

AGENDA WITH COMMENTARY

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

**MONDAY
MAY 14, 2018
7:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Foundation Insurance Student of the Month**
- 7. Student Recognition**
- 8. Kiwanis Presentation**
 - A. Student Recognition**
- 9. Presentation of Certified and Support Employee of the Month**
- 10. Charter Oak Elementary School Construction Update from The Stacy Group and W.L. McNatt and Company**
- 11. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 12. Superintendent's Reports**
- 13. Consent Agenda:.....Pages 6-52**

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

 - A. Minutes of regular meeting held on April 9, 2018**

- B. Treasurer’s Report**
- C. Activity Fund Fundraisers as per attached list**
- D. Activity Fund Transfers as per attached list**
- E. Declare listed items as surplus**
- F. Fuel bid as recommended by bid committee**
- G. Encumbrances for General Fund #'s 955-1091, Building Fund #'s 274-305, Child Nutrition Fund #20, Building Bond 2017 Fund #6-7, Casualty/Flood Insurance Recovery Fund #1 and listed change orders and Activity Fund Reports**
- H. Transportation request from Community Church for June 25 and June 30, 2018 to and from Falls Creek Youth Camp in Davis, Oklahoma for 2 buses and 2 drivers**
- I. Transportation request from First Southern Baptist Church for May 27th, 30th, June 18th, 23rd, 25th, and 30th, 2018 to and from Falls Creek Youth Camp in Davis, Oklahoma for 1 bus and 1 driver**
- J. Contracts/Agreements under \$10,000**
 - 1. Agreement with the Oklahoma State Department of Education for the 2018 Summer Food Service Program.....Pages 42-50**

Commentary:

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

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 2. Renewal agreement with West Interactive Services Corporation for School Messenger service for 2018-2019.....Page 51**

Commentary:

School Messenger is our emergency notification and parent contact system. It is used by our Administrators to remind students and parents of important events and is also used to make notifications when we are closed unexpectedly due to weather. There is a yearly increase in cost of \$220.31. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 3. Renewal agreement with PeopleAdmin for School Recruiter Services for 2018-2019.....Page 52**

Commentary:

This is the software we use to accept online applications for employment with Guthrie Public Schools. There is an increase of \$296.07 over last year's agreement. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

14. Business Agenda:

- A. Recommendation, consideration and action to approve teachers and administrator as listed for 2018 K-8 Remedial Summer School for 2nd and 3rd grade students**

Page 53

Commentary:

Included in your packet is the list of employees recommended for the Remedial Summer School Program which was Board Approved on March 12, 2018. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- B. Recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2018-2019.....Pages 54-59**

Commentary:

This agreement would extend our contract with Clearwater Enterprises and lock in our natural gas price for the 2018-2019 school year. We have contracted with Clearwater for several years and have saved significant costs by doing so. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- C. Recommendation, consideration and action upon renewal with National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2018-2019.....Pages 60-66**

Commentary:

This purchasing cooperative allows schools to streamline the purchasing process and take advantage of bulk pricing. It is a free program that saves time and money. **Michelle Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- D. Recommendation, consideration and action upon renewal agreement with Frontline Technologies for Time and Attendance System and AESOP services for 2018-2019.....Pages 67-70**

Commentary:

This is the sixth year for the use of Frontline Technologies. The time clock system, VeriTime, is utilized by support employees. There is an annual increase in cost of \$1418.80 for VeriTime. The AESOP system is a software that tracks employee leave and assigns substitute teachers. There is an annual increase in cost of \$1868.90 for this system. **Dee Benson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- E. Recommendation, consideration and action upon agreement with QualityCare Labs, LLC, for student drug testing services for 2018-2019.....Pages 71-85**

Commentary:

This agreement will provide drug testing services for our students for 2018-2019. The cost is \$25 per test for students. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- F. Recommendation, consideration and action upon proposed revised school calendar for 2018-2019 including the addition of 10 minutes to each school day.....Page 86**

Commentary:

This revision will allow the opening of Charter Oak Elementary School for the 2018-2019 school year. The calendar reflects an additional 10 minutes being added to each school day as well. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- G. Recommendation, consideration and action to open Charter Oak Elementary School for the 2018-2019 school year which will host Pre-K through 4th grade students**

Commentary:

This action item is necessary to open Charter Oak Elementary School for the 2018-2019 school year. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- H. Discussion, consideration and possible action to award the contract for Guthrie Junior High renovation project**

Commentary:

Bids were opened on May 10, 2018. A spreadsheet has been provided for your review. **Cody Thompson will answer any questions.**

15. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments for 2017-2018 and 2018-2019, rehiring of support personnel as listed for 2018-2019, discussion of teacher negotiations for 2018-2019, discussion of resignation agreement of Gina Villalva, periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools and discussing and assessing the vulnerability of GPS facilities to acts of terrorism and discussing plans for deterrence or prevention of or protection from an act(s) of terrorism, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2, 7 and 9**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board's return to open session**
 - C. **Statement of minutes of executive session**
16. **Vote on action as set out on the Personnel Reports.....Pages 87-88**
17. **Action upon recommendation of extra-duty assignment as listed for 2017-2018**
Pages 89-90
18. **Action upon recommendation to rehire support personnel as listed for 2018-2019**
Pages 91-94
19. **Action upon recommendation of extra-duty assignment for GHS Girls Basketball Coach for 2018-2019**
20. **Action upon recommendation of extra-duty assignment for GHS Boys Basketball Coach for 2018-2019**
21. **Recommendation, consideration and action to enter into the Resignation Agreement with Gina Villalva and to accept her resignation**
22. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
23. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
24. **Adjourn**

Dr. Mike Simpson
Superintendent

jf

Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
APRIL 9, 2018**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON APRIL 9, 2018

Board Members Present:

**Jennifer Bennett-Johnson, Gina Davis,
Terry Pennington, Janna Pierson, Travis
Sallee, Tina Smedley and Sharon Watts**

District Level School Officials Present:

**Dr. Mike Simpson, Superintendent
Doug Ogle, Assistant Superintendent
Carmen Walters, Executive Director of
Federal Programs/Elementary Ed
Michelle Chapple, Chief Financial Officer
Angie Smedley, Director of Special
Education
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Jean Watts, Deputy Minutes Clerk**

- 1. The meeting was called to order by President Sallee.**
- 2. Members Jennifer Bennett-Johnson, Gina Davis, Terry Pennington, Janna Pierson, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.**
- 3. A quorum was established.**
- 4. President Sallee asked everyone present to stand and join him in the Pledge of Allegiance.**
- 5. President Sallee asked everyone present to join him in a Moment of Silence.**
- 6. President Sallee called for Foundation Insurance Student of the Month.**

Dr. Simpson introduced Blake Wimsey from Foundation Insurance. Mr. Wimsey introduced the March Students of the Month, Caitlyn Cox and Madilynn Myers. Mr. Wimsey read the nomination letters submitted by Caitlyn's teacher, Ms. Williams and Madilynn's teacher, Ms. Helmberger. Mr. Wimsey presented both Caitlyn and Madilynn with a \$65 Stacy's Place gift card.

7. **President Sallee called for the presentation of Certified and Support Employee of the Month.**

Mr. Doug Ogle, Assistant Superintendent, announced the certified and support employees of the month award winners for March: Mr. Taylor Steier, GHS Assistant Band Director, as certified Employee of the Month and Mr. Cody Thompson, GPS Director of Operations, for support Employee of the Month. Nomination letters were read by Mr. Rob Blackburn, GHS Band Director, for Mr. Steier and by Ms. Marsha Todd, Principal of Fogarty Elementary, for Mr. Thompson.

Mr. Ogle presented the award winners with a plaque.

- 8A. **President Sallee asked the Superintendent if there were any citizens registered to speak to the Board.**

Superintendent Simpson stated there were 21 citizens registered to speak to the Board.

Ms. Katy Johnson spoke to the Board regarding teacher support.

Ms. Christy McCormack spoke to the Board regarding the teacher walkout.

Ms. Victoria Hood spoke to the Board regarding the teacher walkout.

Ms. Lesley Cotton spoke to the Board regarding the work stoppage.

Ms. Audra Branson spoke to the Board regarding continued support.

Ms. Jeri Mick spoke to the Board regarding continued support for our school walkout.

Ms. Sherryl Green spoke to the Board regarding support for the continued school walkout.

Ms. Brenda Brandon spoke to the Board regarding caseloads for Special Education and the lack of support staff.

Ms. RaeAnn Walters spoke to the Board regarding board support for the walkout.

Dr. Anna Coffin spoke to the Board regarding board support for the teacher walkout.

Ms. Emily Cordell spoke to the Board regarding school and support.

Mr. Andrew Rowley spoke to the Board regarding public education.

Ms. Jackie Ross spoke to the Board regarding teacher troubles.

Ms. Bethany Walls spoke to the Board regarding teacher support.

Mr. Bradley Walls spoke to the Board regarding teacher support.

Mr. Colton Walls spoke to the Board regarding teacher support.

Ms. Sondra Danner spoke to the Board regarding support of teachers.

Ms. Jill Tontz spoke to the Board regarding education.

Ms. Katrina White spoke to the Board regarding support for the walkout.

Ms. Lauren Parker spoke to the Board regarding the teacher walkout.

Ms. Shelley Lute spoke to the Board regarding funding.

8B. President Sallee called for any comments to the Board by Board members.

Member Sallee publicly thanked the Guthrie Ministerial Alliance for the prayer vigil held recently for school employees, legislators, parents, etc.

Member Pennington addressed the teachers telling them he hoped they know the Board cares and supports them and that he is a Bluejay through and through.

9. President Sallee called for the Superintendent's Reports.

Superintendent Simpson reported on the following:

On March 30th, the Guthrie Educational Foundation went around the district presenting grants to successful applicants. There were 26 successful grants totaling \$19,466. In addition, each teacher of the year for 2017-2018 received \$100 to use in their classroom.

GHS Prom will be held at the Dominion house on Saturday, April 28th regardless of school being in session or not.

Jelsma Stadium was featured in *High School Today*. The nationwide publication highlights athletic venues from across the country.

Superintendent Hofmeister extended the testing window by one week. GPS is working to revise our schedule as well.

During the work stoppage, we are continuing to serve lunch and breakfast at Cotteral Elementary and lunch at Central Elementary. Today we discontinued lunch service at GUES due to a lack of participation. While our participation has been light at Cotteral and Central, it has grown since starting the program.

We have over 200 students with an identified need for additional support for nutrition. Those students receive a backpack full of food each Friday to provide nourishment over the weekend. The Guthrie Ministerial Alliance has been instrumental in providing a mechanism by which those students do not go hungry. We have also had some staff volunteer their time to facilitate pickup and delivery of the food.

- 10. President Sallee called for discussion and possible action regarding teacher work-stoppage.**

Board members discussed possible ramifications regarding the teacher work-stoppage.

Dr. Simpson explained the process of calling school from day to day due to the work-stoppage.

Member Davis read a prepared statement.

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

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

The motion carried with 7 ayes and 0 nays.

- 12A. President Sallee called for recommendation, consideration and action to award bid for virtualizing GPS servers to Beasley Technology in the amount of \$67,951.00.**

A motion was made by Smedley and seconded by Watts to award bid for virtualizing GPS servers to Beasley Technology in the amount of \$67,951.00.

The motion carried with 7 ayes and 0 nays.

- 12B. President Sallee called for recommendation, consideration and action upon contract for auditing services for 2018-2019 for fiscal year 2017-2018.**

A motion was made by Watts and seconded by Bennett-Johnson for approval upon contract with Putnam & Company, PLLC for auditing services for 2018-2019 for fiscal year 2017-2018.

The motion carried with 7 ayes and 0 nays.

- 12C. President Sallee called for recommendation, consideration and action upon Growth and Development presentation by Ms. April Devereaux BSN, RN for 5th grade students at Guthrie Upper Elementary.**

A motion was made by Smedley and seconded by Watts to approve the Growth and Development presentation by Ms. April Devereaux BSN, RN for 5th grade students at Guthrie Upper Elementary.

The motion carried with 7 ayes and 0 nays.

- 12D. President Sallee called for recommendation, consideration and action to approve a Right of Way Agreement between the District and Central Rural Electric Cooperative for a 20 foot wide easement and 10 feet either side of the electric facilities as built or existing and the necessary easement to serve the premises along E. Charter Oak Road in the Southeast corner of the Southwest Quarter of Section 24, T15N. R2W, Logan County, Oklahoma.**

A motion was made by Pierson and seconded by Watts to approve a Right of Way Agreement between the District and Central Rural Electric Cooperative for a 20 foot wide easement and 10 feet either side of the electric facilities as built or existing and the necessary easement to serve the premises along E. Charter Oak Road in the Southeast corner of the Southwest Quarter of Section 24, T15N. R2W, Logan County, Oklahoma.

The motion carried with 7 ayes and 0 nays.

- 13. President Sallee called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, employment of career and probationary contract teachers as listed for 2018-2019, discussion of teacher negotiations for 2018-2019 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, 2 and 7.**

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

The motion carried with 7 ayes and 0 nays. Executive session began at 8:42 p.m.

- 13B. President Sallee acknowledged the Board's return to open session at 9:54 p.m.**

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

14. President Sallee called for a vote on action as set out on the Personnel Reports.

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

The motion carried with 7 ayes and 0 nays.

15. President Sallee called for recommendation, consideration and action to employ career and probationary contract teachers as listed for 2018-2019.

A motion was made by Watts and seconded by Smedley to employ career and probationary contract teachers as listed for 2018-2019.

The motion carried with 7 ayes and 0 nays.

16. President Sallee called for consideration and action upon Superintendent's contract.

A motion was made by Watts and seconded by Smedley to approve the amendment to the Superintendent's contract.

The motion carried with 7 ayes and 0 nays.

17. President Sallee called for recommendation, consideration and action to accept any resignations offered since the posting of the agenda.

Superintendent Simpson stated he had received no resignations.

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

Superintendent Simpson stated there was no new business.

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

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 9:56 p.m.

Jana Frey, Minutes Clerk

Travis Sallee, Board President

**TREASURER'S REPORT
APRIL 30, 2018**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 6,470,481.25
Building Fund	881,675.10
Sinking Fund	1,541,730.61
ILR Fund	73,481.22
G&E Fund	3,715.67
Child Nutrition Fund	375,034.33
Activity Fund	577,048.19
School Age-Care Fund	75,619.14
Bond Fund	<u>1,336,963.92</u>

TOTAL **\$ 11,335,749.43**

RECEIPTS

GENERAL FUND:

Logan County	\$ 637,141.10
State of Oklahoma	910,464.43
Okla. Tax Comm.	226,478.37
School Land Earn.	34,391.95
R.O.T.C.	6,080.65
Federal Programs	546,685.39
Misc Receipts	15,280.46
Correcting Entry(-)	
General Acct. Int.	3,990.15
Minus (-) Bank Fees	<u>149.57</u>
TOTAL	\$ 2,380,362.93

SINKING FUND:

Logan County \$ 186,309.80

CHILD NUTRITION FUND:

Local	17,338.53
State	13,036.14
Federal	<u>102,053.91</u>
TOTAL	\$ 132,428.58

INS.LOSS RECOVERY FUND:

\$ 11,011.07

BUILDING FUND

Logan County	\$ 76,551.63
Bldg. for Champs	<u>20.00</u>
TOTAL	\$ 76,571.63

BOND FUND:

Interest	\$ 5,282.44
Bank Fees	<u>(-) 11.90</u>
TOTAL	\$ 5,720.54

WARRANTS PAID

GENERAL FUND:

2016-2017 \$
2017-2018 \$1,544,751.87

BUILDING FUND:

2016-2017 \$
2017-2018 \$ 26,206.11

CHILD NUTRITION FUND:

2016-2017 \$
2017-2018 \$ 107,301.47

GIFTS & ENDOWMENTS FUND:

2016-2017
2017-2018

INS. LOSS RECOVERY FUND:

2016-2017
2017-2018

BOND FUND:

2016-2017 \$ 1,010,337.57
2017-2018 \$ 29,259.55

CD/INVESTMENTS:

Farmers and Merchants Bank – Bond CD \$6,500,000.00
InterBank – Bond CD \$1,500,000.00

TOTAL MONIES IN F&M BANK \$11,335,749.43

PLEDGED – FDIC \$ 250,000.00

PLEDGED – F&M BANK \$18,905,000.00



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
As of 4/30/2018**

- a.** Jr High Activity, 823 Dunk tank
- b.** Jr High Faculty, 824 Garage sale
- c.** HS Athletics, 852 Chair back sales
- d.** HS Athletics, 852 Softball field sign advertising and/or
donation solicitation



RECEIVED
4-26-18

a.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 04/25/2018 Site: Junior High Unobligated Account Balance: 3360.76

Account Name: JH Activity Account Number: 823

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

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

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

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

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

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

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

Manufacturer: N/A

Purpose for which funds will be used: To support student activity account.

Name/Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser: N/A

Estimated INCOME: 200.00 Fundraiser start date: 05/22/2018
Less Estimated EXPENSES: _____

Estimated PROFIT: 200.00 Fundraiser end date: 05/22/2018

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

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

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

Sponsor Signature: _____ Date: 4/25/18

Principal's Signature: _____ Date: 4/25/18

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

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

Handwritten signature: Linda Kappe

b.



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 3-6-18 Site: 610 Unobligated Account Balance: ~~1,100.00~~ 1204.45 3/8/18
Account Name: Guthrie Jr. High Faculty Activity Account Account Number: 824

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Garage sale of items donated by the teachers in the Jr. High gym and money to be used to buy classroom technology.

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

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

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

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

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

Manufacturer: N/A

Purpose for which funds will be used: Funds will be used to buy classroom technology.

Name/Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser: N/A

Estimated INCOME: <u>1,000.00</u>	Fundraiser start date: <u>June 1st</u>
Less Estimated EXPENSES: <u>0.00</u>	
Estimated PROFIT: <u>1,000.00</u>	Fundraiser end date: <u>June 2nd</u>

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

What will happen to any items that are not sold? Items not sold will be donated to a charitable organization. Are

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

Sponsor Signature: Teresa Hopper Date: 3-6-18

Principal's Signature: [Signature] Date: 3-6-18

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

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

[Signature]



RECEIVED
4-18-18

C.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 4/17/18 Site: GHS Unobligated Account Balance: 27,454⁷⁰ 4-18-18

Account Name: Guthrie Athletics Account Number: 852

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Selling chairbacks for \$100 to replace wooden chairbacks in HS gym. The plan is to get family involvement where families can purchase a chair and we will create a list that will hang in the gym lobby

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

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

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

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

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

Manufacturer: n/a

Purpose for which funds will be used: Chairbacks main gym

Name/Address of Vendor: n/a

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

Estimated INCOME: 60,000 Fundraiser start date: 5/25/18

Less Estimated EXPENSES: _____

Estimated PROFIT: 60,000 Fundraiser end date: 5/25/19

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

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

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

Sponsor Signature: [Signature] Date: 4/17/18

Principal's Signature: [Signature] Date: 4/17/18

Athletic Director's Signature (if applicable): [Signature] Date: 4/17/18

[Signature]

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



RECEIVED
4-18-18

d.

GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 4/17/18 Site: GHS Unobligated Account Balance: 27,454⁷⁰ 4-18-18
Account Name: Guthrie Athletics Account Number: 852 96

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Solicit community through signs at softball field and donations

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

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

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

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

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

Manufacturer: n/a

Purpose for which funds will be used: Purchasing a nine inning scoreboard.

Name/Address of Vendor: n/a

Items to be purchased in order to conduct the fundraiser: advertising signs fence and scoreboard

Estimated INCOME: \$15,000 Fundraiser start date: 5/25/18
 Less Estimated EXPENSES: _____
 Estimated PROFIT: \$15,000 Fundraiser end date: 12/25/18

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

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

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

Sponsor Signature: [Signature] Date: 4/17/18

Principal's Signature: [Signature] Date: 4/17/18

Athletic Director's Signature (if applicable): [Signature] Date: 4/17/18

[Signature]

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

TRANSFERS FOR BOARD APPROVAL
As of 4/30/18

TO:	FROM:	REASON	\$AMOUNT
GF Refund Account, 925	FFA, 877	Banquet invitation postage	\$124.25HS



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

Amount \$ 124²⁵

Date Requested 4/16/18

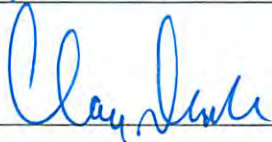
Transfer to: GF Refund Account, 925
 Account Name & Number

Transfer from: FFA, 877
 Account Name & Number

State Reason for Transfer Below


FFA Banquet invitations postage

$355 \times .354 = 124^{25}$

Sponsor's Signature: 

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: 

Transfer # _____

Board Approved _____



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations


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

To: Dr. Mike Simpson and
Board of Education

Date: May 1, 2018

We would like to declare surplus the FFA blue goose neck cattle trailer and the scrap metal at FFA shop.

Thank you,

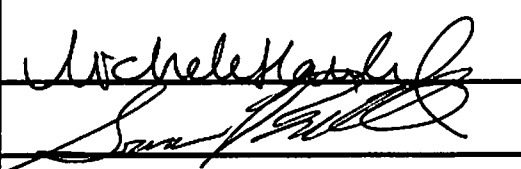
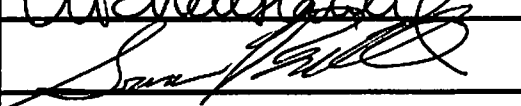

Cody Thompson

**Transportation Department
Fuel Bids
2017-2018**

DATE: <u>5-4-18</u> PO#:	TIME BIDS BEGAN: <u>8:00 am</u> TIME BIDS CLOSED: <u>9:08 am</u>	AMOUNT NEEDED: DIESEL: <u>7,000</u> UNLEADED: <u>1,000</u>
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COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN <u>T.S.</u>	1-866-455-3835	<u>2.18</u>	<u>2.23</u>
PENLEY OIL COMPANY	AAKE, SCOTT or GEORGEANN	235-7553	<u>no bid</u>	<u>no bid</u>
RED ROCK	JOANNE or TRICHA	677-3373	<u>no bid</u>	<u>no bid</u>
TRUMAN ARNOLD COMPANIES	CASEY <u>Rob</u>	1-800-808-6500	<u>2.1971</u>	<u>2.2560</u>
EARNHEART OIL & PROPANE	DUSTIN	405-612-2650	<u>2.155</u>	<u>2.22</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Earnheart Oil + Propane</u>	
UNLEADED FUEL: <u>1000 gal.</u>	PRICE PER GALLON: <u>2.155</u>	TOTAL AMT: <u>\$ 2155.00</u>
DIESEL FUEL: <u>7000 gal.</u>	PRICE PER GALLON: <u>2.22</u>	TOTAL AMT: <u>\$ 15,540.00</u>
		TOTAL PURCHASE: <u>\$ 17,695.00</u>

PER TELEPHONE BIDS RECEIVED BY:  	COMMENTS:
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Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
955	04/04/2018	16611	ATC HOLDCO	REPAIRS TO BUS 12/TRANSPORTATION	3,229.00
956	04/04/2018	12936	OKLA. ASSOC. FOR PUPIL TRANS.	ONLINE TRAINING FOR BUS DRIVER/TRANSPORTATION	0.00
957	04/04/2018	12682	MIDWEST BUS SALES, INC.	REPAIRS TO BUS 23/TRANSPORTATION	500.00
958	04/04/2018	42234	CHALK'S TRUCK PARTS, INC.	MISC. BUS PARTS/TRANSPORTATION	1,333.32
959	04/04/2018	15994	AMAZON CAPITAL SERVICES	PAPER SHREDDER/TRANSPORTATION	479.87
960	04/10/2018	17289	A-1 RADIATOR SERVICE, INC.	RADIATOR REPAIR/TRANSPORTATION	700.00
961	04/11/2018	16309	PETROLEUM MARKETERS EQUIPMENT CO.	FUEL TANK RODS/TRANSPORTATION	47.82
962	04/11/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	SEQUOYAH BOOKS/FOUNDATION GRANT/LIBRARY/HENRY/JH	727.83
963	04/11/2018	16611	ATC HOLDCO	INSTRUMENT CLUSTER/TRANSPORTATION	327.13
964	04/11/2018	11453	W. W. GRAINGER	EVAPORATOR COOLER PADS/TRANSPORTATION	398.43
965	04/12/2018	15890	BERNARD LEE SHORT	A/C REPAIRS/TRANSPORTATION	500.00
966	04/12/2018	17473	HYDROTEX PARTNERS LTD.	DRUMS OF OIL/TRANSPORTATION	3,537.60
967	04/12/2018	15994	AMAZON CAPITAL SERVICES	CALCULATORS/FOUNDATION GRANT/MALTZ/JH	1,421.70
968	04/13/2018	12682	MIDWEST BUS SALES, INC.	DIAGNOSTICS ON BUS #54/TRANSPORTATION	500.00
969	04/13/2018	12899	O'REILLY AUTOMOTIVE STORES, INC.	AUTO PARTS AND SUPPLIES/TRANSPORTATION	1,000.00
970	04/13/2018	40123	ROBERTS TRUCK CENTER OF OK LLC	REPAIRS TO BUS 49/TRANSPORTATION	2,255.66
971	04/13/2018	13123	KATHERYNE B PAYNE EDUCATION CENTER	READING WORKSHOP REGISTRATION	1,360.00
972	04/16/2018	12171	LAKESHORE LEARNING MATERIALS	SEATING/FOUNDATION GRANT/SHAFFER/CENTRAL	459.84
973	04/16/2018	15994	AMAZON CAPITAL SERVICES	OSMO KITS/FOUNDATION GRANT/JENSEN/COTTERAL	262.68
974	04/16/2018	40775	APPLE STORE	IPADS/FOUNDATION GRANT/JENSEN/COTTERAL	658.00
975	04/17/2018	10234	MAKER'S GLASS, INC.	GLASS REPAIRS/TRANSPORTATION	300.00
976	04/17/2018	14201	WALKER TIRE DTR LLC	TIRES FOR PICKUPS/TRANSPORTATION	949.00
977	04/17/2018	15994	AMAZON CAPITAL SERVICES	WHITEBOARDS/FOUNDATION GRANT/MICK/FOGARTY	172.07
978	04/17/2018	12171	LAKESHORE LEARNING MATERIALS	CD PLAYERS/FOUNDATION GRANT/PRIVETTE/FOGARTY	413.95
979	04/17/2018	10253	BMI EDUCATIONAL SERVICES	LIBRARY BOOKS/MANN/FOGARTY	707.19
980	04/17/2018	12171	LAKESHORE LEARNING MATERIALS	MATH MANIPULATIVES/FOUNDATION GRANT/MICK/FOGARTY	612.89

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
981	04/18/2018	42601	LIGHTSPEED TECHNOLOGIES, INC.	TOPCAT/FOUNDATION GRANT/LEGRANDE/JH	1,494.00
982	04/18/2018	11325	SCHOOL SPECIALTY SCIENCE	SUPPLIES/FOUNDATION GRANT/OGLE/JH	1,149.02
983	04/18/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES/FOUNDATION GRANT/DARCY/JH	99.98
984	04/18/2018	43489	PIRAINO CONSULTING, INC.	AUDITORIUM PROJECTOR/JH	3,343.00
985	04/18/2018	17883	SCHOOL OUTFITTERS, LLC	CHAIRS FOR LIBRARY/MUSIC/COTTERAL	2,444.88
986	04/18/2018	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/FLASHLIGHTS/COTTERA L	166.39
987	04/18/2018	12171	LAKESHORE LEARNING MATERIALS	CD PLAYERS/FOUNDATION GRANT/MABREY/COTTERAL	179.55
988	04/18/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES/LIBRARY/JENSEN/COTTE RAL	31.55
989	04/18/2018	12171	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUNDATION GRANT/HENSON/COTTERAL	90.94
990	04/18/2018	15994	AMAZON CAPITAL SERVICES	DEVELOPMENTAL SUPPLIES/FOUND.GRANT/BEEBY/ COTTERAL	246.56
991	04/18/2018	12171	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/RICE/COTTERAL	100.00
992	04/18/2018	15994	AMAZON CAPITAL SERVICES	BOOKS/LIBRARY/HENRY/JH	123.83
993	04/19/2018	44119	NATIONAL ASSOC. OF SCHOOL NURSES	DIABETES TRAINING MATERIALS/NURSE	140.80
994	04/19/2018	44107	COUGHLAN COMPANIES, LLC	PEBBLE GO RENEWAL/FOUND.GRANT/CREED/ CENTRAL	1,087.75
995	04/19/2018	10924	DEMCO, INC	SUPPLIES/LIBRARY/CREED/CENTR AL	143.96
996	04/19/2018	15994	AMAZON CAPITAL SERVICES	WOBBLE CHAIRS/FOUND.GRANT/ROLLINS/ CENTRAL	389.94
997	04/19/2018	12682	MIDWEST BUS SALES, INC.	ACCELERATOR PEDALS/TRANSPORTATION	1,089.78
998	04/19/2018	40123	ROBERTS TRUCK CENTER OF OK LLC	DRIVER BUS SEAT/TRANSPORTATION	1,269.51
999	04/19/2018	16611	ATC HOLDCO	BUS SEAT PER QUOTE Q155296/TRANSPORTATION	339.75
1000	04/19/2018	42234	CHALK'S TRUCK PARTS, INC.	BUS PARTS/TRANSPORTATION	2,257.28
1001	04/19/2018	15994	AMAZON CAPITAL SERVICES	MATH SUPPLIES/FOUNDATION GRANT/DELANEY/FOGARTY	905.98
1002	04/19/2018	43396	MORRIS PRINTING GROUP, INC	2018-2019 PLANNERS/CENTRAL	770.00
1003	04/19/2018	15994	AMAZON CAPITAL SERVICES	CHAIRS/DESK/DVD PLAYER/JH OFFICE	1,775.44
1004	04/19/2018	12963	OKLAHOMA DEPT. OF CAREER & TECH ED.	WORKSHOP REGISTRATION/CAREER TECH/MAKER/JH	75.00
1005	04/19/2018	16371	TWOTREES TECHNOLOGIES, LLC	CHROMEBOOK CART	25 886.50

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
1006	04/19/2018	44140	SCHOLARBUYS	CHROMEBOOKS/HS	6,660.00
1007	04/20/2018	12171	LAKESHORE LEARNING MATERIALS	MATH MATERIALS/FOUND.GRANT/MOR GAN/FOGARTY	101.96
1008	04/20/2018	15418	VIRCO INC.	STUDENT DESKS/HS	3,463.80
1009	04/20/2018	10015	SUPREME SHOW SUPPLY, LLC	CATTLE CHUTE FLOORS/AG/DRAKE/HS	588.00
1010	04/20/2018	12394	LOWE'S COMPANIES, INC.	AG SHOP SUPPLIES/DRAKE/HS	350.00
1011	04/20/2018	17856	MICRO FORMAT INC.	VISITOR BADGES FOR DISTRICT/TECHNOLOGY	1,021.00
1012	04/20/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES FOR OFFICE/CENTRAL	450.10
1013	04/20/2018	17756	VEX ROBOTICS, INC	ROBOTICS PARTS/STEM/DARCY/JH	1,941.91
1014	04/20/2018	12910	OFFICE DEPOT, INC.	PLTW SUPPLIES/STEM/PETERMAN/JH	168.49
1015	04/20/2018	13183	PITSCO, INC	PLTW SUPPLIES/STEM/PETERMAN/JH	930.50
1016	04/20/2018	15994	AMAZON CAPITAL SERVICES	PLTW SUPPLIES/STEM/PETERMAN/JH	166.48
1017	04/23/2018	42234	CHALK'S TRUCK PARTS, INC.	BUS PARTS PER QUOTE/TRANSPORTATION	1,761.62
1018	04/23/2018	16611	ATC HOLDCO	STOP SIGN MOTORS PER QUOTE/TRANSPORTATION	0.00
1019	04/23/2018	12682	MIDWEST BUS SALES, INC.	DIAGNOSTIC AND REPAIRS TO BUS 23	1,000.00
1020	04/23/2018	13183	PITSCO, INC	PLTW CLASSROOM SUPPLIES/STEM/PETERMAN/JH	833.65
1021	04/23/2018	83904	JESSICA NICOLE MAKER	MILEAGE REIMBURSEMENT FOR WORKSHOPS/FACS/MAKER/JH	85.60
1022	04/23/2018	15994	AMAZON CAPITAL SERVICES	SOCIAL STUDIES SUPPLIES/FOUND.GRANT/DEARIN G/JH	532.76
1023	04/23/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES/FOUND.GRANT/DEARIN G/JH	276.62
1024	04/23/2018	15994	AMAZON CAPITAL SERVICES	A/V EQUIPMENT/FOUND. GRANT/DEARING/JH	1,036.31
1025	04/24/2018	12783	ARISTOTLE CORPORATION	CLASSROOM SUPPLIES/FACS/MOORE/HS	144.55
1026	04/24/2018	15994	AMAZON CAPITAL SERVICES	WIRELESS PRESENTER REMOTE/FACS/MOORE/HS	32.99
1027	04/24/2018	16212	LEARNING ZONEXPRESS INC	CLASSROOM SUPPLIES/FACS/MOORE/HS	55.80
1028	04/24/2018	10436	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE LAB SUPPLIES/OERB GRANT/DEMENT/HS	9,431.15
1029	04/24/2018	10924	DEMCO, INC	ROLLING CART FOR OFFICE/HS	136.21
1030	04/24/2018	12171	LAKESHORE LEARNING MATERIALS	READING MANIPULATIVES/FOUND.GRANT/ COTTON/CENTRAL	1,619.56
1031	04/24/2018	15994	AMAZON CAPITAL SERVICES	SENSORY TOOLS/FOUNDATION GRANT/MURRAY/CENTRAL	442.42

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
1032	04/24/2018	12171	LAKESHORE LEARNING MATERIALS	READ-ALONG SUPPLIES/FOUND.GRANT/INGLE/F OGARTY	538.98
1033	04/24/2018	15994	AMAZON CAPITAL SERVICES	MUSIC SUPPLIES/FOUND.GRANT/KNAPP/ FOGARTY	825.03
1034	04/24/2018	44142	MYSTERY SCIENCE INC.	SCIENCE MEMBERSHIP/FOUND.GRANT/MO RGAN/FOGARTY	499.00
1035	04/24/2018	15994	AMAZON CAPITAL SERVICES	SOLDERING IRONS/STEM/PETERMAN/JH	119.60
1036	04/24/2018	15994	AMAZON CAPITAL SERVICES	CHALK FOR CLASS USE/HISTORY/JH	35.98
1037	04/26/2018	16611	ATC HOLDCO	HEATER CORES PER QUOTE/TRANSPORTATION	291.04
1038	04/26/2018	42234	CHALK'S TRUCK PARTS, INC.	MOTORIZED MIRRORS AND HEATER CORES/TRANSPORTATION	703.32
1039	04/26/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES/FOUNDATION GRANT/DEARING/JH	153.07
1040	04/26/2018	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/WEBB/JH	40.65
1041	04/26/2018	12910	OFFICE DEPOT, INC.	CLASS SUPPLIES/FOUND.GRANT/BRANS ON/GUES	100.00
1042	04/26/2018	15994	AMAZON CAPITAL SERVICES	CARD STOCK/LABELS/ORGANIZERS/TITLE VI/ALL SITES	177.35
1043	04/27/2018	17398	EDMOND MUSIC, INC.	BAND EQUIPMENT/BLACKBURN/HS	1,685.95
1044	04/27/2018	10129	NORTHUP AUTO PARTS & MACHINE	VEHICLE PARTS AND SUPPLIES/TRANSPORTATION	500.00
1045	04/27/2018	42234	CHALK'S TRUCK PARTS, INC.	SWITCHES PER QUOTE/TRANSPORTATION	109.12
1046	04/27/2018	15994	AMAZON CAPITAL SERVICES	BOOKS/SUPPLIES/FOUND.GRANT/ JORDAN/HS	100.00
1047	04/27/2018	12171	LAKESHORE LEARNING MATERIALS	LISTENING CENTER/FOUND.GRANT/BENHAM /GUES	334.92
1048	04/27/2018	17810	LEARNING SCIENCES INTERNATIONAL	NEW ADMINISTRATOR TRAINING/JH	399.00
1049	04/30/2018	17398	EDMOND MUSIC, INC.	BAND/CLASS SUPPLIES/FOUND.GRANT/BLACKB URN/HS	100.00
1050	04/30/2018	14207	WALMART COMMUNITY	CLASS SUPPLIES/FOUNDATION GRANT/LEE/HS	100.00
1051	04/30/2018	42234	CHALK'S TRUCK PARTS, INC.	HEATED CROSSOVER MIRRORS/TRANSPORTATION	516.64
1052	04/30/2018	42687	CRISIS PREVENTION INSTITUTE, INC.	TRAINING MATERIAL FOR CPI/SPECIAL ED.	1,700.00
1053	04/30/2018	44087	GOOLSBEE TIRE SERVICE INC	BUS TIRES PER QUOTE/TRANSPORTATION	1,620.00

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
1054	04/30/2018	16611	ATC HOLDCO	BUS HEATER CORES/TRANSPORTATION	421.32
1055	04/30/2018	42234	CHALK'S TRUCK PARTS, INC.	STOP SIGN DECALS AND 7" LIGHTS/TRANSPORTATION	265.60
1056	04/30/2018	17261	OKLAHOMA SCHOOLS INSURANCE GROUP	INS. DEDUCTIBLE/TRANSPORTATION	1,000.00
1057	04/30/2018	11966	JOSTENS, INC.	DIPLOMAS AND COVERS/HS	2,700.00
1058	05/01/2018	15298	SOUTHWESTERN STATIONERY & BANK	DISTRICT CUMULATIVE STUDENT FOLDERS	548.00
1059	05/02/2018	15994	AMAZON CAPITAL SERVICES	SEATING/FOUND. GRANT/GREEN/FOGARTY	318.39
1060	05/02/2018	14207	WALMART COMMUNITY	TV & MOUNT/ENTRY INFO SCREEN/FOGARTY	557.00
1061	05/02/2018	12394	LOWE'S COMPANIES, INC.	COUNTERTOP MATERIALS/FACS/MAKER/JH	518.72
1062	05/02/2018	17358	STATEWIDE COMPLIANCE SERVICES, INC	FUEL SYSTEM TESTS/TRANSPORTATION	700.00
1063	05/02/2018	16309	PETROLEUM MARKETERS EQUIPMENT CO.	PUMP NOZZLES FOR DEF/TRANSPORTATION	95.40
1064	05/02/2018	14201	WALKER TIRE DTR LLC	TIRES FOR TRAILER/TRANSPORTATION	160.00
1065	05/03/2018	42777	OK DEPT OF CAREER TECH EDUCATION	CONFERENCE REGISTRATION/STEM/PETERMAN/ DARCY/JH	220.00
1066	05/03/2018	15994	AMAZON CAPITAL SERVICES	MATH MATERIALS/FOUND.GRANT/MIDG ETT/FOGARTY	361.73
1067	05/03/2018	11277	FLINN SCIENTIFIC, INC.	SCIENCE SUPPLIES/ONEILL/HS	399.90
1068	05/03/2018	42650	MARY R HESS	SEWING LASERS/FACS/MAKER/JH	38.00
1069	05/03/2018	12930	OKLAHOMA CORRECTIONAL INDUSTRIES	FOLDING TABLES FOR CLASSROOM/FACS/MAKER/JH	599.97
1070	05/03/2018	10599	OK DEPT OF CAREER & TECH EDUCATION	CURRICULUM SUPPLIES/FACS/MAKER/JH	850.00
1071	05/03/2018	15994	AMAZON CAPITAL SERVICES	PRINTING & BAKING SUPPLIES/FACS/MAKER/JH	102.48
1072	05/04/2018	44033	EARNHEART CRESCENT LLC	FUEL PER BID/TRANSPORTATION	17,695.00
1073	05/04/2018	43821	TEACHER SYNERGY, LLC	CLASS SUPPLIES/FOUNDATION GRANT/CARPENTER/GUES	100.00
1074	05/04/2018	17671	STARLA ANN EWAN	SUPPLIES/FOUNDATION GRANT/REDUS/HS	99.40
1075	05/04/2018	16611	ATC HOLDCO	RADIATOR HOSES PER QUOTE/TRANSPORTATION	285.42
1076	05/04/2018	12899	O'REILLY AUTOMOTIVE STORES, INC.	OIL, AIR, FUEL FILTERS/TRANSPORTATION	3,931.18
1077	05/04/2018	44151	PEOPLEFACTS, LLC	BACKGROUND CHECKS FOR REM. OF YEAR	100.00
1078	05/04/2018	13438	ROSS TRANSPORTATION, INC.	LATCH CATCHES/TRANSPORTATION	84.91

Purchase Order Register

Options: Year: 2017-2018, Fund: GEN FUND-FOR OP, Date Range: 7/1/2017 - 6/30/2018, PO Range: 955 - 1091

PO No	Date	Vendor No	Vendor	Description	Amount
1079	05/04/2018	12171	LAKESHORE LEARNING MATERIALS	CLASS SUPPLIES/FOUNDATION GRANT/ONLEY/FOGARTY	95.00
1080	05/04/2018	15994	AMAZON CAPITAL SERVICES	SHIRTS & TIES/FOUNDATION GRANT/GUES	950.00
1081	05/04/2018	12910	OFFICE DEPOT, INC.	OFFICE SUPPLIES/AG/DRAKE/HS	350.00
1082	05/04/2018	10311	NATIONAL FFA ORGANIZATION	SUPPLIES/AG/DRAKE/HS	200.00
1083	05/04/2018	13969	THE RAILROAD YARD, INC.	METAL FOR PROJECTS/AG/DRAKE/HS	350.00
1084	05/04/2018	16105	GUITAR CENTER STORES, INC.	MICROPHONE FOR PODIUM/HS	288.00
1085	05/04/2018	14207	WALMART COMMUNITY	GRAPHING CALCULATORS/HS	767.76
1086	05/04/2018	43988	RUSSELL INTERIORS, INC.	BLINDS FOR OFFICE/FOGARTY	600.00
1087	05/04/2018	15994	AMAZON CAPITAL SERVICES	SUPPLIES & CABINETS FOR OFFICE/FOGARTY	2,372.18
1088	05/04/2018	17034	LAMINATION DEPOT, INC.	LAMINATING FILM/FOGARTY	466.40
1089	05/04/2018	43020	AK ATHLETIC EQUIPMENT, INC.	WALL PADS/WRESTLING/ATHLETICS/HS	2,820.00
1090	05/04/2018	12394	LOWE'S COMPANIES, INC.	SIDING FOR STAGE CLOSET/JH	185.76
1091	05/04/2018	15994	AMAZON CAPITAL SERVICES	FIXED SCREEN FOR AUDITORIUM/JH	1,099.00
Non-Payroll Total:					\$130,033.02
Payroll Total:					\$0.00
Report Total:					\$130,033.02

Purchase Order Register

Options: Year: 2017-2018, Fund: Building, Date Range: 7/1/2017 - 6/30/2018, PO Range: 274 - 305

PO No	Date	Vendor No	Vendor	Description	Amount
274	04/03/2018	44013	CENTRAL OKLAHOMA WINNELSON	BIB SEAT KIT AND AUGER CABLE	76.93
275	04/04/2018	10087	AMERICAN PLANT PRODUCTS & SERVICE I	CURTAIN LOUVER ACTUATOR	195.00
276	04/04/2018	15969	SOUTHWEST PAPER, INC - OKC	CUSTODIAL SUPPLIES	1,311.40
277	04/04/2018	43801	6-L MECHANICAL	HVAC REPAIRS AT THE JR HIGH	900.00
278	04/10/2018	10129	NORTHUP AUTO PARTS & MACHINE	DISTRICT PARTS AND SUPPLIES	500.00
279	04/11/2018	11619	CITIBANK, NA dba HOME DEPOT CREDIT	HAMMER DRILL CHISEL	26.97
280	04/12/2018	10087	AMERICAN PLANT PRODUCTS & SERVICE I	SHUTTER MOTOR FOR GREENHOUSE	200.00
281	04/12/2018	15994	AMAZON CAPITAL SERVICES	MOTOR FOR FFA COMPRESSOR	359.00
282	04/13/2018	15969	SOUTHWEST PAPER, INC - OKC	CUSTODIAL SUPPLIES	2,615.11
283	04/13/2018	15994	AMAZON CAPITAL SERVICES	UNIVERSAL REKEYING KIT	262.48
284	04/13/2018	42004	ROBERT BROOKE & ASSOCIATES	DOOR CLOSERS	1,083.16
285	04/16/2018	43801	6-L MECHANICAL	DISTRICT HVAC REPAIRS	2,500.00
286	04/16/2018	17695	MECHANICAL SALES OF OKLAHOMA, INC.	HEATER UNIT FOR JR HIGH	922.75
287	04/17/2018	17249	S. T. BOLDING III	ELECTRICAL REPAIRS	1,500.00
288	04/17/2018	17491	ENGINEERED EQUIPMENT, INC.	MCQUAY BLOWER WHEEL FOR JR HIGH	0.00
289	04/19/2018	10110	HENKE & WANG PLUMBING	REPLACE CLASSROOM WATER HEATER AT GUES	600.00
290	04/19/2018	17491	ENGINEERED EQUIPMENT, INC.	MCQUAY MOTORS AND PARTS FOR JR HIGH	595.00
291	04/19/2018	16626	JOHN HUDSON	APRIL MAY & JUNE MOWINGS	9,500.00
292	04/19/2018	43970	GREYSON BLUM	APRIL MAY AND JUNE MOWINGS	8,200.00
293	04/19/2018	17988	GUTHRIE LAWN CARE LLC	APRIL, MAY AND JUNE MOWINGS	1,200.00
294	04/19/2018	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING SUPPLIES	1,195.09
295	04/23/2018	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
296	04/23/2018	15969	SOUTHWEST PAPER, INC - OKC	PARTS FOR GUES FLOOR SCRUBBER	15.75
297	04/27/2018	42004	ROBERT BROOKE & ASSOCIATES	EXIT DEVICE BOTTOM LATCH	184.05
298	04/30/2018	43749	TREAT'S SOLUTIONS, LLC	DISTRICT ROLL TOWELS AND HAND SOAP	1,868.88
299	04/30/2018	44137	ACE TRANSFER AND STORAGE	MOVING BOXES FOR TRANSITION PER QUOTE	11,812.50
300	04/30/2018	17387	BRADFORD INDUSTRIAL SUPPLY CORP	HVAC PARTS FOR HS	1,000.00
301	05/02/2018	15969	SOUTHWEST PAPER, INC - OKC	CUSTODIAL SUPPLIES	274.48
302	05/04/2018	44013	CENTRAL OKLAHOMA WINNELSON	PLUMBING SUPPLIES	320.00
303	05/04/2018	17387	BRADFORD INDUSTRIAL SUPPLY CORP	HVAC PARTS	1,000.00
304	05/04/2018	10110	HENKE & WANG PLUMBING	PLUMBING REPAIRS	1,200.00
305	05/04/2018	15969	SOUTHWEST PAPER, INC - OKC	BROOMS AND DUST PANS	85.20

Non-Payroll Total:	\$52,503.75
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Payroll Total:	\$0.00
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Report Total:	\$52,503.75
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Purchase Order Register

Options: Year: 2017-2018, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 20 - 20

PO No	Date	Vendor No	Vendor	Description	Amount
20	04/19/2018	16199	DEPARTMENT OF HUMAN SERVICES	USDA COMMODITY FEES FOR 2017-18	3,217.87
Non-Payroll Total:					\$3,217.87
Payroll Total:					\$0.00
Report Total:					\$3,217.87

Purchase Order Register

Options: Year: 2017-2018, Fund: Building Bond 2017, Date Range: 7/1/2017 - 6/30/2018, PO Range: 6 - 7

PO No	Date	Vendor No	Vendor	Description	Amount
6	04/10/2018	42600	BEASLEY TECHNOLOGY, INC.	VIRTUALIZATION OF SERVERS/TECH	67,951.00
7	05/04/2018	17929	THE STACY GROUP, INC.	ARCHITECT FEES FOR JH PROJECTS	45,000.00
Non-Payroll Total:					\$112,951.00
Payroll Total:					\$0.00
Report Total:					\$112,951.00

Purchase Order Register

Options: Year: 2017-2018, Fund: CASUALTY/FLOOD INS. RECOVERY, Date Range: 7/1/2017 - 6/30/2018, PO Range: 1 - 1

PO No	Date	Vendor No	Vendor	Description	Amount
1	04/13/2018	42077	DESHIELDS TRUCK SERVICE, INC.	DAMAGE REPAIRS TO BUS #10	11,145.07
Non-Payroll Total:					\$11,145.07
Payroll Total:					\$0.00
Report Total:					\$11,145.07

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 4/3/2018 - 5/7/2018, PO Range: 1 - 954, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
25	07/01/2017	15124	COOPERATIVE COUNCIL FOR OKLAHOMA	DISTRICT LEVEL PROGRAM ASSIST/REGISTRATION 2017-18	1,500.00
85	07/01/2017	17249	S. T. BOLDING III	BLANKET FOR ELECTRICAL REPAIRS	-2,000.00
93	07/01/2017	43235	HARMAN PROFESSIONAL	BLANKET FOR EQUIPMENT REPAIRS	-500.00
100	07/01/2017	43845	THE MAC MAN, LLC	BLANKET FOR REPAIRS/TECHNOLOGY	-2,000.00
101	07/01/2017	42240	PERSONAL COMPUTER SYSTEMS, INC.	BLANKET FOR PARTS/TECHNOLOGY	-10,000.00
127	07/01/2017	10129	NORTHUP AUTO PARTS & MACHINE	BLANKET FOR PARTS AND SUPPLIES	-59.03
141	07/01/2017	13969	THE RAILROAD YARD, INC.	BLANKET FOR WELDING SUPPLIES	-350.00
146	07/01/2017	43843	WIRELESS TECHNOLOGIES, INC	TOWER USAGE/ RADIO REPAIRS OR SUPPLIES	-1,559.54
170	07/01/2017	13229	QUILL CORPORATION	OFFICE SUPPLIES/HS	-922.69
174	07/01/2017	10087	AMERICAN PLANT PRODUCTS & SERVICE I	GREENHOUSE SUPPLIES/AG	-253.15
201	07/11/2017	10064	SEAN'S TIRE LLC	TIRE REPAIR/ATHLETICS	-37.00
205	07/12/2017	17398	EDMOND MUSIC, INC.	BLANKET FOR INSTRUMENTS & REPAIRS/BAND	-76.31
208	07/12/2017	42992	PALEN MUSIC CENTER, INC.	INSTRUMENTS AND REPAIR	-47.43
256	08/01/2017	14207	WALMART COMMUNITY	BLANKET FOR SUPPLIES/FACS/MOORE/HS	-70.95
425	09/01/2017	12744	MUNICIPAL ACCOUNTING SYSTEMS, INC.	BLANKET FOR SERVICES/TECHNOLOGY	-800.00
480	09/21/2017	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	FERTILIZER, FIELD SUPPLIES/ATHLETICS/HS	-381.35
537	10/10/2017	16611	ATC HOLDCO	2 CLUTCH FANS/TRANSPORTATION	-767.84
572	10/26/2017	40123	ROBERTS TRUCK CENTER OF OK LLC	DIAGNOSTIC & REPAIR/BUS 56/TRANSPORTATION	-1,000.00
578	10/26/2017	17730	DR. DAWN'S CHIROPRACTIC CARE CENTER	PHYSICALS FOR BUS DRIVERS	-340.00
585	10/31/2017	16611	ATC HOLDCO	REPAIRS TO 46/TRANSPORTATION	-406.00
613	11/03/2017	12682	MIDWEST BUS SALES, INC.	MIRRORS/TRANSPORTATION	-247.29
631	11/10/2017	42234	CHALK'S TRUCK PARTS, INC.	HOOD LATCH AND RELAY FOR BUS/TRANSPORTATION	-325.20
634	11/10/2017	12682	MIDWEST BUS SALES, INC.	MIRROR BRACKETS/TRANSPORTATION	-628.16
694	12/05/2017	43643	WARREN POWER & MACHINERY, INC	BLOCK HEATER FOR BUS 53/TRANSPORTATION	9.90
759	01/08/2018	42234	CHALK'S TRUCK PARTS, INC.	BUS PARTS/TRANSPORTATION	7.70
816	02/06/2018	16261	ANNA COFFIN	PRINTING SERVICES/BLAKEMORE/JH	-60.00
822	02/07/2018	12682	MIDWEST BUS SALES, INC.	DOOR ACTUATOR/TRANSPORTATION	10.91
824	02/07/2018	40123	ROBERTS TRUCK CENTER OF OK LLC	REPAIRS TO BUS #49 PER QUOTE/TRANSPORTATION	-487.78

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 4/3/2018 - 5/7/2018, PO Range: 1 - 954, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
832	02/08/2018	17804	FENTON OFFICE SUPPLY CO	DESK REPAIR/SUPT/ADMIN	-0.86
834	02/08/2018	81882	KARA B WALTERS	MILEAGE REIMB. FOR TRAINING/WALTERS/SPECIAL ED	-33.28
846	02/08/2018	14444	CARSON-DELLOSA PUB. CO., INC.	READING MATERIAL/TITLE I/ST. MARYS	65.99
875	02/23/2018	16611	ATC HOLDCO	REPAIRS TO BUS #46/TRANSPORTATION	-1,323.36
876	02/23/2018	40123	ROBERTS TRUCK CENTER OF OK LLC	REPAIRS TO BUS #56/TRANSPORTATION	-108.00
879	02/26/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/HUDSON/HS	-19.10
884	02/27/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	LIBRARY BOOKS/MANN/FOGARTY	-16.18
887	02/27/2018	11849	JERRY D. JONES	WRECKER SERVICE/TRANSPORTATION	-92.75
888	02/27/2018	12682	MIDWEST BUS SALES, INC.	PARK BRAKE AND WATER SENSORS/TRANSPORTATION	12.14
894	03/02/2018	17992	WESTERN GLASS & ATV, INC.	WINDOW REPLACEMENT/TRANSPORTATION	60.00
Non-Payroll Total:					(\$23,246.61)
Payroll Total:					\$0.00
Report Total:					(\$23,246.61)

Change Order Listing

Options: Fund: Building, Year: 2017-2018, ReferenceDate: PO Approval Date, Date Range: 4/3/2018 - 5/7/2018, PO Range: 1 - 273, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
10	07/01/2017	11165	EMSCO ELECTRIC SUPPLY CO., INC.	BLANKET FOR ELECTRICAL SUPPLIES	-1,500.00
13	07/01/2017	17570	WATER SERVICES COMPANY, INC.	DISTRICT BOILER TREATMENTS	-1,260.00
56	07/11/2017	17450	ALL COMMERCIAL OPENINGS, INC.	BLANKET FOR DISTRICT DOORS AND HARDWARE	-2,779.00
149	10/31/2017	43976	DEBORAH MELVIN	INSTALL NORTH DOORS AT FOGARTY	-300.00
165	11/13/2017	42501	EARTHSMART CONTROLS, LLC	HVAC CONTROLS SERVICE AND REPAIRS	-2,000.00
182	12/13/2017	16934	BRANCH'S HEATING & AIR	HVAC SERVICE AND REPAIRS	-91.86
201	01/17/2018	43992	INTEGRITY HEAT & AIR, LLC	HVAC REPAIRS AT COTTERAL	-782.99
224	02/07/2018	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT SUPPLIES	-2.50
228	02/12/2018	17447	HUNTER MECHANICAL & CONTROLS, INC.	BOILER REPAIRS AT JR HIGH	-500.00
230	02/13/2018	15969	SOUTHWEST PAPER, INC - OKC	DISTRICT CUSTODIAL SUPPLIES	-109.12
235	02/15/2018	43998	MIDWEST REFRIGERATION, INC.	HVAC REPAIRS	-500.00
241	02/27/2018	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT SUPPLIES	-46.60

Non-Payroll Total: (\$9,872.07)

Payroll Total: \$0.00

Report Total: (\$9,872.07)

ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
As of 4/30/2018

GENERAL LEDGER ACCOUNT

BANK RECONCILIATION

Balance (4/01/18)	\$548,535.56	Balance per bank statement As of (4/30/18)	\$577,048.19
Add Receipts	\$ 83,152.75	Add Deposits in Transit	\$ 6,659.27
Less Checks Written	\$ 72,609.49	less O/S Checks	\$ 24,628.64
Adjustments	\$	*Adjustments	\$
		Bank correction	\$
Balance per Ledger	\$559,078.82	Balance per Ledger	\$559,078.82

Adjustment/Correction explanations:

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



 Activity Fund Clerk

5-7-18

 Date

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 4/1/2018 - 4/30/2018

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$64.45	\$14.15	\$0.00	\$0.00	\$78.60	\$0.00	\$78.60
802 CENTRAL ACTIVITY	\$20,031.26	\$3,312.02	\$0.00	\$3,125.39	\$20,217.89	\$6,426.05	\$13,791.84
803 CENTRAL PTO	\$11,605.65	\$206.25	\$0.00	\$463.92	\$11,347.98	\$510.94	\$10,837.04
804 COTTERAL PTO	\$11,684.53	\$259.94	\$0.00	\$308.90	\$11,635.57	\$2,019.70	\$9,615.87
805 COTTERAL ACTIVITY	\$20,458.43	\$3,236.55	\$0.00	\$483.95	\$23,211.03	\$8,679.14	\$14,531.89
806 COTTERAL FACULTY	\$367.62	\$34.55	\$0.00	\$0.00	\$402.17	\$0.00	\$402.17
808 FOGARTY PARENTS ORG.	\$13,612.29	\$0.00	\$0.00	\$593.06	\$13,019.23	\$816.90	\$12,202.33
809 FOGARTY ACTIVITY	\$33,234.96	\$3,854.00	\$0.00	\$8,482.44	\$28,606.52	\$7,362.20	\$21,244.32
810 FOGARTY FACULTY	\$735.37	\$0.00	\$0.00	\$0.00	\$735.37	\$200.00	\$535.37
811 Elem Snack Grant	\$2,306.88	\$0.00	\$0.00	\$285.01	\$2,021.87	\$515.98	\$1,505.89
812 GUES ACTIVITY	\$37,442.65	\$8,912.40	\$0.00	\$1,154.10	\$45,200.95	\$31,062.94	\$14,138.01
813 GUES FACULTY	\$1,811.76	\$43.75	\$0.00	\$438.70	\$1,416.81	\$225.00	\$1,191.81
815 GUES PARENTS ORG.	\$26,259.56	\$541.83	\$0.00	\$1,604.69	\$25,196.70	\$12,865.03	\$12,331.67
816 GHS SPECIAL KIDS	\$361.01	\$0.00	\$0.00	\$0.00	\$361.01	\$0.00	\$361.01
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$317.10	\$0.00	\$0.00	\$0.00	\$317.10	\$0.00	\$317.10
819 ATHLETICS JUNIOR HIGH	\$16,409.78	\$1,570.00	\$0.00	\$3,738.40	\$14,241.38	\$3,589.60	\$10,651.78
820 GOLF JUNIOR HIGH	\$2,155.49	\$850.00	\$0.00	\$617.00	\$2,388.49	\$0.00	\$2,388.49
821 FHA JUNIOR HIGH	\$3,414.04	\$254.00	\$0.00	\$1,004.60	\$2,663.44	\$2,010.00	\$653.44
822 HONOR SOCIETY JR HIGH	\$4,444.46	\$0.00	\$0.00	\$943.00	\$3,501.46	\$775.00	\$2,726.46
823 JR HIGH ACCOUNT	\$3,459.76	\$0.00	\$0.00	\$0.00	\$3,459.76	\$405.00	\$3,054.76
824 JR HIGH FACULTY	\$1,411.65	\$0.00	\$0.00	\$145.10	\$1,266.55	\$75.00	\$1,191.55
825 LIBRARY JR HIGH	\$2,532.02	\$0.00	\$0.00	\$0.00	\$2,532.02	\$0.00	\$2,532.02
826 LEARN 2 LOVE	\$13,155.21	\$5,215.00	\$0.00	\$1,014.85	\$17,355.36	\$2,030.96	\$15,324.40
827 CHEERLEADERS JR HIGH	\$2,803.32	\$0.00	\$0.00	\$0.00	\$2,803.32	\$0.00	\$2,803.32
830 STUCO JH	\$5,504.73	\$996.00	\$0.00	\$630.34	\$5,870.39	\$3,795.00	\$2,075.39
831 T.S.A. JR HIGH	\$1,481.46	\$0.00	\$0.00	\$0.00	\$1,481.46	\$0.00	\$1,481.46
832 YEARBOOK JR HIGH	\$2,834.52	\$300.00	\$0.00	\$0.00	\$3,134.52	\$3,906.00	(\$771.48)
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
850 ACADEMIC TEAM HS	\$47.70	\$0.00	\$0.00	\$0.00	\$47.70	\$0.00	\$47.70
851 ART CLUB HS	\$6,614.54	\$0.00	(\$9.63)	\$74.82	\$6,530.09	\$1,075.18	\$5,454.91
852 ATHLETICS HS	\$61,369.80	\$8,706.51	\$0.00	\$17,475.36	\$52,600.95	\$23,322.29	\$29,278.66
853 HS CHEER	\$2,774.44	\$1,390.00	\$0.00	\$0.00	\$4,164.44	\$1,830.00	\$2,334.44
854 FOOTBALL CAMP	\$1,176.83	\$2,970.00	\$0.00	\$0.00	\$4,146.83	\$0.00	\$4,146.83
855 TENNIS HS	\$11,387.38	\$3,015.00	\$0.00	\$5,129.27	\$9,273.11	\$2,086.98	\$7,186.13
856 GHS LIBRARY	\$1,532.01	\$0.00	\$0.00	\$0.00	\$1,532.01	\$0.00	\$1,532.01
857 YOUTH & GOVERNMENT HS	\$51.94	\$0.00	\$0.00	\$0.00	\$51.94	\$0.00	\$51.94
858 GHS LINK CREW	\$133.99	\$0.00	\$0.00	\$0.00	\$133.99	\$0.00	\$133.99
859 BAND (OPERATING) HS	\$7,835.81	\$95.00	\$0.00	\$3,898.37	\$4,032.44	\$4,000.63	\$31.81
860 CLASS OF 2021 HS	\$481.24	\$0.00	\$0.00	\$0.00	\$481.24	\$0.00	\$481.24
861 CLASS OF 2017 HS	\$1,959.85	\$0.00	\$0.00	\$0.00	\$1,959.85	\$0.00	\$1,959.85
862 CLASS OF 2018 HS	\$5,296.04	\$1,650.00	\$0.00	\$0.00	\$6,946.04	\$1,807.68	\$5,138.36
863 CLASS OF 2019 HS	\$6,610.51	\$5,520.00	\$0.00	\$0.00	\$12,130.51	\$5,999.50	\$6,131.01
864 GHS ALUMNI ACCOUNT	\$2,499.32	\$0.00	\$0.00	\$0.00	\$2,499.32	\$0.00	\$2,499.32
869 ENGLISH CLUB	\$1,687.11	\$0.00	\$0.00	\$63.28	\$1,623.83	\$416.72	\$1,207.11
870 HS FACULTY/COURTESY ACCOUNT	\$1,443.25	\$31.55	\$0.00	\$131.94	\$1,342.86	\$300.00	\$1,042.86
871 HS STUDENT PANTRY	\$3,175.79	\$0.00	\$0.00	\$0.00	\$3,175.79	\$0.00	\$3,175.79
872 CLASS OF 2020	\$2,169.30	\$0.00	\$0.00	\$0.00	\$2,169.30	\$0.00	\$2,169.30
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
876 FFA 4H BOOSTER CLUB HS	\$33,630.41	\$920.00	\$0.00	\$100.00	\$34,450.41	\$7,250.00	\$27,200.41
877 FFA HS	\$9,538.58	\$1,798.00	\$0.00	\$5,008.53	\$6,328.05	\$5,111.24	\$1,216.81
878 FCCLA (FHA) HS	\$396.52	\$0.00	\$0.00	\$0.00	\$396.52	\$225.00	\$171.52
879 FOREIGN LANGUAGE SPAN HS	\$5,098.32	\$1,010.00	\$0.00	\$214.19	\$5,894.13	\$5,527.00	\$367.13
881 Lady Jays Basketball	\$1,975.31	\$0.00	\$0.00	\$0.00	\$1,975.31	\$0.00	\$1,975.31

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 4/1/2018 - 4/30/2018

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	\$5,243.71	\$50.25	\$0.00	\$281.01	\$5,012.95	\$590.11	\$4,422.84
883 HERITAGE CLUB HS	\$1,322.63	\$0.00	\$0.00	\$72.41	\$1,250.22	\$0.00	\$1,250.22
884 HIGH SCHOOL ACCOUNT	\$12,664.95	\$2,049.51	\$0.00	\$60.69	\$14,653.77	\$5,774.31	\$8,879.46
885 STUDENT SUPPORT HS	\$3,395.49	\$192.50	(\$1,375.00)	\$29.97	\$2,183.02	\$219.78	\$1,963.24
886 HONOR SOCIETY HS	\$1,078.44	\$2,145.00	\$0.00	\$0.00	\$3,223.44	\$1,080.00	\$2,143.44
888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
889 KEY CLUB HS	\$434.28	\$0.00	\$0.00	\$0.00	\$434.28	\$159.99	\$274.29
892 MATH OF FINANCE	\$43.58	\$0.00	\$0.00	\$0.00	\$43.58	\$0.00	\$43.58
893 MU ALPHA THETA HS	\$1,289.04	\$685.00	\$0.00	\$160.00	\$1,814.04	\$1,735.00	\$79.04
895 JROTC HS	\$5,956.69	\$231.84	\$0.00	\$723.33	\$5,465.20	\$581.80	\$4,883.40
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$1,045.11	\$385.75	\$0.00	\$177.63	\$1,253.23	\$500.00	\$753.23
898 SCIENCE CLUB HS	\$5,342.79	\$670.00	\$0.00	\$183.08	\$5,829.71	\$2,611.00	\$3,218.71
899 STUDENT COUNCIL HS	\$14,577.56	\$90.00	\$0.00	\$285.44	\$14,382.12	\$1,200.00	\$13,182.12
900 CAMPUS BEAUTIFICATION HS	\$5,093.19	\$30.00	\$0.00	\$0.00	\$5,123.19	\$0.00	\$5,123.19
902 VOCAL HS	\$4,470.11	\$2,736.00	\$0.00	\$1,993.14	\$5,212.97	\$3,368.48	\$1,844.49
904 YEARBOOK HS	\$16,631.43	\$370.00	\$1,375.00	\$0.00	\$18,376.43	\$0.00	\$18,376.43
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$58.14	\$0.00	\$0.00	\$0.00	\$58.14	\$0.00	\$58.14
911 FFA BUILDING FUND	\$3,235.38	\$0.00	\$0.00	\$0.00	\$3,235.38	\$535.00	\$2,700.38
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,910.26	\$12.00	\$0.00	\$0.00	\$1,922.26	\$140.00	\$1,782.26
922 COURTESY COMMITTEE ADMIN	\$88.87	\$0.00	\$0.00	\$0.00	\$88.87	\$105.00	(\$16.13)
925 GENERAL FUND REFUND	\$4,363.07	\$76.00	\$9.63	\$0.00	\$4,448.70	\$0.00	\$4,448.70
927 HALL OF FAME BANQUET	\$891.17	\$0.00	\$0.00	\$0.00	\$891.17	\$0.00	\$891.17
929 SPECIAL OLYMPICS	\$31,717.00	\$10,441.00	\$0.00	\$5,111.27	\$37,046.73	\$16,802.71	\$20,244.02
932 SUMMER SCHOOL HS	\$1,835.00	\$860.00	\$0.00	\$0.00	\$2,695.00	\$0.00	\$2,695.00
933 FAVER C&C	\$185.63	\$0.00	\$0.00	\$0.00	\$185.63	\$0.00	\$185.63
934 TRANSPORTATION C&C	\$2,760.88	\$515.00	\$0.00	\$289.81	\$2,986.07	\$2,400.00	\$586.07
935 VENDING MACHINE ADMIN	\$577.05	\$17.50	\$0.00	\$4.27	\$590.28	\$225.54	\$364.74
936 GUES HONOR CHOIR	\$587.93	\$0.00	\$0.00	\$0.00	\$587.93	\$0.00	\$587.93
937 FAVER ACTIVITY	\$90.77	\$0.00	\$0.00	\$12.50	\$78.27	\$0.00	\$78.27
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$10,852.47	\$243.75	\$0.00	\$1,450.58	\$9,645.64	\$1,513.72	\$8,131.92
942 C.N. CLEARING ACCT	\$0.00	\$4,645.15	\$0.00	\$4,645.15	\$0.00	\$12,418.55	(\$12,418.55)
Total	\$548,535.56	\$83,152.75	\$0.00	\$72,609.49	\$559,078.82	\$198,183.65	\$360,895.17

4/18/2018

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 youth group is attending camp at Falls Creek this year in Davis Oklahoma and we wanted to request **2 buses with drivers** for transportation from our church to Davis on the morning of June 25th, 2018 and returning from Davis to our church on the morning of June 30th, 2018.

Thank You,

Jeff Mathews
405-708-1777 (cell)
405-282-1230 (church)
jeff@communitychurch.tv (email)

RECEIVED
APR 19 2018
BY:

This can be accomodated.
Susan Bridwell
4-19-18

April 27, 2018

Dear Dr. Simpson,

First Southern Baptist Church would like to use your bus and drivers for Falls Creek again this summer.

The Children's Camp week is May 27th – May 30th.

Junior High Week is June 18th – June 23rd.

High School Week is June 25th – June 30th.

Thank you so much for always allowing us to use the busses to transport our students!

Sincerely,

A handwritten signature in black ink that reads "Mary Hudson". The signature is written in a cursive style with a long, sweeping tail on the "n".

Mary Hudson

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

Sponsor

GUTHRIE SCHOOL (42-I001) : FY 2018

Administrator MICHELLE CHAPPLE

Authorized Rep. JANA WANZER

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

DUNS 060772753

DUNS Expiration Date 04/04/2019

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

Physical Address 802 EAST VILAS
GUTHRIE, OK
73044 - 5228

Phone 405-282-8900 ext: 8942

Fax 405-282-5904

Cell Phone 405-282-8900

Email JANA.WANZER@GUTHRIEPS.NET

FEI 726021131

Program Information

GUTHRIE SCHOOL (42-I001) : FY 2018

Did the Sponsoring Organization expend \$750,000 or more in total federal funds in last fiscal year? Yes

Is Program Audit Annual or Biannual? Annual

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

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

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

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

Beginning Date of Operation: 6/4/2018

Ending Date of Operation: 6/28/2018

Number of Operating Days: 16

Number of sites to participate: 7

Does Sponsor operate sites in other states: No

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

Administrative Personnel
GUTHRIE SCHOOL (42-1001) : FY 2018

	Hours Per Day	Wages Per Hour	Days Worked	Total Salary
Position Title MONITOR/BOOKKEEPER/DIRECTOR/SUPERVISOR				
Staff Name JANA WANZER				
Fund Source SFSP Program Funds	3.00	\$12.00	16	\$576.00

Sponsor Plans and Training

GUTHRIE SCHOOL (42-I001) : FY 2018

Sponsor Plans

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

Training Dates

Purpose of the Program	5/30/2018
Site Eligibility	5/30/2018
Recordkeeping Requirements	5/30/2018
Organized Site Activity	5/30/2018
Organized Site Activity	5/30/2018
Duties Of Monitor	5/30/2018
Nondiscrimination Compliance	5/30/2018

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

Miscellaneous
GUTHRIE SCHOOL (42-I001) : FY 2018

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

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

<u>Adult Meals</u>	
Non Program Adult Breakfast Charge	\$2.05
Non Program Adult Lunch Charge	\$4.00
Non Program Adult Snack Charge	\$1.00
Non Program Adult Supper Charge	\$4.00

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

If so, explain why.

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

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

ProceduresGUTHRIE SCHOOL (42-I001) : FY 2018

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

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

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

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

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

TIME SHEET

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

RECORDS SUBMITTED WEEKLY TO CN OFFICE BY SITE SUPERVISOR

(E) Outline where SFSP records will be kept:

RECORDS WILL BE KEPT AT THE CN OFFICE, BY THE DIRECTORS DESK FROM JUNE 2018 TO AUGUST 2018.

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

WE WILL CORRECT ALL PROBLEMS WITHIN 24 HOURS.

Civil Rights Compliance
GUTHRIE SCHOOL (42-I001) : FY 2018

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

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

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

PUBLIC FLYERS, PHONE CONTACTS, PUBLIC WEBSITE POSTS

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

CIVIL RIGHTS COMPLIANCE STUDENT COUNT REPORT

<u>Estimated enrollment by race</u>		<u>Estimated enrollment by ethnicity</u>	
Asian	12	Hispanic	457
White	2650	Non Hispanic	2937
Black	426		
Islander	9		
Native American	297		

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

Expenditures

GUTHRIE SCHOOL (42-I001) : FY 2018

Operating Costs		Administrative Costs	
Cost of Food and Milk	\$4,200.00	Administrative Salaries	\$576.00
Labor, Payroll Taxes, Benefits	\$5,744.70	Payroll Taxes and Benefits	\$0.00
Nonfood Supplies	\$500.00	Office (Maintenance, Rental)	\$0.00
Utilities	\$260.00	Utilities	\$0.00
Rental of Facility	\$0.00	Mileage	\$187.00
Rental of Equipment	\$0.00	Audit & Legal Fees	\$0.00
Use Allowance of Equipment	\$0.00	Communications (phone, postage)	\$0.00
Transportation of Children/Meals	\$0.00	Publication Fee	\$0.00
Other (specify)	\$0.00	Other (specify)	\$0.00
Operating Subtotal	\$10,704.70	Administration Subtotal	\$763.00
Which form of procurement will your organization be using for the current summer?	Formal, \$150,000 and above	Grand Subtotal	\$11,467.70
Specify Other Operating Cost :	0		
Specify Other Admin Cost :			

2018 SUMMER FOOD PROGRAM BY SITE SUMMARY

Operating 6/4/18 thru 6/28/18

7 Sites Participating



SITE	STAFF	DAILY HOURS	TOTAL DAYS	WEEK DAYS	BREAKFAST	LUNCH	AVG DAILY ANTICIPATED
GUES	2	6	16	M-TH	8-8:45am	11:30am-12:30pm	100
HS	1	6	16	M-TH		11:30am-12:30pm	50
Mobile Site 207 E Pleasnat Hills Dr.	1	6	16	M-TH		11:00am-11:15am	75
Mobile Site 123 Silent Way	1	6	16	M-TH		11:00am-11:15am	150
Mobile Site 101 Harvest Drive	1	6	16	M-TH		11:30am-11:45am	150
Mobile Site 2000 Woodlawn Ave.	1	6	16	M-TH		11:40am-11:55am	150
Mobile Site 2630 W. Oklahoma Ave.	1	6	16	M-TH		12:00pm-12:15pm	150

SchoolMessenger Renewal Authorization

ACCOUNT INFORMATION

District Name: Guthrie Ind Sch District 1
Annual Rate \$ 4586.56 Communicate service Authorization Date: _____
Reference Quote #: 111389 Renewal Date: July 1, 2018

ACKNOWLEDGEMENTS

West Interactive Services Corporation d/b/a SchoolMessenger ("Provider") will continue to provide District with the online communications applications further described in the Reference Quote (the "Service") subject to the following terms and conditions:

Order Authorization Terms.

The terms and conditions available at www.schoolmessenger.com/webterms will apply to this order authorization, unless the parties have entered into a separate mutually executed agreement. The terms of this order will govern any conflict with the above-mentioned terms. No additional terms in Customer's purchase order will apply.

Term and Termination.

This Agreement will commence on the Service Start Date and continue for 12 months (the "Initial Term"), and then will automatically renew for successive one year periods unless either party provides written notice of its desire not to renew at least 30 days prior to the end of the then-current term.

Agreed and Acknowledged by the following who is authorized to sign on behalf of the District:

Signature: _____ Date: _____
(or initials if signing electronically) _____ : _____
Name: _____ Title: _____



805 Las Cimas Parkway
Suite 400
Austin, TX 78746

Invoice Number: RI-8089-NC
Invoice Date: 05/01/2018
Terms: Net 30
Due Date: 05/31/2018
PO Number:

Bill To:

Guthrie Public Schools
802 E. Vilas
Guthrie, Oklahoma 73044

Description	Start Date	End Date	Total Amount
TalentEd Recruit & Hire - Professional Edition	07/01/2018	06/30/2019	\$3,996.99
		TOTAL	\$3,996.99
		PAYMENTS	\$0.00
		BALANCE DUE	\$3,996.99

Remit Checks To:

PO BOX 205752
Dallas, TX 75320-5752

ACH/ Direct Deposit

Wells Fargo Bank
ABA Routing Number: 121000248
Account Number: 4262658669



Guthrie Public Schools

Memo

To: Dr. Mike Simpson and the Guthrie School Board

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

Date: May 7, 2018

Re: 2nd & 3rd Grade Remedial Summer School Program

The following teachers/aides are being recommended for Summer School 2018, June 4, 2018 – June 28, 2018, Monday – Thursday, 8:30 – 11:30 a.m.

Jamie Alexander, Teacher	2 nd Grade
Patti Bohlman, Teacher	2 nd Grade
Sherryl Green, Teacher	2 nd Grade

Lisa Good, Teacher	3 rd Grade
Greg Friese, Teacher	3 rd Grade

Susan Davison	Administrator
---------------	---------------



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

Via Email: michelle.chapple@guthrie.net
If no email, Via Fax: 405-282-5967

May 1, 2018

Guthrie Public Schools
Attn: Michelle Chapple

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

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. We would like to renew our services and offer you an Amendment to extend the term of your Agreement. In lieu of your contract automatically extending per the existing Exhibit A-10, we would like to offer an extension through June 30, 2019.

Enclosed is one (1) unexecuted original of the above referenced Amendment which covers July 1, 2018 through June 30, 2019. Should you require duplicate originals to be sent via mail, please let me know and I will send originals to you.

Please return one partially executed original to the undersigned by May 15, 2018. Once fully executed, we will provide you with a copy for your files. If we do not receive a signed amendment by June 30, 2018, your contract will automatically extend per the provisions of the existing Exhibit A-10.

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

Sincerely,

Regina Fort

Regina Fort
Vice President of Retail Sales
rfort@clearwaterenterprises.net

AMENDMENT

This Amendment is made and entered into as of July 1, 2018 by and between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer").

WITNESSETH:

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

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

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

- Exhibit(s) A-10 and B-10 are hereby deleted in their entirety and the attached Exhibit(s) A-11 and B-11 are substituted therefore. All references in the Agreement to Exhibit(s) A-10 and B-10 shall be amended to reference Exhibit(s) A-11 and B-11.

This Amendment is effective July 1, 2018. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

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

Seller
Clearwater Enterprises, L.L.C.

Buyer
Guthrie Public Schools

By: _____
Name: Jenny Thompson
Title: COO
Date: _____

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

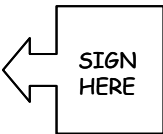


EXHIBIT A-11
TRANSACTION CONFIRMATION

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

Term: July 1, 2018 through June 30, 2019; and automatically renewed year to year thereafter unless either Party notifies the other Party in writing at least forty-five (45) days prior to the expiration of the stated term or the then current renewal period that the Agreement shall not be renewed.

Facility: **As listed on Exhibit B-11**

Quantity: Full Facility Requirements

Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding \$0.12/MMBtu to the Inside FERC's Gas Market Report first of the month index posting for Oneok Gas Transportation LLC, Oklahoma plus a monthly administrative fee of \$25.00/month per Facility. In the event the referenced index posting for Oneok Gas Transportation LLC, Oklahoma is not published for any delivery month, the average of the index postings ANR Pipeline Co., Oklahoma, Natural Gas Pipeline Co. of America, Midcontinent zone, and Panhandle Eastern Pipe Line Co., Texas, Oklahoma (mainline) shall be substituted therefore. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Agreement at a price which is mutually agreeable to the Parties hereto.

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

Local Distribution Company: Oklahoma Natural Gas Company

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

Seller
Clearwater Enterprises, L.L.C.

By: _____
Name: Jenny Thompson
Title: COO
Date: _____

Buyer
Guthrie Public Schools

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

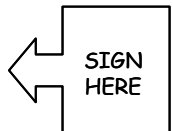


EXHIBIT B-11
Facility Listing and Estimated Monthly Usage

Clearwater Enterprises, L.L.C. ("Seller") and **Guthrie Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to any active Transaction Confirmation, this Exhibit B-11, and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2006 between Buyer and Seller as set forth below:

<u>Facility(ies)</u>													
ONG Contract #	Account Name					ONG Account #		Address					
<u>Estimated Monthly Usage (MMBtus)</u>													
4154	GUTHRIE PS COTTERAL ELEMENTARY					210185565		2001 W Noble Ave; Guthrie, OK 73044-2171					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Volume
	327	207	103	27	19	12	11	14	16	25	86	265	1112
4155	GUTHRIE PS FOGARTY ELEMENTARY					211183566		902 N Wentz St; Guthrie, OK 73044-1882					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Volume
	488	280	112	28	13	1	1	4	7	20	111	396	1461
4156	GUTHRIE PS HIGH SCHOOL					210186651		1615 N Walnut St; Guthrie, OK 73044-3910					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Volume
	471	182	69	31	23	11	8	18	32	36	104	547	1532
4157	GUTHRIE PS JR HIGH					211184786		705 E Oklahoma Ave; Guthrie, OK 73044-3746					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Volume
	355	191	90	12	7	1	0	5	8	12	83	301	1065
4158	GUTHRIE PS UPPER ELEMENTARY					211185109		1602 Crooks Dr; Guthrie, OK 73044-1803					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Volume
	1159	867	361	105	66	26	21	39	53	77	285	1066	4125

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

ONG PIPELINE COST OF GAS vs. CWE COST OF GAS

07/2017 - 06/2018

Guthrie Public Schools

Prod Month	Loc #	Location Name	ONG Pipeline Cost of Gas	CWE Cost of Gas	Savings/Dth	Dth/Month	Monthly Savings
07/17	4154	Guthrie PS Cotteral	\$ 5.3160	\$ 5.2300	\$ 0.0860	10	\$0.86
08/17	4154	Guthrie PS Cotteral	\$ 5.3350	\$ 4.1463	\$ 1.1887	15	\$17.83
09/17	4154	Guthrie PS Cotteral	\$ 5.3690	\$ 3.9208	\$ 1.4482	17	\$24.62
10/17	4154	Guthrie PS Cotteral	\$ 4.0970	\$ 3.1278	\$ 0.9692	38	\$36.83
11/17	4154	Guthrie PS Cotteral	\$ 3.9200	\$ 2.6804	\$ 1.2396	104	\$128.92
12/17	4154	Guthrie PS Cotteral	\$ 4.0410	\$ 3.0719	\$ 0.9691	255	\$247.13
01/18	4154	Guthrie PS Cotteral	\$ 4.1140	\$ 3.1251	\$ 0.9889	363	\$358.96
02/18	4154	Guthrie PS Cotteral	\$ 3.9190	\$ 2.9505	\$ 0.9685	281	\$272.16
03/18	4154	Guthrie PS Cotteral	\$ 3.9530	\$ 2.9340	\$ 1.0190	109	\$111.07
Savings for Guthrie PS Cotteral							\$1,198.38
07/17	4155	Guthrie PS Fogarty E	\$ 5.3160	\$ 15.2310	\$(9.9150)	2	\$(19.83)
08/17	4155	Guthrie PS Fogarty E	\$ 5.3350	\$ 6.6467	\$(1.3117)	6	\$(7.87)
09/17	4155	Guthrie PS Fogarty E	\$ 5.3690	\$ 5.5753	\$(0.2063)	8	\$(1.65)
10/17	4155	Guthrie PS Fogarty E	\$ 4.0970	\$ 3.0797	\$ 1.0173	41	\$41.71
11/17	4155	Guthrie PS Fogarty E	\$ 3.9200	\$ 2.6501	\$ 1.2699	119	\$151.12
12/17	4155	Guthrie PS Fogarty E	\$ 4.0410	\$ 3.0454	\$ 0.9956	357	\$355.42
01/18	4155	Guthrie PS Fogarty E	\$ 4.1140	\$ 3.1058	\$ 1.0082	530	\$534.37
02/18	4155	Guthrie PS Fogarty E	\$ 3.9190	\$ 2.9040	\$ 1.0150	413	\$419.21
03/18	4155	Guthrie PS Fogarty E	\$ 3.9530	\$ 2.7433	\$ 1.2097	148	\$179.03
Savings for Guthrie PS Fogarty E							\$1,651.51
07/17	4156	Guthrie PS High Scho	\$ 5.3160	\$ 4.2923	\$ 1.0238	16	\$16.38
08/17	4156	Guthrie PS High Scho	\$ 5.3350	\$ 3.4057	\$ 1.9293	27	\$52.09
09/17	4156	Guthrie PS High Scho	\$ 5.3690	\$ 3.2312	\$ 2.1378	32	\$68.41
10/17	4156	Guthrie PS High Scho	\$ 4.0970	\$ 3.1456	\$ 0.9514	37	\$35.20
11/17	4156	Guthrie PS High Scho	\$ 3.9200	\$ 3.1753	\$ 0.7447	34	\$25.32
12/17	4156	Guthrie PS High Scho	\$ 4.0410	\$ 3.0372	\$ 1.0038	423	\$424.61
01/18	4156	Guthrie PS High Scho	\$ 4.1140	\$ 3.1596	\$ 0.9544	667	\$636.56
02/18	4156	Guthrie PS High Scho	\$ 3.9190	\$ 2.8397	\$ 1.0793	429	\$463.04
03/18	4156	Guthrie PS High Scho	\$ 3.9530	\$ 4.0682	\$(0.1152)	44	\$(5.07)
Savings for Guthrie PS High Scho							\$1,716.54
07/17	4157	Guthrie PS Jr High	\$ 5.3160	\$ 5.3160	\$ 0.0000	0	\$(25.00)
08/17	4157	Guthrie PS Jr High	\$ 5.3350	\$ 7.4790	\$(2.1440)	5	\$(10.72)
09/17	4157	Guthrie PS Jr High	\$ 5.3690	\$ 6.0219	\$(0.6529)	7	\$(4.57)
10/17	4157	Guthrie PS Jr High	\$ 4.0970	\$ 3.7200	\$ 0.3770	20	\$7.54
11/17	4157	Guthrie PS Jr High	\$ 3.9200	\$ 2.6501	\$ 1.2699	119	\$151.12
12/17	4157	Guthrie PS Jr High	\$ 4.0410	\$ 3.0534	\$ 0.9876	308	\$304.17
01/18	4157	Guthrie PS Jr High	\$ 4.1140	\$ 3.1308	\$ 0.9832	424	\$416.86
02/18	4157	Guthrie PS Jr High	\$ 3.9190	\$ 2.9077	\$ 1.0113	314	\$317.55
03/18	4157	Guthrie PS Jr High	\$ 3.9530	\$ 2.7779	\$ 1.1751	117	\$137.49
Savings for Guthrie PS Jr High							\$1,294.44
07/17	4158	Guthrie PS Upper Ele	\$ 5.3160	\$ 3.6560	\$ 1.6600	27	\$44.82
08/17	4158	Guthrie PS Upper Ele	\$ 5.3350	\$ 3.0896	\$ 2.2454	41	\$92.06
09/17	4158	Guthrie PS Upper Ele	\$ 5.3690	\$ 3.0750	\$ 2.2940	40	\$91.76
10/17	4158	Guthrie PS Upper Ele	\$ 4.0970	\$ 2.8221	\$ 1.2749	71	\$90.52
11/17	4158	Guthrie PS Upper Ele	\$ 3.9200	\$ 2.5044	\$ 1.4156	388	\$549.24
12/17	4158	Guthrie PS Upper Ele	\$ 4.0410	\$ 2.9993	\$ 1.0417	1,014	\$1,056.24
01/18	4158	Guthrie PS Upper Ele	\$ 4.1140	\$ 3.0666	\$ 1.0474	1,296	\$1,357.44
02/18	4158	Guthrie PS Upper Ele	\$ 3.9190	\$ 2.8698	\$ 1.0492	1,238	\$1,298.88
03/18	4158	Guthrie PS Upper Ele	\$ 3.9530	\$ 2.6005	\$ 1.3525	496	\$670.82



ONG PIPELINE COST OF GAS vs. CWE COST OF GAS

07/2017 - 06/2018

Savings for Guthrie PS Upper Ele

\$5,251.78

Savings for Guthrie Public Schools

\$11,112.65

*** If you have any questions please contact: Jeff Geis (jgeis@clearwaterenterprises.net)





NATIONAL PURCHASING COOPERATIVE INTERLOCAL PARTICIPATION AGREEMENT

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

I. RECITALS

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

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

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

II. TERMS AND CONDITIONS

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

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

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

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

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

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

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

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

III. GENERAL PROVISIONS

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

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

THE COOPERATIVE, ITS ENDORSERS, SPONSORS AND SERVICING CONTRACTORS, HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
11. **Limitation of Liability.** Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:
 - (a) Neither party waives any immunity from liability afforded under law;

- (b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
- (c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member's purchase activity, within 12 months of when the lawsuit or action was filed; and
- (d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney's fees.

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

- 12. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.
- 13. **Merger/Entirety.** This Agreement, together with the Cooperative's Bylaws and Organizational Interlocal Agreement, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.
- 14. **Notice.** Any written notice to the Cooperative may be given by e-mail to NSBA at BuyBoard@nsba.org; by U.S. mail, postage prepaid, and delivered to the National Purchasing Cooperative, 1680 Duke Street FL2, Alexandria, VA, 22314; or other mode of delivery typically used in commerce and accessible to the intended recipient. Notices to Cooperative Member may be given by e-mail to the Cooperative Member's Coordinator or other e-mail address of record provided by the Cooperative Member; by U.S. mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor); or other mode of delivery typically used in commerce and accessible to the intended recipient.
- 15. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.
- 16. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon an electronic or facsimile signature as if it were an original. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
- 17. **Authority.** By the execution and delivery of this Agreement, each undersigned individual represents that he or she is authorized to bind the entity that is a party to this Agreement.

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

TO BE COMPLETED BY THE NATIONAL PURCHASING COOPERATIVE:

By: Valerie M. Carty
Director, State Association Services/ Member & Leadership Services
National School Boards Association
On behalf of the National Purchasing Cooperative

TO BE COMPLETED BY COOPERATIVE MEMBER:

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

Guthrie Public Schools

(Name of Local Government)

By: _____ Date: _____

Signature of authorized representative of Cooperative Member
Dr. Mike Simpson, Superintendent

Printed name and title of authorized representative

Coordinator for the
Cooperative Member is:

Michele Hamby & Anita Paul
Name

Encumbrance Clerk & Activity Fund Clerk
Title

802 E. Vilas Ave.
Mailing Address

Guthrie
City

Oklahoma 73044
State Zip Code

(405) 282-8900
Telephone

(405)282-5967
Telephone

michele.hamby@guthrieeps.net
Fax

anita.paul@guthrieeps.net
Email

BOARD RESOLUTION
Authorizing
Participation in the National Purchasing Cooperative

WHEREAS, the SCHOOL BOARD OF Logan I-001 COUNTY, OK (“Board” or “District”) has elected to join the National Purchasing Cooperative (the “Cooperative” operating as “National BuyBoard,” a program created for the benefit of school districts and other governmental entities nationwide; and

WHEREAS, the District is authorized to enter into the National Purchasing Cooperative by executing the National Purchasing Cooperative Organizational Interlocal Agreement (which is incorporated herein by reference) pursuant to; and

WHEREAS, the District desires to participate and join with other governmental entities in the discharge of their respective public and governmental purposes, objectives, needs, programs, functions and services relative to purchasing;

NOW, THEREFORE, BE IT RESOLVED, that the SCHOOL BOARD OF Logan I-001 COUNTY, OK, hereby authorizes its president, or designee, to execute the National Purchasing Cooperative Organizational Interlocal Agreement.

BE IT FURTHER RESOLVED, that execution of this Resolution is conclusive evidence of the Board’s approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument.

Adopted and approved this _____ day of _____, 2018.

By: _____
School Board President or Designee

Attest: _____
Superintendent or other Official

Dear Guthrie Public Schools leader,

Thank you for your partnership with Frontline as we grow and continue our dedicated focus on serving K-12. More than 12,000 educational organizations representing over 80,000 schools now rely on Frontline solutions for everything from absence and attendance management, to professional learning, to special education and interventions, to employee records management.

As your partner, our focus continues to be on supporting K-12 leaders and educators. We're pleased to serve you through our 20+ years of experience, our employees' in-depth knowledge of education, and our commitment to continue to provide industry-leading solutions and technology for education.



SINGLE FRONTLINE
APPLICATION ID



INTUITIVE
MOBILE APP



SOC2 COMPLIANT
SECURITY



INSIGHTS-DRIVEN
DASHBOARDS

In 2017 we made significant strides in building the industry-leading Frontline Insights Platform. Many clients are now enjoying the benefits of a Single ID for your Frontline applications, an intuitive mobile app, SOC2 compliant security, insights-driven dashboards and more.

Our market leading Client Support & Success teams also put extensive time and focus on ensuring that we are easy to do business with and readily accessible to support clients in their journey of using Frontline solutions. Common processes and standard tools have led to a more unified client success experience for our users across all of our solutions. Additional solution area experts have been added and are available for best practice question and answers. These changes make your engagement and experience with Frontline easy, effective and productive.

We recognize you've put significant time into the decision to choose Frontline and worked hard to make it a success across your organization. By continuing our partnership, you'll maintain the momentum you've built in your organization.

What Added Value Will You Get Upon Renewal?

We're excited to offer some significant new benefits. Upon your renewal, you'll be initiating an upgrade to the enhanced functionality of our Frontline Insights Platform. These enhancements will become available at upgrade and continue being added over the course of the year. This platform is laying the groundwork for a completely connected set of solutions for K-12, one of the most popular requests in our client surveys.

As you know, some of our solutions already include:

- A single ID for your Frontline applications
- SOC2 compliant security
- Market-leading dashboards
- A mobile app
- A common user experience and navigation
- Benchmarking your district performance against the largest nationally-validated employee data set in K-12 education

As a result of your renewal, you will also be eligible to receive course libraries – these are specific courses for compliance and professional growth related to the solutions you already have from Frontline. The courses provide crucial learning for employees and are fully-SCORM compliant.

All clients will receive one free subscription to *The Line*, an award-winning publication focused on civil discourse in K-12. Your subscription includes two print editions and unlimited access to articles online.

What's Changing With Your Renewal?

We are seeking to provide equitable pricing across our client base in line with the value you receive and the pricing paid by clients of comparable size with the same solutions. Your renewal amount reflects this adjustment.

In addition, we have simplified your invoice by using the same pricing methodology across all of your Frontline solutions. You will no longer see variations to pricing based on different employee types, as you may have in the past. The new pricing method also allows you to have an unlimited number of employees within your

organization use our solutions, providing predictability for your budget even as you increase your usage of the solutions.

What's Your Next Step?

Your organization's specific pricing information is included in this document. We will need you to acknowledge the renewal to continue your services and begin your upgrade to the enhanced functionality of the Insights Platform.

[To acknowledge your renewal, please go to the Renewal Form here.](#)

If you've been previously contacted by a Frontline Client Success Manager or renewal team member, please reach out directly to them with any questions. Otherwise, feel free to contact us at renewals@frontlineed.com.

Did You Know?

Frontline has a new and exciting offering that can be added to your current solutions. Learning & Collaboration Resources includes 35 micro-credentials, collaborative groups, nearly 3,000 videos, and over 550 courses to equip your teachers to become masters of their craft. Learn more [here](#) and then contact your Frontline representative to schedule an overview.

How Can You Learn More?

If you have additional questions, we invite you to read our [FAQs](#).

Additionally, to learn more about the upgrade to enhanced functionality, please visit our [Client Resource Page](#).

We've made significant investments in our industry-leading platform, and we can't wait to help your district tap into the enhanced capabilities we are rolling out.

Sincerely,

Jim Catalino, Client Success Officer

HOW SHOULD I READ MY INVOICE:

Our new pricing method allows you to have an unlimited number of employees within your organization use our solutions, providing predictability for your budget even as you increase usage of the solutions. Because of this unlimited usage, product quantities are not listed on the invoice.

You'll see just one simple line item per product, and you will no longer see multiple line items per solution with variations to pricing based on different employee types. We trust this simplifies the reading of your invoice and makes it easier to do business with Frontline.

Accounts Payable
 Guthrie Public Schools
 802 E. Vilas
 Guthrie OK 73044

Subscription Start Date: 7/1/2018

Description	Start	End	End User	Amount
Absence & Substitute Management, unlimited usage for internal employees	7/1/2018	6/30/2019	12377 Guthrie Public Schools	\$10,867.10
Time & Attendance, unlimited usage for internal employees	7/1/2018	6/30/2019	12377 Guthrie Public Schools	\$8,552.14

TOTAL RENEWAL \$19,419.24

Business Associate Agreement

This Business Associate Agreement (“Agreement”) is made and entered into effective as of July 1, 2018 (“Effective Date”), by and between Guthrie Public Schools (“Covered Entity”) and QualityCare Labs, LLC, a Texas limited liability company (“Business Associate”).

RECITALS

WHEREAS, Covered Entity possesses Protected Health Information (“PHI”) that is protected under the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), the Health Information Technology for Economic and Clinical Health (“HITECH”) Act of 2009, and the rules and regulations issued pursuant to these laws, (collectively, the “Privacy and Security Laws”);

WHEREAS, Covered Entity wishes to enter into a business relationship with Business Associate to perform services (the “Services”) on behalf of Covered Entity;

WHEREAS, in order to provide the Services, Business Associate will access, receive, maintain, create and/or transmit PHI on behalf of Covered Entity; and

WHEREAS, Covered Entity and Business Associate wish to enter into this Agreement to set forth the terms and conditions applicable to the use and disclosure of such PHI in compliance with the Privacy and Security Laws.

NOW THEREFORE, Covered Entity and Business Associate agree as follows:

1. Definitions. The parties agree that the following terms, when used in this Agreement, shall have the following meanings, provided that the terms set forth below shall be deemed to be modified to reflect any changes made to such terms from time to time under the Privacy and Security Laws. All capitalized terms used in this Agreement but not defined below shall have the meaning assigned to them under the HIPAA Regulations.

a. “HIPAA” means the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191.

b. “HIPAA Regulations” means the regulations promulgated under HIPAA by the United States Department of Health and Human Services, including, but not limited to, 45 C.F.R. Part 160 and 45 C.F.R. Part 164 subparts A and E (“The Privacy Rule”) and the Security Standards as they may be amended from time to time, 45 C.F.R. Parts 160, 162 and 164, Subpart C (“The Security Rule”).

c. “HITECH Act” means the provisions of Division A, Title XIII of the American Recovery and Reinvestment Act of 2009 (“ARRA”), known as The Health Information Technology for Economic and Clinical Health, Act 42 U.S.C. §3000 et. seq., and rules, regulations and guidance issued pursuant thereto.

d. “Privacy and Security Laws” for purposes of this Agreement, HIPAA, the HITECH Act and all regulations, rules, and guidance issued pursuant to HIPAA, and the HITECH Act are collectively referred to as the Privacy and Security Laws.

e. “Business Associate” means,

(1) With respect to a Covered Entity, a person who:

(a) On behalf of such covered entity or of an organized health care arrangement (as defined in this section) in which the covered entity participates, but other than in the capacity of a member of the workforce of such covered entity or arrangement, creates, receives, maintains, or transmits PHI for a function or activity regulated by the Privacy and Security Laws, including claims processing or administration, data analysis, processing or administration, utilization review, quality assurance, patient safety activities listed at 42 C.F.R. 3.20, billing, benefit management, practice management, and repricing; or

(b) Provides, other than in the capacity of a member of the workforce of such covered entity, legal, actuarial, accounting, consulting, data aggregation (as defined in 45 C.F.R. 164.501), management, administrative, accreditation, or financial services to or for such covered entity, or to or for an organized health care arrangement in which the covered entity participates, where the provision of the service involves the disclosure of PHI from such covered entity or arrangement, or from another business associate of such covered entity or arrangement, to the person.

(2) A covered entity may be a business associate of another covered entity.

(3) Business Associate also includes a Health Information Organization, E-prescribing Gateway, or other person that provides data transmission services with respect to PHI to a covered entity and that requires access on a routine basis to such PHI; a person that offers a personal health record to one or more individuals on behalf of a covered entity; and a subcontractor that creates, receives, maintains, or transmits PHI on behalf of the Business Associate.

f. “Individually Identifiable Health Information” means information that is a subset of health information, including demographic information collected from an individual, and;

(1) Is created or received by a health care provider, health plan, employer, or health care clearinghouse; and

(2) Relates to past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and

(a) that identifies the individual; or

(b) with respect to which there is a reasonable cause to believe the information can be used to identify the individual.

g. “Protected Health Information” or “PHI” means individually identifiable health information that is: transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium. PHI does not include individually identifiable health information that is included in education records covered by the Family Educational Rights and Privacy Act, as amended, 20 U.S.C. 1232g, records described at 20 U.S.C. 1232g(a)(4)(B)(iv), or employment records held by a covered entity in its role as employer, and it does not include information regarding a person who has been deceased for more than 50 years.

h. “Data Aggregation” means, with respect to PHI created or received by a Business Associate in its capacity as the Business Associate of a Covered Entity, the combining of such PHI by the Business Associate with the PHI received by the Business Associate in its capacity as a Business Associate of another covered entity, to permit data analyses that relate to the health care operations of the respective covered entities.

i. “Security Incident” means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with systems operations in an information system, but does not include minor incidents that occur on a daily basis, such as scans, “pings”, or unsuccessful random attempts to penetrate computer networks or servers maintained by Business Associate.

j. “Unsecured PHI” means PHI that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of technology or methodology specified in the guidance issued under Section 13402(h)(2) of the HITECH Act on the HHS Web site.

k. “Breach” shall have the meaning given such terms under 45 C.F.R. 164.402 as such regulation is revised from time to time.

l. “Required by Law” shall have the meaning set forth in 45 C.F.R. 164.512.

2. Permitted Uses and Disclosures.

Business Associate shall not use or disclose PHI it receives from, maintains, or creates on behalf of the Covered Entity except as permitted or required under this Agreement or as Required by Law.

a. Performance of Services. Business Associate may use and disclose PHI received from, or created or received on behalf of, Covered Entity in connection with the performance of the Services provided that such use or disclosure would not violate the Privacy Rule if done by the Covered Entity.

b. Proper Management and Administration of Business Associate. Business Associate may use PHI received by Business Associate in its capacity as Business Associate of Covered Entity for the proper management and administration of Business Associate in connection with the performance of Services and as otherwise permitted by this Agreement.

Business Associate may disclose PHI for such proper management and administration of Business Associate, to carry out the legal responsibilities of Business Associate, and as otherwise permitted by this Agreement if such disclosure is either: (1) required by law, or (2) Business Associate obtains reasonable assurances, in writing, from the person to whom the PHI is disclosed that: (i) the PHI will be held confidentially, used or further disclosed only as required by law or for the purpose for which it was disclosed to the person; (ii) the person otherwise agrees to the same restrictions and conditions that apply to Business Associate with respect to such PHI; and (iii) the person will notify Business Associate of any instances of which the person becomes aware in which the confidentiality of the PHI has been breached.

c. Data Aggregation. Business Associate may use and disclose PHI received by Business Associate in its capacity as Business Associate of Covered Entity to provide Data Aggregation services relating to the health care operations of Covered Entity.

d. Disclosures Required By Law. Business Associate may make such disclosures as are required by law. To the extent permitted by law, Business Associate will promptly notify Covered Entity of disclosure of PHI made by Business Associate under this Section 2(d).

3. Prohibited Uses and Disclosures.

a. Restrictions Agreed to by Covered Entity. If Covered Entity notifies Business Associate that Covered Entity has agreed to be bound by additional restrictions on the uses or disclosures of Covered Entity's PHI pursuant to the 42 C.F.R. 502(c), Business Associate shall, upon written notice, be bound by such additional restrictions and shall not disclose Covered Entity's PHI in violation of such additional restrictions.

b. Remuneration for PHI. Business Associate may not disclose PHI if Business Associate receives remuneration, directly or indirectly, from or on behalf of the recipient of the PHI in exchange for the PHI unless such remuneration complies with the provisions of 45 C.F.R. 164.502(a)(5)(ii).

c. Other Restrictions. Business Associate may not use genetic information for underwriting purposes or engage in any other restricted uses or disclosures set forth under 45 C.F.R. 164.502.

4. Limited Data Sets. Covered Entity and Business Associate agree to limit, to the extent practical and except as permitted by 45 C.F.R. 164.502(b)(2), its uses, disclosures and requests of PHI under this Agreement to a Limited Data Set (as defined in 45 C.F.R. 164.514(e)(2)) or, if

needed by Covered Entity or Business Associate, to the minimum necessary PHI to accomplish the intended purpose of such use, disclosure or request.

5. Safeguards, Reporting, Mitigation and Enforcement. Business Associate shall comply with: (1) administrative safeguards contained in 45 C.F.R. 164.308, (2) the physical safeguards contained in 45 C.F.R. 164.310, (3) the technical safeguards contained in 45 C.F.R. 164.312, and (4) the policies, procedures and documentation requirements contained in 45 C.F.R. 164.316.

a. Safeguards. Business Associate shall maintain a comprehensive written information privacy and security program that includes administrative, technical and physical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of any electronic PHI it creates, receives, maintains or transmits on behalf of Covered Entity. In addition to any safeguards specifically set forth in this Agreement, Business Associate shall use reasonable and appropriate safeguards to prevent use or disclosure of Covered Entity's PHI other than as permitted by this Agreement.

b. Business Associate's Agents. Business Associate shall ensure that any agents, including subcontractors, to whom it provides PHI received from, or created or received by Business Associate for or on behalf of, Business Associate agree to be bound by the same restrictions and conditions that apply to Business Associate under this Agreement, including implementation of reasonable and appropriate safeguards to protect such PHI.

c. Reporting. Business Associate shall report in writing any Security Incident, use or disclosure of Covered Entity's PHI in violation of this Agreement as soon as practical but not more than fifteen (15) business days after becoming aware of such Security Incident, use or disclosure.

d. Breach of Unsecured PHI. With the exception of law enforcement delays that satisfy the requirements under 45 C.F.R. 164.412 or as otherwise required by applicable State law, Business Associate shall notify Covered Entity in writing of a Breach of Covered Entity's Unsecured PHI within fifteen (15) days of discovery of such Breach. Such report must include, to the extent possible, the name of each individual whose Unsecured PHI has been, or is reasonably believed by Business Associate to have been, accessed, acquired, or disclosed in a manner that is not permitted under this Agreement. Business Associate shall also provide, to the extent possible, any other information required by Covered Entity to provide notice to individuals under 45 C.F.R. 164.404(c), to the media under 45 C.F.R. 164.406, and to the Secretary of the United States Department of Health and Human Services ("Secretary") under 45 C.F.R. 164.408. To the extent that such information is not available at the time Business Associate reports the Breach to Covered Entity, Business Associate will provide such information to Covered Entity as it becomes available. For purposes of this Agreement, a Breach of Unsecured PHI shall be treated as discovered by Business Associate as of the first day on which such breach is known to Business Associate (including any person, other than the individual committing the breach) or should reasonably have been known to Business Associate following the exercise of reasonable diligence.

e. Mitigation. Business Associate shall have procedures in place to mitigate, to the maximum extent practicable, any deleterious effect from Business Associate's use or disclosure of Covered Entity's PHI in violation of this Agreement, the Privacy and Security Laws, or other applicable privacy laws.

f. Sanctions. Business Associate shall have and apply appropriate sanctions against any employee, subcontractor or agent who uses or discloses Covered Entity's PHI in violation of this Agreement, the Privacy and Security Laws or other applicable law.

g. Covered Entity's Rights of Access and Inspection. From time to time, upon reasonable notice, or upon Covered Entity's reasonable determination that Business Associate has breached this Agreement, Covered Entity may inspect the facilities, systems, books and records of Business Associate to monitor compliance with this Agreement. The fact that Covered Entity inspects, or fails to inspect, or has the right to inspect, Business Associate's facilities, systems and procedures does not relieve Business Associate of its responsibility to comply with this Agreement.

h. United States Department of Health and Human Services. Business Associate shall make its internal practices, books and records relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity, available to the Secretary for purposes of determining Covered Entity's and/or Business Associate's compliance with the Privacy and Security Laws. Business Associate shall provide Covered Entity notice of Business Associate's receipt of such request for access unless otherwise prohibited by law.

6. Obligation to Provide Access, Amendment and Accounting of PHI.

a. Access to PHI. Business Associate shall make available to Covered Entity, in the format agreed upon by the Business Associate and the Covered Entity, PHI contained in a Designated Record Set held by Business Associate to allow Covered Entity to fulfill Covered Entity's obligations to provide an individual access to, and copies of, the individual's PHI under the Privacy and Security Laws. The Business Associate shall provide such information in the agreed upon format within ten (10) business days of the Covered Entity's request. In the event that any individual submits a request for access to PHI directly to the Business Associate, the Business Associate shall notify Covered Entity within two (2) business days of such request.

b. Amendment of PHI. Business Associate shall make available to Covered Entity PHI contained in a Designated Record Set held by Business Associate as Covered Entity may require to fulfill Covered Entity's obligations to amend PHI in accordance with the Privacy and Security Laws. In addition, Business Associate shall, as directed by Covered Entity, incorporate any amendments to Covered Entity's PHI into applicable records maintained by Business Associate within thirty (30) business days of Business Associate's receipt of request. In the event that an individual submits a request for amendment directly to the Business Associate, the Business Associate shall notify Covered Entity within five (5) business days of such request.

c. Accounting of Disclosures of PHI.

(1) Record of Disclosures. Business Associate shall maintain a record of all disclosures of PHI received from, or created or received by Business Associate on behalf of, Covered Entity in accordance with 45 C.F.R. 164.528. Business Associate shall make this record available to Covered Entity within thirty (30) business days of the Covered Entity's request.

In the event that any individual submits a request for an accounting directly to the Business Associate, the Business Associate shall notify Covered Entity within five (5) business days of such request.

(2) Certain Disclosures Need Not Be Recorded. The following disclosures need not be recorded as part of an accounting of disclosures:

(a) disclosures to carry out Covered Entity's treatment, payment and health care operations as those terms are defined under the HIPAA Regulations. However, to the extent that such PHI is maintained in an electronic health record, all disclosures made for treatment, payment or healthcare operations shall be recorded as a disclosure to the extent required by the Privacy and Security Laws;

(b) disclosures to individuals of PHI about them as provided by the HIPAA Regulations;

(c) disclosures for Covered Entity's facility's directory, to persons involved in the individual's care, or for other notification purposes as provided by the HIPAA Regulations;

(d) disclosures for national security or intelligence purposes as provided by the HIPAA Regulations;

(e) disclosures to correctional institutions or law enforcement officials as provided by the HIPAA Regulations;

(f) disclosures that occurred prior to the later of (i) the effective date of this Agreement or (ii) the date that Covered Entity is required to comply with HIPAA and the HIPAA Regulations;

(g) disclosures pursuant to an individual's authorization in accordance with HIPAA and the HIPAA Regulations; and

(h) any other disclosures excepted from the right to an accounting by the HIPAA Regulations.

d. Responding to Other Requests From Individuals. If Covered Entity notifies Business Associate in writing that it requires information from Business Associate in order to respond to any other individual request, Business Associate shall make available to Covered Entity such information within thirty (30) business days from the date of the Covered Entity's request.

7. Material Breach, Enforcement and Termination.

a. Term. This Agreement shall become effective the Effective Date and shall continue unless or until the Agreement is terminated in accordance with the provisions of this Agreement or the Business Associate has completed performance of the Services, whichever is earlier.

b. Termination. Covered Entity may terminate this Agreement:

- (1) immediately if Business Associate is named as a defendant in a criminal proceeding for a violation of any Privacy and Security Laws;
- (2) immediately if a finding or stipulation that Business Associate has violated any of the Privacy and Security Laws, or other applicable laws, is made in any administrative or civil proceeding in which Business Associate has been joined;
- (3) immediately upon completion of performance of the Services; and
- (4) pursuant to Sections 7(c) or 8(b) of this Agreement.

c. Remedies. Upon one party's knowledge of a material breach by the other party, the non-breaching party shall either:

- (1) provide an opportunity for the breaching party to cure the breach and end the violation or terminate this Agreement if the breaching party does not cure the breach or end the violation within thirty (30) days of receipt of written notice from the non-breaching party; or
- (2) immediately terminate this Agreement if the parties agree that the nature of the breach or violation is such that a cure is not possible.

d. Knowledge of Non-Compliance. Any non-compliance by either party with this Agreement will automatically be considered a breach or violation of a material term of this Agreement if the breaching party knew or reasonably should have known of such non-compliance and failed to immediately take reasonable steps to cure the non-compliance.

e. Reporting to United States Department of Health and Human Services. If efforts to cure any breach or end any violation are unsuccessful, and if termination of this Agreement is not feasible, Covered Entity or Business Associate, as applicable, shall report

the breach or violation to the Secretary. The reporting party shall inform the non-reporting party of its intention to file a report.

f. Injunctions. Business Associate acknowledges that any violation of the provisions of this Agreement may cause irreparable harm to Covered Entity. Accordingly, in addition to any other remedies available to Covered Entity at law or in equity, Covered Entity shall be entitled to an injunction or other decree of specific performance with respect to any violation of this Agreement or explicit threat thereof, without any bond or other security being required and without the necessity of demonstrating actual damages.

8. Miscellaneous Terms.

a. State Law. Nothing in this Agreement shall be construed to require Business Associate to use or disclose PHI without written authorization from an individual who is the subject of the PHI, or written authorization from any other person, where such authorization would be required under State law for such use or disclosure.

b. Amendment. Covered Entity and Business Associate agree to enter into good faith negotiations to amend this Agreement to come into compliance with changes in state and federal laws and regulations relating to the privacy, security and confidentiality of PHI. Covered Entity may terminate this Agreement, upon written notice to the other party, in the event that the parties are not able to reach an agreement, within thirty (30) days of beginning such negotiations, that is sufficient to ensure that the parties will be able to comply with such laws and regulations.

c. No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended or shall be deemed to confer upon any person other than Covered Entity, Business Associate, and their respective successors and assigns, any rights, obligations, remedies or liabilities.

d. Ambiguities. The parties agree that any ambiguity in this Agreement shall be resolved in favor of a meaning that complies and is consistent with applicable law protecting the privacy, security and confidentiality of PHI, including, but not limited to, Privacy and Security Laws and any rules, regulations and guidance issued pursuant thereto.

e. Primacy. To the extent that any provision of this Agreement conflict with the provisions of any other agreement or understanding between the parties, this Agreement shall control.

f. Destruction/Return of PHI. Business Associate agrees that, pursuant to 45 C.F.R. 164.504 (e) (2) (ii) (I), upon termination of this Agreement, for whatever reason,

(1) it will return or destroy all PHI, if feasible, received from or created or received by it on behalf of Covered Entity which Business Associate maintains in any form, and retain no copies of such information which for purposes of this Agreement including any backup tapes, copies or recordings. Prior to doing so,

Business Associate further agrees to recover any PHI in the possession of its subcontractors or agents. An authorized representative of Business Associate shall certify in writing to Covered Entity, within thirty (30) days from the date of termination, that all PHI has been returned or disposed of as provided above and that Business Associate or its subcontractors or agents no longer retain any such PHI in any form.

(2) If it is not feasible for Business Associate to return or destroy said PHI, Business Associate will notify the Covered Entity in writing. The notification shall include:

(a) a statement that the Business Associate has determined that it is infeasible to return or destroy the PHI in its possession, and (ii) the specific reasons for such determination; and

(b) Business Associate shall extend any and all protections, limitations and restrictions contained in this Agreement to any PHI retained by Business Associate after the termination of this Agreement, and to limit any further uses and/or disclosures to the purposes that make the return or destruction of the PHI infeasible.

(3) If it is infeasible for Business Associate to obtain, from a subcontractor or agent any PHI in the possession of the subcontractor or agent, Business Associate must provide a written explanation to Covered Entity and require the subcontractors and agents to agree to extend any and all protections, limitations and restrictions contained in this Agreement to the subcontractors' and/or agents' use and/or disclosure of any PHI retained after the termination of this Agreement, and to limit any further uses and/or disclosures to the purposes that make the return or destruction of the PHI infeasible.

g. Minimum Necessary. Business Associate will disclose to its subcontractors, agents or other third parties the minimum PHI necessary to perform or fulfill a specific function required or permitted under this Agreement. Covered Entity will disclose to Business Associate the minimum PHI necessary to perform or fulfill a specific function required or permitted under this Agreement.

h. Integration. This Agreement embodies and constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof and supersedes all prior oral or written agreements, commitments and understandings pertaining to the subject matter hereof.

i. Governing Law. This Agreement is governed by, and shall be construed in accordance with, applicable Privacy and Security Laws and the laws of the State of Oklahoma without regard to choice of law principles.

j. Notices. Any notices to be given hereunder to a Party shall be made via certified or registered mail or express courier to such Party's address given below, and/or delivered in person. Notice shall be deemed to be delivered and received: (i) if personally delivered or delivered by courier, at the time the notice is received by the party, or (ii) if by mail, at the close of the third business day following the day the notice was placed in the mail.

To Covered Entity:

Guthrie Public Schools

Attention: _____

Phone: _____

Fax: _____

Email _____

To Business Associate:

QualityCare Labs LLC
5401 N. Portland Avenue, Suite 270C
Oklahoma City, Oklahoma 73112
Attention: Terry Middleton
Cell: (405) 795-7422
Phone: (405) 608-8039
Fax: (405) 463-0120
tmiddleton@cchslabs.com

Each party may change its address for the provision of notice by giving notice to the other party in the manner described above.

k. Privilege. Notwithstanding any other provision in this Agreement, this Agreement shall not be deemed to be an agreement by Business Associate to disclose information that is privileged, protected or confidential under applicable law to the extent that such privilege, protection or confidentiality (a) has not been waived or (b) is not superseded by applicable law.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date.

COVERED ENTITY: Guthrie Public Schools

By: _____
Printed Name: _____
Its: _____

BUSINESS ASSOCIATE: QualityCare Labs, LLC

By: _____
Printed Name: Terry Middleton
Its: Business Development Specialist

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DRUG AND ALCOHOL TESTING SERVICE AGREEMENT

This Agreement is the contract between QualityCare Labs, LLC, an Oklahoma limited liability company and Guthrie Public Schools, here in after referred to as the “Client” under which the following terms and conditions apply:

Scope of Services:

QualityCare to provide lab staff to do on-site urine/saliva sample collection and transport for screening.

Laboratory Analysis:

All samples, unless otherwise arranged, be tested on CLC machine with positives confirmed on LC/MS machines. Results will be sent to authorized staff or available via secure web portal. Results will be provided no later than 1 week from testing date. All positive confirmations will be reviewed by Lab Director.

Fees for Services

- Cost \$35 per test (no additional charge for confirmation of positives) Bus drivers
- Cost \$25 per test (no additional charge for confirmation of positives)
- Minimum of 10 test subjects per collection visit required. No Maximum.
- Minimum of 5 collection visits during the contract year required. No maximum.
- School will be invoiced when results are provided. Net Due upon receipt of invoice.

Term of Agreement:

The Agreement shall be for a term of one (1) year beginning on August 1, 2018 and will automatically renew for an additional year upon each anniversary date. Either party can terminate this Agreement with thirty (30) days written notice with or without cause.

Indemnification:

By signing this Agreement, the Client acknowledges and agrees to the utilization of QualityCare drug/breath collection services per the QualityCare protocol and agrees to hold harmless QualityCare from any and all claims, including but not limited to losses, damages, injuries to persons, or act of negligence, arising out of QualityCare’s use of said procedures on behalf of the Client. However, no indemnification or hold harmless shall apply to QualityCare’s own negligence in not reasonably following said procedures/protocols for workplace drug testing programs as such may be amended from time to time.

Attorney's Fees:

If any contested action is brought to enforce, modify, interpret or void the provisions of this Agreement, then the prevailing party shall be entitled to reasonable attorneys' fees as well as appropriate relief.

Entire Agreement:

This Agreement constitutes the entire Agreement between the Parties with respect to Services and supersedes any and all prior agreements and understandings, whether written or oral, between the Parties.

Amendment:

This Agreement may not be amended or modified in any respect except by an agreement in writing executed by both Parties.

Severability:

In the event that any of the provisions of this Agreement are deemed invalid or unenforceable, the remaining provisions shall be construed and enforced as if the invalid or unenforceable provisions were not contained herein.

Governing Law and Venue:

This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma without reference to conflicts of law principles. Venue shall lie exclusively in Oklahoma County, State of Oklahoma.

Waiver of Breach:

Non-action by any Party in response to a breach of any provision of this Agreement shall not operate or be construed as a waiver of any rights hereunder or acceptance of any subsequent breach of any provision of this Agreement. Any waiver must be in writing and signed by the applicable Party.

Change of Information:

Each Party agrees to notify the other, in writing, of any changes in address, hours of service, phone number, or other contact information.

The undersigned understands and agrees to the terms and services outlined in this agreement.

Client: Guthrie High School

By: _____

Printed Name:

Its:

QualityCare Labs

By:

Printed Name: Terry Middleton

Its: Business Development Specialist

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Guthrie Public Schools

School Calendar 2018-2019

August

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST
28-29-30-31 Teacher In-Service

SEPTEMBER
3 - Labor Day
4 - First Day of Classes
28 - Homecoming (1:10 PM Dismissal)

January

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER
16 - P/T Conf (All Schools)
17 - End of First Quarter
18 and 19 Fall Break
23 - P/T Conf (GHS and GJHS)
25 - P/T Conf (Elementaries)

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

October

S	M	T	W	T	F	S
1						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER
19-23 Thanksgiving Break

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER
21 - End of 2nd Quarter
Dec 24 - Jan 4 Winter Break

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY
7 - Classes Resume
21 - Martin Luther King Day
29 and 31- P/T Conf (Elementaries)

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY
18 - Professional Day

MARCH
12 and 14- P/T Conf (GHS and GJHS)
15 - End of 3rd Quarter
18-22 Spring Break

MAY
24 - Last Day of Classes
27 - Memorial Day
28 - Snow Make-Up Day #1*
29 - Snow Make-Up Day #2*

1st Quarter **32+4**
 2nd Quarter **41**
 3rd Quarter **49+1**
 4th Quarter **45**

167 Days Taught
 5 Professional Days
 172 Days Total

*School will be dismissed
 if not used for bad weather

Administration - 282-8900
 High School - 282-5906
 Faver Alternative - 282-5941
 Junior High - 282-5936
 Upper Elementary - 282-5924
 Fogarty Elementary - 282-5932
 Cottoral Elementary - 282-5928
 Central Elementary - 282-0352
 Child Nutrition - 282-5952
 Maintenance - 282-5944
 Technology - 282-5959
 Transportation - 282-5919

Professional Day

Vacation Day

Parent/Teacher Conferences
 (4:00 p.m. - 7:00 p.m.)

Snow Make-Up Day
 (To be used in numbered order
 if days are needed)

NOTE: Any additional inclement weather days will be made up at the end of the school year



Board of Education Personnel Reports

Employment Request

Classification						
Certified						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Allen, Kirby	Charter Oak	Elementary Music Central/	08/14/18		6	New Position
Barmann, Kelsey	Junior High	ELA/Creative Writing	08/14/18		6	Kasey Dearman
Fahringer, Sarah	GUES	Library Media Specialist	08/14/18		6	Pam Davis
Frayser, Bethany	Charter Oak	4th Grade	08/14/18		6	New Position
Mayfield, Marissa	Central	Kindergarten	08/14/18		6	Cara Henson
Paul, Brittnie	Junior High	7th/8th Science	08/14/18		6	Kathy Ice
Roberts, Malcolm	High School	Computer Apps	08/14/18		6	Cory Sauser
Rose, Audrey	Junior High	7th Grade Math	08/14/18		6	Bethany Knight
Schwenn, Gabrielle	Charter Oak	1st Grade	08/14/18		6	Karla Pitts
Sund, Courtney	Charter Oak	2nd Grade	08/14/18		6	Sandy Onley
Welch, Kalie	Charter Oak	4th Grade	08/14/18		6	Jennifer Waggoner
Wellman, Brianna	GUES	5th Gr Language Arts	08/14/18		6	Gail Ritter

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Mays, Lindsay	High School	Financial Secretary	07/01/18	7	7.5	Kary Jarred
Montgomery, Nanc	High School	Cafeteria Worker 6.5 Hrs.	08/14/18	2	6.5	Stephanie Garcia
Watts, Amber	Central	Sp Ed Paraprofessional	08/14/18	3	7.5	Jerusha Myers

FMLA Request

Support: 0

Certified: 1

Transfer of Position Report

Classification					
Certified					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Ball, Melanie	5th Grade GUES	4th Grade Cotteral	Glenda Jarnagin	8/14/2018	
Brassard, Cathy	PE GUES	PE Charter Oak	New Position	8/14/2018	
Chambers, Julie	2nd Fogarty	2nd Cotteral	Jenea Midgett	8/14/2018	
Henson, Cara	Kindergarten Central	Pre-K Cotteral	Allison Young	8/14/2018	
Knight, Bethany	7th Gr Math JH	Counselor JH	Teresa Hopper	7/31/2018	
Lausen, Sarah	Kindergarten Cotteral	2nd Charter Oak	Julie Chambers	8/14/2018	
Ludlow, Janet	Mild Moderate JH	Autism GUES	Jamie Mungai	8/14/2018	
Midgett, Jenea	2nd Cotteral	3rd Charter Oak	Sara Hurt	8/14/2018	
Onley, Sandra	2nd Grade Fogarty	Kindergarten Charter Oa	Sarah Lausen	8/14/2018	
Pitts, Karla	Charter Oak 1st	Central 1st	Delma Ward	8/14/2018	
Woodard, Eric	Science/ISS	Faver	Russ Gilmore	8/14/2018	
Young, Allison	Pre-K Cotteral	Asst. Principal JH	Kyle Karns	7/17/2018	

Classification					
Support					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Anderson, Casey	Site Secretary Fogarty	Site Secretary Charter O	New Position	8/14/2018	



Board of Education Personnel Reports

Bufford, Michele	TA/Library Aide Title I Fo	Site Secretary Fogarty	Lyn Sarasua	8/14/2018
Coleman, Bernadette	ISS Paraprofessional	HS Principal Secretary	Charity McPeek	7/31/2018
Drake, Tara	Financial Secretary GUE	Site Secretary Charter O	New Position	8/14/2018
Myrick, James	Head Custodian GUES	Head Custodian Charter	New Position	7/1/2018
Sarasua, Lynette	Site Secretary Fogarty	Data Mgmt Sp. Technolo	Peggy Hughes	7/1/2018
Winn, Jessica	Pre-K Aid Cotteral	Site Secretary Central	Deborah Pepper	7/31/2018

Separation of Employment

Classification		Certified			
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Bard, Jeri	Fogarty	Speech Language Patholo	Resigning	6/11/2018	
Barton, Lauren	Junior High	Geography	Resigning	6/11/2018	
Davenport, Trier	Fogarty	3rd Grade	Resigning	6/11/2018	
Dearman, Kasey	Junior High	Creative Writing	Resigning	6/11/2018	
Egan Woods, Kymberley	Junior High	Title I Math	Resigning	6/11/2018	
Gallupe, Connie	Central	Elementary Counselor	Resigning	6/11/2018	
Gilmore, Russ	Faver	History	Resigning	6/25/2018	
Hopper, Teresa	Junior High	Counselor	Resigning	6/25/2018	
Hurt, Sara	Fogarty	3rd Grade	Resigning	6/11/2018	
Mungai, Jamie	Cotteral	Autism	Resigning	6/11/2018	
Palmer, Jessica	GUES	Sp Ed Mild/Mod	Resigning	6/11/2018	
Pound, Sarah	GUES	4th - 6th Music	Resigning	6/11/2018	
Waggoner, Jennifer	GUES	4th Grade	Resigning	6/11/2018	
Walsworth, Lara	Cotteral	Kindergarten	Resigning	6/11/2018	
Ward, Delma	Central	1st Grade	Retiring	6/11/2018	

Classification		Support			
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Benham, Steven	Transportation	Route Driver	Resigning	5/10/2018	
Bowie, Anthony	High School	Sp Ed Para	Resigning	6/11/2018	
Ellis, Oleta	GUES	Cafeteria Worker 6.5 Hrs	Resigning	6/11/2018	
Gilmore, Deborah	Junior High	ELL Para 6 hours	Resigning	6/11/2018	
Horton, Mary	Central	Cafeteria	Retiring	6/11/2018	
Miles, Sheryl	Administration	Federal Programs Secretar	Retiring	6/30/2018	

GUTHRIE PUBLIC SCHOOLS
Certified Employee
Extra Duty Assignment(s) Contract

This Extra Duty Assignment Contract (the "Contract") is made between **Phyllis Wilson** the ("Employee), an employee of INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA, a/k/a the Guthrie Public Schools (the "District"), and the District for the 2017-2018 school year.

Employee and District agree as follows:

1. District assigns to Employee, in addition to Employee's regular duties, the following extra duty assignment(s):
 - (a) **21 days Alternative Education 5% (3 hrs)**and Employee accepts said extra duty assignment(s).
2. For the performance of said extra duty assignment(s) (as listed above), District agrees to pay Employee the following amounts, associated with each assigned duty, said amount(s) to be prorated over the life of the Employee's regular contract and to be paid with and in addition to Employee's regular salary.
 - (a) **\$107.52**
3. **BY SIGNING THIS CONTRACT, THE PARTIES ACKNOWLEDGE AND AGREE TO THE FOLLOWING: (A) THIS CONTRACT DOES NOT CREATE ANY PROPERTY INTEREST OF ANY KIND OR AT ANY TIME; (B) THIS CONTRACT DOES NOT CREATE ANY RIGHT TO A DUE PROCESS HEARING OF ANY KIND OR AT ANY TIME; (C) THIS CONTRACT, AND THE CORRESPONDING COMPENSATION UNDER THIS CONTRACT, MAY BE TERMINATED BY THE DISTRICT AT ANY TIME WITHOUT CAUSE, IT BEING SPECIFICALLY AGREED AND UNDERSTOOD THAT THIS CONTRACT IS A "CONTRACT AT WILL"; AND (D) IN THE EVENT THIS EXTRA DUTY ASSIGNMENT IS TERMINATED, EMPLOYEE'S COMPENSATION FOR THE EXTRA DUTY ASSIGNMENT SHALL ALSO IMMEDIATELY TERMINATE.**
4. With written permission of the District, Employee shall have the right to terminate this Contract at any time by fifteen (15) calendar days' written notice to District. In such event, Employee's compensation for the extra duty assignment shall terminate on the expiration of the 15 calendar days. Employee must continue to competently perform the duties of this Contract during the 15-day period. Under the Employee's regular teaching contract, the Employee is required to perform any extracurricular duty assigned by the Superintendent. Accordingly, if the District is unable to find a suitable replacement within the 15-day period to perform the duties of this Contract, then the District may require Employee to continue to competently perform the extra duty position until a suitable replacement is found or the end of the school year, whichever occurs first.
5. If not terminated earlier, this extra duty assignment shall terminate at the end of the school year for which this Contract is made. Renewal of Employee's regular teaching contract shall NOT automatically renew this Contract. This Contract shall be renewed for the next school year ONLY if Employee and District enter into a new written extra duty assignment contract for the next school year.

6. This Contract represents the entire understanding between District and Employee concerning the subject matter hereof and may be modified only by a mutual written agreement signed by both parties. District has not made any promises or representations to Employee beyond the items specifically stated in this Contract.
7. **BY SIGNING THIS CONTRACT, THE EMPLOYEE WARRANTS THAT THE EMPLOYEE HAS READ THIS CONTRACT AND UNDERSTANDS ITS TERMS AND CONDITIONS.**

EXECUTED this _____ day of _____, 2018.

"Employee"

**INDEPENDENT SCHOOL DISTRICT NO. 1 OF
LOGAN COUNTY, OKLAHOMA, a/k/a the
Guthrie Public Schools**

President, Board of Education

Support Employees

Recommended for Rehire for 2018-2019

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
<i>Administration</i>			
	Frey	Jana	Adm. Asst. to Supt.
	Hamby	Michele	CFO Admin. Asst./Encumbrance C
	Jarred	Kary	Admin. Asst/Personnel
	Paul	Anita	Activity Funds Clerk
	Savory	Sandra	Payroll Clerk
	Wanzer	Jana	Treasurer/SFA
	Woods	Lisa	Special Services Secretary
<i>Central</i>			
	Boyster	Valerie	Cafeteria Manager
	Clymer	Regina	Head Custodian
	Dodgion	Shane	Site Secretary
	Foshee	Stacy	Sp Ed Paraprofessional
	Steed	Sharon	Cafeteria Worker 7.5 Hrs
	Tolbert	Tonette	Custodian
<i>Child Nutrition</i>			
	Hedge	Shelby	Site Secretary Child Nutrition
<i>Cotteral</i>			
	Askins	Deborah	Sp Ed Paraprofessional
	Chambers	Walter	Head Custodian
	Daniel	Andra	Cafeteria Worker 6 Hrs.
	Dellenbaugh	Kathleen	Pre-K Teacher Assistant
	Deter	Martha	Pre-K Teacher Assistant
	Dyer	Lottie	Sp Ed Paraprofessional
	Feliz	Socorro	Cafeteria Worker
	James	Kendra	Paraprofessional Pre-K Aide
	Johnson	Sally	Sp Ed Paraprofessional
	Johnston	Stacey	Site Secretary
	Payne	Shirley	Sp Ed Paraprofessional
	Stanford	Maggie	Custodian
	Stout	Tamara	Cafeteria Manager
	Winn	Jessica	Pre-K Aide Paraprofessional
<i>Faver</i>			
	Kinney	Lesli	Secretary
<i>Fogarty</i>			
	Anderson	Casey	Secretary
	Beauchamp	Misty	Cafeteria Manager

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Bufford	Michele	Library Aide
	Caldwell	Doyle	Cafeteria Worker
	Cook	Amy	Sp Ed Paraprofessional
	Evans	Kimberly	Cafeteria 7 Hrs
	Lemke	Brian	Head Custodian
	Lopez	Martha	Cafeteria
	Owen	Leisa	Cafeteria
	Sanchez	Linda	Sp Path Assistant
	Sarasua	Lynette	Secretary
	Thornton	Donna	Custodian
	Wright	Rogina	Sp Ed Paraprofessional

GUES

Coleman	Bernadette	ISS Paraprofessional
Crabtree	Mary	Custodian
Crawford	Sable	Sp Ed Paraprofessional
Drake	Tara	Site Secretary
Dumas	Stella	Secretary
Fox	Pam	Sp Ed Paraprofessional
Goodwin	Donna	Cafeteria
Hall	Robert	Cafeteria Manager
Hanna	Gretchen	Library Aide
Jones	Wendy	Sp Ed Paraprofessional
Lewellyn	Cody	Cafeteria Worker
McDonald	Heather	Sp Ed Paraprofessional
Morrow	Ruby	Custodian
Myrick	James	Head Custodian
Norton	Sandra	Sp Ed Paraprofessional
Oliver	Gary	Sp Ed Paraprofessional
Rowley	Lanetta	Site Secretary
Shuck	Leah	Cafeteria
Stovall	Teri	Sp Ed Paraprofessional
Tucker	Linda	Cafeteria
West	Maxine	Cafeteria Worker

High School

Arnold	Sonya	Occupational Therapy Asst.
Boyce	Sonata	Library Aide
Brooks	LaDonna	Sp Ed Paraprofessional
Bruce	Moses	Head Custodian
Campbell	Cameron	JROTC Instructor
Canales	Martha	Cafeteria
Datin	Marla	Cafetera Worker
Foster	Gilbert	Custodian
Fredrickson	Mick	ROTC

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Gonzalez	Andy	Custodian
	Haggard	Deborah	Cafeteria Worker 6.5 Hrs.
	Hibbler	Janetta	Secretary
	Johnson-Fields	Pamela	Sp Ed Paraprofessional
	Lane	Brenda	Cafeteria
	Lijewski	John	Grounds Superintendent
	Lynn	Evelyn	Secretary
	Mobley	Byron	Head Custodian
	Patmon	Denise	Cafeteria Worker 6 Hrs.
	Pollard	Stephanie	Principals Secretary
	Ratliff	Suzanne	Sp Ed Paraprofessional
	Reinhart	Susan	Cafeteria Manager
	Trice	Tori	Registrar
	Watson	Blake	Sp. Ed Paraprofessional
	Whitaker	Teara	Cafeteria
	White	Amber	Sp Ed Paraprofessional
	Williams	Margaret	Custodian
	Wohldmann	Denise	Custodian
<i>Junior High</i>			
	Anderson	Lynette	Sp Ed Paraprofessional
	Bickell	Daniqua	Cafeteria Worker 6.5 Hrs.
	Bohanan	Kenneth	Head Custodian
	Crouch	Carita	Cafeteria Worker 6 Hrs.
	Hamilton	Rosemary	Sp Education Paraprofessional
	Hoel	Toni	Registrar JH
	McBride	Michele	Cafeteria Manager
	Mendoza	Beatriz	Custodian
	Smith	Tyra	Cooks Helper
	Webb	Candy	Financial Secretary
	Williams	Shelly	Custodian
<i>Maintenance</i>			
	Bronk	Mark	Maintenance
	Causley Jr.	Fred	HVAC Technician
	Kern	Lydia	Maintenance
	Skinner	Linda	Secretary
	Weeks	Billy	Full Time Maintenance
	Wohldmann	Lawrence	Full Time Maintenance
<i>Technology</i>			
	Mowdy	Trevor	Computer Support Tech I
	Sullaway	Greg	Systems Analyst
<i>Transportation</i>			
	Alhamdani	Briana	Route Driver

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Berg	John	Special Needs Driver
	Birdwell	Susan	Transportation Secretary
	Birt	Cheryl	Route Driver
	Brown	Melissa	Special Needs Driver
	Canada	Sabrina	Route Driver
	Christian	Russell	Mechanic
	Deaton	Gerald	Mechanic
	Eaks	Ann	Bus Monitor
	Forssell	Robert	Route Driver
	Garinger	Alexandra	Special Needs Driver
	Gilstrap	Leola	Bus Monitor
	Goad	Betty	Sp Needs Bus Monitor
	Hicks	Amber	Route Driver
	Hunteman	John	Route Driver
	Johns	Lisa	Route Driver
	Johnson	Hailey	Bus Monitor
	Johnson	Robert	FT Sub Route Driver
	Lee	Tammy	Bus Monitor
	Lingerfelt	John	Full Time Sub Route Driver
	Manning	Charlotte	Route Driver
	Martin	Paul	Route Driver
	McClain	Yvette	Special Needs Driver
	Peck	Christine	Route Driver
	Peck	Gregory	Special Needs Bus Driver
	Powell	Alicia	Route Driver
	Radoe Jr.	Nicholas	Route Driver
	Short	David	Route Driver
	Smith	Jaylene	Special Needs Driver
	Spradling	Mitzie	Route Driver
	Stevenson	Susanne	Route Driver
	Thompson	Jamie	Route Driver
	Thompson	John	Route Driver
	Todd	Bridget	Route Driver
	Toon-Daves	Shelley	Route Supervisor
	Vincitione	Raoul	Route Driver
	Wainscott	Joshua	Special Needs Bus Driver
	Wainscott	Nita	Sp Needs Bus Monitor
	Wainscott	Sabrina	Bus Monitor
	Welch	Chester	Mechanic
	Wilds	Randall	Route Driver
	Williams	Jane	Dispatcher Supervisor
	Wright	William	Route Driver

Guthrie Public Schools
Property Committee Meeting
May 7, 2018 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Carmen Walters, Cody Thompson, Terry Pennington, Janna Pierson, Tina Smedley, Charles Wash, and Linda Skinner.

Mr. Thompson spoke on the following items:

Expenditure Reports:

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

Completed Projects:

- 183 Work-Orders completed at Maintenance
- 86 Work-Orders completed at Transportation
- HVAC repairs/upgrades throughout the District
- Plumbing repairs/upgrades throughout the District
- Electrical repairs/upgrades throughout the District
- Repaired/replaced doors/keys/locks throughout the district
- Repaired playground equipment at Cotteral and GUES
- Completed painting the main halls at the HS
- Installed 2 new entry doors on the north side of Fogarty
- Replaced broken windows at Cotteral and the Jr. High
- Repaired 3 leaks in the water lines at Jelsma Stadium
- Installed a Smart Board in room 43b at the HS
- Delivered 50 chairs to the HS for the Blood Drive
- Setup bleachers at the HS for the DUI/Texting Awareness Event
- Made repairs to the handrails near the FFA buildings at the HS

Projects in Progress:

- Currently have 81 Maintenance Work-Orders in progress
- Currently have 22 Transportation Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Replacing air filters at all sites and cleaning coils
- Bus #10 has been repaired. Have none in the shop at this time
- Continuing roof repairs where needed at all sites:
 - a. Fogarty Quad bldg. and coping stone on main roof
 - b. Central – Kitchen roof and east hallway sections
 - c. Jr. High – Gym & part of the lower main roof
 - d. Administration – Board room and Spec Needs area
- Repairing piping for the chiller and boiler at the HS
- Repairs to outside exterior walls at Faver annex building
- Continue to repair/upgrade guttering at Fogarty
- Replace 3 entry doors at Cotteral and one classroom door for Color Guard at the H.S.
- The HVAC Tune Up Program with Clearusults/OG&E is in progress
- Safe Routes To School sidewalk project is under way on Walnut Street
- Replacing the fire alarm system for kitchen hood at Cotteral

Future Projects:

- Continue making repairs/upgrades to facilities and equipment recommended in the Performance Review Report
- Install new sidewalk for Band to parking lot
- Restroom fixtures and playground upgrades, and teacher moves to prepare for the transition to neighborhood schools
- Continue to make repairs or replace HVAC units at all sites
- Roof repairs throughout the district
- Floor upgrades in classrooms at the HS, Bus Drivers Room, and Fogarty
- Water proofing repairs to J.H. café and kitchen areas
- Master lock/key system - Central classroom doors and entry doors at the H.S., Cotteral, and Jr. High
- Build a closet for one classroom at Fogarty
- Chiller replacement/repairs – GUES (1 compressor)
- Build retaining wall and fill erosion area at the HS
- Parking lot repairs to Fogarty, GUES, and the HS

Bond Projects Discussion:

Charter Oak ES –

A. Gym

1. Concrete base floor - completed
2. Electrical, mechanical, and plumbing rough-ins in progress

B. Main building – Classroom section

1. Exterior brick walls and EFIS are in progress
2. Metal stud framing – completed
3. Electrical, Mechanical, & plumbing rough-in are in progress
4. Main water piping is in progress
5. Fire line loop piping and fire sprinkler rough-in – completed
6. Sheetrock has been installed – tape & mud is in progress

C. Retaining wall for north parking lot - completed

D. Pad for water tower - completed

E. Center Section

1. Block walls are being built
 - a. Joist and decking are being installed
 - b. Framework being installed in the office and 2 classrooms just east of the office
2. Door frames are being installed

F. Lagoon

High School Chiller

- A. Pre-installation electrical work - completed
- B. Additional concrete pad - completed
- C. Chiller is now operating and are currently working on the heat Exchanger and piping in the boiler room

Jr. High Project

- A. Pre-bid meeting was held with bids being opened on May 10th

Dr. Simpson discussed the progress and delays at Charter Oak ES with the Project Manager, Charles Wash.

Mr. Thompson discussed the status of the Teachers' move this summer.

Mr. Ogle discussed the proposed 2018-2019 School Calendar Option B to accommodate the opening of Charter Oak ES and the updated contract dates for 2017-2018 for personnel.

Guthrie Public Schools
Finance Committee Meeting

May 8, 2018

4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Michelle Chapple, Angie Smedley, Gina Davis, Travis Sallee, Tina Smedley (attending in the absence of Sharon Watts), and Michele Hamby

Ms. Chapple opened the meeting informing the committee the first items were routine financial reports, speaking briefly on the Comparative Financial Report and Fund Balance Projection.

Ms. Chapple spoke on the following:

Interest Rates

This is a report of quotes collected quarterly for CD rates, to be used as a comparison tool.

Agreement with BuyBoard Nat'l Purchasing COOP

This is an updated renewal of our agreement to utilize BuyBoard, with no changes made, other than Michele Hamby replacing Vicki Biggs as co-coordinator.

Agreement with SDE – Summer Feeding Program 2018

This year's program will run from June 4th through the 28th, and will be served at seven sites.

Agreement with Clearwater – Natural Gas

This is a renewal of our annual contract with no changes made.

Mr. Ogle and Dr. Simpson spoke on the following:

2018-2019 Calendar

The previously discussed Calendar B is recommended due to the time needed for opening and setup of Charter Oak Elementary. This calendar reflects a start date of September 4 and will add 10 minutes to each school day.

Mr. Ogle spoke on the following:

**Community Church Falls Creek Youth Camp Transportation Request
First Southern Baptist Transportation Request**

Both churches are requesting transportation this summer to Falls Creek camp.

Agreement with Quality Care Labs – Drug Testing

This is a service agreement needed for student extra-curricular Drug testing.

Talent Ed Recruit & Hire

This is a renewal of our contract for job posting services.

Ms. Walters spoke on the following:

2018 K-8 Remedial Summer School Teachers/Admin Approval

A list was presented of names of teachers and an administrator being recommended for Summer School, with 2nd and 3rd grades being served.

Curriculum Committee Meeting Minutes

May 8, 2018

5:00 p.m.

Those in attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Smedley, Travis Sallee, Gina Davis, Jennifer Bennett-Johnson and Sheryl Miles

Discussion Items:

Ms. Walters

- Recommended Teachers for 2018 2nd and 3rd Grade Remedial Summer School. Due to the work stoppage only 5 teachers showed interest in teaching it due to not receiving pay for 6 of the days. Therefore, we focused on 2nd and 3rd Grade RSA students to meet state criteria for the Reading Sufficiency Act.
- End of Year Professional Development Opportunities. Opportunities will include training for CPR and CPI, 15 elementary teachers will be doing Structured Language Basics (SLB) training, and principals at the sites will also be organizing time for team meetings and department meetings. This time will also be used for deep cleaning of classrooms and painting. The elementary teachers will utilize the time to pack up their rooms for those teachers that will be moving to a new elementary site.
- End of Year Meetings with Teachers over Moving Items to New Sites. Ms. Walters and Mr. Thompson have been meeting with the teachers at each site that will be moving to new elementary sites providing guidance and answering questions.

Mr. Ogle

- 2018-2019 Calendar. Ten minutes will be added each day, five minutes at the start of school and five minutes at the end of school. With a start date of September 4th.
- Extra-Curricular Drug Testing Contract with Quality Care Labs. This will be used for student athlete drug testing.
- Talent Ed Recruit & Hire. This is used to provide the district with recruiting and hiring of applicants