Les Little	403953/412516	3-4	9547	
PC Support Technician	Computer/Network Support	Daniel Devers/Les Little	403953/412516	3-4	9542	
Cyber Crime Specialist	Cyber Security - Advanced	Daniel Devers/Les Little	403953/412516	3-4	9564	
Masonry						
Brick and Stone Mason	Masonry	Bret Pickens	143204	3-4	9065	
Pharmacy Tech						
Advanced Pharmacy Technician	Pharmacy Services	Heather Black	405710	3-4	9334	
Precision Metal Fabrication						
Beginning Metal Fabrication	Metal Fabrication	Justin Nisbett	412219	3-4	9702	
Metal Fabricator	Metal Fabrication - Specialized	Justin Nisbett	412219	3-4	9714	
Metal Fabricator Level 1	Metal Fabrication	Justin Nisbett	412219	3-4	9702	
Metal Fabricator Level 2	Metal Fabrication - Specialized	Justin Nisbett	412219	3-4	9714	
Product Development & Machining						
CNC Machinist	CNC Machining - Specialized	Jimmy Williams	186015	3-4	9680	
CNC Machinist Assistant	CNC Machining	Jimmy Williams	186015	3-4	9679	
Engine Lathe Operator	Manual Machinist	Jimmy Williams	186015	3-4	9697	
Residential Construction						
Residential Carpenter	Carpentry	Cy Boles	155600	3-4	9053	
Frame Carpenter	Carpentry - Specialized	Cy Boles	155600	3-4	9078	
Finish Carpenter	Finish Carpentry	Cy Boles	155600	3-4	9052	
STEM Academy						
Project Lead the Way Biomedical Sciences (1440) ††	PLTW Biomedical Sciences and Medicine	Cheryl Cotton/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
Project Lead the Way Biomedical Sciences (960) ††	PLTW Biomedical Sciences and Medicine	Cheryl Cotton/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
Project Lead The Way Pre-Engineering (1440) †††	Advanced PLTW Pre-Engineering	Debbie Short/Mark Thomas/Brian James/Kim Sorrel	173145/183094/208458/417164	4	9871	
Project Lead The Way Pre-Engineering (960) †††	PLTW Pre-Engineering	Debbie Short/Mark Thomas/Brian James/Kim Sorrels	173145/183094/208458/417164	4	9862	
Welding Technology						
Pipe Welder	Welding	Joe Steele	401001	3-4	9707	
SMAW Pipe Welder	Welding	Joe Steele	401001	3-4	9707	
Structural Welder	Welding - Specialized	Joe Steele	401001	3-4	9708	
Welding Level 1	Welding	Joe Steele	401001	3-4	9707	
Welding Level 2	Welding - Specialized	Joe Steele	401001	3-4	9708	

OCAS Codes for Students Needing Academic Credit

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Accounts Payable/Receivable Clerk	Accounting	Melody Johnston	157467	3-4	9258	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Computerized Accounting	Computerized Accounting	Melody Johnston	157467	1 Computer Science	8109	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Administrative Assistant	Administrative Support	Melody Johnston	157467	3-4	9202	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Office Administration & Management	Office Administration & Management	Melody Johnston	157467	1 Computer Science	8105	X
Entrepreneur	Introduction to Entrepreneurship	Melody Johnston	157467	3-4	8179	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Computerized Accounting	Computerized Accounting	Melody Johnston	157467	1 Computer Science	8109	X
Financial Customer Service	Banking Services	Melody Johnston	157467	3-4	9255	
Fundamentals of Technology	Fundamentals of Technology	Melody Johnston	157467	1 Computer Science	8169	X
Fundamentals of Administrative Technologies	Fundamentals of Administrative Technologies	Melody Johnston	157467	1 Computer Science	8103	X
Mathematics of Finance	Math of Finance	Carol Herring	193249	1 Math Credit	8180	
CAD Design Architectural Specialist	Computer-Aided Drafting - Construction - Specialized	Russell Frick	181505	3-4	9084	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Architectural Computer Aided Drafting and Design	Architectural Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8903	X
CAD Design Mechanical Specialist	Computer-Aided Drafting MN - Specialized	Russell Frick	181505	3-4	9682	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Engineering Computer Aided Drafting and Design	Engineering Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8904	X
Manufacturing Computer Aided Drafting and Design	Manufacturing Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8906	X
CAD Technical Architectural	Computer-Aided Drafting - Construction	Russell Frick	181505	3-4	9054	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Architectural Computer Aided Drafting and Design	Architectural Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8903	X
CAD Technician Mechanical	Computer-Aided Drafting MN	Russell Frick	181505	3-4	9681	
Fundamentals of Computer Aided Drafting and Design	Fundamentals of Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8905	X
Engineering Computer Aided Drafting and Design	Engineering Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8904	X
Manufacturing Computer Aided Drafting and Design	Manufacturing Computer Aided Drafting and Design	Russell Frick	181505	1 Computer Science	8906	X
3D Animator	Animation Technology - Advancec	Sheila McMurry	221804	3-4	9527	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Design Tools and Electronic Marketing Strategies	Design Tools and Electronic Marketing Strategies	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8154	X
3D Animation Level 1	Animation Technology	Sheila McMurry	221804	3-4	9526	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
3D Animation Level 2	Animation Technology - Advancec	Sheila McMurry	221804	3-4	9527	
Advanced Design Techniques	Advanced Design Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8155	X
Digital Movie Production	Audio and Video Technology IT	Sheila McMurry	221804	3-4	9554	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Digital Video Production Level 1	Audio and Video Technology IT	Michelle Moore	214017	3-4	9554	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
Graphic Design Specialist	Digital Media and Publishing - Advanced	Michelle Moore	214017	3-4	9538	
Advanced Design Techniques	Advanced Design Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8155	X
Design Tools and Electronic Marketing Strategies	Design Tools and Electronic Marketing Strategies	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8154	X
Desktop Publishing and Graphic Design	Desktop Publishing and Graphic Design	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8149	X
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Web Designer	Web Design and Development IT	Michelle Moore	214017	3-4	9557	
Fundamentals of Technology	Fundamentals of Technology	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8169	X
Multimedia & Image Management Techniques	Multimedia & Image Management Techniques	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8150	X
Web Scripting Foundations	Web Scripting Foundations	Sheila McMurry/Michelle Moore	221804/214017	1 Computer Science	8157	X
Health Careers 1	Nursing Services	Jeana Bateson/Anita Bolay/Crystal Hazelbaker/Michelle Mills	208978/401150/42432 3/218180	3-4	9301	
Anatomy (1st year students)	Anatomy	Michelle Mills	218180	1 Science Credit	5333	X
Cyber Security Professional	Cyber Security	Daniel Devers/Les Little	403953/412516	3-4	9530	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Cyber Forensics	Cyber Forensics	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8134	X
Enterprise Security Management	Enterprise Security Management	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8132	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Management	Network Management	Daniel Devers/Les Little	403953/412516	1 Computer Science	8123	X
Network Security	Network Security	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8131	X
Network/Client Operating Systems	Network/Client Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8121	X
Principals of Information Assurance	Principals of Information Assurance	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8130	X
Secure Electronic Commerce	Secure Electronic Commerce	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8133	X
Server Operating Systems	Server Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8122	X
Network PC Support Specialist	Computer/Network Support - Advanced	Daniel Devers/Les Little	403953/412516	3-4	9543	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Systems Engineer	Network Systems	Daniel Devers/Les Little	403953/412516	3-4	9547	
Active Directory Infrastructure	Active Directory Infrastructure	Daniel Devers/Les Little	403953/412516	1 Computer Science	8184	X
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X
Network Management	Network Management	Daniel Devers/Les Little	403953/412516	1 Computer Science	8123	X
Network/Client Operating Systems	Network/Client Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8121	X
Server Infrastructure Design	Server Infrastructure Design	Daniel Devers/Les Little	403953/412516	1 Computer Science	8185	X
Server Operating Systems	Server Operating Systems	Daniel Devers/Les Little	403953/412516	1 Computer Science	8122	X
PC Support Technician	Computer/Network Support	Daniel Devers/Les Little	403953/412516	3-4	9542	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Cyber Crime Specialist	Cyber Security - Advanced	Daniel Devers/Les Little	403953/412516	3-4	9564	
Computer Repair and Troubleshooting I	Computer Repair and Troubleshooting I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8136	X
Computer Repair and Troubleshooting II	Computer Repair and Troubleshooting II	Daniel Devers/Les Little	403953/412516	1 Computer Science	8137	X
Cyber Forensics	Cyber Forensics	Daniel Devers/Les Little	403953/412516	.5 Computer Science	8134	X
Fundamentals of Technology	Fundamentals of Technology	Daniel Devers/Les Little	403953/412516	1 Computer Science	8169	X
Network and Routing Fundamentals	Routing and Switching I	Daniel Devers/Les Little	403953/412516	1 Computer Science	8125	X

Career Majors with Courses Eligible for Academic Credit	State Program Name	Instructor	Cert#	MTC Units	OCAS Code	OHLAP Courses
Project Lead the Way Biomedical Sciences	PLTW Biomedical Sciences and Medicine	Cheryl Cottom/Stephanie Hara/Brian James/Debbie Short/Mark Thomas	198873/408848/208458/173145/183094	4	9852	
AP Biology	AP Biology	Stephanie Hara	408848	1 Science Credit	5035	X
AP Calculus AB	AP Calculus AB	Mark Thomas	183094	1 Math Credit	4615	X
AP Calculus BC	AP Calculus BC	Mark Thomas	183094	1 Math Credit	4616	X
AP Chemistry	AP Chemistry	Debbie Short	173145	1 Science Credit	5055	X
AP Computer Science Principles	AP Computer Science Principles	Mark Thomas	183094	1 Computer Science	2536	X
AP Physics I	AP Physics I	Mark Thomas	183094	1 Science Credit	5213	X
AP Statistics	AP Statistics	Brian James	208458	1 Math Credit	4760	X
Algebra II	Algebra II	Cheryl Cottom	198873	1 Math Credit	4412	X
Anatomy	Anatomy	Stephanie Hara	408848	.5 Science Credit	5333	X
Biomedical Innovation	PLTW Biomedical Innovation	Cheryl Cottom	198873	1 Science Credit	8719	X
Calculus	Calculus	Mark Thomas	183094	1 Math Credit	4612	X
Computer Science Principles	Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
Environmental Sustainability	PLTW Environmental Sustainability	Debbie Short	173145	1 Elective Credit	8854	
Human Body Systems	PLTW Human Body Systems	Cheryl Cottom/Stephanie Hara	198873/408848	1 Science Credit	8707	X
Medical Interventions	PLTW Medical Interventions	Stephanie Hara	408848	1 Science Credit	8708	X
Physiology	Physiology	Stephanie Hara	408848	.5 Science Credit	5220	X
Pre-AP Chemistry	Chemistry	Cheryl Cottom	198873	1 Science Credit	5051	X
Principles of Biomedical Sciences	PLTW Principles of Biomedical Sciences	Cheryl Cottom	198873	1 Science Credit	8706	X
Pre Calculus	Pre-Calculus	Kim Sorrels	417164	1 Math Credit	4611	

Project Lead The Way Pre-Engineering	PLTW Pre-Engineering	Debbie Short/Mark Thomas/Brian James/Kim Sorrels	173145/183094/208458/417164	4	9862	
Aerospace Engineering	PLTW Aerospace Engineering	Brian James	208458	1 Elective Credit	8715	X
Algebra II	Algebra II	Brian James	208458	1 Math Credit	4412	X
AP Biology	AP Biology	Stephanie Hara	408848	1 Science Credit	5035	X
AP Calculus AB	AP Calculus AB	Mark Thomas	183094	1 Math Credit	4615	X
AP Calculus BC	AP Calculus BC	Mark Thomas	183094	1 Math Credit	4616	X
AP Chemistry	AP Chemistry	Debbie Short	173145	1 Science Credit	5055	X
AP Computer Science Principles	AP Computer Science Principles	Mark Thomas	183094	1 Computer Science	2536	X
AP Physics I	AP Physics I	Mark Thomas	183094	1 Science Credit	5213	X
AP Statistics	AP Statistics	Brian James	208458	1 Math Credit	4760	X
Calculus	Calculus	Mark Thomas	183094	1 Math Credit	4612	X
Civil Engineering and Architecture	PLTW Civil Engineering and Architecture	Kim Sorrels	417164	1 Elective Credit	8713	
Computer Science Principles	Computer Science Principles	Mark Thomas	183094	1 Computer Science	8851	X
Engineering Design and Development	PLTW Engineering Design and Development	Debbie Short	173145	1 Elective Credit	8716	
Environmental Sustainability	PLTW Environmental Sustainability	Debbie Short	173145	1 Elective Credit	8854	
Introduction to Engineering Design	Introduction to Engineering Design	Brian James/Kim Sorrels	208458/417164	1 Computer Science	8709	X
Pre-AP Chemistry	Chemistry	Debbie Short	173145	1 Science Credit	5051	X
Principles of Engineering	Principles of Engineering	Mark Thomas	183094	1 Computer Science	8710	X
Pre-Calculus	Pre-Calculus	Kim Sorrels	417164	1 Math Credit	4611	

Pull out academic courses are taught by a certified math instructor.

The number of units of credit given for the technology program is reduced by one if an academic or math pull-out course is taken. Students must be recommended by their school counselor to take these courses.

Academic Credit Recovery classes are offered through on-line instruction. Courses are supervised by our math instructor and/or sending school teacher of record. The SDE code for each course will be the same as the code used at the sending school.

Algebra II	Algebra II	Carol Herring	193249	1 Math Credit	4412	X
Geometry	Geometry	Carol Herring	193249	1 Math Credit	4520	X
Mathematics of Finance	Math of Finance	Carol Herring	193249	1 Math Credit	8180	
Pre-Calculus	Pre-Calculus	Carol Herring	193249	.5 Math Credit	4611	X
Trigonometry	Trigonometry	Carol Herring	193249	5 Math Credit	4750	X

† Health Careers first-year students will also receive one Anatomy credit.

†† Biomedical students will receive one science credit and one math credit each year.

††† Pre-Engineering students will also receive one math credit and one science credit each year.

Definition of Heading Terms:

MTC Units-Elective credits awarded to students for completing courses at Meridian Technology Center. List of approved courses and OCAS found at <https://www.okcareertech.org/educators/ocas-codes/FY17CareerTechOCASSubjectCodes.pdf>

OHLAP-List of approved courses and credits found online at https://secure.okcollegestart.org/College_Planning/Prepare_for_College/course_guidelines.aspx

CERTIFIED STAFF RESIGNATIONS

~~It is the policy of the Guthrie Board of Education that teacher resignations must be tendered no later than 15 days after the 1st Monday in June. Resignations submitted after that date will not be accepted by the board unless a replacement teacher of similar quality has already been secured.~~

An employee's resignation must be submitted in writing to the superintendent. The resignation must be unequivocal as to intent and effective date. **A resignation may not be withdrawn after it has been submitted to the superintendent and will be considered irrevocable from that date.** Only the board of education has the authority to accept **and act on** resignations.

It is the policy of the Guthrie Board of Education that teacher resignations must be tendered no later than 15 days after the 1st Monday in June. A teacher's resignation submitted after that date will not be accepted by the board unless a replacement teacher of similar quality has already been secured.

GUTHRIE PUBLIC SCHOOLS WELLNESS POLICY

A significant amount of research exists showing the important roles nutrition and physical health play in student learning. To increase the likelihood for students to achieve their full academic potential, the district is committed to promoting health and wellness in all its school sites. This policy outlines the district's goals and procedures to ensure:

- Students have access to healthy foods at school in accordance with federal and state nutrition standards
- Students receive quality nutrition education to help them develop lifelong healthy eating behaviors
- Students have opportunities to be physically active before, during, and after school
- Individual school sites promote nutrition, physical activity and other behaviors which encourage wellness
- The community is welcome in the district's wellness program
- The smooth operation of the district's wellness program

The board encourages staff to engage in healthy eating and appropriate physical activity since staff members serve as role models for district students.

District Wellness Committee Membership and Leadership

The district's wellness program will be coordinated by a District Wellness Officer, to be assigned by the Superintendent. Each building principal will annually designate one (1) individual at their school site to be a liaison to the district's wellness committee which will meet at least once each semester. The name of the site liaison for each building will be publicized on the district's website, in school newsletters and by other means as is determined to be appropriate. Individual sites will publicize the name and contact information for their site liaison in school newsletters, as a part of routine parent updates, and through other appropriate methods.

Although the district's wellness program is coordinated by the District Wellness Officer, the program will be based on the work of the site safe and healthy schools committees. Committees will meet once each semester during the school year for the purpose of reviewing existing wellness activities, brainstorming new activities, reviewing and assessing the district's wellness policies and procedures, and related actions in order to make recommendations to the district wellness committee. The district wellness committee will then consider the recommendations and findings of site committees for the purpose of implementing appropriate activities, programs, and policies at the district level.

Membership on the site safe and healthy schools committees will be open to interested parents, students, health care providers, social service workers and school representatives. The committees will include, minimally, the site liaison, a school administrator, and a PE teacher.

Each site safe and healthy schools committee will also focus on providing wellness resources and strategies to teachers. This will be accomplished by making recommendations to the site principal regarding health, wellness, integrating kinesthetic learning and the overall connection between wellness and learning.

Assessment, Planning and Reporting

The District Wellness Officer is responsible for conducting a district assessment using tools available through the Centers for Disease Control. Once the assessment is completed, the committee will develop and maintain a plan to implement and manage the district's wellness program. The district's plan will be specific for each site (although the site plans may be substantially similar) and delineate the roles, responsibilities, actions and timelines for wellness activities. It will also include specific goals and objectives for nutrition standards for all foods and beverages available on campus, outside food/beverage marketing, nutrition promotion and education, physical activity and education and other wellness activities. The plan will be regularly assessed, reviewed and updated in light of district needs, emerging research and to ensure compliance with the latest local, state and federal standards.

~~The site liaison will annually prepare progress reports on the implementation and progress of the plan at his/her site (including the activities conducted), and the District Wellness Officer will annually present a synopsis of this information to the board.~~

The District Wellness Officer will ~~also~~ prepare a triennial progress assessment for the board. This assessment will include information such as the extent to which individual schools are in compliance with the policy, how the district's program compares with federal standards and a description of the overall progress in attaining the district's goals.

A copy of all assessments, plans and progress reports will be available through the District Wellness Officer. The District Wellness Officer will also maintain documentation demonstrating efforts to involve non-employees in the committee, minutes from the committee meetings, notes regarding wellness activities conducted, and information regarding how this information was made available to families and community members.

Open Communication

The District Wellness Officer, with input and assistance from site liaisons, is expected to make an effort to involve all district families, staff, and interested community members in the district's wellness initiatives. This includes providing information to these parties regarding health and wellness, the district's policy and plan, activities, involvement opportunities, school meal standards and available child nutrition programs. This information will be communicated through a variety of methods, including publication in newsletters and on the website, at enrollment, back to school nights and similar activities.

School Meals

The district participates in the following USDA child nutrition programs:

- National School Lunch Program (NSLP)
- School Breakfast Program (SBP)
- Summer Food Service Program (SFSP)

Participation in these programs is designed to ensure students receive plenty of fruits, vegetables, whole grains, and fat-free/low-fat milk to meet their nutrition needs. School meals are also calorically appropriate, moderate in sodium, low in saturated fat and have zero grams of trans fat.

Goals of the district's meal program include:

- Improving overall health
- Mitigating childhood obesity
- Modeling healthy eating in support of lifelong eating patterns
- Accommodating cultural food preference and special dietary needs

School meals:

- Are accessible to all students
- Are appealing and attractive to children
- Are served in clean and pleasant settings
- Meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations
- Promote healthy food and beverage choices by:
 - Displaying whole fruit options in attractive bowls or baskets
 - Making sliced or cut fruit available daily
 - Displaying daily fruit options in students' line of sight/reach
 - Creatively naming vegetable options
 - Bundling daily vegetable options into all grab and go meals
 - Training servers to politely prompt students to select and consume the daily vegetable options with their meal
 - Placing white milk in front of other beverages in all coolers
 - Highlighting alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) on signs within all service / dining areas
 - Creating a reimbursable meal in all service areas (e.g., salad bars, snack rooms, etc.)
 - Using student surveys and taste testing opportunities to inform menu development, dining space decor, and promotional ideas
 - Displaying student artwork in the service and/or dining areas
 - Marketing menu options through daily announcements

The district has taken the following steps in commitment to increasing student access to nutritious, appealing meals:

- Menus, with nutrition information, will be posted on the school website
- A certified nutrition professional will review/create menus
- Child nutrition professionals administer the district's program
- Special dietary needs will be accommodated
- Students will have at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch (from the time they are seated with their meal)
- Students are served lunch at a reasonable time of day
- Families will be informed about available child nutrition programs

Qualifications and Training

All school nutrition employees will meet or exceed USDA hiring and annual continuing education/training requirements.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day, including during mealtimes. Students may also bring and carry approved water bottles – filled only with water – throughout the day.

Competitive Foods and Beverages

Foods and beverages sold during the school day apart from the school meal programs (competitive items) will, at a minimum, meet the USDA Smart Snacks in School standards. ~~The District Wellness Officer is responsible for~~

~~annually disseminating healthy and non-food party ideas to teachers, who will provide this information to parents who are bringing classroom snacks.~~

Competitive items at celebrations and parties are not required to meet USDA Smart Snacks in School standards, although the District Wellness Officer is responsible for annually disseminating healthy and non-food party ideas to teachers, who will provide this information to parents who are bringing classroom snacks.

No food or beverage will be used as a reward or withheld as a punishment, unless specified in a qualified student's IEP.

The district will provide healthy food options for a variety of dietary needs at all meetings when food is provided.

Fundraising

Competitive items may be sold during the school day as a fundraiser as long as those items meet USDA Smart Snacks in School standards.

The District Wellness Officer will annually provide staff and PTA representatives a list of healthy fundraising ideas.

The district encourages schools to utilize fundraisers which promote physical activity (e.g. walk-a-thons, jump rope for heart, fun runs).

Health and Nutrition Education

Good nutrition will be encouraged throughout the school day using evidence-based techniques, including creative marketing for nutritious food choices. This will create a food environment which encourages healthy eating and participation in school meal programs. Wellness committee employees and child nutrition workers will regularly consult federal and state resources for current tips and resources to implement these requirements.

All health education teachers will provide opportunities for students to practice or rehearse skills taught in their curricula.

Physical Activity

The district's physical activities include PE classes, recess, and afterschool activities. Physical activity, including recess, will not be withheld as a punishment. This does not include participation in extracurricular activities which are privilege based. The district will maintain safe and appropriate grounds and facilities to promote active students.

Physical Education Classes

All district students, except those excused due to medical necessity, will participate in age-appropriate, sequential PE classes as required by state and federal curriculum standards.

All district elementary students will participate in 90-149 minutes of physical education per week throughout the school year.

During PE class, students must be moderately to vigorously active for at least half of the class time during most or all PE class sessions.

A health unit will be taught in PE classes at each site. The curriculum for this unit will include nutrition, physical activity and general health information.

All PE classes are taught by teachers who are certified to teach PE.

Recess (Elementary School Students)

All elementary sites will offer at least twenty (20) minutes of recess every school day, except when early dismissal or similar scheduling requirements make this impractical. Recess is separate from PE classes.

Physical Activity in the Classroom

To increase attention to learning and to promote wellness, all students will be provided with brief, periodic activity breaks for stretching when possible.



Board of Education Personnel Reports

Employment Request

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Dysinger, Christop	Transportation	FT Sub Route Driver	10/03/16	13	6	Lisa Moore

FMLA Request

Support: 0

Certified: 1

Transfer of Position Report

Classification					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Hedge, Clarence	PE GUES	PE High School	Jacky Hankins	10/10/2016	

Classification					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Benham, Steven	FT Sub Route Dr.	Route Driver	Barbara Warner	9/26/2016	
Burns, Brenda	Route Driver	Sp Needs Driver	Christine Peck	9/19/2016	
Moore, Lisa	FT Sub Route Dr.	Route Driver	Brenda Burns	9/26/2016	
Peck, Christine	Sp Needs Driver	Route Driver	Briana Avila	9/12/2016	

Separation of Employment

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Hankins, Jacky	High School	PE Teacher/Head Girls BB	Resigning	10/7/2016	

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Warner, Barbara	Transportation	Route Driver	Resigning	9/23/2016	

2016-2017 Administrative Extra Duty Assignments

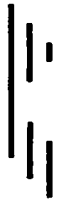
<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
HS	Summer Pride - Cross Country	\$1,100.00	Matt Perring	unassigned

2016-2017 HS Athletic Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
HS	Cross Country Asst. Coach Boys HS	\$1,100.00	unassigned	Matt Perring
	Basketball Head Coach HS Girls	\$5,500.00	Sherrie Simek	Jackie Hankins
	Basketball Asst. Coach HS Girls	\$2,475.00	Clarence Hedge	Sherrie Simek
	Basketball Head Coach 9th Gr Girls	\$1,558.33	unassigned	Sherrie Simek

2016-2017 HS Academic Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
HS	Special Olympics 10/5/2016	\$300.00	Laura Benham	unassigned



Staking A Claim in Our Students' Future

Memorandum of Understanding for Negotiated Agreement Change for 2016-2017 Master's Salary Schedule

The GACT has approved the modification to the 2016-2017 Negotiated Agreement to reflect the state minimum salary in the Master's Salary Schedule for step 10 & 11. This modification will allow all employees on these two steps to meet the state law minimum required salary. Listed below are the changes to each step:

Previous Masters & 10	Adjusted Masters & 10
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\$37,203.23	\$37,575.01
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Previous Masters & 11	Adjusted Masters & 11
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\$37,897.58	\$38,000.01
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GACT Official Signature:

Michelle Riedus

Date of Signature:

9-22-16

Guthrie Public Schools
Property Committee Meeting
October 3, 2016 5:00 p.m.

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

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for September
- 13 new Purchase Orders for September

Completed Projects:

- 414 Work-Orders completed in September
- HVAC controls at High School and Central
- Plumbing repairs/upgrades throughout the District
- Installation of 12 Smart Boards at Jr. High
- HVAC repairs/replacements throughout the District
- Replaced tile with new carpet in portable at Cotteral
- Heat checks at Cotteral, Fogarty, GUES, and Jr. High
- OSIG Safety Inspection walk-thru at all sites
- Electrical repairs throughout the District
- Old text books district wide have been collected and stored
- High School sprinkler repairs

Projects in Progress:

- Currently have 161 Work-Orders in progress
- Smart Boards installation at Central
- FFA Barn Construction – Plumbing & Electrical
- Lighting project addressing problem areas
- Continuing roof repairs at Cotteral, FFA, and Fogarty
- District HVAC repairs & High School chiller repairs upgrade
- Continuing heat checks
- Constructing handicap ramp and walk way at Transportation
- New Key/Lock system for district beginning at Jr. High Gym
- District Boiler treatments

Future Projects:

- Scheduling Dept. of Labor inspections for water heaters
- Upgrading JH auditorium stage electrical panel
- District signage
- Canopy covering fuel station at Transportation
- Playground upgrades
- Master lock/key system for District
- Outside parking and building security lighting
- OSIG Safety Inspection corrections
- Warehouse upgrades
- Chiller Replacement/Repairs

Bond Projects Discussion:

Dr. Simpson discussed the layout and design for the new school. A committee is being put together consisting of members from each building site.

Guthrie Public Schools
Finance Committee Meeting

October 4, 2016

4:00 P. M.

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

Mr. Schulz opened the meeting informing the committee the first pages were routine financial reports and to contact him if they had questions. The interest rates are remaining to be running close to F & M Operating accounts at this time.

Mr. Schulz spoke on the following:

Operating Budget

This was an overview and hi-lights of the Operating Budget for 2016-17.

Revision to Wellness Policy Revision

These are revisions made to relax the requirements to meet changes to the USDA guidelines

Bond Fund Appropriation Request

This is a formality to set up the Bond Funds to be able to begin spending from the proceeds

Updates to the Salary Scale

These are updates made to the Masters w/10 and Masters w/11 due to errors found while doing the personnel report.

Dr. Simpson spoke on the following:

Certified Staff Resignations Policy Revision

These are changes made to the Resignation policy for GPS Staff.

Mr. Ogle spoke on the following:

Track -1 Agreement Renewal

Background check agreement renewal for 2016-17.

Guthrie Public Schools
Curriculum Committee Meeting
Minutes
October 4, 2016
5:00 p.m.

In attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Eldona Woodruff, Gail Davis, Janna Pierson, and Sheryl Miles

Tina Smedley attended in the absence of Travis Sallee.

Discussion Items:

Ms. Walters

- RSA BOY Comparison
- Elementary OCCT Final Results
- OCCT Cut Scores

Mr. Ogle

- Secondary OCCT and EOI Final Results
- Reading and Math Longitudinal Data
- Junior High Health Fair
- Meridian Technology Center
 - Academic Credit Options