

AMENDED AGENDA WITH COMMENTARY

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

**MONDAY
FEBRUARY 13, 2017
7:00 P.M.**

**TEACHER OF THE YEAR RECEPTION PRIOR TO BOARD MEETING
6:00 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. Presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2017-2018.....Page 5**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Consent Agenda.....Pages 6-62**

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

- A. Minutes of regular meeting held on January 9, 2017
- B. Treasurer's Report
- C. Activity Fund Fundraisers as per attached list
- D. Declare listed items as surplus
- E. Fuel Bid as recommended by bid committee
- F. Encumbrances for General Fund #'s 670-710, Building Fund #'s 171-192, Child Nutrition Fund #34, Casualty/Flood Insurance Recovery Fund #3 and listed change orders and Activity Fund Reports
- G. Transportation request from Community Church for July 3 and July 8, 2017 to and from Falls Creek Youth Camp in Davis, Oklahoma for 2 buses and 2 drivers
- H. Contracts/Agreements under \$10,000
 - 1. Agreement with City of Guthrie for use of Kiwanis Field for GJHS baseball practice for the 2017 baseball season.....Pages 47-59

Commentary:

This agreement is made between the City of Guthrie and GPS for use of the field for the 2017 season ending April 30 at a total cost of \$100. **Doug Ogle or Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 2. Agreement with Forecast5 Analytics for data comparison services through June 30, 2018.....Pages 60-62

Commentary:

This analytic data allows school leaders to identify strategic and financial opportunities with highly visual output in areas such as financial performance, compensation, enrollment/demographics, and student achievement. The cost is \$4500.00 per year. **Doug Ogle or Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Business Agenda:

- A. Recommendation, consideration and action upon Guthrie High School Driver's Education Summer School 2017.....Pages 63-65

Commentary:

This is held each summer at Guthrie High School. Class sessions are from June 5th through July 19th and driving schedules from June 1st through July 31st. A copy of the proposed class schedule and tuition fees is enclosed in your packet.

Doug Ogle will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- B. Discussion, consideration and vote to grant or not grant to the City of Guthrie, Oklahoma a permanent easement for sidewalk purposes over and across the West 20 feet of the East 40 feet of the SE/4 of the NW/4 of Section 4, T16N, R2W, Logan County, Oklahoma.....Pages 66-74**

Commentary:

The City of Guthrie has received a *Safe Routes to Schools* grant that will provide safe walkways for our students to walk to school. Part of the land needed for those sidewalks is owned by Independent Public School District No.1 of Logan County, which is GPS. We would like to donate this land to the City of Guthrie so these sidewalks can be constructed to benefit our students.

Dr. Simpson will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- C. Recommendation, consideration and action to approve the proposed architectural plans for Charter Oak Elementary School by The Stacy Group**

Commentary:

The proposed documents were discussed and reviewed by the Property Committee with the architects present for the meeting.

Dr. Simpson will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 12. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignment as listed for 2016-2017 and discussion of all district level administrator’s contracts as listed for 2017-2018, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 B (1) and (7)**
 - A. Vote to go into executive session**
 - B. Acknowledge Board’s return to open session**

C. Statement of minutes of executive session

- 13. Vote on action as set out on the Personnel Reports.....Page 75**
- 14. Action upon recommendation of extra-duty assignments as listed for 2016-2017
Page 76**
- 15. Recommendation, consideration and action upon district level administrator's
contracts as listed for 2017-2018 without specification for salary or assignment
Page 77**
- 16. Recommendation, consideration and action to accept any resignations offered since
the posting of the agenda**
- 17. Discussion and possible action on new business not known about or could not have
been reasonably foreseen at the time of the agenda posting**
- 18. Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____



Guthrie Public Schools

Memo

To: Dr. Simpson and Guthrie Board of Education

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

Date: February 1, 2017

Re: 2017 Guthrie Teachers of the Year

I am pleased to inform you that the faculty at each school site has selected a nominee for the 2017 Guthrie Teacher of the Year. The teacher nominees are:

Cotteral:	Jay Benson Brenda Brandon
Central:	Mechelle Helmberger
Fogarty:	Jenea Midgett Trier Davenport
G.U.E.S.	Debbie Longnecker Theresa Weir Stacie Hoskins
Jr. High	Blair Workman Mandy Rife
High School	Angie Simonton Lori Lucas Kim Barrett Monetta Fields

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

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
JANUARY 9, 2017**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON JANUARY 9, 2017

Board Members Present: Jennifer Bennett-Johnson, Terry Pennington, Janna Pierson, Travis Sallee, Tina Smedley and 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
Jessica Callaway, Director of Child Nutrition
Jean Watts, Deputy Minutes Clerk

1. The meeting was called to order by President Watts.
2. Members Jennifer Bennett-Johnson, Terry Pennington, Janna Pierson, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.
3. A quorum was established.
4. President Watts asked everyone present to stand and join her in the Pledge of Allegiance.
5. President Watts asked everyone present to join her in a Moment of Silence.
6. President Watts 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 December: Ms. Michele Bufford, Library Aide at Fogarty, for support employee of the month and Mr. Jon Chappell, GPS Athletic

Director, as certified employee of the month. Nomination letters were submitted to the committee by: Ms. Charity McPeck, secretary at GHS, for Ms. Michele Bufford and Ms. Susan Birdwell, Transportation Secretary, for Mr. Jon Chappell.

Mr. Ogle presented the award winners with a plaque.

- 7A. President Watts 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. President Watts called for any comments to the Board by Board members.**

There were no comments to the Board by Board members.

- 8. President Watts called for the Superintendent's Reports.**

Superintendent Simpson reported on the following:

Recognized the Guthrie Board of Education as January is School Board Appreciation Month. Board members were presented a certificate from the OSSBA for appreciation of their service.

Announced we will be having school on March 10th since we were out for an inclement weather day on Friday, January 6th.

Gave a financial update for the District. Stated we received our midterm adjustment numbers on January 4th. Announced we were higher in our weighted ADM by just over 16 students from our initial allocation. Our state aid was cut by \$149,021. Some of the reasons for the decrease in state aid are as follows:

Growth in our District in local revenue

Growth in total students statewide

11 additional schools went back on state aid this year because of drops in their local revenue which generally traces back to the energy sector depression

Although we had a large state aid reduction, we have looked at everything and we are where we predicted we would be financially at this time. Because of the actions we took regarding our budget last year, we are in a decent financial position currently.

- 9. President Watts called for action on the Consent Agenda.**

A motion was made by Sallee and seconded by Pierson to approve the Consent Agenda as presented.

The motion carried with 6 ayes and 0 nays.

- 10A. President Watts called for discussion, consideration and possible action on recommendation from ad-hoc committee charged with exploring possible names for the new elementary school.

The ad-hoc committee recommended three suggestions presented by the public: Woodcrest Elementary, Charter Oak Elementary and Hollie Chappell Elementary.

A letter was read by President Watts from Mary Lou Chappell declining the possible recommendation of the new school being named after her late husband-Hollie Chappell.

Discussion followed.

A motion to name the new school *Charter Oak Elementary* was made by Sallee and seconded by Smedley.

The motion carried with 6 ayes and 0 nays.

11. 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 periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7.

- 11A. A motion was made by Smedley and seconded by Bennett-Johnson to go into executive session.

The motion carried with 6 ayes and 0 nays. Executive session began at 7:24 p.m.

- 11B. President Watts acknowledged the Board's return to open session at 7:50 p.m.

- 11C. President Watts stated that in executive session only those items listed in Agenda Item 11 were discussed and no votes were taken.

12. President Watts called for a vote on action as set out on the Personnel Reports.

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

The motion carried with 6 ayes and 0 nays.

13. **President Watts 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.

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

Superintendent Simpson stated there was no new business.

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

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 7:51 p.m.

Jana Frey, Minutes Clerk

E. Sharon Watts, Board President

**TREASURER'S REPORT
JANUARY 31, 2017**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 4,613,541.15
Building Fund	658,029.17
Sinking Fund	1,441,095.20
ILR Fund	70,524.06
G&E Fund	11,715.67
Child Nutrition Fund	302,331.27
Activity Fund	576,870.45
School Age-Care Fund	75,619.14
Bond Fund	<u>3,183,537.59</u>
TOTAL	\$ 10,933,263.70

RECEIPTS

GENERAL FUND:

Logan County	\$ 3,657,325.29
State of Oklahoma	840,003.70
Okla. Tax Comm.	145,183.23
School Land Earn.	68,824.68
R.O.T.C.	5,808.82
Misc Receipts	33,673.16
Correcting Entry(-)	
General Acct. Int.	2,906.35
Minus (-) Bank Fees	<u>148.16</u>

TOTAL \$4,753,577.07

BUILDING FUND

Logan County	\$ 462,739.99
Bldg. for Champs	<u>20.00</u>

TOTAL \$ 462,759.99

SINKING FUND:

\$1,345,472.09

CHILD NUTRITION FUND:

\$153,036.92

INS.LOSS RECOVERY FUND:

\$5,147.76

BOND FUND:

\$669.60

WARRANTS PAID

GENERAL FUND:

2015-2016 \$ 11,852.00
2016-2017 \$1,777,506.53

GIFTS & ENDOWMENTS FUND:

2015-2016
2016- 2017

BUILDING FUND:

2015- 2016 \$ 3,267.60
2016-2017 \$ 51,486.09

INS. LOSS RECOVERY FUND:

2015-2016
2016-2017 \$3,470.48

CHILD NUTRITION FUND:

2015-2016
2016-2017 \$96,989.48

BOND FUND:

2015-2016
2016-2017 \$126,441.21

CD/INVESTMENTS:

Oklahoma State Bank – Bond CD \$1,000,000.00
Farmers and Merchants Bank – Bond CD \$7,000,000.00

TOTAL MONIES IN F&M BANK \$10,933,263.70

PLEDGED – FDIC \$250,000.00
PLEDGED – F&M BANK \$13,043,000.00

TOTAL MONIES IN OKLAHOMA STATE BANK \$1,000,000.00

PLEDGED – FDIC \$250,000.00
PLEDGED – OSB \$800,000.00

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
February 13, 2017**

- | | |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. Cotteral, 805 | Scholastic Book Fair |
| b. Fogarty, 808 | Sock Hop |
| c. Fogarty PTO, 808 | Sock Hop Art Auction |
| d. Fogarty, 809 | Big Kahuna catalog sales |
| e. Fogarty, 809 | Discount Frontier City Ticket sales |
| f. GUES PTO, 815 | Walk-a-thon |
| g. Football Camp, 854 | Elementary Football camp |
| h. HS Acct., 884 | Jostens School Store Program |
| i. HS Acct., 884 | United Week raffle ticket sales |
| j. HS Stuco, 899 | United Week including: Shirt sales, 3x3 Basketball, Dodge ball tournament, Drive in movie, Paint Rave, Silent Auction, All Access bracelet sales, Food & beverage sales |
| k. Vocal, 902 | Sell Ads for Musical program |
| l. Soccer, 897 | Sell cups & sunglasses with Guthrie logo |
| m. Soccer, 897 | Silent Auction at Taco dinner |

Amendment request

- | | |
|------------------|---------------------------------------------------------------------|
| 1. 830, JH Stuco | Amend Last Day of fundraiser from February 24, 2017 to May 23, 2017 |
| 2. 830, JH Stuco | Amend date of previously approved dance from May 1-5 to Feb 14-17 |



RECEIVED
1-30-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

a.

Date of Request: 12-16-16 Site Name: Cotteral

Acct. Name & #: Cotteral, 806 Current Unobligated Account Balance: \$15,906.93

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

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

Scholastic 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)

N/A

Manufacturer: Scholastic

Purpose for which funds will be used:

Activity Fund revenue for books and technology for the Cotteral library

Name of Vendor: Scholastic

Address of Vendor: 1080 Greenwood Blvd. Lake Mary, FL 32746

Items to be purchased in order to conduct the fundraiser:

None

- a. Estimated INCOME: 3,000
- b. Less Estimated EXPENSE: 1,500
- c. Estimated PROFIT: 1,500

NOTES:

First day of Fundraiser: 3-3-17 Last Day of Fundraiser: 3-9-17

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? Returned to vender

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

Sponsor's Signature: [Signature] Date: 12-16-16

Principal's Signature: [Signature] Date: 12/16/16

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



RECEIVED
1/27/17

b.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1/25/2017 Site Name: Fogarty

Acct. Name & #: Fog PTO 808 Current Unobligated Account Balance: \$11,024.59

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

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

Sock Hop

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)
root beer floats & water (sock hop is held in the evening)

Manufacturer: _____

Purpose for which funds will be used:

teacher, classroom and building supplies, student incentives, field trips

Name of Vendor: potential vendors Walmart, oriental trading, amazon, sam's club

Address of Vendor: addresses in MAS are correct

Items to be purchased in order to conduct the fundraiser:

wrist bands, table clothes

- a. Estimated INCOME: 2000.00
- b. Less Estimated EXPENSE: 150.00
- c. Estimated PROFIT: 1850.00

NOTES:

First day of Fundraiser: April 28, 2017 Last Day of Fundraiser: April 28, 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? yes If yes, a facility use permit must be completed.

Sponsor's Signature: Tiffany Ingram Date: 1-25-17

Principal's Signature: Marsha Jodd DS Date: 1-25-17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



RECEIVED
1-27-17

C.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1/25/2017 Site Name: Fogarty

Acct. Name & #: Fog PTO 808 Current Unobligated Account Balance: \$11,024.59

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

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

Sock Hop Art Auction

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: _____

Purpose for which funds will be used:

teacher, classroom and building supplies, student incentives, field trips

Name of Vendor: Walmart, amazon.com

Address of Vendor: addresses in MAS are correct

Items to be purchased in order to conduct the fundraiser:

wrist bands, table clothes

- a. Estimated INCOME: 2500.00
- b. Less Estimated EXPENSE: 50.00
- c. Estimated PROFIT: 2450.00

NOTES:

First day of Fundraiser: April 28, 2017 Last Day of Fundraiser: April 28, 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? yes If yes, a facility use permit must be completed.

Sponsor's Signature: Tiffany Ingram Date: 1-25-17

Principal's Signature: Marsha Todd DS Date: 1-25-17

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

d.

Date of Request: 1/25/2017 Site Name: Fogarty

Acct. Name & #: Fogarty Act 809 Current Unobligated Account Balance: 10,913.65

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

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

Big Kahuna sales catalog
spring catalog with kitchen items

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: Big Kahuna

Purpose for which funds will be used:
information screen and hook up for the entryway

Name of Vendor: Big Kahuna

Address of Vendor: 163 Solano Circle Aledo, TX 76008

Items to be purchased in order to conduct the fundraiser:

n/a

- a. Estimated INCOME: 150000.00
- b. Less Estimated EXPENSE: 9000.00
- c. Estimated PROFIT: 6000.00

NOTES:

First day of Fundraiser: February 17, 2017 Last Day of Fundraiser: March 3, 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: _____ Date: _____

Principal's Signature: Marsha Jodd DS Date: 1-25-17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



RECEIVED

1-25-17

e.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1/25/2017 Site Name: Fogarty

Acct. Name & #: Fog 809 Current Unobligated Account Balance: 10,913.65/8

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
sale of discounted Frontier City tickets

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:
teacher, classroom and building supplies, student incentives, field trips,

Name of Vendor: Frontier City

Address of Vendor: 11501 N I35 Service Road Oklahoma City, OK 73131

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

a. Estimated INCOME: 2800.00
b. Less Estimated EXPENSE: 2000.00
c. Estimated PROFIT: 800.00

NOTES:

First day of Fundraiser: April 1, 2017 Last Day of Fundraiser: May 12, 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: _____ Date: _____

Principal's Signature: Marsha Todd DS Date: 1-25-17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

RECEIVED

1-9-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1-5-17 Site Name: G.U.E.S

Acct. Name & #: 815-Act. GUES PD Current Unobligated Account Balance: \$22,693.40 1/9/17 ab

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

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

Walk-a-thon fundraiser. Students raise money by collecting donations or pledges for walking a certain distance or course around the school track. There is also incentive prizes for the students.

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:

Funds will be used to purchase rewards, computers/software upgrades, supplies, classroom materials, building and ground needs, donations, refunds misc

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

Water, prizes, water bottles,

- a. Estimated INCOME: 6,000.00
- b. Less Estimated EXPENSE: 2,000.00
- c. Estimated PROFIT: 4,000.00

NOTES:

First day of Fundraiser: May 1, 2017 Last Day of Fundraiser: May 12, 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? All will be sold

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

Sponsor's Signature: Jana Drake Date: 1/5/17

Principal's Signature: Susan Dawson DS Date: 1/5/17

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

Board of Education Approval Date: _____



RECEIVED
1-25-17



RECEIVED
1-30-17

g.

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1-19-2017 Site Name: HS

Acct. Name & #: 854 Football Camp Current Unobligated Account Balance: 702.25 *ap*

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

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

Football Camp for Elementary

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

NA

Manufacturer: Guthrie Football Coaches

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

Name of Vendor: NA

Address of Vendor: NA

Items to be purchased in order to conduct the fundraiser:

- a. Estimated INCOME: 3000.00
- b. Less Estimated EXPENSE: 0
- c. Estimated PROFIT: 3000.00

NOTES:

First day of Fundraiser: May 2, 2017 Last Day of Fundraiser: May 4, 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? NA

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

Sponsor's Signature: K Beeby Date: 1-23-17

Principal's Signature: [Signature] Date: 1-23-17 *DS*

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



RECEIVED

1-30-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

h.

Date of Request: 1-30-17 Site Name: GHS

Acct. Name & #: HS Activity #884 Current Unobligated Account Balance: \$15092.40

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

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

Jostens School Store Program (see attachment): Jostens will sell Guthrie branded merchandise through a Webstore; they will handle all payments and handling of merchandise. GHS will receive 12% commission on all sales. *see attachment*

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:

Activity Fund operation expenses: Substitute/transportation reimbursements, classroom/office materials, staff development costs

Name of Vendor: Jostens, Inc.

Address of Vendor: 3601 Minnesota Drive, Minneapolis, MN 55435

Items to be purchased in order to conduct the fundraiser:

n/a

- a. Estimated INCOME: 500.00
- b. Less Estimated EXPENSE: 0.00
- c. Estimated PROFIT: 500.00

If successful, our plan is to
NOTES: renew this fundraiser for each
fiscal year period.

First day of Fundraiser: 3-7-17 Last Day of Fundraiser: 6-30-17

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: *Chris G. Gandy* Date: 1-30-17

Principal's Signature: *Chris G. Gandy* ^{DS} Date: 1-30-17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016



SCHOOL STORE PROGRAM

HOW IT WORKS

- A customized hassle free school apparel program:
 - No minimum order
 - No money to manage
 - 24/7/365 sales
 - Detailed reporting of activity
- We will develop a free promotional program with you, which will include gift cards for staff, faculty and students.
- You agree to make us your school's online store for 1 year.
- See the back for details.



FAST, EASY & FREE!

No inventory. No volunteers. No work.

- ✓ Orders ship quickly within 3-4 days directly to the customer!
- ✓ Hundreds of products, thousands of designs, and endless possibilities!
- ✓ No minimum order quantity. Fans can design and buy just one item!



Jostens School Store Service Agreement

This Agreement is entered into by Guthrie high school ("SCHOOL") and Jostens, Inc, ("JOSTENS"), where JOSTENS will provide its proprietary E-commerce platform and manufacturing processes ("E-Platform") to power the School's online shop ("Webstore") for consumers to customize and purchase School logo products.

School Name: _____

School Contact: _____

School Address: _____

School Email: (Principal's) _____

Contact Phone: _____

JOSTENS WILL:

- Provide the SCHOOL with 25 \$25 promotional gift cards for Webstore purchases for staff and faculty, which will be delivered by within 2 weeks.
- Provide the SCHOOL with 800 \$10 promotional gift cards for Webstore purchases for students, which will be delivered by within 2 weeks
- Provide hosting, fulfillment, and support for the Webstore, collection of payment, and order fulfillment
- Comply with all local, state and federal regulations related to the operation of the Webstore. For more detailed information, see <http://www.jostens.com/apps/shop/help/shared/legal.asp>
- Other: 12% commission

SCHOOL WILL:

- Provide JOSTENS with the approved school marks, logos, crests and colors to be made available on products in the Webstore.
- Feature the approved JOSTENS Webstore banner/link.
- Distribute gift cards agreed upon to the students to help stimulate traffic to the Webstore.
- Promote the Webstore for 1 year.
- Other: _____
- SCHOOL Webmaster's email address for Webstore set up instructions: _____
- Contact Phone: _____

SCHOOL

Signature: _____

Printed Name: _____

Title: _____

Date: _____

JOSTENS

Signature: Date: _____

Printed Name: _____

Title: _____

Date: _____



RECEIVED

1-27-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

1.

Date of Request: 1-27-17 Site Name: GHS

\$ 1,275.00

Acct. Name & #: HS Activity 884 Current Unobligated Account Balance: 15092.40 af

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 of \$1 raffle tickets during United Week: winner(s) will receive 2017 Yearbooks, to be paid for with proceeds from North Office water sales fundraiser.

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:

all proceeds from ticket sales will be donated to STUCO.

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

- a. Estimated INCOME: \$300
- b. Less Estimated EXPENSE: \$0
- c. Estimated PROFIT: \$300

NOTES:

First day of Fundraiser: March 1, 2017 Last Day of Fundraiser: March 31, 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: Chris Edmunds Date: 1-27-17

Principal's Signature: Chris Edmunds Date: 1-27-17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

RECEIVED
1-27-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

J.

Date of Request: 1/28/17 Site Name: HS

Acct. Name & #: 899 Current Unobligated Account Balance: \$5,273.38

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
United Week(Shirts, 3v3 basketball, Dodgeball tournament, Drive-In movie, paint rave, all access bracelets, silent auction, food sales, beverage sales) See attachment

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)

Baked potatoes, cookies, gatorade, capri sun, concession foods, brownies

Manufacturer: n/a

Purpose for which funds will be used:
Donated to United Week recipient

Name of Vendor: Gandy Ink, T-shirt nerds, ticket printing.com

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:

T-shirts, bracelets for entry

- a. Estimated INCOME: 10000
- b. Less Estimated EXPENSE: 2000
- c. Estimated PROFIT: 8000

NOTES: Sellers of food provide food at their own cost.

First day of Fundraiser: Feb. 27, 2017 Last Day of Fundraiser: March 31, 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? Yes If yes, a facility use permit must be completed.

Sponsor's Signature: [Signature] Date: 1/27/17

Principal's Signature: [Signature] Date: 1-27-17

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

Board of Education Approval Date:

210:10-3-112. Smart Snacks in School

(a) Smart Snacks in School nutrition standards. Pursuant to the USDA Smart Snacks in School nutrition standards at 7 C.F.R. 210.11, competitive foods—those foods sold in schools during the school day, outside the federal reimbursable school meal programs—must meet the following requirements:

(1) General standards for competitive food. To be allowable, a competitive food item must:

- (A) Be a grain product that contains 50% or more whole grains by weight or have whole grain as the first ingredient (after water); or**
- (B) Have as the first ingredient (after water) one of the non-grain main food groups: fruits, vegetables, dairy, or protein foods (meat, beans, poultry, seafood, eggs, nuts, seeds, etc.); or**
- (C) Be a combination food that contains at least ¼ cup fruit and/or vegetable.**

(2) Nutrient standards for competitive food. Allowable competitive food items must contain:

- (A) 35% or fewer calories from total fat;**
- (B) Fewer than 10% calories from saturated fat;**
- (C) Less than 0.5 g trans fat per portion;**
- (D) 35% or less of weight from total sugar;**
- (E) 200 mg or less sodium per item for snack items and side dishes sold a la carte, and 480 mg or less sodium per item for entrees sold a la carte;**
- (F) 200 calories or fewer per item for snack items and side dishes, and 350 calories or fewer per item for entrees sold a la carte;**
- (G) Limited use of accompaniments, and the accompaniment must be included in the nutrient profile as part of the food item; and**
- (H) Foods and beverages sold at elementary schools and middle schools may not contain caffeine.**

(3) Standards for beverages. The standards for beverages sold as competitive food items differ among elementary schools, middle schools, and high schools.

(A) In elementary schools, the following beverages are allowable as competitive items:

- (i) Plain water or plain carbonated water, no limit;**
- (ii) Low fat unflavored milk, 8 fl. oz. or less;**
- (iii) Non fat flavored or unflavored milk (including nutritionally equivalent milk alternatives), 8 fl. oz. or less;**
- (iv) 100% fruit/vegetable juice, 8 fl. oz. or less; and**
- (v) 100% fruit/vegetable juice diluted with water, with or without carbonation (no added sweeteners), 8 fl. oz. or less.**

(B) In middle schools, the following beverages are allowable as competitive food items:

- (i) Plain water or plain carbonated water, no limit;**
- (ii) Low fat unflavored milk, 12 fl. oz. or less;**
- (iii) Non fat flavored or unflavored milk (including nutritionally equivalent milk alternatives), 12 fl. oz. or less;**
- (iv) 100% fruit/vegetable juice, 12 fl. oz. or less; and**
- (v) 100% fruit/vegetable juice diluted with water, with or without carbonation (no added sweeteners), 12 fl. oz. or less.**

(C) In high schools, the following beverages are allowable as competitive food items:

- (i) Plain water or plain carbonated water, no limit;
- (ii) Low fat unflavored milk, 12 fl. oz. or less;
- (iii) Non fat flavored or unflavored milk (including nutritionally equivalent milk alternatives), 12 fl. oz. or less;
- (iv) 100% fruit/vegetable juice, 12 fl. oz. or less;
- (v) 100% fruit/vegetable juice diluted with water, with or without carbonation (no added sweeteners), 12 fl. oz. or less;
- (vi) Other flavored and/or carbonated beverages of 20 fl. oz. or less, that are labeled to contain 5 or fewer calories per 8 fl. oz., or 10 or fewer calories per 20 fl. oz.; and
- (vii) Other flavored and/or carbonated beverages of 12 fl. oz. or less, that are labeled to contain 40 or fewer calories per 8 fl. oz., or 60 or fewer calories per 12 fl. oz.

(b) Exempt fundraisers. A school district that wishes to conduct fundraisers that are exempt from the rules in subsection (a) must adopt a written policy, which shall provide for the following:

(1) Each school site shall designate a Smart Snacks in School Exempt Fundraiser contact person, who shall be responsible for maintaining up-to-date documentation regarding each exempt fundraiser held at the school site;

(2) A limit of thirty (30) exempt fundraisers per semester may be held at each school site;

(3) Exempt fundraisers are prohibited from taking place while meals are being served to students under the National School Lunch Program or the National School Breakfast Program, and while afterschool snacks are being served to students under the Afterschool Snack Program;


(4) The maximum duration of any individual exempt fundraiser shall be fourteen (14) days; and

(5) For each individual exempt fundraiser, documentation must be kept on file at the school site showing:

(A) The school organization, activity, class, or other group that benefits from the fundraiser; and

(B) The date(s) the fundraiser is conducted, with the duration not to exceed fourteen (14) days.

A school site is not authorized to conduct or allow any exempt fundraisers unless the school district has adopted a written policy that meets the requirements of this subsection. All competitive foods sold in a school district that does not have such a written policy must meet the nutritional guidelines listed in subsection (a).

X 

2/1/17



RECEIVED
1-31-17

Handwritten initials

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 1/30/2017 Site Name: GHS

Acct. Name & #: 902 Vocal Current Unobligated Account Balance: [-1,734.87]
ag

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

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

Ads for Musical #1 in Spring for High School Will Rogers Follies

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:

Uniforms, T-Shirts, Costumes, Material for clothing, set pieces, lumber, screws, power tools for building, sound equipment, decorations, paint, books, music, computer software, calendars, programs, items for banquets, substitutes, bus fees, paper, ink, makeup, lights, rentals for shows, videos, recording equipment, flowers and tickets

Name of Vendor: GHS Vocal

Address of Vendor: 200 Crooks

Items to be purchased in order to conduct the fundraiser:

None

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

NOTES:

First day of Fundraiser: March 31, 2017 Last Day of Fundraiser: April 3, 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? None Expected

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

Sponsor's Signature: Bill Fin Date: 1-30-17

Principal's Signature: Chris [Signature] *DS* Date: 1-30-17

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

Board of Education Approval Date: _____



RECEIVED

1-2-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

l.

Date of Request: 1/6/17 Site Name: HS

Acct. Name & #: Soccer 897 Current Unobligated Account Balance: \$1700 B

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 yeti like cups and sunglasses with school logo to community and students

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:

Uniforms and equipment

Name of Vendor: Custom Shades

Address of Vendor: 3005 Ballenger Drive Nolensville, TN 37135

Items to be purchased in order to conduct the fundraiser:

Yeti like cups and sunglasses

- a. Estimated INCOME: 2815.00
- b. Less Estimated EXPENSE: 1685.00
- c. Estimated PROFIT: 1130.00

NOTES:

First day of Fundraiser: 2/20/17 Last Day of Fundraiser: 5/1/17

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? Sell to players at cost.

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

Sponsor's Signature: _____ Date: 1/6/17

Principal's Signature: [Signature] Date: 1/9/17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

[Handwritten initials]



RECEIVED

1-9-17

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

M.

Date of Request: 1/6/17 Site Name: HS

Acct. Name & #: Soccer 897 Current Unobligated Account Balance: \$1700 B

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

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

Silent auction during taco night dinner for gift baskets made by parents and soccer players

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:

Uniforms and equipment

Name of Vendor: _____

Address of Vendor: _____

Items to be purchased in order to conduct the fundraiser:

None

- a. Estimated INCOME: 500.00
- b. Less Estimated EXPENSE: 0.00
- c. Estimated PROFIT: 500.00

NOTES:

First day of Fundraiser: 2/17/17 Last Day of Fundraiser: 2/17/17

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? Return to players and parents

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

Sponsor's Signature: _____ Date: 1/6/17

Principal's Signature: _____ Date: 1/9/17

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

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

BY

12-16-16
APPROVED

1. amendment

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 12/16/2016 Site Name: GJHS

Acct. Name & #: StuCo 830 Current Unobligated Account Balance: \$2,486.83 3353⁹¹

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.)
StuCo will sell tshirts to the school and community (\$20/shirt). The shirt design will feature the things about Guthrie that make our community unique, so local businesses will be given the opportunity to support StuCo for \$25 to have their business name larger in the "word cloud" design.

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: Tshirt Nerds

Purpose for which funds will be used:
Donation towards Learn to Love program, new curtains for the JH auditorium, a Teacher Appreciation luncheon, and/or funds for next year's Student Council convention.

Name of Vendor: Tshirt Nerds

Address of Vendor: 314 W Oklahoma Ave. Guthrie, OK 73044

Items to be purchased in order to conduct the fundraiser:
Tshirts (\$7.50/shirt is the estimated wholesale cost), design from local designer (\$120 estimate)

- a. Estimated INCOME: \$2,250
- b. Less Estimated EXPENSE: \$900
- c. Estimated PROFIT: \$1,350

NOTES: We believe we can sell about 100 shirts and gain support from at least 10 local businesses.

First day of Fundraiser: Feb. 7, 2017 Last Day of Fundraiser: Feb. 24, 2017 May 23, 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? Used for future fundraisers

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

Sponsor's Signature: C. B. Workman Date: 12/16/2016

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

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

APPROVED

Board of Education Approval Date: _____
Form: AF Fundraiser Request 4/2016

JAN 09 2017

BOARD OF EDUCATION
GUTHRIE, OK

RECEIVED
11-7-16

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST FORM

2.
amendment.
C.

Date of Request: 11/4/2016 Site Name: GJHS

Account Name & #: StuCo 830 Current Unobligated Account Balance: \$2,628.35

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

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

Spring Dance: theme TBD. Items to be sold: beverages (water bottles \$1/bottle, soda \$1/can), small snacks (made by StuCo members \$1-\$3/snack), tickets (\$3 in advance, \$5 at the door).

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)

Water bottles, soda (Dr, Pepper, Coke, Sprite, Root Beer). The dance will be happening after school hours.

Manufacturer: Sam's Club, Coca-Cola Company

Purpose for which funds will be used:

Donation for new curtains in JH auditorium, donation for Learn to Love campaign, or funds for Teacher Appreciation luncheon.

Name of Vendor: Sam's Club

Address of Vendor: 1117 W I-35 Frontage Rd Edmond, OK 73034

Items to be purchased in order to conduct the fundraiser:

Chester Woods DJ, decorations (cardboard, paints, etc.), beverages (water bottles, soda)

- a. Estimated INCOME: \$1,000
- b. Less Estimated EXPENSE: \$500
- c. Estimated PROFIT: \$500

NOTES:

First day of Fundraiser: ~~May 1, 2017~~ Feb 4, 2017 Last Day of Fundraiser: ~~May 5, 2017~~ Feb. 17, 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? Used for future StuCo events

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

Sponsor's Signature: [Signature] Date: 11/4/2016

Principal's Signature: [Signature] Date: 11/4/16

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

APPROVED

Board of Education Approval Date: _____

Form: AF Fundraiser Request 4/2016

DEC 12 2016

BOARD OF EDUCATION



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

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

To: Dr. Mike Simpson and
Board of Education

Date: February 2, 2017

We would like to declare the following items surplus:

Obsolete Smartboard from Cotteral
Misc. computer/electronic parts from Technology
Misc. printer toner

Thank you,

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

Cody Thompson

**Transportation Department
Fuel Bids
2016-2017**

DATE: <u>01/10/17</u> PO#:	TIME BIDS BEGAN: <u>8:40 A.M.</u> TIME BIDS CLOSED: <u>8:55 AM</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEADED: <u>-0-</u>
-------------------------------	-----------------------------------------------------------------------	---------------------------------------------------------------

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<u>Scott</u>			
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	-0-	1.6968
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	-0-	1.6904
RED ROCK	<u>JOANIE</u> or TRICHA	677-3373	-0-	1.6669
TRUMAN ARNOLD COMPANIES	CASEY <u>Brett</u>	1-800-808-6500	-0-	1.781643

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:	
UNLEADED FUEL: <u>-0-</u>	PRICE PER GALLON: <u>-0-</u>	TOTAL AMT: <u>-0-</u>
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>1.6669</u>	TOTAL AMT: <u>11,668.30</u>
		TOTAL PURCHASE: <u>11,668.30</u>

PER TELEPHONE BIDS RECEIVED BY: <u>Sue Hill</u> <u>Vicki Biggs</u>	COMMENTS:
--------------------------------------------------------------------------	-----------

Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 670 - 710

PO No	Date	Vendor No	Vendor	Description	Amount
670	01/09/2017	16669	EDMENTUM, INC	STUDY ISLAND PROGRAM/TITLE I/HS	702.00
671	01/10/2017	14207	WALMART COMMUNITY	\$100.00/E. HARRIS/FOGARTY	98.10
672	01/10/2017	17839	MOORE NORMAN TECHNOLOGY	REGISTRATION/SP ED/GUES/HS	264.00
673	01/10/2017	17909	DJC HOLDINGS, LLC	SUBSCRIPTION/SP ED/HS	338.00
674	01/10/2017	12897	OKLAHOMA ASSOCIATION FOR THE GIFTED	REGISTRATION/G&T/PRATT/GUES	99.00
675	01/10/2017	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	11,668.30
676	01/12/2017	43643	WARREN POWER & MACHINERY, INC	BUS REPAIRS/TRANSPORTATION	0.00
677	01/12/2017	15718	OVERHEAD DOORS	OVERHEAD DOOR/TRANSPORTATION	2,500.00
678	01/12/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	MATERIALS/TITLE I/GUES	1,128.36
679	01/19/2017	13130	BETROLD ENTERPRISES, INC.	SUPPLIES/BAND/BLACKBURN/HS	300.00
680	01/19/2017	43632	AJG, INC	BLANKET FOR PARTS/SUPPLIES/TECHNOLOGY	1,000.00
681	01/19/2017	13496	G. E. MONEY BANK	BLANKET FOR PARTS/SUPPLIES/TECHNOLOGY	1,000.00
682	01/19/2017	16740	BLUMENTHAL AUTOMATIC	BLANKET FOR REPAIRS/TRANSPORTATION	8,000.00
683	01/19/2017	12171	LAKESHORE LEARNING MATERIALS	TABLE/SPECIAL ED/HS	328.90
684	01/23/2017	12910	OFFICE DEPOT, INC.	SUPPLIES/TECH ENG/PETERMAN/JH	193.54
685	01/23/2017	40366	DUPREE SPORTS EQUIPMENT CO.	SUPPLIES/BASEBALL/HS	432.00
686	01/23/2017	41972	CONTRACT PAPER GROUP, INC.	DISTRICT COPY PAPER	8,654.40
687	01/23/2017	41338	CLINTON HIGH SCHOOL	ENTRY FEE/ATHLETICS/HS	150.00
688	01/23/2017	43510	HOOTEN OIL COMPANY, INC	SUPPLIES/TRANSPORTATION	300.00
689	01/24/2017	16371	TWOTREES TECHNOLOGY, LLC	SOFTWARE LICENSE/TECHNOLOGY	446.00
690	01/24/2017	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	SUPPLIES/MATH/JH	429.88
691	01/24/2017	14377	FOLLETT SCHOOL SOLUTIONS, INC	SUPPLIES/LIBRARY/DAVIS/GUES	90.00
692	01/24/2017	14207	WALMART COMMUNITY	SUPPLIES/SPECIAL ED	500.00
693	01/24/2017	40123	SUMMIT TRUCK GROUP	BLANKET FOR BUS PARTS/SUPPLIES/TRANSPORTATION	3,000.00
694	01/24/2017	10129	AUTO PARTS & MACHINE	BLANKET FOR PARTS/SUPPLIES/TRANSPORTATION	2,000.00
695	01/24/2017	10707	COUNTRY FORD MERCURY	VEHICLE REPAIRS/TRANSPORTATION	930.99
696	01/26/2017	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/DAVIS/GUES	1,610.00
697	01/26/2017	15994	AMAZON CAPITAL SERVICES	SUPPLIES/SPECIAL ED/FOGARTY	198.96
698	01/26/2017	17839	MOORE NORMAN TECHNOLOGY	REGISTRATION/SPECIAL ED/GUES	132.00
699	01/26/2017	80555	CHERYL A PRATT	MILEAGE/PARKING REIMB./G&T/GUES	35.00
700	01/27/2017	42351	DELCO DIESEL SERVICES, INC.	SUPPLIES/TRANSPORTATION	300.00
701	01/31/2017	13229	QUILL CORPORATION	OFFICE SUPPLIES/TRANSPORTATION	79.98

Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 670 - 710

PO No	Date	Vendor No	Vendor	Description	Amount
702	01/31/2017	43886	3D E=CONSULTING GROUP, LLC	ROUTING SYSTEM ACCESS/TRANSPORTATION	2,250.00
703	01/31/2017	14207	WALMART COMMUNITY	SUPPLIES/TRANSPORTATION	800.00
704	02/02/2017	16611	ACT HOLDCO	BUS PARTS/TRANSPORTATION	2,413.28
705	02/06/2017	14230	MANSON WESTERN CORPORATION	TESTING SUPPLIES/OT/GUES	316.50
706	02/06/2017	42347	LDINFO PUBLISHING	TESTING SUPPLIES/SPECIAL ED/ADMIN.	89.99
707	02/06/2017	17836	MHS	TESTING SUPPLIES/SPECIAL ED/FOGARTY/GUES	130.00
708	02/06/2017	16942	BETHANY PUBLIC SCHOOLS	REGISTRATION/SPECIAL ED/COTT/CENTRAL/FOG/GUES	220.00
709	02/06/2017	14207	WALMART COMMUNITY	BLANKET FOR SUPPLIES/TECHNOLOGY	100.00
710	02/07/2017	13704	BSN SPORTS, INC.	FB UNIFORMS/ATLETICS/HS	4,430.00
Non-Payroll Total:					\$57,659.18
Payroll Total:					\$0.00
Report Total:					\$57,659.18

Purchase Order Register

Options: Year: 2016-2017, Fund: Building, Date Range: 7/1/2016 - 6/30/2017, PO Range: 171 - 192

PO No	Date	Vendor No	Vendor	Description	Amount
171	01/10/2017	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS	5,000.00
172	01/10/2017	17552	ULINE, INC.	SHELVING FOR MAINTENANCE WAREHOUSE	1,770.33
173	01/10/2017	17852	ROBERT L & BRUCE L WYCKOFF	TRACTOR REPAIRS/MAINTENANCE	2,000.00
174	01/10/2017	11626	HOME DEPOT/GEFC	DISTRICT SUPPLIES	4,000.00
175	01/12/2017	12967	OKLAHOMA HOME CENTERS, INC.	TOOLS FOR MAINTENANCE SHOP	2,500.00
176	01/19/2017	43749	TREAT'S SOLUTIONS, LLC	BLANKET FOR SUPPLIES/MAINTENANCE	8,000.00
177	01/23/2017	10087	AMERICAN PLANT PRODUCTS & SERVICE I	GREENHOUSE REPAIRS/HS	3,000.00
178	01/24/2017	17552	ULINE, INC.	SUPPLIES/MAINTENANCE	955.65
179	01/24/2017	43864	FIRST AID SERVICES AND SUPPLY CO.	DISTRICT AED SUPPLIES/MAINTENANCE	3,093.50
180	01/25/2017	43881	MINICK MATERIALS COMPANY, INC.	SUPPLIES/PLAYGROUND/FOGARTY	2,000.00
181	01/25/2017	43639	KONE, INC	ELEVATOR AND LIFT REPAIRS	3,000.00
182	01/25/2017	15994	AMAZON CAPITAL SERVICES	TOOL BAGS/MAINTENANCE	44.99
183	01/25/2017	43883	UNITED REFRIGERATION, INC.	ICE MACHINE PARTS/COTTERAL	500.00
184	01/27/2017	15969	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	6,000.00
185	01/31/2017	43554	ROBERTS DISPOSAL SERVICES, INC	DUMPSTER/TRANSPORTATION	500.00
186	01/31/2017	43881	MINICK MATERIALS COMPANY, INC.	CRUSHER GRAVEL/MAINTENACE LOT	2,500.00
187	02/01/2017	41794	CARRIER CORPORATION	DISTRICT HVAC REPAIRS	6,000.00
188	02/02/2017	43892	TY ALLEN	SHEEP/GOAT TREADMILL/AG FARM	3,350.00
189	02/06/2017	10087	AMERICAN PLANT PRODUCTS & SERVICE I	HS GREENHOUSE REPAIRS	4,838.59
190	02/06/2017	16729	WINDSOR DOOR COMPANY	OVERHEAD DOOR REPAIR/OLD MAINTENACE	2,500.00
191	02/06/2017	42632	AAA PLAYGROUNDS	SUPPLIES FOR PLAYGROUND/GUES	149.00
192	02/07/2017	16654	BEN CHADD	DISTRICT LAWN SPRAYING	4,350.00
Non-Payroll Total:					\$66,052.06
Payroll Total:					\$0.00
Report Total:					\$66,052.06

Purchase Order Register

Options: Year: 2016-2017, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2016 - 6/30/2017, PO Range: 34 - 34

PO No	Date	Vendor No	Vendor	Description	Amount
34	01/09/2017	43875	JULIE EWART	MEAL REFUND/MOVED	25.00
Non-Payroll Total:					\$25.00
Payroll Total:					\$0.00
Report Total:					\$25.00

Purchase Order Register

Options: Year: 2016-2017, Fund: CASUALTY/FLOOD INS. RECOVERY, Date Range: 7/1/2016 - 6/30/2017, PO Range: 3 - 3

PO No	Date	Vendor No	Vendor	Description	Amount
3	01/25/2017	42077	DESHILDS TRUCK SERVICE, INC.	BUS REPAIRS/TRANSPORTATION	5,147.76
Non-Payroll Total:					\$5,147.76
Payroll Total:					\$0.00
Report Total:					\$5,147.76

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 1/6/2017 - 2/7/2017, PO Range: 1 - 593, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
106	07/01/2016	12936	OKLA. ASSOC. FOR PUPIL TRANS.	BLANKET FOR DRIVERS ONLINE TRAINING	100.00
		018-2740-530-000-0000-000-070		07/01/2016 01/24/2017	-90.00
		018-2740-530-000-0000-000-070		01/24/2017	90.00
		018-2740-530-000-0000-000-070		01/24/2017	100.00
118	07/01/2016	10129	AUTO PARTS & MACHINE	BLANKET FOR PARTS AND SUPPLIES FOR 20106-17	38.25
		018-2740-612-000-0000-000-000		07/01/2016 01/24/2017	-132.26
		018-2740-612-000-0000-000-000		01/24/2017	170.51
173	07/13/2016	12686	MIDWEST PUBLISHING CO.	PRINTING FOR 2016-17/HS	400.00
		101-2530-550-000-0000-000-705		07/13/2016 01/31/2017	-224.00
		101-2530-550-000-0000-000-705		01/31/2017	219.35
		101-2530-550-000-0000-000-705		01/31/2017	404.65
419	09/20/2016	14207	WALMART COMMUNITY	\$100.00/J. WILLIAMSON/FOGARTY	-0.05
		034-1000-619-100-1050-000-110		12/21/2016 01/09/2017	-0.05
446	09/30/2016	40123	SUMMIT TRUCK GROUP	BLANKET FOR PARTS/TRANSPORTATION	-293.75
		018-2740-612-000-0000-000-070		09/30/2016 01/24/2017	-293.75
490	10/12/2016	43510	HOOTEN OIL COMPANY, INC	SUPPLIES/TRANSPORTATION	-123.28
		018-2740-612-000-0000-000-070		10/12/2016 01/24/2017	-123.28
554	11/18/2016	43856	TULSA EMERGENCY MEDICAL CTR, INC.	DOT TESTING POST ACCIDENT	-8.00
		018-2574-330-000-0000-000-070		11/18/2016 01/31/2017	-8.00
556	11/28/2016	14207	WALMART COMMUNITY	\$100.00/A. McCOY/GUES	-22.34
		034-1000-619-100-1050-000-125		11/28/2016 01/25/2017	-22.34
558	11/28/2016	12447	MARDEL, INC.	\$100.00/L. BENHAM/GUES	-2.10
		034-1000-619-239-1050-000-125		11/28/2016 01/09/2017	-2.10
564	11/29/2016	12447	MARDEL, INC.	\$100.00/J. STEVENSON/HS	-0.07
		034-1000-619-239-1060-000-705		11/29/2016 01/09/2017	-0.07
585	12/02/2016	41419	HANDWRITING WITHOUT TEARS	SUPPLIES/SPECIAL ED/GUES	-7.50
		621-1000-653-239-1050-000-125		12/02/2016 01/10/2017	-7.50
592	12/05/2016	12910	OFFICE DEPOT, INC.	SUPPLIES/TECH ENG/DARCY/JH	-9.76
		412-1000-681-317-8700-000-610		12/05/2016 01/31/2017	-9.76
593	12/05/2016	12682	MIDWEST BUS SALES, INC.	BUS CAMERAS/TRANSPORTATION	333.75
		018-2740-653-000-0000-000-000		12/05/2016 01/25/2017	-4,567.50
		018-2740-653-000-0000-000-000		01/25/2017	4,901.25

Non-Payroll Total: \$405.15
Payroll Total: \$0.00
Report Total: \$405.15

Project Totals

018	TRANSPORTATION	46.97
034	\$100.00 TEACHER SUPPLIES	-24.56
101	HS ADMINISTRATION	400.00
412	VOC.PROG.INCENTIVE GRANTS	-9.76
621	FLOW THRU P.L. 105-17 IDEA PTB	-7.50

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 1/6/2017 - 2/7/2017, PO Range: 1 - 593, Include Negative Changes: True

Unit Totals		
000	ALLOCATIONS	372.00
070	TRANSPORTATION	-325.03
110	FOGARTY	-0.05
125	GUES	-31.94
610	JR. HIGH	-9.76
705	HIGH SCHOOL	399.93

Change Order Listing

Options: Fund: Building, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 1/6/2017 - 2/7/2017, PO Range: 1 - 170, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
29	07/01/2016	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT SUPPLIES	1,289.63	
				DISTRICT SUPPLIES		
		013-2620-618-000-0000-000-050		07/01/2016	01/11/2017	-1,037.41
		013-2620-618-000-0000-000-050		01/11/2017		2,327.04
38	07/01/2016	41794	CARRIER CORPORATION	DISTRICT HVAC CONTROLS REPAIRS	1,015.00	
				DISTRICT HVAC CONTROLS REPAIRS		
		013-2620-430-000-0000-000-050		07/01/2016	02/02/2017	-645.00
		013-2620-430-000-0000-000-050		07/01/2016	02/02/2017	-1,355.00
		013-2620-430-000-0000-000-110		02/02/2017		2,370.00
		013-2620-430-000-0000-000-610		02/02/2017		645.00
43	07/01/2016	16654	BEN CHADD	DISTRICT SPRAYING	-650.00	
				DISTRICT LAWN SPRAYING		
		013-2630-426-000-0000-000-050		07/01/2016	02/07/2017	-650.00
74	08/09/2016	43639	KONE, INC	ELEVATOR REPAIRS/CENTRAL	24.50	
				ELEVATOR REPAIRS		
		013-2640-430-000-0000-000-130		08/09/2016	01/26/2017	-535.23
		013-2640-430-000-0000-000-130		01/26/2017		559.73
88	08/30/2016	14288	WINSUPPLY OF OKLAHOMA CITY	DISTRICT PLUMBING SUPPLIES	-321.28	
				DISTRICT PLUMBING SUPPLIES		
		013-2620-618-000-0000-000-050		08/30/2016	01/20/2017	-92.90
		013-2620-618-000-0000-000-050		12/08/2016	01/20/2017	-114.19
		013-2620-618-000-0000-000-050		12/08/2016	01/20/2017	-114.19
112	10/19/2016	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS	-185.44	
				DISTRICT ELECTRICAL REPAIRS		
		013-2620-618-000-0000-000-050		11/14/2016	01/09/2017	-185.44
117	10/28/2016	15969	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	283.84	
				DISTRICT CUSTODIAL SUPPLIES		
		013-2620-618-000-0000-000-050		10/28/2016	01/26/2017	-626.42
		013-2620-618-000-0000-000-050		01/26/2017		910.26
128	11/10/2016	43554	ROBERTS DISPOSAL SERVICES, INC	40YD DUMPSTER FOR TRANS	-260.00	
				40YD DUMPSTER FOR TRANSPORTATION		
		013-2620-440-000-0000-000-070		11/10/2016	01/11/2017	-260.00
134	11/15/2016	43798	DENSE MECHANICAL	DISTRICT HVAC REPAIRS	60.25	
				DISTRICT HVAC REPAIRS		
		013-2640-618-000-0000-000-050		11/15/2016	01/11/2017	-879.75
		013-2640-618-000-0000-000-050		01/11/2017		940.00
144	11/28/2016	11626	HOME DEPOT/GEFC	WHIRLPOOL DRYER/CN/GUES	4.00	
				WHIRLPOOL HEAVY DUTY SERIES 7.4 CU FT. COMMERCIAL DRYER/WHITEMODEL #CEM2793BQ		
		033-3140-651-700-0000-000-125		11/28/2016	01/10/2017	-585.00
		033-3140-651-700-0000-000-125		01/10/2017		589.00
151	12/02/2016	41794	CARRIER CORPORATION	HVAC CONTROLS REPAIRS/JH	1,188.03	
				HVAC CONTROLS REPAIRS AND SERVICE		
		013-2640-430-000-0000-000-610		12/02/2016	02/02/2017	-2,000.00
		013-2640-430-000-0000-000-610		02/02/2017		3,188.03
156	12/09/2016	42004	ROBERT BROOKE & ASSOCIATES	DISTRICT SUPPLEIS/MAINTENANCE	-39.63	
				DOOR STOPS AND RUBBER SHOES		
		013-2620-618-000-0000-000-050		12/09/2016	01/10/2017	-39.63
157	12/09/2016	15994	AMAZON CAPITAL SERVICES	SUPPLIES/MAINTENANCE	-1.20	
				NUMAX FINISH NAILER AND ONE BOX FINISH NAILS FOR MAINT DEPT		
		013-2650-618-000-0000-000-002		12/09/2016	01/10/2017	-1.20
161	12/14/2016	43749	TREAT'S SOLUTIONS, LLC	BLANKET FOR CUSTODIAL SUPPLIES	644.52	
				BLANKET FOR DISTRICT CUSTODIAL SUPPLIES		
		013-2620-618-000-0000-000-050		12/14/2016	01/20/2017	-6,014.20
		013-2620-618-000-0000-000-050		01/20/2017		6,658.72
162	12/14/2016	41794	CARRIER CORPORATION	DISTRICT HVAC REPAIRS	669.93	
				DISTRICT HVAC REPAIRS		
		013-2640-430-000-0000-000-050		12/14/2016	02/02/2017	-2,867.43
		013-2640-430-000-0000-000-050		12/14/2016	02/02/2017	-132.57
		013-2640-430-000-0000-000-610		02/02/2017		802.50

Change Order Listing

Options: Fund: Building, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 1/6/2017 - 2/7/2017, PO Range: 1 - 170, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
		013-2640-430-000-0000-000-610		02/02/2017	2,867.43
163	12/15/2016	11626	HOME DEPOT/GEFCF	HAND TRUCKS AND HEATERS	19.97
		013-2620-618-000-0000-000-002		12/15/2016	-377.77
		013-2620-618-000-0000-000-002		01/10/2017	397.74
170	12/21/2016	41794	CARRIER CORPORATION	DISTRICT HVAC REPAIRS AND SERVICE	3,273.68
		013-2640-430-000-0000-000-050		12/21/2016	-4,000.00
		013-2640-430-000-0000-000-110		02/02/2017	7,273.68

Non-Payroll Total:	\$7,015.80
Payroll Total:	\$0.00
Report Total:	\$7,015.80

Project Totals

013	MAINTENANCE/CUSTODIAL	7,011.80
033	LOCAL CN	4.00

Unit Totals

002	MAINTENANCE	18.77
050	DISTRICT WIDE	-7,918.11
070	TRANSPORTATION	-260.00
110	FOGARTY	9,643.68
125	GUES	4.00
130	CENTRAL	24.50
610	JR. HIGH	5,502.96

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
1/31/2017

GENERAL LEDGER ACCOUNT

BANK RECONCILIATION

Balance (1/01/17) \$579,422.06

Balance per bank statement \$576,870.45
as of (1/31/17)

Add Receipts \$52,141.50

Add Deposits in Transit \$ 917.99

Less Checks Written \$ 71,454.07

less O/S Checks \$, 17,678.95

Adjustments \$

*Adjustments \$
Bank correction \$

Balance per Ledger \$560,109.49

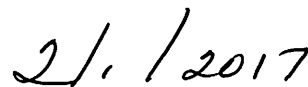
Balance per Ledger \$560,109.49

Adjustment/Correction explanations:

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



Activity Fund Clerk



Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2017 - 1/31/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$303.01	\$0.00	\$0.00	\$119.86	\$183.15	\$0.00	\$183.15
802 CENTRAL ACTIVITY	\$16,939.25	\$557.10	\$0.00	\$3,859.66	\$13,636.69	\$1,859.94	\$11,776.75
803 CENTRAL PTO	\$7,549.44	\$548.22	\$0.00	\$1,031.82	\$7,065.84	\$725.00	\$6,340.84
804 COTTERAL PTO	\$7,795.60	\$1,951.75	\$0.00	\$3,463.01	\$6,284.34	\$550.00	\$5,734.34
805 COTTERAL ACTIVITY	\$19,134.41	\$13.00	\$0.00	\$1,501.64	\$17,645.77	\$3,138.49	\$14,507.28
806 COTTERAL FACULTY	\$519.06	\$0.00	\$0.00	\$0.00	\$519.06	\$0.00	\$519.06
808 FOGARTY PARENTS ORG.	\$13,486.59	\$867.95	\$0.00	\$529.14	\$13,825.40	\$2,474.86	\$11,350.54
809 FOGARTY ACTIVITY	\$17,704.61	\$805.00	(\$2,502.37)	\$1,868.17	\$14,139.07	\$3,346.42	\$10,792.65
810 FOGARTY FACULTY	\$401.17	\$56.15	\$0.00	\$0.00	\$457.32	\$0.00	\$457.32
811 Elem Snack Grant	\$0.00	\$0.00	\$2,502.37	\$242.16	\$2,260.21	\$0.00	\$2,260.21
812 GUES ACTIVITY	\$33,590.63	\$5,235.95	\$0.00	\$4,185.27	\$34,641.31	\$10,038.42	\$24,602.89
813 GUES FACULTY	\$1,469.31	\$107.75	\$0.00	\$312.28	\$1,264.78	\$555.00	\$709.78
815 GUES PARENTS ORG.	\$21,811.50	\$853.19	\$0.00	\$1,188.33	\$21,476.36	\$4,701.39	\$16,774.97
816 GHS SPECIAL KIDS	\$496.37	\$0.00	\$0.00	\$158.15	\$338.22	\$0.00	\$338.22
817 ART JUNIOR HIGH	\$309.56	\$0.00	\$0.00	\$0.00	\$309.56	\$0.00	\$309.56
818 JH BUILDERS CLUB	\$388.54	\$44.00	\$0.00	\$0.00	\$432.54	\$0.00	\$432.54
819 ATHLETICS JUNIOR HIGH	\$12,367.17	\$4,815.05	\$0.00	\$3,066.99	\$14,115.23	\$10,382.88	\$3,732.35
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	\$1,922.84	\$0.00	\$0.00	\$0.00	\$1,922.84	\$70.00	\$1,852.84
822 HONOR SOCIETY JR HIGH	\$1,978.10	\$0.00	\$0.00	\$0.00	\$1,978.10	\$571.00	\$1,407.10
823 JR HIGH ACCOUNT	\$7,118.64	\$0.00	\$0.00	\$4,473.30	\$2,645.34	\$101.50	\$2,543.84
824 JR HIGH FACULTY	\$1,233.88	\$191.50	\$0.00	\$271.39	\$1,153.99	\$75.00	\$1,078.99
825 LIBRARY JR HIGH	\$2,913.95	\$0.00	\$0.00	\$99.06	\$2,814.89	\$93.50	\$2,721.39
826 LEARN 2 LOVE	\$5,286.37	\$642.24	\$0.00	\$1,228.50	\$4,700.11	\$0.00	\$4,700.11
827 CHEERLEADERS JR HIGH	\$5,547.16	\$0.00	\$0.00	\$0.00	\$5,547.16	\$0.00	\$5,547.16
830 STUCO JH	\$4,755.32	\$552.00	\$0.00	\$210.61	\$5,096.71	\$597.00	\$4,499.71
831 T.S.A. JR HIGH	\$1,870.45	\$0.00	\$0.00	\$0.00	\$1,870.45	\$0.00	\$1,870.45
832 YEARBOOK JR HIGH	\$255.87	\$0.00	\$0.00	\$0.00	\$255.87	\$0.00	\$255.87
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
850 ACADEMIC TEAM HS	\$200.10	\$0.00	\$0.00	\$0.00	\$200.10	\$100.00	\$100.10
851 ART CLUB HS	\$7,229.72	\$100.00	\$0.00	\$337.60	\$6,992.12	\$708.25	\$6,283.87
852 ATHLETICS HS	\$77,614.45	\$5,749.06	\$0.00	\$9,950.00	\$73,413.51	\$55,429.47	\$17,984.04
853 HS CHEER	\$3,165.75	\$0.00	\$0.00	\$55.68	\$3,110.07	\$196.00	\$2,914.07
854 FOOTBALL CAMP	\$702.25	\$0.00	\$0.00	\$0.00	\$702.25	\$0.00	\$702.25
855 TENNIS HS	\$19,461.46	\$2,135.00	\$0.00	\$0.00	\$21,596.46	\$3,916.00	\$17,680.46
856 GHS LIBRARY	\$1,681.54	\$0.00	\$0.00	\$0.00	\$1,681.54	\$46.18	\$1,635.36
857 YOUTH & GOVERNMENT HS	\$51.94	\$0.00	\$0.00	\$0.00	\$51.94	\$0.00	\$51.94
858 GHS LINK CREW	\$66.99	\$0.00	\$0.00	\$0.00	\$66.99	\$0.00	\$66.99
859 BAND (OPERATING) HS	\$12,088.41	\$423.00	\$0.00	\$7,378.57	\$5,132.84	\$11,611.66	(\$6,478.82)
861 CLASS OF 2017 HS	\$7,082.85	\$0.00	\$0.00	\$0.00	\$7,082.85	\$0.00	\$7,082.85
862 CLASS OF 2018 HS	\$7,350.68	\$0.00	\$0.00	\$0.00	\$7,350.68	\$950.00	\$6,400.68
863 CLASS OF 2019 HS	\$4,424.62	\$0.00	\$0.00	\$0.00	\$4,424.62	\$0.00	\$4,424.62
864 GHS ALUMNI ACCOUNT	\$2,499.32	\$0.00	\$0.00	\$0.00	\$2,499.32	\$0.00	\$2,499.32
869 ENGLISH CLUB	\$1,529.68	\$0.00	\$0.00	\$0.00	\$1,529.68	\$0.00	\$1,529.68
870 HS FACULTY/COURTESY ACCOUNT	\$2,249.62	\$35.15	\$0.00	\$571.77	\$1,713.00	\$472.00	\$1,241.00
871 HS STUDENT PANTRY	\$3,193.05	\$150.00	\$0.00	\$0.00	\$3,343.05	\$2,624.63	\$718.42
872 CLASS OF 2020	\$870.35	\$0.00	\$0.00	\$0.00	\$870.35	\$0.00	\$870.35
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
876 FFA 4H BOOSTER CLUB HS	\$67,366.04	\$850.00	\$0.00	\$4,396.03	\$63,820.01	\$6,177.91	\$57,642.10
877 FFA HS	\$19,841.11	\$5,047.80	\$0.00	\$3,374.72	\$21,514.19	\$16,257.89	\$5,256.30
878 FCCLA (FHA) HS	\$790.27	\$45.00	\$0.00	\$145.22	\$690.05	\$194.00	\$496.05
879 FOREIGN LANGUAGE SPAN HS	\$2,506.79	\$0.00	\$0.00	\$0.00	\$2,506.79	\$0.00	\$2,506.79
882 GUTHRIE RUNNING CLUB HS	\$5,323.39	\$2,210.00	\$0.00	\$1,323.36	\$6,210.03	\$492.00	\$5,718.03
883 HERITAGE CLUB HS	\$1,243.77	\$240.00	\$0.00	\$0.00	\$1,483.77	\$464.00	\$1,019.77

Guthrie Public Schools
Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2017 - 1/31/2017

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
884 HIGH SCHOOL ACCOUNT	\$16,259.79	\$932.74	\$0.00	\$351.22	\$16,841.31	\$1,559.23	\$15,282.08
886 HONOR SOCIETY HS	\$1,253.29	\$0.00	\$0.00	\$0.00	\$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	\$540.67	\$0.00	\$0.00	\$0.00	\$540.67	\$0.00	\$540.67
892 MATH OF FINANCE	\$18.18	\$3.00	\$0.00	\$0.00	\$21.18	\$0.00	\$21.18
893 MU ALPHA THETA HS	\$770.21	\$45.00	\$0.00	\$135.00	\$680.21	\$0.00	\$680.21
895 JROTC HS	\$5,690.78	\$360.00	\$0.00	\$50.00	\$6,000.78	\$150.00	\$5,850.78
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$1,902.49	\$1,171.01	\$0.00	\$0.00	\$3,073.50	\$1,670.95	\$1,402.55
898 SCIENCE CLUB HS	\$7,840.12	\$0.00	\$0.00	\$86.84	\$7,753.28	\$1,270.14	\$6,483.14
899 STUDENT COUNCIL HS	\$13,154.22	\$600.00	\$0.00	\$5,616.84	\$8,137.38	\$2,864.00	\$5,273.38
900 CAMPUS BEAUTIFICATION HS	\$8,906.39	\$195.00	\$0.00	\$105.00	\$8,996.39	\$2,019.71	\$6,976.68
902 VOCAL HS	\$2,911.11	\$25.00	\$0.00	\$509.66	\$2,426.45	\$4,136.32	(\$1,709.87)
904 YEARBOOK HS	\$13,571.67	\$1,909.11	\$0.00	\$114.00	\$15,366.78	\$508.00	\$14,858.78
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$1,790.94	\$0.00	\$0.00	\$0.00	\$1,790.94	\$0.00	\$1,790.94
911 FFA BUILDING FUND	\$9,839.83	\$100.00	\$0.00	\$1,776.00	\$8,163.83	\$2,352.50	\$5,811.33
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,344.56	\$0.00	\$0.00	\$38.92	\$1,305.64	\$458.00	\$847.64
921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
922 COURTESY COMMITTEE ADMIN	\$313.87	\$0.00	\$0.00	\$0.00	\$313.87	\$290.00	\$23.87
925 GENERAL FUND REFUND	\$6,976.18	\$250.56	\$0.00	\$0.00	\$7,226.74	\$0.00	\$7,226.74
927 HALL OF FAME BANQUET	\$998.67	\$0.00	\$0.00	\$170.00	\$828.67	\$0.00	\$828.67
929 SPECIAL OLYMPICS	\$25,311.75	\$5,000.00	\$0.00	\$0.00	\$30,311.75	\$1,445.00	\$28,866.75
930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
932 SUMMER SCHOOL HS	\$1,525.00	\$0.00	\$0.00	\$0.00	\$1,525.00	\$0.00	\$1,525.00
933 FAVER C&C	\$86.13	\$0.00	\$0.00	\$0.00	\$86.13	\$0.00	\$86.13
934 TRANSPORTATION C&C	\$4,383.36	\$615.23	\$0.00	\$850.58	\$4,148.01	\$1,544.38	\$2,603.63
935 VENDING MACHINE ADMIN	\$454.14	\$76.56	\$0.00	\$14.94	\$515.76	\$530.60	(\$14.84)
936 GUES HONOR CHOIR	\$623.91	\$0.00	\$0.00	\$50.00	\$573.91	\$1,750.00	(\$1,176.09)
937 FAVER ACTIVITY	\$450.21	\$127.00	\$0.00	\$70.15	\$507.06	\$0.00	\$507.06
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$11,602.59	\$511.23	\$0.00	\$172.93	\$11,940.89	\$1,183.38	\$10,757.51
942 C.N. CLEARING ACCT	\$778.00	\$5,994.20	\$0.00	\$5,999.70	\$772.50	\$4,778.30	(\$4,005.80)
Total	\$579,422.06	\$52,141.50	\$0.00	\$71,454.07	\$560,109.49	\$167,430.90	\$392,678.59



COMMUNITYCHURCH

512 East Seward Road
P.O. Box 1413
Guthrie, OK 73044
(405) 282-1230
Info@CommunityChurch.tv

01/24/2017

Dear Guthrie School Board,

My name is Jeffrey Mathews and I am Director of Student Ministries at Community Church located at 512 E. Seward Rd., Guthrie Oklahoma. Our student ministry is attending camp at Falls Creek this year in Davis Oklahoma and we would like to request **2 buses with drivers** for transportation from our church to Davis on the morning of July 3rd, 2017 and returning from Davis to our church on the morning of July 8th, 2017.

Thank You,

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



SPORTS FIELD USE AGREEMENT

THIS USE AGREEMENT (the "Agreement") is made and entered into this 2nd day of February, 2017 by and between the City of Guthrie, Oklahoma, a Municipal Corporation hereinafter known as the "LESSOR", and Guthrie Public Schools, an unincorporated association, hereinafter known as the "LESSEE".

WITNESSETH:

1. PREMISES:

(a) That the LESSOR in consideration of the obligation of LESSEE to pay rent as herein provided, and in consideration of the other terms, provisions and covenants hereby leases from the LESSOR, the ball playing fields and practice fields which are collectively and commonly known as Kiwanis Field, Guthrie, Logan County, State of Oklahoma, more particularly described in "Exhibit A" attached hereto, and together with the other improvements situated or to be situated upon said premises, (the said real property, building and improvements being hereinafter referred to as the "Premises").

(b) LESSOR reserves the right of ingress and egress in, to, on, or over and across the Premises to inspect the condition of the Premises in a manner that will cause the least disruption to LESSEE'S quite enjoyment of the Premises.

1/10/2014

TO HAVE AND TO HOLD the same for a term commencing on the 1st day of February 20 17 (the "Commencement Date"), and ending on the 30st day of April, 2017, subject to termination as provided herein (the "Lease Term").

2. RENT: LESSEE will pay rent in the amount of \$100 or provide improvements equivalent to or exceeding \$100 in value. Keys shall be checked out to the LESSEE who may distribute as needed; however, keys are not be copied, and all keys must be returned at the end of the contract. If additional keys are needed, LESSOR will provide. ("Exhibit B" Key Distribution Sheet)

3. PURPOSE AND USE: The Premises shall be used for playing Baseball, practicing Baseball, conducting Baseball games, concession stand sales and related incidental purposes including fundraisers to directly benefit LESSEE, and for no other purpose, except such as shall be from time to time permitted in writing by the LESSOR. LESSEE shall comply with all governmental laws, ordinances, regulations applicable to the uses of the Premises, and shall promptly comply with all governmental orders and directives for the correction, prevention and abatement of nuisances in or upon or in connection with the Premises, all at LESSEE'S sole expense. All existing locks, gates, doors, etc. should remain intact (will not be cut, taken down or otherwise altered. LESSEE will not permit the Premises to be used for any purpose that would render the insurance thereon void or the insurance risk more hazardous, or which would increase the cost of insurance coverage with respect to the Premises. LESSEE shall provide activities to benefit City of Guthrie residents, within age groups designated by the LESSEE and LESSEE shall not engage in any discriminatory uses of the Premises on the basis of race, creed, color, sex, national origin, religion, or handicap. LESSEE shall control all scheduling of all games and practices upon the Premises and shall provide supervision of the concession stand and restrooms at all times by adults.

4. LESSOR PROVISIONS: LESSOR agrees to perform bi-weekly mowing and trimming of the premises from February to April. A mowing schedule, "Exhibit C"

will be provided to the LESSEE. If additional mowing is desired by LESSEE, LESSEE will be responsible.

The LESSOR agrees to replace lamps (light bulbs) for the field lights, provide the electricity, perform fence repairs, maintain the parking area, and provide water and a dumpster for trash service at no additional charge.

5. ALTERATION: LESSEE shall not make any alterations, improvements, changes or additions made in or to such Premises without written consent of LESSOR through the Municipal Services Director.

6. INSURANCE: LESSEE shall, at its own expense, keep in effect during the term of this Agreement the following general liability insurance in standard form policies with an insurance company or companies authorized to do business in Oklahoma and provide proof of insurance as "Exhibit D":

Comprehensive public liability insurance in the amount of at least One Hundred Thousand (\$100,000.00) Dollars to any one claimant for a claim arising out of a single act, occurrence or accident; and One Million Dollars (\$1,000,000.00) for any claims arising out of a single act, occurrence or accident.

The aforesaid insurance shall protect the LESSOR and THE CITY OF GUTHRIE from all liability, judgments, claims, damages, causes of action, loss, cost and expenses arising from or related to LESSEE'S use of the Premises, excluding participants who will not be covered during actual participation in practice, game or event.

7. LIABILITY: LESSOR shall not be liable to LESSEE or LESSEE'S members, officers, employees, agents, patrons, invitees, players, coaches, umpires, referees, league officials, visiting players, volunteer workers, concession workers, spectators or visitors, or to any other person whomsoever, for any injury to person or damage to property on or about the Premises, caused by the negligence or misconduct of LESSEE, or caused by the buildings and improvements located on the Premises, or due to any cause whatsoever, and LESSEE agrees to indemnify The City of Guthrie, its council-members, officers, agents, officials and employees

1/10/2014

and the LESSOR, its employees, officials, officers, council-members and agents and hold them and each of them harmless from any and all loss, cost, demands, expense, suits, actions, judgments, liability, damages, charges, causes of action of claims, including attorney's fees, arising out of or related to any such damage of whatsoever kind or nature or injury; except injury to persons or damage to property, the sole cause of which is gross negligence of Lessor.

8. **HOLDING OVER:** If any property not belonging to LESSOR remains on the Premises after the expiration or earlier termination of the term of this Lease, LESSEE hereby authorizes LESSOR to dispose of such property in such manner as LESSOR may desire, without liability to LESSEE. In the event that such property is the property of someone other than LESSEE, LESSEE agrees to indemnify and hold LESSOR harmless from all suits, actions, liability, loss, damages, and expenses in connection with or incidental to any removal, exercise of dominion over and/or disposition of such property by LESSOR.

9. **NO WASTE OR DAMAGE:** LESSEE shall not commit any waste upon or do any damage to the Premises. LESSEE shall not use or permit the use of the Premises for any unlawful purpose or in violation of the City of Guthrie zoning laws. LESSEE shall not permit any rubbish, refuse, or garbage to accumulate or create a fire hazard in or about the Premises. In connection with its occupancy of the Premises, LESSEE shall not use the demised Premises in violation of any laws, ordinances, regulations or orders of any duly constituted authorities of the City, State, or Federal government. No storage of goods or merchandise shall be permitted except within the leased Premises. LESSOR has the right to charge LESSEE (after giving written notice to LESSEE for any expense LESSOR may incur to enforce the provisions of this paragraph.)

10. **INDEMNIFICATION:** LESSEE agrees that it will protect the LESSOR and indemnify it against any and all penalties, damages, or charges imposed for any violation of any rules, regulations, statutes, laws or ordinances, occasioned by the neglect of LESSEE, and that LESSEE will, at all times, protect, indemnify, save, keep and hold harmless The City of Guthrie, its council-members, officers, agents, officials, and employees and the LESSOR, its employees, council-members, officials, officers, and agents against and from any and all loss, cost, charges,

1/10/2014

causes of action, damage, claims, suits, liability, judgments or expense, arising out of or from the fault or negligence of LESSEE causing injury to any person or damage to property and will protect, indemnify, save, keep and hold harmless the LESSOR against and from any failure by LESSEE in any respect to comply with and perform all the requirements and provisions of this Lease. Provided, however, that LESSEE shall not be required to indemnify LESSOR for any damage, injury, loss, or expense arising as the result of LESSOR'S gross negligence.

11. ASSIGNMENT AND SUBLETTING: LESSEE shall not assign, sublease or transfer this lease, nor any portion thereof, nor any interest herein without the prior written consent of LESSOR, as given by the City Manager, of the City of Guthrie, and a consent to assign shall not be deemed to be a consent to any subsequent assignment. Any such assignment, without such consent, shall be void, and shall, at the option of LESSOR terminate this lease. Neither this lease nor the leasehold estate of LESSEE hereunder in the demised premises, or any building or improvements thereon, shall be subject to involuntary assignment, transfer or sale, or to assignment, transfer, or sale by operation of law in any manner whatsoever, and such attempted involuntary assignment, transfer, or sale shall be void and of no effect and shall, at the option of LESSOR, terminate this Lease.

Upon the occurrence of an "event of default" as hereinafter defined, if the Premises are then assigned or sublet, LESSOR, in addition to any other remedies provided by law, may at its option, collect directly from assignee or subtenant all rents that become due to LESSEE under such assignment or sublease and apply hereunder, and no such collection shall be construed to constitute a novation or release of LESSEE from the further performance of LESSEE's obligations hereunder. LESSOR shall have the right to assign the rents under this Lease, or the lease itself.

12. EVENTS OF DEFAULT: The following events shall be deemed to be events of default under the Lease:

- (a) LESSEE shall fail to comply with rental provisions outlined in paragraph 2, or shall fail to pay for the insurance described in paragraph 6, or any reimbursement to LESSOR required herein, and such failure shall

continue for a period of fifteen (15) days from the date such installment or reimbursement was due.

- (b) LESSEE shall disband, become insolvent, or shall make transfer in fraud to creditors, or shall make an assignment for the benefit of creditors.
- (c) LESSEE shall file, or have filed against it, a petition, voluntary or involuntary, under any section or chapter of the Federal Bankruptcy Code, as amended, or under any similar law or statute of the United States or any state thereof, or LESSEE shall be adjudged bankrupt, a debtor in bankruptcy or insolvent in proceedings filed against LESSEE thereunder.
- (d) A receiver or trustee shall be appointed for all or substantially all of the assets of LESSEE and such appointment shall not be vacated within sixty (60) days thereafter.
- (e) LESSEE shall fail to comply with any term, provisions, or covenant of this Lease (other than the foregoing in this paragraph) and shall not cure such failure within fifteen (15) days after written notice thereof of LESSEE.
- (f) LESSEE shall fail to file any sales tax reports in a timely manner or fail to timely pay any sales tax receipts to the Oklahoma Tax Commission.

13. REMEDIES: Upon the occurrence of any such events of default as described in paragraph 11 hereof, LESSOR shall have the option to pursue any one or more of the following remedies without any notice or demand whatsoever:


- (a) Terminate this Lease and all rights of LESSEE hereunder, in which event LESSOR may recover from LESSEE the loss or damage which LESSOR may suffer as a result of termination of this Lease, including the expense of repossession, and any repairs or remodeling undertaken by LESSOR following repossession.

- (b) Declare any rental payments from the date of default until the end of this Lease to be immediately due and owing.
- (c) Enter upon and take possession of the Premises and expel or remove LESSEE and any other persons or property which may be occupying said Premises or any part thereof, by self-help, if necessary, without being liable for prosecution of any claim for damages therefore, and relet the Premises on such terms as LESSEE agrees to pay to LESSOR on demand for any deficiency that may arise by reason of such reletting.
- (d) Without terminating this Lease, terminate LESSEE's right to possession of the Premises.
- (e) Without terminating this Lease or the LESSEE's rights to possession hereunder, enforce all of its rights and remedies under this Lease, including the right to recover rent and other charges as they become due under the Lease.
- (f) LESSOR may perform for the account of LESSEE any term, covenant, or provision of the Lease that LESSEE has failed to perform.
- (g) Exercise any and all other remedies available to LESSOR at law or in equity, including, without limitation, injunctive relief of all varieties.

If LESSOR, at any time, is compelled to pay or elects to pay any sum of money to do any acts which would require the payment of any sum of money by reason of the failure of LESSEE to comply with any provision of this Lease, or if LESSOR is compelled to incur any expense, including reasonable attorney's fees, in instituting, securing, or defending any action or proceeding instituted by reason of any default of LESSEE hereunder, the sum or sums so paid by LESSOR with all interest, costs, and damages, shall be deemed to be additional rent hereunder and shall be due from LESSEE to LESSOR on the first day of the month following the incurring of such respective expenses.

Election of any of the foregoing remedies shall not preclude pursuit of any of the other remedies herein provided or any other remedies provided by law or in equity, nor shall pursuit of any remedy herein provided constitute a forfeiture or waiver of any rent due to LESSOR hereunder or of any damages accruing to LESSOR by reason of the violation of any of the terms, provisions and covenants herein contained. No act or thing done by the LESSOR or its agents during the term hereby granted shall be deemed a termination of this Lease or an acceptance of the surrender of the Premises, and no agreement to terminate this Lease or to accept a surrender of said Premises shall be valid unless in writing and signed by LESSOR. No waiver by LESSOR of any violation or breach of any of the terms, provisions, and covenants herein contained shall be deemed to constitute a waiver of any future default. Forbearance by LESSOR to enforce one or more of the remedies herein provided upon an event of default shall not be deemed or construed to constitute a waiver of such default.

IN WITNESS WHEREOF, this agreement was executed by the parties hereto on the date and year first above written.

 ATTEST: *K. B. [Signature]*
City Clerk

“LESSOR”
City of Guthrie

By: *Steve J. Gentling*

“LESSEE”

By: -----

ATTEST:

Secretary

1/10/2014

Note: Exhibit A: Property Description
Exhibit B: Key Distribution Sheet
Exhibit C: Mowing Schedule
Exhibit D: Proof of Insurance

Exhibit C

SPORTS FIELD MOWING SCHEDULE 2017

Rain may cause schedule to vary
by a day or two

2 WEEKS SCHEDULE MOWING, TRIMMING

LOCATION	DAY	MONTH AND DATE
COTTONWOOD FLATS	Mondays	April 3rd, 4th, 17th, 18th
	Tuesdays	May 1st, 2nd, 15th, 16th, 29th, 30th
		June 12th, 13th, 26th and 27th
		July 10th, 11th, 24th and 25th
		August 7th, 8th, 21st and 22nd
		September 4th, 5th, 18th and 19th
		October 2nd, 3rd, 16th, 17th
OWEN FIELD	Thursdays	April 6th and 20th
		May 4th and 18th
		June 1st, 15th and 29th
		July 13th and 27th
		August 10th and 24th
		September 7th and 21st
		October 5th and 19th
SOCCKER FIELDS	Wednesdays	April 5th and 19th
KIWANIS FIELD		May 3rd, 17th and 31st
		June 14th and 28th
		July 12th and 26th
		August 9th and 23rd
		September 6th and 20th
		October 4th and 18th

EXHIBIT B
KEY DISTRIBUTION SHEET

DATE: _____

ORGANIZATION: _____

FIELD: _____

KEYS TO: _____

NO. OF KEYS OR SETS: _____

RESPONSIBLE PARTY:

NAME

ADDRESS

PHONE NO.

EXHIBIT A

**KIWANIS FIELD
701 N. PINE ST.**

LEGAL DESCRIPTION

6 ACRES MOL

LEGAL: 02W1 16N 08 NE

N $\frac{1}{4}$ of the N $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 9, T 16N, R2W

EXHIBIT D
PROOF OF INSURANCE

CUSTOMER AGREEMENT

This Customer Agreement is entered into by Forecast 5 Analytics, Inc., a Delaware corporation ("Forecast5"), and Customer (named below), and will commence on the Effective Date indicated below.

FORECAST5 Service	Service Description	Price	Discount	Total Cost
4001001	5Sight - License Agreement (3 Users)	\$5,000.00	\$500.00	\$4,500.00
			FY17- FY18 Bill upon receipt of signed agreement.	\$4,500.00
			Total Amount Due:	\$4,500.00

The above Services are provided pursuant to the Forecast5 Terms of Service (available at www.forecast5analytics.com/about/termsofservice), which are incorporated herein by this reference. Customer and Forecast5 may from time to time agree upon additional Services pursuant to a mutually agreed Work Order. All subscriptions (even if purchased after your Effective Date, such as Additional User subscriptions) will be coterminal and end on the applicable anniversary of your Effective Date.

Customer acknowledges and agrees that if it provides access to the Services to another governmental unit or other third party, or uses the Services for the benefit of any such party, then it will be liable for, among other things, additional subscription fees for each such party at the applicable Forecast5 prices.

5Cast Advisor Package includes up to 15 hours of service. Specific services within the Advisor Package include data collection, webinars with district administration, assistance with establishing a base model scenario, interactive scenario analysis and modeling, periodic updates of assumptions, budget review and assistance, presentation development. Additional hours beyond the standard 15-hour Advisor Package will be itemized at \$250 per hour pursuant to a mutually agreed Work Order. If travel is required as part of the services, Customer agrees to reimburse Forecast5 for applicable expenses (i.e. airfare, hotel, rental vehicle, etc.). At the request of the Customer, Forecast5 may provide opinions or representations with respect to the financial feasibility and/or fiscal prudence of assumptions and/or projections that Customer may select for inclusion in 5Cast financial projections, provided, however, that it is understood that the Customer is solely responsible for the decision and any associated risk of incorporating any particular assumption in its financial plan. Additionally, Forecast5 duties and responsibilities do not include giving any opinion or advice regarding the issuance of debt instruments.

It is understood and agreed by and between the parties that it is the intent of the parties that the term of this agreement is for 17-months; provided, however, that the parties understand and agree that under the terms and statutes of the State of Oklahoma, the fiscal limitation requires that the agreement is for a twelve (12) month period beginning on July 1, 2017 and ending June 30, 2019, with provisions, however, that the agreement is subject to renewal by mutual ratification on or before the 1st of July of each of the succeeding years. In the event of the mutual ratification each year by the parties, then the agreement shall expire in 2019. This agreement is made and entered into the day and year 02-06-2017.


EXPIRATION DATE: June 30, 2018 (All subscriptions are for periods of 1 year, unless indicated otherwise).

Please see the following page for the signature line.

Customer: Guthrie Public Schools (OK)

FORECAST 5 ANALYTICS, INC.

Signature: _____

Signature:  _____

Name: _____

Name: Michael R. English

Title: _____

Title: CEO

802 East Vilas Ave.
Guthrie, OK 73044

2135 CityGate Lane, 7th Floor
Naperville, Illinois 60563

HOW Successful EDUCATIONAL LEADERS use data analytics



SUPERINTENDENT

- Empowers the organization with leadership & resources to collect, examine, & analyze information critical to the District's success & growth
- Resources include staffing, scheduled time, professional development & opportunities for collaboration within the organization



ACADEMIC PERFORMANCE

- Uses analytics to assess the organizational performance & trends related to student achievement
- Provides data-informed insights & direction that guide resources & investments
- Generates analytic views that incorporate a variety of data points in addition to standardized tests



BUSINESS MANAGEMENT

- Creates resources for the organization
- Focused on long term sustainability & growth of resources & programs that have high strategic value to the district
- Uses Key Performance Indicators & benchmarking as a tool to promote continual improvement
- Generates communication to stakeholders in a format that facilitates understanding and consensus



HUMAN RESOURCES

- Constantly evaluates the District's human assets & the organization's capacity to deliver critical components of the District's strategic plan
- Uses data & collaboration to understand the competitive market for salary & benefits for all organizational positions



FACILITIES AND OPERATIONS

- Evaluates cost effectiveness of facilities & services to students including food service and transportation
- Gathers & analyzes data related to facility management
- Develops long term strategies to maintain facilities in a way that maximizes student learning experiences



TRANSPORTATION

- Analyzes the costs on a per student or ridership basis
- Evaluates the cost structure of in-house vs. contracted services
- Identifies opportunities to increase route efficiency or expand service levels



SPECIAL EDUCATION

- Identifies service trends & related costs to plan for appropriate resources & assess long term budget implications for the District
- Uses technology & data to build & execute service plans that optimize student experiences & maximize organizational resources

BECOME
DATA
DRIVEN

COLLABORATE
USING
POWERFUL
ANALYTICS

DATA
ANALYTICS:
THE
ROADMAP
TO SUCCESS

FORECAST5[™]
ANALYTICS

PROVIDING SCHOOL DISTRICTS
THE RIGHT TOOLS TO MAKE INSIGHTFUL DECISIONS

GUTHRIE HIGH SCHOOL

200 Crooks Drive
Guthrie, Oklahoma 73044

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

"Home of Champions"

DR. MIKE SIMPSON
SUPERINTENDENT

CHRIS LEGRANDE
PRINCIPAL

BRET STONE
ASSISTANT PRINCIPAL

DUSTIN THROCKMORTON
ASSISTANT PRINCIPAL

JON CHAPPELL
ATHLETIC DIRECTOR

To: Dr. Simpson and Guthrie School Board

From: Chris LeGrande

Date: January 18, 2017

Re: Summer School Dates

Attached you will find the general information sheet for Driver's Education Summer School 2017 along with a student enrollment form.

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

June 5 – June 14

June 19 – June 28

July 10 – July 19

Driving schedule will be determined by the head Driver's Education instructor on an individual basis. The dates for the driving schedule will be from June 1, 2017 thru July 31, 2017.

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

Respectfully,



Chris LeGrande
Principal

**GUTHRIE HIGH SCHOOL
2017 SUMMER DRIVER'S EDUCATION
STUDENT ENROLLMENT FORM**

DEADLINE FOR ENROLLMENT IS May 16, 2017

CLASS DATES: JUNE 5-14 JUNE 19-28 JULY 10-19	Please list any dates you CANNOT attend! Ex. church camp, vacation, summer school, etc. _____ _____
--------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 1 THROUGH JULY 31

Please note any and all dates that you absolutely **CANNOT** attend.
 We will try to accommodate your schedule, if we know in **ADVANCE**.
 If you have any questions, please call (405)282-5906.

NAME _____
 (Full name as printed on birth certificate)

ADDRESS _____

DATE OF BIRTH _____ AGE _____ MALE _____ FEMALE _____
 (THE STUDENT **MUST** BE 15 BY JUNE 1)

PARENT/GUARDIAN _____ WORK PHONE _____

HOME PHONE _____ CELL PHONE _____

SCHOOL ATTENDED IN 2016-2017 _____

GRADE STUDENT WILL ENTER IN 2017-2018 _____

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

 (Out of District Students Only)

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

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

Refunds: There will be a 50% refund of fees for students withdrawing properly during the first week of class. No refund will be made for those withdrawing after the first week.

PARENT SIGNATURE _____

STUDENT SIGNATURE _____

FOR OFFICE USE ONLY: RECEIVED BIRTH CERTIFICATE _____
 DATE DEPOSIT PAID _____ DATE FULL PAYMENT MADE _____
 AMOUNT PAID _____ CHECK # _____ CASH _____ ONLINE PAYMENT _____
 BAL AMT PAID _____ CHECK # _____ CASH _____ ONLINE PAYMENT _____

**GENERAL INFORMATION - DRIVER'S EDUCATION
GUTHRIE HS SUMMER SCHOOL 2017**

SITE: GUTHRIE HIGH SCHOOL 200 CROOKS DRIVE GUTHRIE, OKLAHOMA 73044	CLASS DATES: 1ST SESSION ~ JUNE 5-14 2ND SESSION ~ JUNE 19-28 3RD SESSION ~ JULY 10-19
-----------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 1 THROUGH JULY 31.

<p>TUITION: GUTHRIE HIGH SCHOOL STUDENTS \$150 NON GHS STUDENTS \$175</p> <ul style="list-style-type: none"> • A \$50 non-refundable deposit is required with the application. • The remainder will be due the first day of class or scheduled driving time. • You may pay with Visa, Mastercard, Discover, Debit, or Electronic Check on the Guthrie Public School website at Payschool. (There is a convenience fee to use Payschool.) • Make all checks payable to: Guthrie Public Schools/Summer School • Students will not be permitted to participate in class or to continue to drive if they are not paid in full by the <u>end</u> of the <u>first week</u>.

ENROLLMENT:

Guthrie High School students should pick up an enrollment form in the MAIN OFFICE. **Deadline** for enrollment in Driver's Education will be May 16, 2017. Applications must be on time to allow for appropriate teacher planning. **A \$50 non-refundable deposit MUST accompany the enrollment form along with a copy of the student's birth certificate.** (If you pay online, we will have a copy of your payment at the High School.)

Non GHS students should obtain the Summer School Enrollment Form from Guthrie High School. The completed form, signed by your teacher, counselor, or principal, should be returned with the enrollment fee to Mrs. McPeek in the Main Office at Guthrie High School, 200 Crooks Drive, Guthrie, Oklahoma, 73044. This must be received by May 16, 2017.

Students residing in the Guthrie Public School District will have first priority. A birth certificate will be required for enrollment in Driver's Education. **THE STUDENT MUST BE 15 BY JUNE 1.** Driver's Education students must complete the class work and driving requirements set forth by the OKLAHOMA STATE DEPARTMENT OF EDUCATION. Driving time will be worked out with each student individually.

REFUNDS:

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

TRANSPORTATION:

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

RULES AND REGULATIONS:

Student will be held accountable for all policies and procedures in the Parent-Student Handbook- just as during the school year. The same attendance policies will also be in effect. If you miss more than 2 days of summer school, you may not receive credit for the class. Remember, missing one summer school day is like missing four regular school year days.



RECEIVED

JAN 09 2017

OFFICE OF THE SUPERINTENDENT
GUTHRIE PUBLIC SCHOOLS

Transmittal

Sent via USPS

Date:	1/5/2017	To:	DR. MIKE SIMPSON
Subject:	DONATION CERTIFICATE GUTHRIE SAFE ROUTES TO SCHOOLS PROJECT SRS-242E(039)ST, J31480(28)	Address:	GUTHRIE PUBLIC SCHOOLS 802 E. VILAS GUTHRIE, OK 73044
MECE No.:	216055	Reference:	

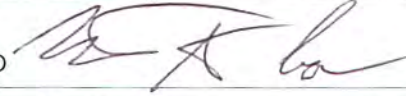
Enclosed are the following documents:

DESCRIPTION	NO. OF COPIES
Donation Certificate and Property Rights Brochure	1
<i>Copy of Proposed Easement</i>	1

COMMENTS

Dr. Simpson, enclosed is the Donation Certificate and Property Rights Brochure. Please sign the Donation Certificate and return the signed original copy to our office. I have enclosed a postage paid envelope to return the certificate.

I have sent the Easements that will have to be filed at the Courthouse to Guthrie's city attorney. After the Title Search is complete he will be in contact to execute and file the easement.

SIGNED 
Matthew A. Coe, P.E., P.H., CFM

cc: File 216055

PROJECT: SRS-242E(040)ST
COUNTY: Logan
PARCEL: Book 483 pg. 88
J/P: 31480(42)

DONATION CERTIFICATE

AGREE TO DONATE

I, the undersigned, hereby certify that I have received the Property Rights Brochure, have been fully informed of my rights to receive just compensation for the right-of-way upon my property and waive the appraisal process, but have elected to donate the right-of-way to City of Guthrie for this project.

Special Comments: _____

Matthew A. G. [Signature]

Agent

Owner

1/5/17

Date

Date

(Attach Property Rights Brochure)

PROPERTY RIGHTS BROCHURE

The Constitution of the United States and the Constitution of the State of Oklahoma insure that private property shall not be taken or damaged for public use without just compensation.

It is with these provisions in mind that the Oklahoma Department of Transportation (ODOT) (City) (County) pursues the acquisition of right-of-way. This brochure will provide you, the property owner, with general information as to this process. Your right-of-way agent will provide you with more additional specific information as it relates to you and your property.

APPRAISAL

Before the initiation of negotiations for the purchase of real property, an amount is established by (ODOT) (City) (County) which is reasonably believed to be just compensation for the value of the part taken and the damages to the remaining property, if any. In cases involving the purchase of real property by (ODOT) (City) (County) with a fair market value of \$10,000.00 or less, no approved appraisal report will be required. Generally however, real property is first appraised by a State licensed or certified appraiser, and the property owners or their designated representatives are given an opportunity to accompany the appraiser during the physical inspection of the property. The completed appraisal report is next reviewed by a separate review appraiser to ensure accuracy, completion, and the proper use and full compliance with recognized appraisal principles and standards. Finally, an authorized amount is established by (ODOT) (City) (County) based upon the appraisal review for presentation to the owners or their authorized agents.

NEGOTIATION

The right-of-way agent has given you a written offer letter of the amount established as just compensation for the property to be acquired with the amount for damages (if any) separately set out. The option to waive the appraisal process and donate your property to the State of Oklahoma (City) (County) is available to you if you so desire. The right-of-way agent has shown you the available plans for this project and has also explained to you the amount of property which will be required and what effect the acquisition will have on your remaining property, if any. Please keep in mind the right-of-way agent is not authorized to alter the amount established as just

compensation. No current abstract of your property will be requested or required from you; however, the right-of-way agent will periodically request that you confirm the current surface ownership regarding individual owners of record, liens, mortgages and tenants (if any). You are encouraged to advise the right-of-way agent when any actual or pending surface title changes occur.

ACCEPTANCE OF OFFER

If you agree to accept the offer, the right-of-way agent will prepare the deeds or easements, claim forms and other documents necessary to transfer ownership of the property. No formal closing is required, as you will simply be requested to execute and convey to the right-of-way agent the before mentioned documents. After these documents have been properly executed, they will be forwarded to ODOT's Oklahoma City office for processing and the issuance of a State warrant (check). After the required period for processing, which normally is 25 to 30 days, the check will be delivered to you. When your property is mortgaged, it is sometimes a longer check processing time due to the mortgagee agreeing to and processing a partial release or discharge of the mortgage. In the event the negotiation is on the basis of your retaining improvements and removing them from the right-of-way limits, a specific date will be established for you to remove the improvements. On those projects where the lead time permits, the Department may be able to lease the improvements and/or land to you on a month-to-month basis until such time as the right-of-way must be eventually cleared for utility relocations or construction.

EMINENT DOMAIN

Should you decline to accept the State's (City) (County) offer, or should the title to the property needed by the State be defective, it will be necessary for the State (City) (County) to exercise its power of eminent domain. The power to eminent domain is the power of the State (City) (County) to take private property for public use upon the payment of just compensation. The legal process by which the power of eminent domain is exercised is known as condemnation.

Condemnation proceedings are commenced by the filing of a Petition in the District Court for the county in which your land is situated. You will be

provided a copy of the Petition. The first step to be taken in condemnation proceedings is for the District Judge to appoint three unbiased disinterested freeholders, known as "commissioner", to decide the amount of compensation they think you should receive. The commissioners will be appointed at a hearing which will be held at the county courthouse, and you will be provided written notice at least ten (10) days prior to that hearing. Under the law, the District Judge has the authority to select all three of the commissioners. However, in some instances the District Judge asks the parties for suggestions as to whom to appoint. You have the right to attend the hearing, but you are not required to do so.

The three court-appointed commissioners then inspect the property and assess the amount of compensation that they believe the State (City) (County) should pay. The compensation awarded by the commissioners (known as the "commissioner's award") will include the value of the part of your tract actually taken, as well as any damages, if any, by way of reduction in value to the remaining portion of the tract which is not taken.

Any special and direct benefits to the part of the property not taken may be offset only against any injury (damage) to the property not taken. The commissioners will then file a written "Report of Commissioners" with the Court Clerk setting forth their findings.

Subsequent to the filing of the Report of Commissioners, the State (City) (County) will deposit the amount awarded by the commissioners with the Court Clerk. State law provides that upon such deposit the State (City) (County) acquires the right to take possession of the property. If you so desire, you may make application to the Court for disbursement of the commissioners' award to you (or at least that portion of the award to which you are entitled). The withdrawal of the commissioners' award in no way affects your right to pursue further legal actions, as detailed below.

If either party believes that there has been an error or omission in the Report of Commissioners, or if you wish to challenge the State's (City) (County) legal power to take your property, a written "exception" to the Report of Commissioners must be filed within thirty (30) days after the filing of the Report of Commissioners. The written exception must be filed with the Court Clerk. The Court may then confirm or reject the exception. If the Court confirms the exception, it may order a new appraisal. In that event, the State (City) (County) will have a continuing right of possession acquired via the first Report of Commissioners, unless and until the Court rules that the State (City) (County) does not have the power to condemn your

property. If either party desires to challenge only the amount awarded by the commissioners, it must do so by filing a Demand for Jury Trial within sixty (60) days after the filing of the Report of Commissioners. The written Demand for Jury Trial must be filed with the Court Clerk.

In the event of a jury trial and a jury verdict which exceeds the amount awarded by the court-appointed commissioners, the State (City) (County) would then have to deposit with the Court Clerk an amount equal to the difference between the jury verdict and the commissioners' award. Similarly, should the jury verdict be for an amount less than the commissioners' award, the property owner(s) would in that event be required to return that portion of the commissioners' award which exceeds the amount of the jury verdict. Should the amount of the jury's verdict exceed the amount of the commissioners' award by ten percent (10%) or more, then the State (City) (County) must reimburse the property owner(s) for their reasonable attorney, appraisal, and engineering fees, actually incurred in connection with the condemnation proceedings. Either party may appeal the action taken by the District Court to the Oklahoma Supreme Court.

INCIDENTAL EXPENSES

As a real property owner, you may qualify for the reimbursement of incurred expenses for items such as: recording fees, transfer taxes and similar expenses incidental to conveying such real property to the State. The extent of such reimbursement must be actually incurred by you and shall be determined and pre-approved by the State. Also included are penalty costs for prepayment of any existing recorded mortgages.

If you are refused an incidental expense payment or if you believe the payment offered is not adequate to cover your expenses, you have the right to an appeal. To file an appeal you must write a letter to:

Chairman, Appeals Board
Oklahoma Department of Transportation
Office of Preconstruction
200 N. E. 21st Street
Oklahoma City, Oklahoma 73105

You must file your appeal within 60 days of the date the Oklahoma Department of Transportation (ODOT) (City) (County) assumes legal possession of the property being acquired. This appeal procedure is provided in relation to incidental expenses only. If you are not satisfied with the fair market

value offer to buy your property, see your right-of-way acquisition agent about your right to a court proceeding. The "fair market value offer" to buy is a separate offer and is not subject to review by the Appeals Board.

*** * * ***

In the event you, as the property owner, would like to see the plans again on this project or if you decide to accept the State's (City) (County) offer, after the right-of-way agent has completed his attempts to negotiate, it is asked that you contact the Department of Transportation as listed below:

**Oklahoma Department of Transportation
Right-of-Way Division
200 N. E. 21st Street
Oklahoma City, Oklahoma 73105
(405) 521-2651**

It is the sincere desire and hope of the Department of Transportation (City) (County) to be fair and to successfully negotiate with each property owner. It is also the policy of the Oklahoma Department of Transportation (City) (County) to assure compliance with Title VI of the Civil Rights Act of 1964, requires that no person in the United States shall, on the grounds of race, color, religion, sex, handicap, age or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Oklahoma Department of Transportation (City) (County) received Federal financial assistance.

Revised 10/05/2006

20 FT. SIDEWALK EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Independent School District No. 1 of Logan County, Oklahoma hereinafter referred to as GRANTOR does hereby donate, grant, and convey unto the City of Guthrie, hereinafter after referred to as GRANTEE, its successor and assigns, a permanent easement with the right to erect, construct, install, and lay, and thereafter use, operate, inspect, repair, maintain, replace, and remove sidewalk over, across, and through the land of the GRANTOR situate in Logan County, State of Oklahoma, said land being described as follows:

20 FT. SIDEWALK EASEMENT

A 20 FT. IN WIDTH SIDEWALK EASEMENT IN AND ACROSS A PART OF THE SE 1/4 OF THE NW 1/4, OF SECTION 4, T16N, R2W, I.M., LOGAN COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE WEST 20 FEET OF THE EAST 40 FEET OF THE SOUTHEAST QUARTER (SE 1/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION 4, TOWNSHIP 16 NORTH, RANGE 2 WEST, INDIAN MERIDIAN.

The consideration hereinabove recited shall constitute payment in full for any damages to the land of the GRANTOR, his successors and assigns, by reason of the installation, operation, and maintenance of the structures of improvements referred to herein. The GRANTEE covenants to maintain the easement in good repair so that no unreasonable damage will result from its use to the adjacent land of the GRANTOR, his successors and assigns.

The grant and other provisions of this easement shall constitute a covenant running with the land for the benefit of the GRANTEE, its successors and assigns.

IN WITNESS WHEREOF, the GRANTORS have executed this instrument this _____ day of _____, 20____.

_____(SEAL)

_____(SEAL)

STATE OF OKLAHOMA)

) SS:

COUNTY OF)

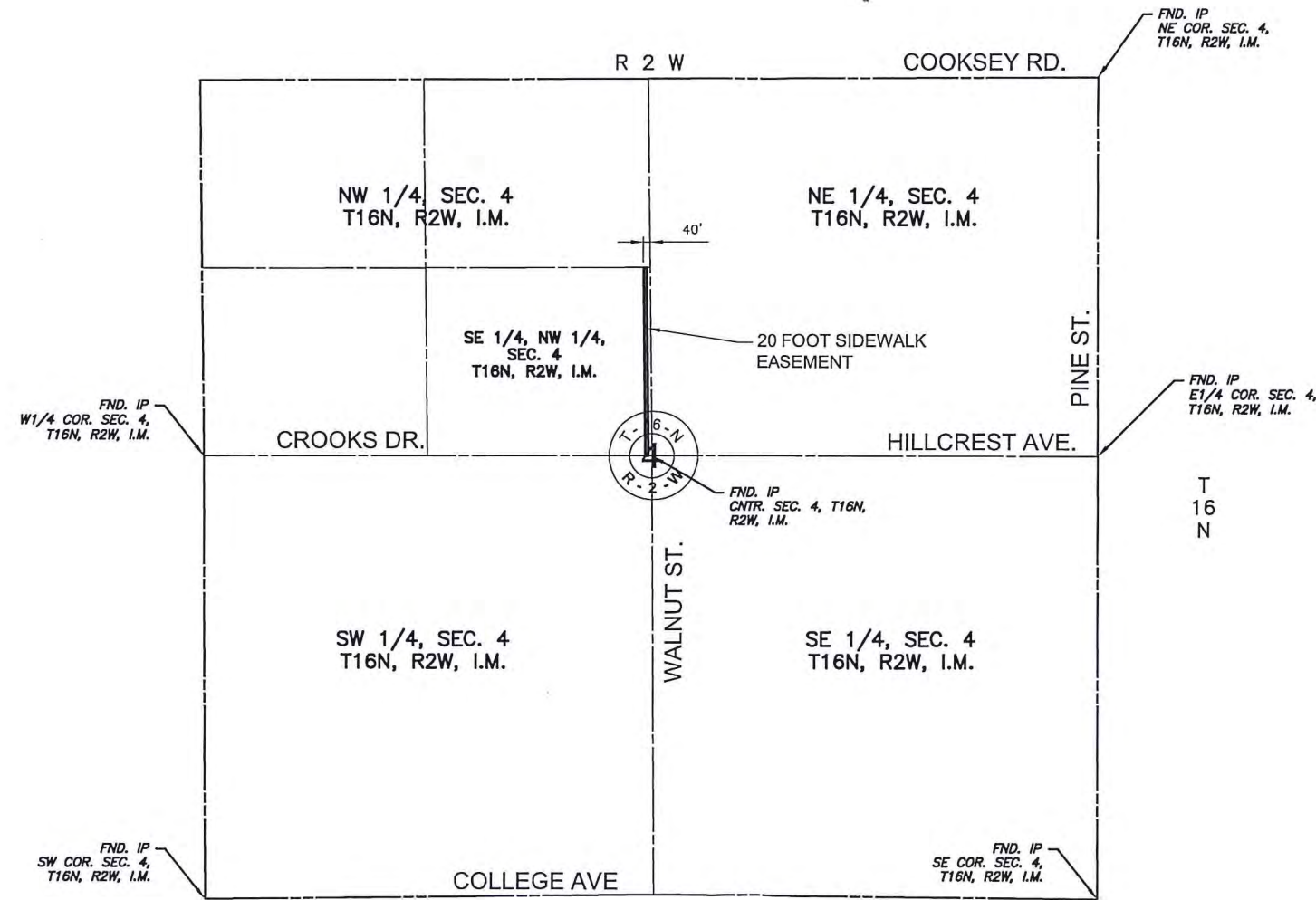
The foregoing was acknowledged before me this _____ day of _____, 20__ by _____ and _____.

Notary Public _____

My Commission Expires: _____

20 FOOT SIDEWALK EASEMENT

CITY OF GUTHRIE
 PART OF THE SE 1/4 OF THE NW 1/4,
 SECTION 4, T 16 N, R 2 W, I.M.,
 LOGAN CO., OKLAHOMA



20 FT. SIDEWALK EASEMENT

A 20 FT. IN WIDTH SIDEWALK EASEMENT IN AND ACROSS A PART OF THE SE 1/4 OF THE NW 1/4, OF SECTION 4, T16N, R2W, I.M., LOGAN COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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copy

\\SRV-MYERS001\Jobs\ODOT\216055\Easements\SIDEWALK EASEMENT DWG & DESC\216055 SIDEWALK EASEMENT DWG.dwg, 12/14/2016 11:49:35 AM, dmark, 1:2

<p>CONSULTING ENGINEERS, INC.</p> <p>Consulting Engineers, Inc. 405-755-5325 Fax 405-755-5373 13311 Quail Pointe Dr. CA, TX, Eppan W/30717 Oklahoma, OK, Oklahoma 73154 http://www.myerseng.com</p>	20 FOOT SIDEWALK EASEMENT CITY OF GUTHRIE LOGAN COUNTY, OKLAHOMA	
	Job No: 216055 Scale: AS NOTED Date: 12/14/16	Drawn By: L.C.H. Date: 12/14/16



Board of Education Personnel Reports

Employment Request

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Crick, Jennifer	Fogarty	Cafeteria Worker 6 Hrs.	01/23/17	2	6	Misty Beauchamp
Lingerfelt, John	Transportation	Full Time Sub Route Driver	01/23/17	13	6	Jaylene Smith
Patmon, Iva	Junior High	Cafeteria Worker 7.5 Hrs.	02/06/17	2	7.5	Delta Rains Ringwald
Patmon, Denise	High School	Cafeteria Worker 6 Hrs.	01/23/17	2	6	Elizabeth McFarland

FMLA Request

Support: 0

Certified: 2

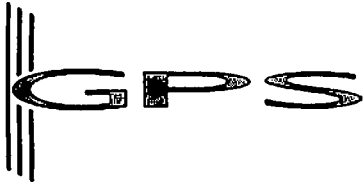
Transfer of Position Report

Classification					
Support					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Ringwald, Delta	Cafeteria Jr High 7.5 Hr	Cafeteria HS 7.5 Hrs	Teara Whitaker	1/13/2017	
Smith, Jaylene	Full Time Sub Route Dri	Route Driver	Dwyane Wilson	1/9/2017	

Separation of Employment

Classification				
Certified				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Harry, Verlene	Central	Title I - Interventionist	Retiring	5/23/2017
Schulz, Dennis	Administration	Assistant Superintendent	Retiring	6/30/2017
Woodruff, Eldona	Administration	Director of Special Ed	Retiring	6/30/2017

Classification				
Support				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date
Doles, Carol	Cotteral	Secretary	Retiring	6/7/2017
Lausen, Vickie	Cotteral	Secretary	Retiring	6/7/2017
McFarland, Elizabeth	High School	Cafeteria 6 Hrs	Resigning	1/13/2017
Whitaker, Teara	High School	Cafeteria	Resigning	1/10/2017



Staking A Claim in Our Students' Future

Telephone: 405-282-8900

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

Schneider (Davenport) Trier
Last Name First Name Middle Initial

Morning Car Duty Fogarty
Extra-Duty Position Site

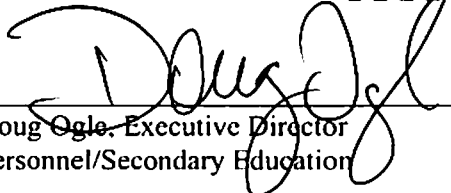
If hired by the Board of Education, would this be a replacement? Yes No

If yes, whom would this employee replace? _____

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

Start Date 1/2017 Extra-Duty Compensation \$500.00

Submitted By: Marsha Todd 1/9/2017
Principal or Program Director Date

 _____ 1/9/17
Doug Ogle, Executive Director Date
Personnel/Secondary Education

Guthrie Public Schools District Level Administrators

<i>LastName</i>	<i>FirstName</i>	<i>Assignment</i>	<i>Site</i>	<i>Total Experience</i>
Benson	James	Director of Technology	Technology	28
Chappell	Jon	Athletic Director	High School	26
Ogle	Douglas	Ex Dir Personnel/Sec Ed	Administration	20
Thompson	Cody	Director of Operations	Maintenance	33
Walters	Carmen	Ex Dir of Fed Prog/Elem Ed	Administration	19

Guthrie Public Schools
Property Committee Meeting
February 6, 2017 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Dennis Schulz, Cody Thompson, Dee Benson, Sharon Watts, Jennifer Bennett-Johnson, Terry Pennington, and Linda Skinner. Sean Willis from The Stacy Group was also present.

Mr. Thompson spoke on the following items:

Expenditure Reports:

- Summarized the expenses for January
- 17 new Purchase Orders for January

Completed Projects:

- 205 Work-Orders completed in December
- 78 Work-Orders completed at Transportation
- Electrical repairs/upgrades throughout the District
- Plumbing repairs/upgrades throughout the District
- HVAC repairs/replacements throughout the District
- Cleared snow/ice from entryways at all sites
- Building Safety & Custodial Inspections at Central, Cotteral, Fogarty, GUES, and Jr. High
- Replaced cameras on two buses
- Gas leak repaired by ONG at Cotteral
- Replaced old carpet in Cotteral office restroom with VCT flooring

Projects in Progress:

- Currently have 90 Maintenance Work-Orders in progress
- Currently have 96 Transportation Work-Orders in progress
- Replacement of windows in HS annex
- Electrical outlets installation for buses
- Bus repairs
- Continuing roof repairs at Admin, Cotteral, and Jr. High
- District mechanical systems repairs, replacements & upgrades
- Upgrades to the maintenance and transportation areas
- Repairs being done to donated sand spreader
- Safety Training for all operations and building staff

Future Projects:

- Continue making repairs/upgrades to facilities recommended in the Performance Review Report
- Roof repairs
- Sidewalk repairs to north building area at the High School
- Tile floor repairs in High School classrooms
- Playground upgrades
- Master lock/key system for District
- Summer Projects – HVAC/Plumbing/Painting/Flooring

- Landscaping around trees on Fogarty playground
- Custodial Training
- Chiller & Compressor Replacement

Performance Review:

- Discussed recommendations from the Performance Review which included:
 - Critical Data systems recover plan
 - Preventive Maintenance program
 - Facilities & Property database
 - Establish Long-Range facilities plan
 - Reduce Mechanics bus driving time

Bond Projects Discussion:

- Discussed status of window installation at Central
- Discussed plans of new School with Sean Willis

Dr. Simpson discussed the easement donation to the City of Guthrie for the “Safe Routes To School” project at GUES

Guthrie Public Schools
Finance Committee Meeting

February 7, 2017

4:00 P. M.

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

Travis Sallee attended for the vacated seat.

Mr. Schulz opened the meeting informing the committee the first pages were routine financial reports and if they had questions they could contact him.

Mr. Schulz spoke on the following:

Comparison Report/Projection Report

These are the new reports giving information on actual spent funds for January 1 – 31, 2017, and projections as of January 31st and the projected EOY balances with no further cuts.

Summer Drivers' Education

He explained that with the tuition received by the students and the amount received from the state. This is a break even program.

Request for Proposals to Provide Auditing Services

This was asking approval to send out RFP's to Auditing Firms for 2017-18.

Ag Equipment Donation

He informed the committee that there had been a donation to purchase a sheep/goat treadmill for the Ag program.

Dr. Simpson spoke on the following:

Forecast 5 Analytics Software License Agreement

This would give the Administrators the ability to have access to all the other Oklahoma schools OCAS and Personnel Records.

Easement Donation from Myers Engineering

This will allow a sidewalk to be built on Walnut from Hill Drive to connect with the sidewalk at GUES.

Mr. Ogle spoke on the following:

Kiwanis Park Ball Field Agreement

This is an agreement with the City of Guthrie to use the ball field if necessary for the Jr. High baseball from February to April.

Dr. Simpson, Mr. Schulz and Mr. Thompson had a discussion with the committee members on the Performance Audit items 11-15.

**Curriculum Committee Meeting
Minutes
February 7, 2017
5:00 p.m.**

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

Tina Smedley attended in the vacated seat

Discussion Items:

Ms. Walters

- Teacher of the Year Reception
- RSA Mid-Year Update

Mr. Ogle

- Summer Drivers Education
- ACT – Juniors
- Accreditation Audit
- Scholarship Lists

Dr. Simpson

- Elementary Transition Committee

Ms. Walters, Mr. Ogle, Ms. Woodruff and Dr. Simpson

- Discussion of Performance Review – Curriculum Items, Priority 11-15
 11. Continue the focus on expanding inclusionary practices. (Pages 2-48)
 12. Evaluate all programs in use by the district. (Pages 1-30)
 13. Develop a formal mentor program with trained mentors to provide teachers new to the profession or the district with the support needed for success. (Pages 1-45)
 14. Combine secondary course sections and review course offerings. (Pages 1-33)
 15. Provide information, training, and intervention strategies from the special education program to the transportation department on any student with special needs. (Pages 5-69)