

AGENDA WITH COMMENTARY

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

**MONDAY
OCTOBER 9, 2023
6:30 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Presentation of Employees and Student of the Month Recognition**
- 7. Special presentation by Dusten Metz for support of the Military**
- 8. Comments to the Board by:**
 - A. Citizens registered to speak to the Board**
 - B. Board Members**
- 9. Superintendent's Reports**
- 10. Consent Agenda..... Pages 5-50**

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 special board meeting held on September 25, 2023**
 - B. Treasurer's Report**
 - C. Activity Fund Fundraisers as per attached list**
 - D. Activity Fund Transfers as per attached list**
 - E. Fuel bid as recommended by bid committee**
 - F. Encumbrances for General Fund #'s 557-658, Building Fund #'s 169-658 and listed change orders and Activity Fund Reports-the full register is available online**
 - G. Declare listed items as surplus**

**H. Out-of-State Trip Request:
Bill Perring, Rob Blackburn, Michael Way, Billy Richardson, Jessica Chambers and
Band and Choir students-May Band & Choir Trip-San Antonio, TX-May 2-5, 2024**

**I. Contracts/Agreements under \$10,000
1. Agreement with PeopleFacts for background checks for prospective
employees and volunteers for 2023-2024.....Pages 43-48**

Commentary:

This annual renewal agreement with PeopleFacts is for background checks. This is our backup service. All employees must go through an OSBI fingerprint background check. The PeopleFacts service is used when the OSBI report has not been received or has been delayed. PeopleFacts will verify any convictions that would be attributed to that individual. The cost for this service is \$19.92 per person.

John Hancock will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

**2. Agreement with Susan Murray to provide Special Education Support Services
for 2023-2024.....Pages 49-50**

Commentary:

The agreement with Susan Murray to provide Special Education Support Services includes preparing special education paperwork and conducting meetings. Mrs. Murray will provide this service at a rate of \$45.00 per hour. The cost of this service will be approximately \$6,000.00. **Angie Young will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Minutes of regular meeting held on September 11, 2023..... Pages 51-56

12. Business Agenda:

A. Discussion and possible action regarding the 2023-2024 School Budget

Commentary:

A copy of the budget is included in your packet. Dr. Michelle Chapple will make a presentation to the Board. **Dr. Chapple will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

**B. Recommendation, consideration and action upon agreement between City of Guthrie
and Guthrie Public Schools for Information Technology Services.....Pages 57-61**

Commentary:

The agreement will provide Information Technology Services to the City of Guthrie at a rate of \$2,916.67 per month. The flat fee only covers labor of the IT Professional during regular business hours. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval

C. Recommendation, consideration and action upon Agreement with ProCare Therapy to provide nursing services.....Pages 62-69

Commentary:

This is an addendum to the agreement with ProCare. The addendum is to provide a Licensed Practical Nurse for a student who has medical needs above what a paraprofessional can be trained to provide. This service is being provided for 38 hours per week at the rate of \$67/hour. The cost of this service will be approximately \$73,000. This contract may be terminated with 30 days written notice if the services are no longer required. **Angie Young will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

D. Recommendation, consideration and action upon Guthrie Jr. High Health Fair for 7th grade students November 3, 2023..... Page 70

Commentary:

This Health Fair has been held for a number of years at the Jr. High. Classes are generally led by individuals from the Logan County Health Department, Guthrie Police Department, OSU Extension Office and FCA. A letter from Susan Whitehead, Guthrie Jr. High Counselor, is included in your packet outlining different subjects to be covered.

John Hancock will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

E. Discussion and possible board action to approve the 2024 School Election Resolution..... Pages 71-72

Commentary:

We are required to call for the election of Board Positions prior to Friday, November 17, 2023. Board Position #1, which has a 4 year term, is currently held by Mr. Chris Schroder. Board Position #7, which has a 4 year term, is currently held by Mr. Travis Sallee. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

F. Recommendation, consideration and action on District Policy F-33 Reporting Students Under the Influence of or Possession Alcoholic Beverages or Controlled Dangerous Substances.....Page 73

Commentary:

This policy was found to be in conflict with the language contained in our student handbooks. This revision will align both policy and handbook.

Dr. Simpson will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval

G. Discussion and possible action to authorize the Superintendent to submit Opioid Abatement Grant Application.....Pages 74-75

Commentary:

In order for the district to apply for this grant board action in support of the application is required. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval

- 13. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments for 2023-2024, discussing the purchase or appraisal of real property, 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, 3 and 7**
 - A. Vote to go into executive session**
 - B. Acknowledge Board’s return to open session**
 - C. Statement of minutes of executive session**
- 14. Vote on action as set out on the Personnel Reports..... Pages 76-77**
- 15. Action upon recommendation of extra-duty assignments as listed for 2023-2024 Page 78**
- 16. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 17. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 18. Adjourn**

**Dr. Mike Simpson
Superintendent**

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Posted by: _____

Date: _____ Time: _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
SPECIAL MEETING
SEPTEMBER 25, 2023**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION SPECIAL MEETING HELD AT 9:00 A.M. AT MERIDIAN TECHNOLOGY CENTER SOUTH CAMPUS, 3025 SOUTH DIVISION, GUTHRIE, OKLAHOMA ON SEPTEMBER 25, 2023

Board Members Present:

S. Janna Pierson, Matt Girard, Travis Sallee Gail Davis, Chris Schroder, Tina Smedley and Ron Plagg

District Level School Officials Present:

**Dr. Mike Simpson, Superintendent
Carmen Walters, Assistant Superintendent
John Hancock, Executive Director of
Personnel and Secondary Ed.
Dr. Michelle Chapple, CFO
Angie Young, Director of Special Services
Cody Thompson, Director of Operations
Dee Benson, Director of Technology**

- 1. The meeting was called to order by President Plagg at 9:04 a.m.**
- 2. Members Gail Davis, S. Janna Pierson, Matt Girard, Travis Sallee, Tina Smedley, Chris Schroder and Ron Plagg were present for roll call.**
- 3. A quorum was established.**
- 4. President Plagg asked everyone to stand and join him in the Pledge of Allegiance.**
- 5. President Plagg asked everyone to join him in Moment of Silence.**
- 6. President Plagg called for discussion of long range planning process.**

Discussion followed including the District's Financial Advisors Jon Wolff and Jericah Dawson of Municipal Finance Services and architect Sean Willis of The Stacy Group.

**The meeting recessed at 9:55 a.m. for break and reconvened at 10:05 a.m.
The meeting recessed at 11:58 a.m. for lunch and reconvened at 12:35 p.m.**

7. **President Plagg called for discussion on accepted communication practices for Board of Education, district staff and patrons.**

Discussion followed.

8. **President Plagg called for discussion of district policies.**

Discussion followed.

9. **Presentation and discussion on academic growth indicators and demographics.**

Discussion followed.

10. **President Plagg called for proposed executive session for purpose of discussion of Superintendent's contract, and discussion the purchase or appraisal of real property, 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, 3, and 7.**

A motion was made by Pierson and seconded by Salle to go into executive session.

The motion carried with 7 ayes and 0 nays. Executive session began at 1:59 p.m.

President Plagg acknowledged the Board's return to open session at 2:31 p.m.

11. **President Plagg called for recommendation, consideration and action to approve this September 25, 2023 Amendment to the Superintendent's Contract for the 2023-2024 school year.**

A motion was made by Pierson and seconded by Davis to approve this September 25, 2023 Amendment to the Superintendent's Contract for the 2023-2024 school year.

The motion carried with 7 ayes and 0 nays.

12. **President Plagg called for recommendation, consideration and action to approve the Superintendent's Contract covering 2024-2025, 2025-2026, 2026-2027 school years.**

A motion was made by Schroder and seconded by Girard to approve the Superintendent's Contract covering 2024-2025, 2025-2026, 2026-2027 school years.

The motion carried with 7 ayes and 0 nays.

13. President Plagg called for the meeting to be adjourned.

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

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 2:34 p.m.

Samantha Stewart, Minutes Clerk

Ron Plagg, President

TREASURER'S REPORT
September 30, 2023

BANK BALANCES

FARMERS & MERCHANTS

General Fund	2,514,891.18
Building Fund	233,607.65
Sinking Fund	932,882.32
ILR Fund	30,448.45
G&E Fund	39,923.24
Child Nutrition Fund	1,026,805.88
Activity Fund	901,078.82
School Age-Care Fund	75,619.14
Bond Fund	<u>12,673,900.53</u>

TOTAL \$ 18,429,157.21

RECEIPTS

GENERAL FUND:

Logan County	68,056.55
State of Oklahoma	1,438,992.44
Okla. Tax Comm.	176,408.42
School Land Earn.	29,605.06
R.O.T.C.	5,874.84
Federal Programs	0.00
Misc Receipts	7,830.67
Correcting Entry(-)	0.00
General Acct. Int.	3,629.76
Minus (-) Bank Fees	<u>0.00</u>
TOTAL	\$1,730,397.74

SINKING FUND:

Logan County \$15,212.05

CHILD NUTRITION FUND:

Local	32,417.10
State	15,153.09
Federal	<u>153,538.81</u>
TOTAL	\$ 201,109.00

INS.LOSS RECOVERY FUND:

MISC \$ 0.00

BUILDING FUND

Local	0.00
Logan County	4,884.49
Bldg. for Champs	<u>20.00</u>
TOTAL	\$ 4,904.49

BOND FUND:

Interest	1,885.63
Bank Fees	<u>(-)0.00</u>
TOTAL	\$1,885.63

WARRANTS PAID

GENERAL FUND:

2022-2023 \$ 45,240.11
2023-2024 \$3,052,794.52

GIFTS & ENDOWMENTS FUND:

2022-2023 \$
2023-2024 \$

BUILDING FUND:

2022-2023 \$ 6,090.00
2023-2024 \$136,746.20

INS. LOSS RECOVERY FUND:

2022-2023 \$
2023-2024 \$

CHILD NUTRITION FUND:

2022-2023 \$ 1,718.82
2023-2024 \$ 113,701.54


BOND FUND:

2022-2023 \$
2023-2024 \$193,421.40

TOTAL MONIES IN F&M BANK \$18,429,157.21

PLEGGED – FDIC \$ 250,000.00

PLEGGED – F&M BANK \$ 22,874,000.00

GUTHRIE PUBLIC SCHOOLS							
ACTIVITY FUND FUNDRAISER REQUESTS							
AS OF OCTOBER 1, 2023							
CLUB				EVENT			
1. JUNIOR HIGH, FCCLA #821				AMISH GOODS SALE			
2. JUNIOR HIGH, LIBRARY #825				SPRING BOOK FAIR			
3. JUNIOR HIGH, STUCO #830				VALENTINE GRAMS			
4. JUNIOR HIGH, STUCO #830				BOO GRAMS			
5. JUNIOR HIGH, STUCO #830				RACoon NAMES/JH YEARBOOK			
6. CHARTER OAK, PTO #841				JOG-A-THON			



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/1/2023 Site: JH Unobligated Account Balance: 1,636.70

Account Name & Number: JH FCCLA 821

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Students will sell Amish Goods

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) Jams, Beef Jerky, cheese, summer sausage, puffcorn, and noodles

Manufacturer: Amish Cheese and Fundraising

Purpose for which funds will be used: Funds will be used to help take students on trips that will help them develop leadership skills.

Name/Address of Vendor: Amish Treats and Fundraising

Items to be purchased in order to conduct the fundraiser: No initial expense as students will be taking orders with brochure

a. Estimated INCOME: 1000 NOTES: Items are in brochure for order
 b. Less Estimated EXPENSES: 600
 c. Estimated PROFIT: 400

First day Fundraiser: Nov. 7th, 2023 Last Day of Fundraiser: Nov. 28th 2023

I understand that when the fundraiser is completed the 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? Will only be ordering what students sell

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

Sponsor Signature: [Signature] Date: 9-1-23

Principal's Signature: [Signature] Date: 9-1-23

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

Child Nutrition Director's Signature (if applicable): [Signature] Date: 9-7-23

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]
11

doesn't meet smart snack



2.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/21/2023 Site: JH Unobligated Account Balance: \$3777.00 1,745.83

Account Name & Number: JH Library #825

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Students will have the opportunity to buy books at the spring book fair.

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 [X]

* 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: Scholastic

Purpose for which funds will be used: Funds will be used to purchase new books for the JH library from Scholastic



Name/Address of Vendor: Scholastic Books, 577 Broadway New York, NY 10012

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

Table with 2 columns: Item, Amount. Row 1: a. Estimated INCOME: 3,000.00. Row 2: b. Less Estimated EXPENSES: \$1,500.00. Row 3: c. Estimated PROFIT: \$1,500.00. NOTES: any profit made will be spend back at Scholastic to purchase new JH library books.

First day Fundraiser : February 12th 2024 Last Day of Fundraiser: February 16th 2024

I understand that when the fundraiser is completed the 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? Scholastic will pick up any unsold items

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

Sponsor Signature: [Signature] Date: 9/21/23

Principal's Signature: [Signature] Date: 9/21/23

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

Child Nutrition Director's Signature (if applicable): Date:

[Signature] 12

3.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/21/2023 Site: JH Unobligated Account Balance: ~~\$2574.52~~ 3504.52

Account Name & Number: STUCO #830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) STUCO will pre-sell Hostess cakes and Ring Pops for Valentine Grams Valentine Grams will be delivered to students 8th hour on February 14th.

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) Hostess Twinkies, Ding-Dongs, Donuts, Ring Pops

Manufacturer: Hostess

Purpose for which funds will be used: STUCO will use funds to feed teachers during Spring P/T conferences and to provide goodies bags for all students prior to state testing.

Name/Address of Vendor: Sams Club, 117 West I-35 Frontage RD Edmond OK

Items to be purchased in order to conduct the fundraiser: Twinkies, Ding-Dongs, Donuts, Ring Pops

a. Estimated INCOME: 350.00 NOTES:
b. Less Estimated EXPENSES: 120.00
c. Estimated PROFIT: 230.00

First day Fundraiser : February 5th 2024 Last Day of Fundraiser: February 9th 2024

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? there should not be left over items

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

Sponsor Signature: [Signature] Date: 9/21/23

Principal's Signature: [Signature] Date: 9/21/23

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

Child Nutrition Director's Signature (if applicable): Date:

[Signature] 13

4.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/21/2023 Site: JH Unobligated Account Balance: \$2574.52 3,504.52

Account Name & Number: STUCO #830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) STUCO will pre-sell full size candy bars for Boo Grams
Boo Grams will be delivered to students 8th hour on October 31st

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

Does the fundraiser have food items? Yes [X] No []

* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

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

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

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) candy bars variety: Twix, M&M's, Skittles, etc...

Manufacturer: Hershey, Mars, Nestle

Purpose for which funds will be used: STUCO will use funds to feed teachers during Spring P/T conferences and to provide goodies bags for all students prior to state testing.

Name/Address of Vendor: Sams Club, 117 West I-35 Frontage RD Edmond OK

Items to be purchased in order to conduct the fundraiser: Variety of full size candy bars

a. Estimated INCOME: 450.00 NOTES:
b. Less Estimated EXPENSES: 200.00
c. Estimated PROFIT: 250.00

First day Fundraiser : October 16th 2023 Last Day of Fundraiser: October 25th 2023

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? there should not be left over items

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

Sponsor Signature: [Signature] Date: 9/21/23

Principal's Signature: [Signature] Date: 9/21/23

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]

5.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/28/23 Site: JH Unobligated Account Balance: \$2,806.03- 3,504.52

Account Name & Number: JH STUCO #830

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Students can submit a name for the racoons for \$1.00. STUCO will pick two of the submitted names to include in the 2024 JH yearbook. This stems from the two baby racoons found at the JH this year.

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 [X]

* 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: JH School needs/Teacher Needs

Name/Address of Vendor: No Vendor will be used

Items to be purchased in order to conduct the fundraiser: nothing will be purchased

a. Estimated INCOME: \$75
b. Less Estimated EXPENSES: \$0
c. Estimated PROFIT: \$75
NOTES: Students will pay \$1.00 to enter the name they would pick for the racoons in hopes of their name being chosen for the yearbook.

First day Fundraiser: November 1st 2023 Last Day of Fundraiser: November 10th 2023

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? no products will be sold

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

Sponsor Signature: [Signature] Date: 9/28/23

Principal's Signature: [Signature] Date: 9/28/23

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 09/26/2023 Site: 135-Charter Oak Unobligated Account Balance: \$20,479 - 18,719.69

Account Name & Number: 841 PTO

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Jog- A-Thon students will fundraise by asking family and community members to donate based on how far they walk or jog.

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 [X]

* 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.
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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: Walmart, Amazon, Sams

Purpose for which funds will be used: student and staff incentives, building and grounds needs, classroom materials teacher needs and meals for conferences, other uses

Name/Address of Vendor: address correct in mass

Items to be purchased in order to conduct the fundraiser: prizes for winners

a. Estimated INCOME: \$3,000
b. Less Estimated EXPENSES: \$1,500
c. Estimated PROFIT: \$1,500
NOTES:

First day Fundraiser : March 11th, 2024 Last Day of Fundraiser: April 5th, 2024

I understand that when the fundraiser is completed the 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?

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

Sponsor Signature: Date:

Principal's Signature: Emily Carpenter Date: 9/29/23

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

Child Nutrition Director's Signature (if applicable): Date:

[Signature]

GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND TRANSFER REQUEST
As of 10/01/2023

To	From	Amount
STUCO #899	Soccer Booster #897	\$25
STUCO #899	JR CLASS #867	\$25
Charter Oak Activity #840	Central Activity #802	\$90
Cotteral Activity #804	Central Activity #803	\$46



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



Amount 25.00

Date Requested 9/7/23

Transfer to: STUCO 899
Account Name & Number

Transfer from: SOCCER BOOSTER 897
Account Name & Number

State Reason for Transfer Below

PAYMENT FOR SOCCER HOMECOMING

Sponsor's Signature:

Michael Ko

President / Vice-Pres. Signature:

Klee

Treasurer/Secretary's Signature:

Lisa Tunk

Principal's Signature:

Dafarri Thompson

Transfer # _____

Board Approved _____



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



Amount 25.00 Date Requested 9/12/23

Transfer to: STUCO # 899
Account Name & Number

Transfer from: Jr. Class #867
Account Name & Number

State Reason for Transfer Below

GHS 2023 Homecoming Float

Sponsor's Signature: Michelle Redus

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: [Signature]

Transfer # _____

Board Approved _____



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



Amount 90.00

Date Requested 9.22.2023

Transfer to: Charter Oak Activity 840
Account Name & Number

Transfer from: Central Activity 802
Account Name & Number

State Reason for Transfer Below

Splitting cost of music supplies

Sponsor's Signature: Dani Watson

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: Dani Watson

Transfer # _____

Board Approved _____



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



Amount 46.00

Date Requested 9.22.2023

Transfer to: Cotteral Activity PTO 804
Account Name & Number

Transfer from: Central Activity PTO 803
Account Name & Number

State Reason for Transfer Below

Student transfered schools after paying for Friday snack shack

Sponsor's Signature: [Signature]

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: [Signature]

Transfer # _____

Board Approved _____



**Transportation Department
Fuel Bids**

DATE: 9/22/23	TIME BIDS BEGAN: 8:25 am Clear	AMOUNT NEEDED: DIESEL: 6800
PO#: 2024-11-621	TIME BIDS CLOSED: 9:15 am Clear	UNLEADED: 1200

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	Tanner KIT, BRIAN, CODY or HARDIN	1-866-455-3835	2.879	3.484
PENLEY OIL COMPANY	Alan MIKE, SCOTT or GEORGEANN	235-7553	No Bid	No Bid
RED ROCK	Tereasa JOANIE or TRICHA	677-3373	2.9935	3.4902
EARNHEART OIL & PROPANE	DUSTIN	405-612-2650	3.04	3.53

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:
---------------------------	-------------------------

UNLEADED FUEL: 1200 gal.	PRICE PER GALLON: 2.879	TOTAL AMT: 3454.80
DIESEL FUEL: 6800 gal.	PRICE PER GALLON: 3.484	TOTAL AMT: 23,691.20
		TOTAL PURCHASE: 27,146.00

PER TELEPHONE BIDS RECEIVED BY:  	COMMENTS: No Bid - Penley Earnheart - Highest
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Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 557 - 658, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	557	09/07/2023	12682	MIDWEST BUS SALES, INC.	Z020014604 VARIOUS PARTS	337.70
11	558	09/07/2023	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	REPAIRS AND UPDATES ON TRUCK 200	1,670.00
11	559	09/11/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/CARROLL/JH	150.00
11	560	09/08/2023	14201	WALKER TIRE DTR LLC	TIRES AND REPAIRS FOR FLEET	1,000.00
11	561	09/08/2023	44598	GENERATION GENIUS, INC	MATH AND SCIENCE WEBSITE	299.00
11	562	09/08/2023	15994	AMAZON CAPITAL SERVICES	3D PRINTER CREALITY ENDER 3 V2 NEO	246.00
11	563	09/05/2023	15994	AMAZON CAPITAL SERVICES	SPANISH TRANSLATOR FOR BUILDING	350.00
11	564	09/11/2023	44610	SOUTHWEST BUS SALES, INC.	HEATED HAWKEYE MIRRORS	509.70
11	565	09/11/2023	44610	SOUTHWEST BUS SALES, INC.	OVERHEAD COMPARTMENT LATCHES	125.00
11	566	09/11/2023	12682	MIDWEST BUS SALES, INC.	CONTACT RING AND RIVET KIT Z020014620	65.96
11	567	09/07/2023	14207	WALMART COMMUNITY	TEACHER \$150\M HUDSON\HS LIBRARY	150.00
11	568	09/07/2023	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS	6,500.31
11	569	09/12/2023	45121	CHILDRENS MEDICAL RESEARCH INC	CONFERENCE	80.00
11	570	09/12/2023	13789	SULLIVAN SUPPLY INC.	SUPPLIES FOR AG PROGRAM	1,500.00
11	571	09/12/2023	17289	A-1 RADIATOR SERVICE, INC.	2 NEW RADIATORS FOR BUSES	1,796.00
11	572	09/12/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/SARMIENTO/COTTERAL	146.69
11	573	09/11/2023	84405	SABREENA ROSE BURKS	IN DISTRICT MILEAGE REIMBURSEMENT	300.00
11	574	09/11/2023	84558	BRENDA MARIE GUIN	MILEAGE REIMBURSEMENT	500.00
11	575	09/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/FRIEND/JH	146.11
11	576	09/13/2023	44149	ANNA DIGILIO	ANNUAL SUBSCRIPTION	500.00
11	577	09/13/2023	15994	AMAZON CAPITAL SERVICES	150 TEACHER/THOMASON/JH	150.00
11	578	09/12/2023	42607	OKLAHOMA TECHNOLOGY STUDENT ASSOC	10/18 TSA FALL LEADERSHIP CONF REG FOR SPONSORS	50.00
11	579	09/11/2023	44624	STAPLES, INC	TEACHER 150/METZ/JH	150.00
11	580	09/11/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/MIDGETT/JH	150.00
11	581	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/ A INGLE/ FOGARTY	150.00
11	582	09/14/2023	45028	SYNERGY 1 GROUP INC	YEARLY SUBSCRIPTION	400.00
11	583	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\T.TREDAWAY AND T.MCCARTHY\HS	300.00
11	584	09/14/2023	44939	MATBOSS, LLC	HS- VIDEO (WR)	599.00
11	585	09/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/RANEY/JH	147.98
11	586	09/11/2023	44902	NEW DIRECTION SOLUTIONS LLC	NURSE CONTRACT	84,420.00
11	587	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/COLLINS/COTTERAL	75.00
11	588	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/GALLOWAY/JH	150.00
11	589	09/14/2023	15994	AMAZON CAPITAL SERVICES	TEACHER150/CHAPMAN/CHART EROAK	149.85
11	590	09/14/2023	10234	MAKERS GLASS, INC.	BACK GLASS FOR BUS 7	188.36

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 557 - 658, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	591	09/14/2023	12899	O'REILLY AUTOMOTIVE STORES, INC.	RADIATOR FOR VAN 88	196.31
11	592	09/15/2023	11933	JOHN VANCE MOTORS, INC.	REPAIRS TO TRUCK 80	1,714.61
11	593	09/18/2023	44610	SOUTHWEST BUS SALES, INC.	THOMAS DOOR ACTUATOR	372.65
11	594	09/13/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/MCKINLEY/GUES	133.20
11	595	09/06/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/ESTES/JH	89.95
11	596	09/06/2023	44258	FIRST BOOK	TEACHER 150/ESTES/JH	55.35
11	597	09/18/2023	43632	TONY GLOVER dba AJG INC.	BLANKET FOR TECHNOLOGY SERVICES	1,000.00
11	598	09/18/2023	16453	M-F ATHLETIC	HS- HURDLES- CARRIER (CC)	2,090.00
11	599	09/19/2023	15124	COOPERATIVE COUNCIL FOR OKLAHOMA	SPECIAL ED DIRECTOR CONFERENCE	179.00
11	600	09/19/2023	44494	LAZEL, INC.	ANNUAL SUBSCRIPTION	1,000.00
11	601	09/19/2023	45126	R&L TANK TRUCK SERVICES LLC	CLEANING OF THE SHOP PIT	500.00
11	602	09/17/2023	44598	GENERATION GENIUS, INC	SUBSCRIPTION FOR 3RD AND 4TH GRADE	598.00
11	603	09/15/2023	15994	AMAZON CAPITAL SERVICES	MAKERSPACE & TREASURE CHEST	259.98
11	604	09/20/2023	12682	MIDWEST BUS SALES, INC.	Z020014655 KIT, PARTICULATE FILTER	2,030.88
11	605	09/20/2023	41958	ACT	PARAPROFESSIONAL TESTING	250.00
11	606	09/20/2023	44896	GREYSTONE ENV SERV INC	MONITORING WELL FOR TESTING	4,800.00
11	607	09/19/2023	41388	CITIBANK\TRACTOR SUPPLY CREDIT PLAN	SUPPLIES AND MATERIALS FOR AG PROGRAM	300.00
11	608	09/18/2023	15994	AMAZON CAPITAL SERVICES	WHITE BOARDS FOR CLASSROOM	136.00
11	609	09/18/2023	44147	OUTBACK LABS LLC	SUPPLIES AND MATERIALS FOR AG PROGRAM	350.00
11	610	09/18/2023	44584	LIVESTOCKJUDGING.COM	ANNUAL SUBSCRIPTION	300.00
11	611	09/20/2023	12682	MIDWEST BUS SALES, INC.	Z020014663 VARIOUS PARTS	284.12
11	612	09/20/2023	44610	SOUTHWEST BUS SALES, INC.	PR2309-1380 THOMAS VISOR	99.06
11	613	09/20/2023	44087	GOOLSBEE TIRE SERVICE INC	S.O. #47086 3 TIRES	390.00
11	614	09/21/2023	17986	PERFORMANCE SURFACES LLC	HS- WALL PAD (HS NORTH GYM)	3,030.00
11	615	09/21/2023	12682	MIDWEST BUS SALES, INC.	Z020014669 DOOR CONTROL SUB/ ROLLER LEVER	292.56
11	616	08/21/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 \D.RUSSELL\FAVER	150.00
11	618	09/20/2023	17756	VEX ROBOTICS, INC	LOTTERY GRANT PURCHASE	14,690.89
11	619	09/19/2023	12387	LOWE'S COMPANIES, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	450.00
11	620	09/22/2023	40601	PLANK ROAD PUBLISHING, INC	MUSIC FOR VETERANS ASSEMBLY	176.94
11	621	09/22/2023	17541	FUEL MASTERS	1200 GALLONS UNLEADED 6800 GALLONS DIESEL	27,146.00
11	622	09/20/2023	14207	WALMART COMMUNITY	TEACHER \$150/C CRAWFORD/ FOGARTY	150.00
11	623	09/22/2023	45131	DATA CENTER WAREHOUSE LLC	CHROMEBOOK PARTS	616.20
11	624	09/26/2023	12682	MIDWEST BUS SALES, INC.	Z020014678 "MDL-SHM,FULL,V1.23,HW 2.A0,M2	1,051.09

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 557 - 658, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	625	09/26/2023	44610	SOUTHWEST BUS SALES, INC.	K_TBB210554 - THOMAS DOOR ACTUATOR PR2309-1385	372.65
11	626	09/26/2023	11933	JOHN VANCE MOTORS, INC.	LIFT SERVICE AND BRAUN HAND PENDANT	577.92
11	627	09/26/2023	42687	CRISIS PREVENTION INSTITUTE, INC.	CERTIFICATION RENEWAL FEE	200.00
11	628	09/25/2023	15994	AMAZON CAPITAL SERVICES	SUPPLIES AND MATERIALS FOR AG PROGRAM	250.00
11	629	09/25/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 \BLACKBURN\RICHARDSON\WAY \HS	450.00
11	630	09/22/2023	45107	ARVEST BANK OPERATIONS, INC.	FUEL FOR OUT OF TOWN	500.00
11	631	09/28/2023	12031	MT LIBRARY SERVICES	\$6 BOOKS	96.00
11	632	09/28/2023	11642	HOUGHTON MIFFLIN HARCOURT PUB. CO.	AMIRA STUDENT LICENSES	3,000.00
11	633	09/28/2023	15994	AMAZON CAPITAL SERVICES	\$150/KING/CENTRAL	150.00
11	634	09/28/2023	15994	AMAZON CAPITAL SERVICES	TEACHER 150/WILKERSON/JH	150.00
11	635	09/28/2023	44123	OKLAHOMA VISUAL GRAPHICS, LLC	12 CIRCULAR DECALS FOR DISTRICT VEHICLES	370.47
11	636	09/27/2023	15994	AMAZON CAPITAL SERVICES	STEM 3/ OUTDOOR	1,487.78
11	637	09/27/2023	12682	MIDWEST BUS SALES, INC.	Z020014701 ROD GUIDE VANDALOCK	25.00
11	638	09/29/2023	12682	MIDWEST BUS SALES, INC.	ROD GUIDE VANDALOCK Z020014701	23.50
11	639	09/29/2023	12682	MIDWEST BUS SALES, INC.	HORN CONTACT ASSY Z020014717	32.22
11	640	09/29/2023	45138	TOCH LLC	OKSTE ROOM	308.00
11	641	09/29/2023	81708	JUANA R BENSON	OKSTE PER DIEM	147.50
11	642	09/28/2023	10234	MAKERS GLASS, INC.	SIDE WINDOW FOR BUS 47	180.00
11	643	09/29/2023	14207	WALMART COMMUNITY	TEACHER \$150/ A HENINGTON/FOGARTY	150.00
11	644	09/26/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/A WILLAMS/FOGARTY	150.00
11	645	10/02/2023	15994	AMAZON CAPITAL SERVICES	HS- BATHROOM SUPPLIES (ATHLETICS)	93.89
11	646	10/02/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150.00/BARTRAM/COTTERAL 120	149.17
11	647	10/02/2023	44994	AUVIK NETWORKS INC	NETWORK MONITORING	9,787.50
11	648	10/02/2023	43510	HOOTEN OIL COMPANY, INC	275 GALLONS OF DEF	602.52
11	649	10/02/2023	15994	AMAZON CAPITAL SERVICES	TERAPUMP PLUG IN ELECTRIC BARRELL PUMP	259.99
11	650	10/02/2023	13021	OSSBA	MINUTES CLERK ACADEMY	150.00
11	651	10/03/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\T.YOUNG\HS	150.00
11	652	10/03/2023	15994	AMAZON CAPITAL SERVICES	TEACHER \$150\G.SALGADO\HS	150.00
11	653	08/22/2023	15994	AMAZON CAPITAL SERVICES	DRAMA/SPEECH SUPPLIES	436.51
11	654	09/25/2023	41084	TULSA STATE FAIR	REGISTRATION FEES	450.00
11	655	09/26/2023	15994	AMAZON CAPITAL SERVICES	STEM SUPPLIES	500.00
11	656	09/26/2023	15994	AMAZON CAPITAL SERVICES	BLANK PO	500.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 557 - 658, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	657	10/03/2023	84089	SHERANA KAYE PURVIANCE	MILEAGE REIMBURSEMENT	500.00
11	658	10/02/2023	13789	SULLIVAN SUPPLY INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	750.00
Non-Payroll Total:						\$191,436.07
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$191,436.07

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 169 - 658, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	169	09/07/2023	44635	WAXIE'S ENTERPRISES, LLC	CUSTODIAL SUPPLIES FOR DISTRICT	1,221.36
21	170	09/11/2023	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS AND SERVICE	1,000.00
21	171	09/08/2023	44635	WAXIE'S ENTERPRISES, LLC	FLOOR MACHINE REPAIRS	1,000.00
21	172	09/08/2023	10110	HENKE & WANG PLUMBING	FLOOR DRAIN REPAIRS AT HIGH SCHOOL NORTH END	1,000.00
21	173	09/08/2023	44092	INNOVATIVE MECHANICAL LLC	DISTRICT HVAC SERVICE AND REPAIRS	2,500.00
21	174	09/07/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	ROOF REPAIRS TO JR HIGH GYM	2,000.00
21	175	09/07/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	FOGARTY ROOF REPAIRS	2,000.00
21	176	09/07/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	ROOF REPAIRS AT COTTERAL	2,000.00
21	177	09/11/2023	42872	PATRICK A. COUNTESS	FENCE MATERIAL FOR PRACTICE FIELD HILLSIDE	4,800.00
21	178	09/11/2023	42872	PATRICK A. COUNTESS	FENCE BACK AT 213 E VILAS	560.00
21	179	09/12/2023	44635	WAXIE'S ENTERPRISES, LLC	DISTRICT HAND SOAP	1,535.00
21	180	09/13/2023	44065	FIRETROL PROTECTION SYSTEMS, INC.	INSTALLATION,,PROGRAM,TEST OF MONITORING EQUIPMENT	1,585.00
21	181	09/18/2023	44562	ANDECO FLOORING & BLINDS	REPLACE PAYROLL OFFICE CARPET	4,162.58
21	182	09/18/2023	13646	CAROLYN BLACK HALLER	VISITOR PARKING SIGNS FOR GUES	225.00
21	183	09/19/2023	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	RYE GRASS SEED FOR STADIUM	2,880.00
21	184	09/20/2023	44092	INNOVATIVE MECHANICAL LLC	COND COIL & INSTALL FOGARTY S AUDITORIUM	2,988.00
21	185	09/20/2023	44635	WAXIE'S ENTERPRISES, LLC	HAND SOAP, ROLL TOWELS, CANLINERS	4,891.70
21	186	09/20/2023	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	RYE SEED FOR BASEBALL FIELD	2,720.00
21	187	09/20/2023	44635	WAXIE'S ENTERPRISES, LLC	6 TRASH CANS FOR NEW HS RESTROOMS	3,053.51
21	188	09/18/2023	44245	STATE OF OKLAHOMA	RETENTION LAGOON FEE	402.19
21	189	09/21/2023	45116	NOVALCO INC	DOOR REPAIRS AT FOGARTY	1,000.00
21	190	09/21/2023	15994	AMAZON CAPITAL SERVICES	HS- GATOR- 4 WHEELER (SEATS) ATHLETIC FIELDS	350.00
21	191	09/21/2023	11619	HOME DEPOT CREDIT SERVICES	ALUMINUM ADJUSTABLE LADDER	180.00
21	192	09/21/2023	43973	CHRISTOPHER CODY HAYES	LEVEL GROUND AND SOD AT CHARTER OAK	2,850.00
21	193	09/20/2023	44635	WAXIE'S ENTERPRISES, LLC	TRASH CANS FOR HS WRESTLING DRESSING ROOMS	107.22
21	194	09/20/2023	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR DISTRICT	1,244.00
21	195	09/20/2023	45001	EXTERIOR SOLUTIONS GROUP, LLC	JR HIGH GYM ROOF REPAIRS	2,200.00
21	196	09/22/2023	42501	EARTHSMART CONTROLS, LLC	T-STATS FOR HIGH SCHOOL	1,200.00
21	197	09/22/2023	44635	WAXIE'S ENTERPRISES, LLC	WATER BASED DUST MOP TREATMENT	61.22
21	198	09/25/2023	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	1,000.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 169 - 658, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	199	09/26/2023	44635	WAXIE'S ENTERPRISES, LLC	FLOOR MATS FOR DISTRICT WATER FOUNTAINS	811.50
21	200	09/25/2023	44684	PROF. SPRINKLER INSPECTIONS, LLC	ESCHUTCHENS FOR SPRINKLER HEADS	390.00
21	201	09/28/2023	15994	AMAZON CAPITAL SERVICES	DISTRICT PARTS AND SUPPLIES	1,000.00
21	202	09/28/2023	44013	CENTRAL OKLAHOMA WINNELSON	SPRAY NOZZLE FOR CENTRAL KITCHEN	103.23
21	203	09/27/2023	44635	WAXIE'S ENTERPRISES, LLC	DISTRICT CUSTODIAL SUPPLIES	392.39
21	204	09/27/2023	45137	OACUPPA	MEMBERSHIP DUES FOR CODY THOMPSON	50.00
21	205	10/02/2023	44635	WAXIE'S ENTERPRISES, LLC	PARTITIONS FOR GIRLS RESTOOM AT FAVER	2,970.82
21	206	10/02/2023	44635	WAXIE'S ENTERPRISES, LLC	PARTITIONS FOR GIRLS WRESTLING AT HS	1,900.89
21	207	10/02/2023	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
21	208	10/02/2023	44689	DIEGO CHAVARRIA	HS- SPRINKLER REPAIR (ATHLETIC FIELDS)	500.00
21	209	10/02/2023	15994	AMAZON CAPITAL SERVICES	HS- HILLYARD SHINE ALL (ATHLETIC FIELDS) 2 GAL	105.20
21	210	10/03/2023	44635	WAXIE'S ENTERPRISES, LLC	DISTRICT CUSTODIAL SUPPLIES	7,810.80
21	358	07/06/2023	44909	CLIFFORD POWER SYSTEMS INC	REPLACE GENERATOR BATTERY	275.00
21	359	07/06/2023	44157	POPE CONTRACTING, INC.	JR HIGH WALL TUCK POINTING	5,400.00
21	360	07/06/2023	44157	POPE CONTRACTING, INC.	CONCRETE WORK AT JR HIGH GYM	4,800.00
21	361	07/06/2023	10234	MAKERS GLASS, INC.	SOFTBALL DOOR GLASS REPLACEMENT	920.50
21	362	07/06/2023	15994	AMAZON CAPITAL SERVICES	DEHUMIDIFIER FOR TRANSPORTATION	671.40
21	363	07/01/2023	44590	BRADFORD SUPPLY	UNIT FOR JROTC NE GUN RANGE	3,800.00
21	364	08/08/2023	45095	OKLAHOMA CITY ABSTRACT & TITLE	PURCHASE OF PROPERTY - 213 VILAS	78,563.53
21	507	08/29/2023	16626	JOHN HUDSON	MOW 213 E VILAS	200.00
21	508	08/29/2023	44635	WAXIE'S ENTERPRISES, LLC	HAND SOAP AND MOP HANDLES	1,676.55
Non-Payroll Total:						\$166,058.59
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$166,058.59

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 7/1/2023 - 10/4/2023, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
Non-Payroll Total:					\$0.00
Payroll Total:					\$24,739,783.44
Report Total:					

Guthrie Public Schools Change Order Listing

Options: Fund: Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 7/1/2023 - 10/4/2023, Include Negative Changes: True


PO No	Date	Vendor No	Vendor	Description	Amount
Non-Payroll Total:					\$0.00
Payroll Total:					\$0.00
Report Total:					

ACTIVITY FUND - FUND 60
BANK RECONCILIATION - FARMERS & MERCHANT BANK
AS OF 10/01/2023

<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (9/1/2023)	\$ 680,132.63	Balance per bank statement (9/30/2023)	\$ 901,078.82
Add Receipts	\$ 267,663.91	Add Deposits in Transit	\$ -
Less Checks Written	\$ (55,224.54)	Less O/S Checks	\$ (8,504.82)
Adjustments	\$ -	Adjustments	\$ (2.00)
Balance per Ledger	\$ 892,572.00	Balance per Ledger	\$ 892,572.00

Adjustment/Correction Explanations:

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



 Michelle Chapple, CFO

10/1/2023

 Date

Guthrie Public Schools Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2023 - 9/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$126.74	\$70.05	\$0.00	\$0.00	\$196.79	\$0.00	\$196.79
802 CENTRAL ACTIVITY	\$9,757.98	\$20,786.84	\$0.00	\$851.90	\$29,692.92	\$18,560.11	\$11,132.81
803 CENTRAL PTO	\$12,069.15	\$1,798.36	\$0.00	\$0.00	\$13,867.51	\$3,899.00	\$9,968.51
804 COTTERAL PTO	\$12,174.63	\$4,192.96	\$0.00	\$0.00	\$16,367.59	\$4,544.90	\$11,822.69
805 COTTERAL ACTIVITY	\$12,845.57	\$2,001.00	\$0.00	\$1,041.72	\$13,804.85	\$10,304.16	\$3,500.69
806 COTTERAL FACULTY	\$621.56	\$34.55	\$0.00	\$0.00	\$656.11	\$0.00	\$656.11
808 FOGARTY PARENTS ORG.	\$7,957.22	\$903.00	\$0.00	\$118.00	\$8,742.22	\$2,434.78	\$6,307.44
809 FOGARTY ACTIVITY	\$11,213.47	\$128.00	\$0.00	\$866.00	\$10,475.47	\$8,362.25	\$2,113.22
810 FOGARTY FACULTY	\$208.11	\$43.50	\$0.00	\$0.00	\$251.61	\$0.00	\$251.61
811 ELEM SNACK GRANT	\$1,029.69	\$0.00	\$0.00	\$0.00	\$1,029.69	\$0.00	\$1,029.69
812 GUES ACTIVITY	\$27,608.61	\$13,326.95	\$0.00	\$1,685.67	\$39,249.89	\$16,016.00	\$23,233.89
813 GUES FACULTY	\$728.33	\$116.95	\$0.00	\$0.00	\$845.28	\$0.00	\$845.28
814 GUES HONOR CHOIR	\$525.83	\$0.00	\$0.00	\$0.00	\$525.83	\$0.00	\$525.83
815 GUES PARENTS ORG.	\$5,153.39	\$0.00	\$0.00	\$663.00	\$4,490.39	\$100.00	\$4,390.39
816 GHS SPECIAL KIDS	\$9,024.74	\$0.00	\$0.00	\$0.00	\$9,024.74	\$0.00	\$9,024.74
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$163.56	\$0.00	\$0.00	\$0.00	\$163.56	\$0.00	\$163.56
819 ATHLETICS JUNIOR HIGH	\$4,001.96	\$2,640.00	\$0.00	\$1,670.00	\$4,971.96	\$2,650.00	\$2,321.96
820 GOLF JUNIOR HIGH	\$4,398.44	\$0.00	\$0.00	\$0.00	\$4,398.44	\$0.00	\$4,398.44
821 FHA JUNIOR HIGH	\$1,421.70	\$1,690.00	\$0.00	\$0.00	\$3,111.70	\$1,450.00	\$1,661.70
822 HONOR SOCIETY JR HIGH	\$3,138.54	\$0.00	\$0.00	\$0.00	\$3,138.54	\$0.00	\$3,138.54
823 JR HIGH ACCOUNT	\$1,423.77	\$0.00	\$0.00	\$0.00	\$1,423.77	\$249.04	\$1,174.73
824 JR HIGH FACULTY	\$2,160.69	\$407.95	\$0.00	\$0.00	\$2,568.64	\$966.20	\$1,602.44
825 LIBRARY JR HIGH	\$1,745.83	\$0.00	\$0.00	\$0.00	\$1,745.83	\$0.00	\$1,745.83
826 LEARN 2 LOVE	\$12,935.54	\$0.00	\$0.00	\$0.00	\$12,935.54	\$900.00	\$12,035.54
827 CHEERLEADERS JR HIGH	\$2,821.88	\$0.00	\$0.00	\$0.00	\$2,821.88	\$1,111.72	\$1,710.16
830 STUCO JH	\$2,284.52	\$1,480.00	\$0.00	\$0.00	\$3,764.52	\$260.00	\$3,504.52
831 T.S.A. JR HIGH	\$735.65	\$490.00	\$0.00	\$0.00	\$1,225.65	\$199.20	\$1,026.45
832 YEARBOOK JR HIGH	\$6,502.71	\$0.00	\$0.00	\$0.00	\$6,502.71	\$375.00	\$6,127.71
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$36,911.25	\$16,165.24	\$0.00	\$1,390.42	\$51,686.07	\$36,164.00	\$15,522.07
841 CHARTER OAK PTO	\$15,195.77	\$7,944.60	\$0.00	\$1,342.68	\$21,797.69	\$3,078.00	\$18,719.69
842 CHARTER OAK FACULTY	\$192.83	\$81.05	\$0.00	\$0.00	\$273.88	\$0.00	\$273.88
850 ACADEMIC TEAM HS	\$100.50	\$25.00	\$0.00	\$0.00	\$125.50	\$0.00	\$125.50
851 ART CLUB HS	\$7,348.65	\$489.00	\$0.00	\$560.38	\$7,277.27	\$3,521.98	\$3,755.29
852 ATHLETICS HS	\$84,827.19	\$51,481.52	\$0.00	\$21,716.80	\$114,591.91	\$76,833.72	\$37,758.19
853 HS CHEER	\$3,693.57	\$2,580.00	\$0.00	\$283.98	\$5,989.59	\$550.00	\$5,439.59
854 FOOTBALL CAMP	\$8,755.96	\$0.00	\$0.00	\$0.00	\$8,755.96	\$1,828.00	\$6,927.96
855 TENNIS HS	\$25,457.93	\$275.00	\$0.00	\$1,419.94	\$24,312.99	\$4,256.99	\$20,056.00
856 GHS LIBRARY	\$238.57	\$0.00	\$0.00	\$0.00	\$238.57	\$0.00	\$238.57
858 GHS LINK CREW	\$486.67	\$0.00	\$0.00	\$0.00	\$486.67	\$0.00	\$486.67
859 BAND (OPERATING) HS	\$16,117.58	\$12,062.95	\$0.00	\$1,646.73	\$26,533.80	\$18,263.51	\$8,270.29
861 CLASS OF 2023 HS	\$2,569.12	\$0.00	\$0.00	\$0.00	\$2,569.12	\$0.00	\$2,569.12
862 CLASS OF 2027 HS	\$2,855.00	\$540.00	\$0.00	\$0.00	\$3,395.00	\$150.00	\$3,245.00
864 GHS ALUMNI ACCOUNT	\$15,666.29	\$0.00	\$0.00	\$0.00	\$15,666.29	\$100.00	\$15,566.29
866 CLASS OF 2024 HS	\$8,056.31	\$60.00	\$0.00	\$2,454.72	\$5,661.59	\$613.25	\$5,048.34
867 CLASS OF 2025 HS	\$2,918.17	\$280.00	\$0.00	\$185.85	\$3,012.32	\$350.00	\$2,662.32
868 CLASS OF 2026 HS	\$2,848.83	\$160.00	\$0.00	\$333.35	\$2,675.48	\$250.00	\$2,425.48
869 ENGLISH CLUB	\$736.83	\$0.00	\$0.00	\$0.00	\$736.83	\$0.00	\$736.83
870 HS FACULTY/COURTESY ACCOUNT	\$472.10	\$218.15	\$0.00	\$0.00	\$690.25	\$150.00	\$540.25
871 HS STUDENT PANTRY	\$10,779.73	\$0.00	\$0.00	\$0.00	\$10,779.73	\$2,400.00	\$8,379.73
876 FFA 4H BOOSTER CLUB HS	\$35,836.00	\$1,140.00	\$0.00	\$500.00	\$36,476.00	\$18,790.00	\$17,686.00
877 FFA HS	\$19,790.44	\$103,189.00	\$0.00	\$9,483.78	\$113,495.66	\$92,286.94	\$21,208.72
878 FCCLA (FHA) HS	\$5,100.65	\$562.00	\$0.00	\$205.00	\$5,457.65	\$5,032.00	\$425.65
879 FOREIGN LANGUAGE SPAN HS	\$4,018.38	\$0.00	\$0.00	\$0.00	\$4,018.38	\$2,260.00	\$1,758.38
880 XC BLUECREW	\$2,462.14	\$2,786.50	\$0.00	\$0.00	\$5,248.64	\$1,535.00	\$3,713.64
881 LADY JAYS BASKETBALL	\$432.96	\$0.00	\$0.00	\$0.00	\$432.96	\$0.00	\$432.96

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2023 - 9/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	\$180.57	\$905.00	\$0.00	\$0.00	\$1,085.57	\$160.00	\$925.57
883 HERITAGE CLUB HS	\$171.76	\$0.00	\$0.00	\$0.00	\$171.76	\$0.00	\$171.76
884 HIGH SCHOOL ACCOUNT	\$10,284.11	\$18.37	\$0.00	\$1,659.20	\$8,643.28	\$6,562.27	\$2,081.01
885 STUDENT SUPPORT HS	\$3,965.65	\$385.68	\$0.00	\$69.68	\$4,281.65	\$680.32	\$3,601.33
886 HONOR SOCIETY HS	\$6,560.46	\$0.00	\$0.00	\$0.00	\$6,560.46	\$0.00	\$6,560.46
889 KEY CLUB HS	\$107.80	\$0.00	\$0.00	\$0.00	\$107.80	\$0.00	\$107.80
890 SPEECH HS	\$3,079.03	\$0.00	\$0.00	\$0.00	\$3,079.03	\$1,560.00	\$1,519.03
891 STEM CLUB	\$4.85	\$0.00	\$0.00	\$0.00	\$4.85	\$0.00	\$4.85
893 MU ALPHA THETA HS	\$11,073.69	\$313.50	\$0.00	\$0.00	\$11,387.19	\$400.00	\$10,987.19
894 HS PROM ACCOUNT	\$17,744.60	\$0.00	\$0.00	\$0.00	\$17,744.60	\$0.00	\$17,744.60
895 JROTC HS	\$3,715.67	\$0.00	\$0.00	\$630.30	\$3,085.37	\$1,138.76	\$1,946.61
897 SOCCER CLUB HS	\$17,646.87	\$2,599.30	\$0.00	\$0.00	\$20,246.17	\$3,000.00	\$17,246.17
898 SCIENCE CLUB HS	\$7,761.84	\$670.00	\$0.00	\$0.00	\$8,431.84	\$1,055.00	\$7,376.84
899 STUDENT COUNCIL HS	\$8,815.12	\$9,476.19	\$0.00	\$3,078.24	\$15,213.07	\$3,650.00	\$11,563.07
900 CAMPUS BEAUTIFICATION HS	\$5,530.66	\$950.00	\$0.00	\$0.00	\$6,480.66	\$1,150.00	\$5,330.66
902 VOCAL HS	\$9,446.98	\$700.00	\$0.00	\$289.99	\$9,856.99	\$5,040.00	\$4,816.99
904 YEARBOOK HS	\$40,140.66	\$167.00	\$0.00	\$0.00	\$40,307.66	\$5,130.00	\$35,177.66
905 GPS eSPORTS	\$1,370.25	\$400.00	\$0.00	\$0.00	\$1,770.25	\$1,452.00	\$318.25
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$58.14	\$0.00	\$0.00	\$0.00	\$58.14	\$0.00	\$58.14
911 FFA BUILDING FUND	\$2,428.23	\$0.00	\$0.00	\$0.00	\$2,428.23	\$0.00	\$2,428.23
913 DRAMA HS	\$1,155.14	\$240.00	\$0.00	\$0.00	\$1,395.14	\$1,004.00	\$391.14
922 COURTESY COMMITTEE ADMIN	\$99.53	\$0.00	\$0.00	\$0.00	\$99.53	\$99.53	\$0.00
925 GENERAL FUND REFUND	\$1,969.03	\$0.00	\$0.00	\$0.00	\$1,969.03	\$0.00	\$1,969.03
927 HALL OF FAME BANQUET	\$112.07	\$0.00	\$0.00	\$0.00	\$112.07	\$250.00	(\$137.93)
929 DISTRICT SPECIAL OLYMPICS	\$26,158.89	\$0.00	\$0.00	\$190.00	\$25,968.89	\$710.00	\$25,258.89
931 TECHNOLOGY INSURANCE ACCOUNT	\$1,596.99	\$350.00	\$0.00	\$0.00	\$1,946.99	\$0.00	\$1,946.99
932 SUMMER SCHOOL HS	\$10,749.55	\$49.00	\$0.00	\$0.00	\$10,798.55	\$0.00	\$10,798.55
933 FAVER C&C	\$435.90	\$0.00	\$0.00	\$0.00	\$435.90	\$409.98	\$25.92
934 TRANSPORTATION C&C	\$1,880.85	\$0.00	\$0.00	\$370.00	\$1,510.85	\$1,200.00	\$310.85
935 VENDING MACHINE ADMIN	\$584.68	\$201.60	\$0.00	\$0.00	\$786.28	\$200.00	\$586.28
937 FAVER ACTIVITY	\$86.27	\$0.00	\$0.00	\$0.00	\$86.27	\$0.00	\$86.27
940 ADMINISTRATION MISC	\$16,294.30	\$88.15	\$0.00	\$517.21	\$15,865.24	\$800.00	\$15,065.24
Total	\$680,132.63	\$267,663.91	\$0.00	\$55,224.54	\$892,572.00	\$376,447.61	\$516,124.39



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

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

To: Dr. Mike Simpson and
Board of Education

Date: September 29, 2023

We would like to declare the old cafeteria tables from Central and Fogarty as surplus.

Thank you,

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

Cody Thompson

RECEIVED

OCT 02 2023

OFFICE OF THE SUPERINTENDENT
GUTHRIE PUBLIC SCHOOLS



Staking A Claim in Our Students' Future

Cody Thompson
Director of Operations

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

To: Dr. Mike Simpson and
Board of Education

Date: September 29, 2023

Technology Dept. has miscellaneous items that need to be declared as surplus which include:

- 5 iPad Pros
- CPU's
- Phones
- Printers/copiers
- Monitors
- Keyboards
- Mouse
- Smartboards

Thank you,

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

Cody Thompson

RECEIVED

OCT 02 2023

OFFICE OF THE SUPERINTENDENT
GUTHRIE PUBLIC SCHOOLS

Surplus

1 message

Dee Benson <dee.benson@guthrie.net>
To: Linda Skinner <linda.skinner@guthrie.net>

Thu, Sep 28, 2023 at 2:46 PM

Linda,

I have 5 iPad Pro's that I need to declare surplus.

I also have miscellaneous technology items that need to be declared surplus. CPU's, phones. Printers, monitors, keyboard, mice, printers, copiers, smartboards, etc.

Dee Benson

Director of Technology

Guthrie Public Schools



EMPLOYEE TRIP REQUEST

Check if Out of State

Bill Ferring
Name of Employee

10-4-23
Date

Employee's Current Assignment H.S. Vocal Music

Title of Conference or Activity May Band + Choir Trip to San Antonio

Location San Antonio Date(s) of Conference May 2-5, 2024

Full Legal Name (for air travel) _____

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

Departure Date _____ AM PM (check one) Return Date _____ AM PM (check one)

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

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

Encouragement, competition + promotion of Band + Choir

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

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

Travel*	\$ _____	(mileage, air, ground, parking & toll) see below	<u>Activity Fund</u>
Registration	\$ _____		<u>Activity Fund</u>
Lodging	\$ _____		<u>Activity Fund</u>
Meals	\$ _____	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)	<u>Activity Fund</u>
Substitute	\$ _____	(calculate @ \$65 per day)	<u>Activity Fund</u>
Total	\$ <u>7500⁰⁰</u>		

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

Principal's Approval [Signature] 10/4/2023
Signature Date

Program Director's Approval [Signature] 10-4-23
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

MICHAEL J. WAY
Name of Employee

10-4-23
Date

Employee's Current Assignment ASST. BAND DIRECTOR

Title of Conference or Activity SAN ANTONIO TRIP / PERFORMANCE

Location SAN ANTONIO, TX Date(s) of Conference MAY 2-5 2024

Full Legal Name (for air travel) _____

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

Departure Date _____ AM PM (check one) Return Date _____ AM PM (check one)

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

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

COMPETITION + PROMOTION OF BAND + CHOIR

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

Costs are covered by which fund?
BE SPECIFIC PLEASE.

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

Travel*	\$ _____	(mileage, air, ground, parking & toll) see below	_____
Registration	\$ _____		_____
Lodging	\$ _____		_____
Meals	\$ _____	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)	_____
Substitute	\$ _____	(calculate @ \$65 per day)	<u>ACTIVITY FUND</u>
Total	\$ <u>750.00</u>		

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

Principal's Approval [Signature] 10/4/2023
Signature Date

Program Director's Approval [Signature] 10-4-23
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Robert Blackburn
Name of Employee

10-4-2023
Date

Employee's Current Assignment Band Director

Title of Conference or Activity May Band/Choir Trip

Location SAN ANTONIO, TX Date(s) of Conference May 2-5th 2024

Full Legal Name (for air travel) _____

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

Departure Date _____ AM PM (check one) Return Date _____ AM PM (check one)

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

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

Encouragement, Competition & promotion of Bands & Choir

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

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

Travel*	\$ _____	(mileage, air, ground, parking & toll) see below	<u>Activity Fund 859</u>
Registration	\$ <u>0</u>		<u>Activity Fund 859</u>
Lodging	\$ _____		<u>Activity Fund 859</u>
Meals	\$ _____	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)	<u>Activity Fund 859</u>
Substitute	\$ _____	(calculate @ \$65 per day)	<u>Activity Fund 859</u>
Total	\$ <u>750.00</u>		

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

Principal's Approval [Signature] 10/4/2023
Signature Date

Program Director's Approval [Signature] 10-4-23
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Billy Richardson
Name of Employee

10/3/23
Date

Employee's Current Assignment Teacher/Band

Title of Conference or Activity Band/Choir Trip

Location San Antonio, TX Date(s) of Conference May 2-5 2024

Full Legal Name (for air travel) _____

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

Departure Date 5/2/2024 AM PM (check one) Return Date 5/5/2024 AM PM (check one)

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

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

Encouragement, ~~Rec~~ Competition, and promotion of Band/Choir

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

Costs are covered by which fund? BE SPECIFIC PLEASE.

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

Travel*	\$ _____	(mileage, air, ground, parking & toll) see below	_____
Registration	\$ _____		_____
Lodging	\$ _____		_____
Meals	\$ _____	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)	_____
Substitute	\$ _____	(calculate @ \$65 per day)	<u>Activity fund 759</u>
Total	\$ <u>75 0.00</u>		

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

Principal's Approval [Signature] 10/4/2023
Signature Date

Program Director's Approval [Signature] 10-4-23
Signature Date

Board of Education Approval _____
Date

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



EMPLOYEE TRIP REQUEST

Check if Out of State

Jessica Chambers
Name of Employee

10/4/2023
Date

Employee's Current Assignment Junior High Vocal Music Director

Title of Conference or Activity San Antonio Trip - Performance and Competition

Location San Antonio, Texas Date(s) of Conference May 2-5

Full Legal Name (for air travel)

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

Departure Date 2 AM PM (check one) Return Date 5 AM PM (check one)

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

PLEASE INDICATE HOW THIS EVENT WILL RELATE TO YOUR PRESENT ASSIGNMENT.
I also serve as the assistant vocal music director for the high school organization. I will be assisting teaching the music they will perform for this

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

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

Travel*	\$ _____	(mileage, air, ground, parking & toll) see below	_____
Registration	\$ _____		_____
Lodging	\$ _____		_____
Meals	\$ _____	(overnight stay required; calculated at daily IRS per diem rate in state and out of state)	_____
Substitute	\$ _____	(calculate @ \$65 per day)	_____
Total	\$ 750		

Activity Fund Account

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

Principal's Approval [Signature] Date 10/4/23

Program Director's Approval [Signature] Date 10/4/23

Board of Education Approval _____ Date _____

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



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

Today's Date 9/26/2023 Date of Activity May 2-5, 2024

Destination San Antonio, TX

Class & Grade Level 9th-12th Grades

Teacher(s) R. Blackburn, B. Perring, M. Way, J. Chambers, B. Richardson

Names of teacher assistants or other adults attending:

TBA

Number of students 150 Number of sponsors 20

Leave Time 6:30am Return Time 8:00pm

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

Emergency Phone Contact Number 405-306-3990, 405-820-9365

Cost to be paid per student \$700 Due when? 3/15/24 Cost to district 0

Paid for by Activity Fund Yes No
 Sub needed? Yes No (If yes, please complete sub request.)
 Transportation request completed? Yes No


Principal Signature

10/2/2023
Date

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

Special Education Director

Date

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

For Concert Performance and adjudication. Also for recruitment and retainment and displaying knowledge of music learned.



MASTER SERVICES AGREEMENT

SCHEDULE F

PEOPLEFACTS SCREENING SERVICES

CUSTOMER'S NAME: Guthrie Public Schools

EFFECTIVE DATE: September 11, 2023

This Schedule ("Schedule") is made by and between <sup>Pluto Acquisition Opco, LLC,
DBA</sup> PeopleFacts, LLC ("PeopleFacts") and Customer under a certain Master Agreement for Services dated September 25, 2019 ("Agreement") incorporated by reference. Exhibits or other documents attached to the Agreement and not this Schedule are fully incorporated into and constitute a part of the substantive provisions of this Schedule. Terms not otherwise defined in this Schedule will have the same meaning as set forth in the Agreement.

1. **COMPLIANCE WITH FEDERAL AND STATE LAWS.** The parties agree to comply with the Fair Credit Reporting Act, U.S.C. §1681 et. seq. and other applicable federal and state laws and regulations. Customer shall comply with all applicable laws in the request, preparation, transmission, dissemination and utilization of the Services including but not limited to Title VII of the Civil Rights Act of 1964 (including all amendments thereafter), Equal Employment Opportunity Commission ("EEOC") guidelines and regulations, the Fair Housing Act, the Housing and Urban Development ("HUD") guidelines and regulations, and all other applicable state and local laws prescribing the use of consumer reports and consumer investigative reports. **California Investigative Consumer Reporting Agencies Act (California Civil Code §1786 et seq).** Customer certifies as follows: (a) that prior to obtaining an investigative consumer report as that term is defined in California Civil Code §1786.2(c) that it has a permissible purpose, as defined in California Civil Code §1786.12; (b) it made clear and conspicuous written disclosure to consumer as required under California Civil Code §1786.16(a)(2) that an investigative consumer report may be obtained, the permissible purpose of the report and that the report may include information on name, address, and telephone number of PeopleFacts and indicate the nature and scope of the investigation, including but not limited to, providing the consumer a means by which the consumer may check a box indicating that the consumer wishes to receive a copy of any investigative consumer report. Customer must notify PeopleFacts of any change in the permissible purpose for which the information will be used. **Vermont Certification.** Customer certifies that it will comply with applicable provisions of the Vermont Fair Credit Reporting Statute, 9 V.S.A. §2480(e) and the applicable regulations in connection with obtaining consumer reporting information on Vermont consumers. Customer further certifies that it will only obtain consumer reporting information only for the purpose consented to by the consumer. **Motor Vehicle Reports.** If Customer purchases motor vehicle records ("MVRs") from PeopleFacts, Customer hereby certifies that MVRs shall only be ordered in strict compliance with the Driver Privacy Protection Act ("DPPA", at 18 U.S.C. §2721 et seq.) and any related state laws. Customer further certifies that no MVRs shall be ordered without first obtaining the written consent of the consumer to obtain "driving records," evidence of which shall be transmitted to PeopleFacts in the form of the consumer's signed release authorization form. Customer also certifies that it will use this information only in the normal course of business to obtain lawful information relating to the holder of a commercial driver's license or to verify information provided by an applicant or employee. Customer shall not transmit any data contained in the resulting MVR via the public internet, electronic mail or any other unsecured means.

2. **CERTIFICATION OF PERMISSIBLE PURPOSE.** Customer shall use a consumer report only when it has permissible purpose as that term is defined under the Fair Credit Reporting Act 15 U.S.C. §1681b (Section 604 of the FCRA) and other applicable federal and state laws. Specifically, the Customer hereby certifies that it will only request and/or use a consumer report from PeopleFacts for employment, residential or license verification purposes. In every situation where customer is certifying to having a permissible employment purpose (evaluating a consumer for employment, promotion, reassignment or retention),

MASTER SERVICES AGREEMENT

residential (i.e. "tenant screening) purposes (evaluating a consumer for tenancy as a resident of a property owned by Customer who serves as a Landlord, or as a property manager pursuant to a contract with a Landlord, over the same), **Customer agrees specifically with the following conditions for obtaining a report from PeopleFacts:**

a. Employment Purposes. Only the Customer's designated representatives will request consumer reports. The Customer will forbid employees from obtaining reports on themselves, associates, or any other person except in the exercise of their official duties. Each time the Customer requests a consumer report for employment purposes it will comply with 15 U.S.C. §1681b (Section 604(b) of the FCRA), namely: (i) the consumer has been given a clear and conspicuous written notice, in advance (in a document that consists solely of the disclosure), that a consumer report may be requested for employment purposes; (ii) the consumer has authorized the Customer, in writing, to procure the report; (iii) the information in the consumer report will not be used in violation of any applicable federal or state equal employment opportunity law or regulation; (iv) before taking adverse action, in whole or in part on the report, Customer will provide the consumer a copy of the report and description of the consumer's rights under the FCRA (FCRA Summary of Rights) located at peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf; and (v) Customer shall base all employment decisions and actions on its own policies and procedures and acknowledges and agrees that PeopleFacts did not make the decision to take any adverse action against the consumer, and that PeopleFacts cannot give specific information for the adverse action taken.

b. Residential Purposes. Only the Customer's designated representatives will request consumer reports. The Customer will forbid employees from obtaining reports on themselves, associates, or any other person except in the exercise of their official duties. Each time the Customer requests a consumer report for tenant screening purposes it will comply with the following provisions of the FCRA: Section 604(a)(3)(F) [15 U.S.C. § 1681b(a)(3)(F)], Section 607(a) [15 U.S.C. § 1681e(a)], Section 615(a) [15 U.S.C. § 1681m(a)], and Section 606 [15 U.S.C. § 1681d)], namely: (i) Customer agrees, if required, to undergo a third-party on-site inspection (at Customer's cost) designed to verify the identity and legitimacy of Customer, as may be required by the any one or more of the credit bureaus prior to granting access to credit-related information pertaining to consumers, (ii) Customer certifies that it has a permissible purpose for using the report and in fact uses it for such permissible purpose; (iii) the consumer has authorized the Customer, in writing, to procure the report prior to the Customer requesting the report of PeopleFacts; (iv) the information in the consumer report will not be used in violation of any applicable federal or state law or regulation; (v) at the time of taking any action that may be unfavorable to the consumer (i.e. any "adverse action" as that term is defined in the FCRA and by the FTC), based in whole or even in part on the consumer report, Customer will provide the consumer a copy of the consumer report(s) and description of the consumer's rights under the FCRA (FCRA Summary of Rights) a copy of which is available at peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf; and (vi) Customer shall base all tenant decisions and actions on its own decision criteria, including but not limited to its own policies and procedures, and acknowledges and agrees that PeopleFacts does not and did not make any decision to take any adverse action against the consumer, and that PeopleFacts cannot give specific information for the adverse action taken.

3. INVESTIGATIVE CONSUMER REPORTS. With regard to Investigative Consumer Reports, as defined in 15 U.S.C. §1681a(e), Customer will clearly and accurately disclose to the Consumer that an Investigative Consumer Report including information as to his character, general reputation, personal characteristics, and mode of living, whichever are applicable, may be made. The disclosure will be made in writing and mailed or otherwise delivered to the Consumer not later than three (3) days after the date on which the report was first requested and will include a summary of the Consumer's rights provided for under 15 U.S.C.

MASTER SERVICES AGREEMENT

§1681g(c). The disclosure shall also include a statement informing the Consumer of his/her right to submit a written request for additional information pursuant to 15 U.S.C. §1681d(b), within a reasonable period of time after the receipt by him/her of the foregoing disclosure. Upon receipt of such request, Customer shall disclose in writing the nature and scope of the investigation, which shall be complete and accurate. The disclosure must be mailed or otherwise delivered to the Consumer not later than five (5) days after the date on which the request for additional disclosure was received from the Consumer or the date the Customer first requested the report, whichever is the later. Customer shall also comply with any adverse action obligation.

4. CRIMINAL RECORDS. The Customer has access to an online multi-state criminal and sex offender database. This database may not contain applicable county-level records. PeopleFacts recommends that Customer request a manual search for county-level records. Criminal records come from a variety of different sources at the federal, state and local levels, such as court houses and administrative records which may affect the accuracy or availability of the records. Because so many of these sources only provide limited identification information such as a name or date of birth, a record may exist but may not be displayed or a displayed record may not belong to the applicant or employee. Customer should independently verify the public record before it declines the application or otherwise takes adverse action against the applicant. The Services do not include information pertaining to arrest records and/or pending criminal charges against consumers.

5. INTERNATIONAL CRIMINAL RECORDS SEARCHES. Customer understands that searches of international background screening will be conducted through the services of a third-party independent contractor. Because of differences in foreign laws, language, and the manner which foreign records are maintained and reported, PeopleFacts cannot be either an insurer or a guarantor of the accuracy of the information reported. Customer therefore releases PeopleFacts and its affiliated companies, officers, agents, employees, and independent contractors from any liability whatsoever in connection with erroneous information received as a result of an international background screening report.

IDENTIFICATION SERVICES. Identification Services consist of nonpublic personal identification information such as name, address, social security number and telephone number to be used for one of the permitted uses under the Gramm-Leach-Bliley Act, 15 U.S.C. §6801. *et. seq.* (the "GLB Act"). Specifically, the Customer hereby certified that it will only request and use Identification Services to protect against or prevent actual or potential fraud, unauthorized transactions, claims or other liability. Neither party will use Identification Services for marketing or solicitations of any kind or for direct-to-consumer sales. Customer certifies that the Identification Services provided pursuant to this Schedule do not constitute consumer reports as defined by the Fair Credit Reporting Act (FCRA), 15 U.S.C. §1681a(d) and are not subject to the FCRA. The parties agree that the identification information contained in the Identification Services does not bear on a consumer's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. In this regard, Customer certifies that the Identification Services will not be used in whole or in part as a factor in determining a consumer's eligibility for credit or insurance to be used primarily for personal or household purposes (including for residential decisions), employment purposes, in connection with the underwriting of insurance involving the consumer; in connection with a determination of the consumer's eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant's financial responsibility or status; as a potential investor or servicer, or current insurer, in connection with valuation of, or an assessment of the credit or prepayment risks associated with, an existing credit obligation; when it has a legitimate business need for the information; to review an account to determine whether the consumer continues to meet the terms of the account and for employment purposes. Customer further agrees it will not use the Identification Services to take any "adverse action" as that term is defined in §603(k) of the FCRA [15 U.S.C. §1681a].

6. QUALIFIED CUSTOMER CERTIFICATION. Customer certifies that it is not a pawn shop, private detective, detective agency, investigative company, bail bondsman, attorney or law firm (except reports for employment, credit or financial counseling

MASTER SERVICES AGREEMENT

firm, credit repair clinic, news agency or journalist, dating service, asset location service, nor will Customer resell the credit information or the Services or seek the information for its own personal or non-business use.

7. **WATCH LIST SERVICE.** PeopleFacts provides a service whereby it matches the consumer name to certain government created watch lists for the purposes of determining whether the consumer's name appears on these watch lists ("Watch List Service"). Customer will use the Watch List Service solely in connection with a transaction involving the consumer as to whom such information is sought and will not request or use the Watch List Service for purposes prohibited by law. PeopleFacts periodically updates the information in the Watch List Service but it does not guaranty or ensure the accuracy or reliability of the Watch List Service or the information in the Watch List Service or that the Watch List Service satisfies any of the Customer's legal obligations. A hit or match indicates only that the consumer has similar information to a person in the watch list file. Customer should consult the OFAC brochure located at peoplefacts.com/sites/default/files/OFAC_Regulations.pdf for due diligence steps that should be taken.

8. **OBTAINING INFORMATION UNDER FALSE PRETENSES.** 15 U.S.C. §1681q (Section 619 of the FCRA) provides that any person who knowingly and willingly obtains information on a consumer from a consumer reporting agency under false pretenses shall be fined under Title 18 of the United States Code, or imprisoned not more than two years, or both.

9. **FURNISHING AND INVESTIGATING.** Customer has received and agreed to comply with FCRA Notices to Users, which are accessible at peoplefacts.com/sites/default/files/Notice-to-Users-and-Furnishers.pdf. Pursuant to this section Customer may furnish consumer information for use in a consumer credit report and for one or more permitted purposes under GLB.

10. **MINIMUM TERMS; TERMINATION.** This Agreement and the Application for Services sets forth the minimum terms and conditions under which PeopleFacts will provide PeopleFacts Services to the Customer. The term of this Agreement shall begin on the Effective Date and shall be in effect for an initial term of 1 year. This Agreement will automatically renew for successive one (1) year terms unless Customer provides written notice of termination to PeopleFacts, by certified mail at least 60 days prior to renewal date.

11. **LIMITATIONS OF LIABILITY.** Because the PeopleFacts Services involve conveying information provided by other sources, including credit repositories neither PeopleFacts nor the credit repositories will, for the fee charged for the Services, be an insurer or guarantor of the accuracy or reliability of the Services, or the data contained therein. **NEITHER PEOPLEFACTS NOR THE CREDIT REPOSITORIES GUARANTEE OR WARRANT THE ACCURACY, TIMELINESS, COMPLETENESS, CURRENTNESS, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE SERVICES, INFORMATION IN THE SERVICES OR MEDIA ON OR THROUGH WHICH THE SERVICES ARE PROVIDED AND SHALL NOT BE LIABLE FOR ANY LOSS OR INJURY ARISING OUT OF OR CAUSED IN WHOLE OR IN PART BY PEOPLEFACTS OR THE CREDIT REPOSITORIES' ACTS OR OMISSIONS, WHETHER NEGLIGENT OR OTHERWISE.**

12. **TERRITORY.** Customer may access, use and store the Services and information obtained from the Services only at or from locations within the territorial boundaries of the United States, Puerto Rico, Guam, the Virgin Islands and Canada (the "Permitted Territory"). Customer may not access, use or store the Services or information obtained from the Services at or from, or send it to any location outside of the Permitted Territory without first obtaining PeopleFacts' written permission. IN WITNESS WHEREOF, the undersigned has executed this Agreement as of the date set forth above.



MASTER SERVICES AGREEMENT

Pluto Acquisition Opco, LLC.

DBA

~~PeopleFacts, LLC~~

Signature: Alan Lasky

Name (print): Alan Lasky

Title: Senior Vice President | Sales

Customer:

Signature: _____

Name (print): _____

Title: _____

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

This Amendment to Professional Services is entered into by and between **PeopleFacts, LLC (Contractor)** for itself and as agent for (Owner).

WHEREAS, Owner and Contractor entered into that certain Professional Services Agreement whereby Contractor is to perform certain Work as defined in the Agreement. All terms not defined herein are as defined in the Agreement.

WHEREAS, Owner and Contractor desire to modify the Agreement as set forth below.

WHEREAS, any terms, conditions or provisions not specifically addressed or modified by this Amendment shall remain in full force and effect as agreed to in the Agreement.

NOW THEREFORE, in consideration of the foregoing mutual promises, the covenants and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto, hereby agree as follows:

- l) The Term of the Agreement shall be extended to December 31, 2023.

IN WITNESS WHEREOF, the parties thereto have executed this Amendment, through their duly authorized representatives.

Signature

Printed Name

Title

Date

PeopleFacts, LLC

Signature

Printed Name

Title

Date

MEMORANDUM:

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

FROM: Angie Young, Director of Special Education

SUBJECT: Professional Service Agreement with Susan Murray to provide Special
Education Support Services

DATE: September 29, 2023

Attached is an agreement with Susan Murray to provide Special Education Support Services for the remainder of the 2023-2024 school year. These services include preparing special education paperwork, and conducting meetings. Mrs. Murray will provide this service at a rate of \$45.00 per hour. The cost of this service will be approximately \$6,000.00.

Susan Murray
Certified Special Education Teacher

18434 N 2990 RD
Crescent, OK 73028
405-823-0810
mhsmurray@aol.com

Contract for Professional Services

This contract is entered into by and between Susan Murray and Guthrie Public Schools for special education support services starting October 10, 2023 and ending May 24, 2023.

These services include: preparation of special education paperwork, scheduling and holding meetings.

Compensation charged will be \$45.00 per hour. Mrs. Murray will submit an invoice monthly to be remitted by the last day of the month.

Susan Murray _____ Date _____

Superintendent _____ Date _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
SEPTEMBER 11, 2023**

MINUTES OF THE GUTHRIE PUBLIC SCHOOL BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE ADMINISTRATION BUILDING, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON SEPTEMBER 11, 2023.

Board Members Present: Gail Davis, Tina Smedley, Matt Girard, Chris Schroder, Travis Sallee and Ron Plagg

Board Members Absent: S. Janna Pierson

District Level School Officials Present: Dr. Mike Simpson, Superintendent
Carmen Walters, Assistant Superintendent
John Hancock, Executive Director of Personnel and Secondary Ed.
Dr. Michelle Chapple, CFO
Angie Young, Director of Special Services
Cody Thompson, Director of Operations
Dee Benson, Director of Technology
Kary Jarred, Deputy Minutes Clerk

1. The meeting was called to order by President Plagg at 6:30 p.m.
2. Members Gail Davis, Matt Girard, Travis Sallee, Tina Smedley, Chris Schroder and Ron Plagg were present for roll call.

Member S. Janna Pierson was absent for roll call.

3. A quorum was established.
4. President Plagg asked everyone to stand and join him in the Pledge of Allegiance.
5. President Plagg asked everyone to join him in a Moment of Silence.
6. President Plagg called for Employee and Student of the Month recognition.

Dr. Simpson stated we will honor them next month due to some issues gathering information.

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

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

- 7B. President Plagg called for any comments to the Board by Board members.**

There were no comments to the Board from Board Members.

- 8. President Plagg called for Superintendent's Reports.**

Superintendent Simpson reported on the following:

This has been a very smooth start to the school year.

This day certainly provides us memories of that fateful day 22 years ago.

Dr. Simpson wants to recognize our Athletic Director, Jon Chappell, for his quick thinking in having an AED on hand at our Softball Field as a medical event occurred. After many days in the hospital, the person experiencing the event has been discharged and is continuing to recover.

We currently have 3506 students enrolled in the district which is 51 more than we had at this time last year. Currently we have 50 students attending on a transfer.

America's greatest high school homecoming is this week. The alumni assembly is Friday morning and the parade is scheduled for 3:00 p.m. with kickoff at 7:00 p.m. against Tuttle. School will be dismissed at 2:10 p.m. and buses will run at that time.

The OSSBA has a Region 6 meeting scheduled for Thursday, October 5th at the OSSBA Conference Center. If you would like to attend, please let Samantha know.

Our condolences go out to the family of Brooklyn High, a high school junior, whom we lost on August 31st. Dr. Simpson, along with Mr. Throckmorton have spent time with the family and Dr. Simpson is very proud of how our team went into crisis mode on that day along with the days that followed to be present for our students and staff.

- 9. A presentation of Guthrie Public Schools dropout report for 2021-2022 by Mr. John Hancock, Executive Director of Personnel and Secondary Education.**

10. President Plagg called for action on the Consent Agenda.

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

The motion carried with 6 ayes and 0 nays.

11A. President Plagg called for recommendation, consideration and action upon Gifted and Talented Committee

A motion was made by Schroder and seconded by Girard to approve the Gifted and Talented Committee.

The motion carried with 6 ayes and 0 nays.

11B. President Plagg called for recommendation, consideration and action upon Professional Development Committee for 2023-2024.

A motion was made by Smedley and seconded by Davis to approve Professional Development Committee for 2023-2024.

The motion carried with 6 ayes and 0 nays.

11C. President Plagg called for recommendation, consideration and action upon choosing the ACT as the District's High School Academic Assessment for the 2023-2024 school year.

A motion was made by Girard and seconded by Sallee to approve the ACT as the District's High School Academic Assessment for the 2023-2024 school year.

The motion carried with 6 ayes and 0 nays.

11D. President Plagg called for recommendation, consideration and action to approve the transcription of math and science credit options taught at Meridian Technology Center.

A motion was made by Smedley and seconded by Davis to approve the transcription of math and science credit options taught at Meridian Technology Center.

The motion carried with 6 ayes and 0 nays.

- 11E. President Plagg called for recommendation, consideration and action upon 2023-2024 Estimate of Needs as prepared by Putnam & Company, PLCC and 2023-2024 Financial Statement and the authority to publish the same.**

Dr. Chapple stated that the agenda item should read S & B CPA's and Associates, PLLC.

A motion was made by Smedley and seconded by Schroder to approve 2023-2024 Estimate of Needs as prepared by S & B CPA's and Associates, PLLC and 2023-2024 Financial Statement and the authority to publish the same.

The motion carried with 6 ayes and 0 nays.

- 11F. President Plagg called for recommendation, consideration and action on the following appointment for 2023-2024**

- Stephanie Simmons-Assistant Treasurer**

A motion was made by Schroder and seconded by Davis to approve the appointment of Stephanie Simmons as Assistant Treasurer.

The motion carried with 6 ayes and 0 nays.

- 11G. President Plagg called for recommendation consideration and action upon contract with The Stacy Group, Inc. for architectural services for 2023-2024.**

A motion was made by Davis and seconded by Sallee to approve the contract with The Stacy Group, Inc. for architectural services for 2023-2024.

The motion carried with 6 ayes and 0 nays.

- 11H. President Plagg called for recommendation, consideration and action to ratify the agreement with Cenergistic, LLC for energy management assessment.**

A motion was made by Smedley and seconded by Girard to ratify the agreement with Cenergistic, LLC for energy management assessment.

The motion carried with 6 ayes and 0 nays.

- 11I. President Plagg called for recommendation, consideration and action on District Policy F-5 Transfers Exhibit A.**

A motion was made by Smedley and seconded by Sallee to approve the District Policy F-5 Transfers Exhibit A.

The motion carried with 6 ayes and 0 nays.

- 12. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, extra-duty assignments as listed for 2023-2024, discussing purchase or appraisal of real property 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, 3 and 7**
- 12A. A motion was made by Smedley and seconded by Schroder to go into executive session.**
- The motion carried with 6 ayes and 0 nays. Executive session began at 6:51 p.m.**
- 12B. President Plagg acknowledged the Board's return to open session at 7:54 p.m.**
- 12C. President Plagg stated that in executive session only those items listed in Agenda Item 12 were discussed and no votes were taken.**
- 13. President Plagg called for vote on action as set out on the Personnel Reports.**
- A motion was made by Schroder and seconded by Sallee to approve the Personnel Reports.**
- The motion carried with 6 ayes and 0 nays.**
- 14. President Plagg called for action upon recommendation of extra-duty assignments as listed for 2023-2024.**
- A motion was made by Davis and seconded by Girard to approve the extra-duty assignment as listed for 2023-2024.**
- The motion carried 6 ayes and 0 nays.**
- 15. President Plagg called for recommendation, consideration and action upon approval of Levi Casey to be classified as an Adjunct Teacher for Algebra I at Guthrie High School.**
- A motion was made by Smedley and seconded by Davis to approve Levi Casey to be classified as an Adjunct Teacher for Algebra I at Guthrie High School.**
- The motion carried 6 ayes and 0 nays.**

- 16. President Plagg called for recommendation, consideration and action upon approval of William Daves to be classified as Adjunct Teacher for Algebra II at Guthrie High School.**

A motion was made by Smedley and seconded by Sallee to approve William Daves to be classified as Adjunct Teacher for Algebra II at Guthrie High School.

The motion carried 6 ayes and 0 nays.

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

Superintendent Simpson stated there was none.

- 18. President Plagg 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. President Plagg called for the meeting to be adjourned.**

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

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 7:56 p.m.

Samantha Stewart, Minutes Clerk

Ron Plagg, President

**INTERLOCAL COOPERATION AGREEMENT
FOR INFORMATION TECHNOLOGY SERVICES**

THIS INTERLOCAL COOPERATION AGREEMENT FOR INFORMATION TECHNOLOGY SERVICES (“Agreement”) is made by and between **INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA, COMMONLY KNOWN AS GUTHRIE PUBLIC SCHOOLS (“District”)**, an independent school district and political subdivision of the State of Oklahoma, and the **CITY OF GUTHRIE, OKLAHOMA (“City”)**, a municipal corporation and political subdivision of the State of Oklahoma, pursuant to the Oklahoma Interlocal Cooperation Act, OKLA. STAT. tit. 74, § 1001 *et seq.*, (“Act”).

WITNESSETH

WHEREAS, the Act permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities;

WHEREAS, the Act provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking that any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract;

WHEREAS, the District and the City are public agencies as defined in the Act;

WHEREAS, the District and the City are independently authorized by law to perform the governmental services, activities and undertakings contemplated by this Agreement, and the parties find that it is in their mutual interest and in the best interests of the residents of the City and the students, faculty and staff of the District to enter into this Agreement;

WHEREAS, the City requires information technology services (“IT Services”);

WHEREAS, the District has an employee with computer related technical expertise (“IT Professional”) who has additional capacity to perform IT Services beyond the routine needs of the District; and

WHEREAS, the City desires to receive IT Services by the District’s IT Professional, and the District is agreeable to allowing its IT Professional to perform IT Services for the City, under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions contained herein, the parties agree as follows:

1. **IT Services.** The District agrees to allow its IT Professional to perform IT Services for the City during the term of this Agreement. The IT Professional will not provide IT Services exclusively for the City. The IT Professional will also perform work for the District.

2. **Compensation for IT Services.** The City agrees to pay the District a flat fee of **\$2,916.67 per month**, prorated for any partial month, during the term of this Agreement for IT Services provided to the City by the District's IT Professional. The flat fee only covers labor of the IT Professional during regular business hours. The City shall be solely responsible for all other expenses associated with the City's computer systems and the IT Services, including but not limited to, the cost of computers, hardware, storage devices, computer peripherals (e.g., mice, keyboards, monitors, printers and the like), cables and other equipment, parts and supplies, software, membership and subscription fees, and telephone and internet access. In the event that the City suffers a catastrophic failure of its server(s), infiltration of a virus, malware or ransomware that significantly disrupts normal operations of the City, digital security or data breach, or any other circumstance that necessitates the District's IT Professional to work over 40 hours during a work week, the City agrees to pay an additional fee of One Hundred Dollars (\$100.00) per hour for IT Services rendered in excess of 40 hours. The District will invoice the City for IT Services at the beginning of each month for those services rendered during the previous month, and the City's payment shall be due within 30 days of the date of invoice.

3. **Wages and Benefits of IT Professional.** The District agrees that it will be solely responsible for paying the IT Professional's wages and benefits as set by the District, and no payment shall be made directly by the City to the District's IT Professional. The District shall be responsible for the withholding and payment of income taxes, social security, Medicare, other payroll and employment taxes, if any, workers' compensation, health insurance, retirement, unemployment and other benefits.

4. **Supervision and Control of IT Professional.** While performing IT Services for the City, the District's IT Professional shall be subject to supervision and direction by the City Manager or his designee and shall comply with all work rules and performance standards applicable to contractors providing services for the City, so long as said supervision, direction, rules and standards are not in conflict with federal or state laws or policies of the District. The District's IT Professional shall at all times be subject to the ultimate control of the District pursuant to laws and policies applicable to employees of the District. In the event that the City Manager or his designee determines that the IT Professional's performance or conduct does not comply with the City's rules and standards, the City may direct the IT Professional to stop work and leave City property, but the City shall have no authority to discipline the IT Professional. The City agrees that it will promptly bring any perceived deficiencies in the IT Professional's performance or conduct to the attention of the District's Superintendent or his designee.

5. **Independent Contractors.** The District and the City intend for the relationship created by this Agreement to be that of independent contractors. It is not the intention of the parties to form an agency relationship, joint venture or partnership hereunder. The IT Professional is an employee of the District, and no joint employment relationship is created by virtue of this Agreement. The District and the City shall be at all times functioning as independent contractors, distinct from one another.

6. **Liability.** Each party to this Agreement is subject to the Oklahoma Governmental Tort Claims Act, OKLA. STAT. tit. 51, § 151 *et seq.* ("GTCA"). It is not the intent of the parties to create, impose or accept any duties or liabilities that are not mandated by the GTCA, and neither party waives any of the immunities or exemptions from liability under the GTCA. To the extent permitted by law, each party shall be responsible for any claims, demands, actions, causes of action, damages and losses related to or arising out of its own acts or omissions. Neither party shall bear any liability for the acts or omissions of the other party. Notwithstanding the foregoing, the parties agree that, with the

exception of damages arising from willful misconduct or gross negligence of a party, neither party shall be liable to the other party for any special, indirect, incidental, consequential, punitive or other damages, including without limitation, damages for loss of use, business interruption or any other pecuniary loss. If and to the extent that a liability by either party to the other is determined to exist, the aggregate liability of either party to the other is limited to the total fees paid by the City to the District under this Agreement during the twelve (12) month period immediately preceding the event that gave rise to such liability.

7. **Cyber Liability Insurance.** The City agrees that it will maintain at all times during the term of this Agreement a policy of cyber liability insurance in an amount not less than One Million Dollars (\$1,000,000) per occurrence. The City agrees that it will furnish the District with a Certificate of Insurance naming the District as an additional insured under the policy and providing that the insurance may not be cancelled without ten (10) days' prior written notice to the District. The parties agree that the District shall have no liability to the City or any third party for any catastrophic failure of the City's computers or computer systems, software corruption, infiltration of any virus, malware or ransomware that disrupts normal operations of the City, or data breach.

8. **Effective Date, Term, Termination and Renewal.** Pursuant to OKLA. STAT. tit. 74, § 1008(A), this Agreement shall become effective on November 1, 2023 (the "Effective Date"), after approval by the City Council and Board of Education and signatures of authorized representatives of each party. This Agreement shall be in force and effect through June 30, 2024. This Agreement may be terminated earlier with or without cause by either party upon sixty (60) days written notice to the other. Any amounts owed under this Agreement at the time of termination shall be paid within thirty (30) days of the date of termination. The term of the Agreement may be renewed upon mutual written consent after approval of each party's governing body.

9. **Assignment.** This Agreement may not be assigned by either party without the written consent of the other party.

10. **No Third Party Beneficiaries.** It is not the intention of the parties to for this Agreement to create rights in any third parties.

11. **Force Majeure.** Notwithstanding any other provision of this Agreement, neither party shall be in default under this Agreement if a failure or delay in such party's performance of one or more of its obligations hereunder is caused by any of the following conditions, and performance of such obligation shall be extended for and during the period of such delay beyond the control of the parties: acts of government or law enforcement authorities outside the control of the parties; insurrection or riot; fires, floods or any other manmade or natural disaster; material changes in laws or regulations; infiltration of a computer virus, malware, ransomware or other malicious software that degrades, damages or disrupts normal operation of any computer or computer systems; strikes or labor disputes; material or component shortages; supplier failures; utility failures; and epidemics and quarantine restrictions (each of the foregoing being hereinafter referred to as a "Force Majeure Event"). Neither party shall be liable under this Agreement, no claim shall be made against a party under this Agreement, and no remedy shall be imposed against a party for breach of this Agreement, for any delays in performance of obligations under this Agreement resulting from a Force Majeure Event, nor shall the remedies of consequential, incidental, special, indirect and/or liquidated damages be claimed by a party against the other party and/or imposed against a party as a result of any such Force Majeure Event. The party who has been delayed by a Force Majeure Event will take all reasonable steps to bring the cause of delay resulting from a Force Majeure Event to a close or to find

a solution by which this Agreement may be performed despite the delay caused by such Force Majeure Event and will, in any event, resume full performance without avoidable delay upon cessation of the Force Majeure Event.

12. **Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma. Logan County District Court shall be the venue for any disputes related to or arising out of this Agreement.

13. **Notices.** Any notice or other communication required or permitted under this Agreement shall be in writing and the same shall be deemed given upon delivery thereof in person or one business day after such notice is deposited with an overnight delivery service such as Federal Express and addressed as follows:

If to the District: Guthrie Public Schools
 Attn: Superintendent
 802 E. Vilas Ave.
 Guthrie, OK 73044

If to the City: City of Guthrie
 Attn: City Manager
 101 N. 2nd St.
 Guthrie, OK 73044

From time to time, either party may designate another address or person to receive notice hereunder for all purposes of this Agreement by giving to the other party not less than ten (10) days advance written notice of such change of address in accordance with the provisions of this Agreement. Nothing contained in this section shall be construed to restrict the transmission of routine communications between representatives of the District and the City.

14. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

15. **Severability.** If any terms of this Agreement shall be declared invalid, illegal or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such provision had never been contained herein.

16. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes any prior negotiations or understandings between the parties.

17. **Amendment.** This Agreement may be amended only by a written instrument signed by both parties after proper authorization.

IN WITNESS WHEREOF, this Agreement is executed by the parties as of the Effective Date.


INDEPENDENT SCHOOL DISTRICT NO. 1
OF LOGAN COUNTY, OKLAHOMA:

ATTEST:

Board Clerk

Board President

ATTEST:



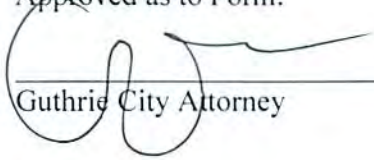
City Clerk

CITY OF GUTHRIE, OKLAHOMA:



Mayor

Approved as to Form:



Guthrie City Attorney

MEMORANDUM:

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

FROM: Angie Young, Director of Special Education

SUBJECT: Professional Service Agreement with ProCare Therapy to provide nursing
services. Services

DATE: September 29, 2023

Attached is an Addendum to the agreement with ProCare. The addendum is to provide a Licensed Practical Nurse for a student who has medical needs above what a paraprofessional can be trained to provide. This service is being provided for 38 hours per week at the rate of \$67/hour. The cost of this service will be approximately \$73,000. This contract may be terminated with 30 days written notice if the services are no longer required.

ADDENDUM A
Client Assignment Confirmation



This Client Assignment Confirmation is entered into and executed as of the signature date below and supplements the Client Services Agreement between the Client and New Direction Solutions, LLC dba ProCare Therapy ("ProCare"). Client will pay ProCare for hours worked by Consultant on the following terms:

Assignment Details

ProCare Consultant: Jessie Garcia PID: *

School District Name (Client): Guthrie Public Schools

Start Date: 09/27/2023 End Date: 05/24/2024

Start and End dates are subject to change based on the credentialing and licensure process as well as adjustment in the school district's calendar.

Position: Licensed Practical Nurse

Bill Rate: \$67.00 Minimum Hours: 0

Overtime Rate: 1.5 times Bill Rate

Billing Workweek: Monday – Friday

Miscellaneous:

Start and End date subject to change, weekly hours not guaranteed

Sales tax or gross receipts tax will be added to professional fees if required or allowed by state law and client is not a tax-exempt entity.

If ProCare Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by ProCare for a period of (12) months after the latest date of introduction, referral, or end of contract placement. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$22,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to ProCare upon start date.

Option of virtual services will be offered by ProCare in lieu of onsite services.

All precautions will be taken by the Client to create a safe and healthy environment.

Account Representative Information: Sydney Palmer
Sydney.Palmer@procaretherapy.com
904-239-5216

By: 95193 - Guthrie Public Schools
Print Name: ___
Title: ___
Date: ___

By: New Directions Solutions, LLC dba ProCare Therapy
Print Name: ___
Title: ___
Date: ___

**Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless ProCare is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.*

CLIENT SERVICES AGREEMENT

ProCare Therapy, a d/b/a of New Direction Solutions, LLC ("ProCare") and
 Guthrie Public Schools _____ whose principal location is
 802 E VILAS AVE Guthrie OK 73044 _____ ("Client") enter into this non-exclusive
 Client Services Agreement ("Agreement") for the purpose of referring and placing Consultants ("Consultants") with
 Client. This Agreement shall govern the overall terms of the relationship, while a separate Client Assignment
 Confirmation for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

1. Scope of Services.

ProCare will use its commercially reasonable efforts to provide Consultants for assignment with Client. ProCare will be responsible for payment of each Consultant's wages and applicable payroll taxes, deductions, and insurance, including worker's compensation, general liability and professional liability coverage for the benefit of the Consultant s. If a Consultant is unable to complete the specified assignment, ProCare will use its commercially reasonable efforts to find a replacement in a timely manner.

2. Independent Contractor.

The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, that each Consultant shall be an employee of ProCare and that no qualified Consultant shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. ProCare agrees to provide and maintain all payroll services for any qualified Consultant placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. ProCare does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, ProCare will notify Client in advance of the assignment in order to receive approval of this arrangement.

3. Telepractice Services.

ProCare, at Client's specific request, may provide telepractice services through VocoVision. Should utilization of VocoVision occur, Client shall, at that time, receive in addition to Addendum A – Client Assignment Confirmation, an Addendum B – Teleservices Provisions, Addendum C – Duties and Responsibilities and Addendum D –VocoVision Equipment Policies which, collectively, outline specific terms and conditions regarding VocoVision's telepractice services.

4. Insurance.

ProCare will maintain at least the following minimum amounts of insurance:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employer's Liability - \$1,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability - \$1,000,000 per occurrence and \$3,000,000 aggregate.

Sexual Abuse and Molestation - \$1,000,000 per occurrence and \$3,000,000 aggregate

5. Competency and Licensing.

ProCare will conduct comprehensive pre-employment screening to provide licensed Consultants who meet applicable professional standards. ProCare will endeavor to present only Consultants who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While ProCare will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, ProCare will make available to Client all appropriate Consultant records that ProCare may permissibly disclose and will facilitate an interview between Client and Consultant in order to assist Client in the hiring decision. ProCare will do its due diligence to ascertain the professional and applicable Department of Education licensing and certification requirements for the Consultant discipline placed with Client, however, it is ultimately the responsibility of the Client to approve the Consultant's licensure and certifications as acceptable.

6. On-Site Responsibility.

Client is responsible for providing all support, facilities, training, direction, materials, supplies, and means for the Consultant to complete the assignment. Client acknowledges that ProCare is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the Consultant's adherence to the applicable standard of care and acknowledges that ProCare is not responsible for the Consultant's on-site performance. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each Consultant's compliance with health and safety requirements, including those instituted by Client.

7. Employment of Consultants.

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by ProCare for a period of (12) months after the latest date of introduction, referral, placement, or termination or expiration of the contract assignment. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$22,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to ProCare upon start date.

8. Equal Opportunity.

It is the policy of ProCare to provide equal opportunity to all Consultants for employment. ProCare and Client will screen based on merit only. All Consultants will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.

9. Timekeeping and Invoicing.

Client will ensure that Consultants accurately record the start and stop times for all hours worked, in accordance with the Client's policies utilizing the Client designated method which may include the submission of ProCare's timesheet. Timesheets are due weekly by 12:00 PM on the Monday following the end of Client's designated workweek.

ProCare will generate an invoice for Client based on timesheets submitted. Client must review the invoice and notify ProCare of any errors, including billed hours or improper rates, immediately and in writing. Invoicing errors not received within thirty (30) days of the date of invoice shall not be disputed and invoices will be due in full.

10. Payment Terms.

Client will be billed on a weekly basis for work performed during the previous week and pay ProCare based on the service charges specified in the Assignment Confirmation included as an addendum to this Agreement. All hours worked over forty (40) hours in a one-week work period will be billed at one and one-half times the regular bill rate. It is Client's responsibility to notify ProCare if pre-approval is required for any or all overtime hours prior to any such hours being worked. **Payment is due within fifteen (15) days of receipt of invoice.**

11. Default Charges.

Invoices shall be considered past due if not paid by the agreed-upon due date. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. Additionally, ProCare reserves the right to approve or to discontinue any extension of credit and the terms governing such credit.

12. Limitation of Liability.

NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

13. Administrative Responsibilities.

Client shall be responsible for orienting Consultant to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. During the contracted assignment, should Consultant fail to submit paperwork as required per Client's policies and procedures, Client must notify ProCare in writing within three (3) business days of alleged failure. Failure to notify ProCare before assignment ends shall negate any Client claim to withhold payment due to untimely work and/or paperwork non-compliance by Consultant.

Client agrees that all approved time sheets by Client's assigned representative are not subjected to billing dispute if Client fails to notify ProCare of time sheet and work performed discrepancies.

14. Incident and Error Tracking.

Client will report to ProCare any performance issues, incidents, errors and other events related to the care and services provided by ProCare Consultants. ProCare will document reported incidents in Consultant's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.

15. Reporting of Work-Related Injuries.

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate for unit to which ProCare's Consultant has been assigned. Client ensures compliance with all applicable OSHA or state Department of Labor obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to ProCare within guidelines set forth by governing entities. In the event of work-place injury, incident or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. Consultant shall also report work-place injury, incident or exposure to ProCare concurrently with Client for the purpose of reporting such event to ProCare's workers compensation carrier. If ProCare's Consultants are not eligible for treatment of work-place injury, incident or exposure by Client or if reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both ProCare and ProCare's Consultant.

16. Termination of Contracted Assignment with Cause.

Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to Consultant, behavior, and or any incident that would be considered adverse to the overall operation of Client. Client may request that ProCare facilitate the immediate removal of Consultant due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate a Consultant unless ProCare has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to ProCare's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates Consultant or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that ProCare's Consultants are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by ProCare in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 14 of this agreement. ProCare shall have five (5) business days to refill the position in the event of termination with cause. Should ProCare identify a suitable Consultant, Client agrees to original terms or extended terms of the terminated Consultants assignment.

17. Termination of Contracted Assignment without Cause.

Client may cancel an assignment with thirty (30) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 30-day period of notice. In the event Client is unable to provide thirty (30) days' notice of termination, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by ProCare as a result of such cancellation.

18. Guaranteed Minimum Hours.

Client agrees to provide Consultant the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled shift(s) or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours.

19. Paid Sick Leave.

For those jurisdictions that have passed or will pass legislation requiring Paid Sick Leave, Paid Sick Time will be billed back to Client at the straight-time bill rate for all hours taken by any Consultant assigned to Client. This section is not applicable until the effective date of such legislation has been reached.

20. Unscheduled Facility Closure Policy.

ProCare will incur fixed expenses over the entire course of a Consultant's contract assignment with Client related to the Consultant's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in a Consultant's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will transition to virtual services for all Consultants whose services can be performed in such a setting. Client shall be billed for services performed at the regular contracted hourly bill rate for all hours worked by Consultant. Virtual service hours shall be entered and processed according to the normal time submittal and approval process unless otherwise requested by Client and agreed upon by ProCare. ProCare and Client will mutually determine which contracted disciplines qualify for virtual services. For contracted services not eligible for virtual services, Client will be invoiced and shall pay for each such affected Consultant's services at the reduced rate of \$200 per day for each day that the Consultant(s) is unable to work by virtue of such Unscheduled Closure.

21. Multiple Locations.

If client requires Consultant to travel to and perform services at more than one location, Client will compensate ProCare for travel time between facilities at the regular hourly bill rate and for mileage up to the current acceptable IRS reimbursement rate.

22. Issue Resolution.

In the event Client encounters an issue that is not satisfactorily resolved by its ProCare representative, Client should escalate the issue to the appropriate ProCare manager by calling: 800-825-7133. Please ask for your account representative's manager.

23. Indemnification.

Each party will indemnify, defend and hold harmless the other against third party claims arising from breaches of the parties' respective obligations under this Agreement.

24. Confidentiality.

Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and includes bill rates, fees for permanent placements and terms and conditions of this Agreement. It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information.

Disclosures required by law including properly executed Freedom of Information Act requests and information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement shall be the only exceptions permitted under this Agreement.

Confidential Information of ProCare shall include, but is not limited to, any and all unpublished information owned or controlled by ProCare and/or its Consultants, that relates to the clinical, technical, marketing, business or financial operations of ProCare and which is not generally disclosed to the public including but not limited to Consultant information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.

25. Family Education Rights and Privacy Act.

ProCare shall comply with all laws, rules and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA") and acknowledges that certain information about the Client's students is contained in records maintained by ProCare and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect these records in accordance with FERPA and Client policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities. As it applies, Consultants assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines.

26. State Retirement System Notice.

Client acknowledges and agrees that if formal notice is required to be given to any Consultant that participation in any

such retirement system/pension is either: 1) permitted by Consultant's election; or 2) is required by law, then Client is solely responsible for providing such notice to Consultant s and fulfilling all associated administrative duties. Client shall immediately notify ProCare if any Consultant is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise ProCare of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Consultant may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to ProCare by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Consultant by ProCare. The Client and ProCare expressly acknowledge and agree that if any Consultant is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for Consultant with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/ contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Consultant's interest in retirement system/pension.

27. Conflicts of Interest.

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with their ability to perform their obligations hereunder objectively and effectively. To that end, the Parties hereby certify and represent that their officials, employees and agents do not have any significant financial or other pecuniary interest in the other party's business enterprise, and that no inducements of monetary or other value were offered or given to any officer, employee or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.

27. Notices.

All notices required to be given in writing will be sent to the names/addresses listed below.

ProCare Therapy

Contract Department
5550 Peachtree Parkway
Suite 500
Peachtree Corners, GA 30092
ContractDepartment@procaretherapy.com

To Client

Attention: mike.simpson@guthriepts.net
Address:

Email:

With a copy to:

General Counsel
ContractNotices@procaretherapy.com

With a copy to:

Attention:
Address:

Email:

28. Survival.

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement, shall survive termination, cancellation or expiration of this Agreement.

29. Governing Law.

This Agreement shall be governed by the laws of the state of Delaware.

30. Modification of Agreement.

This Agreement may not be modified, amended, suspended, or waived, except by the mutual written agreement of the Parties who are authorized to execute the agreement.

31. Entire Agreement.

This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and

shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

Guthrie Public Schools

Client Name

DocuSigned by:

Mike Simpson

8/16/2022

Client Representative Signature

Date

Mike Simpson

Print Name

Superintendent

Title

NEW DIRECTION SOLUTIONS, LLC dba
PROCARE THERAPY

DocuSigned by:

Chelsea Serr

8/16/2022

ProCare Representative Signature

Date

Chelsea Serr

Print Name

Managing Director

Title



Guthrie Junior High School

September 29, 2023

Guthrie Public Schools Board of Education

Requesting permission your approval for Guthrie Junior High's Annual Health Fair. The Health Fair is for seventh grade students and is tentatively planned for Friday, November 3, 2023. Following is a list of the presenters with a description of their presentations.

Logan County Health Department representatives will present four modules:

- Nutrition: portion size, reading food labels and understanding what nutrients are in the foods we eat.
- Fitness: demonstrates through games and activities how fun and easy it is to be physically active.
- AIDS Awareness: HIV & AIDS overview
- Stress Strategies: how to recognize stress and cope with it in a positive way.

Sgt. Anthony Gibbs will Present one module:

- Drug Intervention: discuss substances that are considered drugs in the school environment, the effects on the body and how to deal with the pressures of peers to use drugs. A special section on vaping will be included.

Representative John Talley will present one module:

- Social Media: Respecting Yourself

Should you have questions or concerns, please don't hesitate to contact me. Thank you.

Susan Whitehead, M.Ed.
Counselor, Guthrie Junior High School
(405) 282-5936 x8614
susan.whitehead@guthrieps.net

BOARD OF EDUCATION ELECTION RESOLUTION

TO: Logan County Election Board

FROM: The Guthrie Public School District, Independent School
District I-01 of Logan County, Oklahoma

The Board of Education of the Guthrie Public School District has approved the following resolution calling for an election to be submitted to the voters of the district.

Date of the Election:

A Board of Education Primary Election shall be held on February 13, 2024, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 2, 2024, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

Board Member Positions on Ballot:

The voters shall elect a board member for board position number 1, which has a 4-year term of office and board position number 7, which has a 4-year term of office.

Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for Guthrie Public School Board Position No. 1
and
2. Select one candidate for Guthrie Public School Board Position No. 7

Approved by the Guthrie Public School Board of Education this 9^h day of October, 2023.

President of the Board of Education

Clerk of the Board of Education

Filed with the Logan County Election Board this _____ day of _____, 2023

Secretary
Logan County Election Board

(SEAL)

REPORTING STUDENTS UNDER THE INFLUENCE OF OR POSSESSING ALCOHOLIC BEVERAGES OR CONTROLLED DANGEROUS SUBSTANCES

The Guthrie Board of Education recognizes the complexity of problems which may be associated with student drug abuse. The concern is for the well-being and best interests of students at all times. Therefore, the following procedure will be utilized by teachers and administrators in reporting students who appear to be under the influence of, or that said student has in his or her possession, alcoholic beverages or a controlled dangerous substance as defined by law.

When it appears to a teacher, from personal observation in the classroom, that a student may be under the influence of, or has in his or her possession, alcoholic beverages, or controlled dangerous substances, the teacher will report the matter in writing to the school principal or the principal's designee. Whenever possible, the teacher should attempt to obtain a corroborative observation from another teacher.

The teacher's report will state the date, time, and place of the incident. It will also describe the actions of the student or other circumstances from which the teacher concluded that the student appeared to be under the influence of alcoholic beverages, or controlled dangerous substances.

The principal or designee will immediately notify the superintendent or the superintendent's designee of the report. The principal or designee will also immediately notify the student's parent or legal guardian of the report. The notification to the student's parent or legal guardian may be verbal, but will be promptly confined in writing.

Any search, seizure, or subsequent disciplinary action shall be subject to any applicable school policy, regulation, state law, or student handbook rule.

Every teacher employed by the board of education that has reasonable cause to suspect that a student is under the influence of, or has possession of, alcoholic beverages or a controlled dangerous substance and who reports such information to appropriate school officials shall not be subject to civil liability.

Any student who is found to be in possession of, or have consumed, or is under the influence of, narcotic drugs, barbiturates, alcohol or any stimulant while in or on school property is subject to the following:

First Offense: ~~Suspension from school for five days. Also, the student will not be allowed to attend school after suspension until documented evidence of rehabilitation treatment under supervision of a legal agency is on file.~~

Ninety (90) day out-of-school suspension (1 semester equivalency). A thirty (30) day suspension may be granted if the student and the parents/guardians agree to the following:





- 1. to meet with the District Counseling Service representative;**
- 2. to obtain, from a licensed practitioner, an alcohol/drug use assessment which may recommend counseling, education, treatment, and/or drug testing. The cost of any assessment or recommended counseling, education, treatment, etc. will be the sole responsibility of the student's parent or guardian.**

Second Offense: ~~Expulsion from school for the remainder of the semester, or for the following semester, provided no suspension shall extend beyond the regular academic year.~~

Suspension out-of-school for the remainder of the current semester and all of the succeeding semester.



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 (<https://www.facebook.com/AttorneyGeneralofOklahoma/>)  (<https://www.instagram.com/oklahomaoag/>)
 (<https://www.linkedin.com/company/90471648>)  (https://twitter.com/okla_oag?lang=en)



Drummond, Opioid Abatement Board announce plans to award \$23 million in opioid abatement grants

OKLAHOMA CITY (Aug. 28, 2023) – Attorney General Gentner Drummond has announced that the Oklahoma Opioid Abatement Board plans to issue up to \$23 million in opioid abatement grant awards. Under the Political Subdivisions Opioid Abatement Grants Act, eligible entities are limited to Oklahoma counties, incorporated municipalities, public school districts, technology school districts, and a public trust solely benefiting one of the aforementioned political subdivisions.

Beginning tomorrow, political subdivisions will have 30 days to send the Opioid Abatement Board a letter of intent to pursue a grant. Letters of intent to the board from eligible participants are required and will be due no later than 5 p.m. on Sept. 27 and can be submitted by email to oab@oag.ok.gov (<mailto:oab@oag.ok.gov>). The Notice of Intent to Issue Funding Opportunity (https://www.oag.ok.gov/sites/g/files/gmc766/f/documents/2023/2023-08-22_... (https://www.oag.ok.gov/sites/g/files/gmc766/f/documents/2023/2023-08-22 - oab-oag_notice_of_intent_to_issue_funding_opportunity.pdf)) and a form letter of intent for subdivisions' use can also be found on the Opioid Abatement Board's webpage or at https://www.oag.ok.gov/sites/g/files/gmc766/f/documents/2023/letter_of_i... (https://www.oag.ok.gov/sites/g/files/gmc766/f/documents/2023/letter_of_intent.pdf)

This marks the first distribution of funds for the board, which was established three years ago.

Approved use of the grants includes but is not limited to: treatment and recovery programs, assistance with co-occurring disorders and mental health issues, opioid abuse education and prevention, efforts to ensure proper prescribing of opioids, and strategies to decrease the supply of narcotics. The full list of approved uses can be found here:

<https://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=487120>
(<https://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=487120>)

Drummond said the board is eager to distribute the money to awardees that will work to counter the opioid crisis.

“Oklahoma’s opioid epidemic continues to exact a devastating toll on our people, he said. “Addiction and abuse do not discriminate. Oklahomans of all walks are threatened by the menace of opioids, particularly fentanyl. It is critical that we maximize these available funds by getting them to where they can be most effective.”

The total number of grants awarded and amounts for each one, including any caps, are anticipated to be determined based on the number of letters of intent submitted in total and by each category of eligible political subdivisions. Once the window for submitting letters of intent has closed, the Opioid Abatement Board will be asked to adopt emergency rules and approve the opioid abatement

grant award application and contract. The rules will include a scoring rubric for applications as well as tiers for maximum available awards. The Office of the Attorney General will also hold webinars on the application and contract process, with additional details to be released later.

About the Oklahoma Opioid Abatement Board

The nine-member Opioid Abatement Board is comprised of members appointed by statewide officers of the State's executive branch, the Oklahoma Senate President Pro Tempore, and the Speaker of the House. The board's mandate is to distribute opioid abatement grant awards using opioid lawsuit settlement funds.

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CONTACT THE OKLAHOMA ATTORNEY GENERAL'S OFFICE

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[Employees \(https://login.microsoftonline.com/common/oauth2/authorize?client_id=4345a7b9-9a63-4910-a426-35363201d503&redirect_uri=https%3A%2F%2Fwww.office.com%2Flanding&response_type=code%20id_token&scope=openid%20profile&response_mode=form_post&nonce=63728fUS&mkt=en-US&client-request-id=d784afa9-5b9b-40dd-bc7f-a094fe518d48&state=NMIiIhet7KApEMQuhf9vHZdRlepXhXlOpYgCIK4KxMFjegDggqW_PVBSuTJFPkrU3e-8XjpX33ixemKKTg3XdS4odXZ2TTI3FsK6qiKLOXFCvluaJ_s0M9zL01woPc6pZ_myXswAjyv0_83Ac_fr5nXSwBLasbvdE2BOoiMZgjzu4QEWLg8W7gfT4pr0-2dnns8sKQ0x8CKSSDbsDmJsY5smzGZ93YzJFE0Ei72t3ISyFwGLGjcNjIT1B8btMLZ7BN0GxsaU3rJtr8rpr7G6LOFmuEI5uAWmwqll5Rp0_jk&x-client-SKU=ID_NETSTANDARD2_0&x-client-ver=6.5.0.0\)](https://login.microsoftonline.com/common/oauth2/authorize?client_id=4345a7b9-9a63-4910-a426-35363201d503&redirect_uri=https%3A%2F%2Fwww.office.com%2Flanding&response_type=code%20id_token&scope=openid%20profile&response_mode=form_post&nonce=63728fUS&mkt=en-US&client-request-id=d784afa9-5b9b-40dd-bc7f-a094fe518d48&state=NMIiIhet7KApEMQuhf9vHZdRlepXhXlOpYgCIK4KxMFjegDggqW_PVBSuTJFPkrU3e-8XjpX33ixemKKTg3XdS4odXZ2TTI3FsK6qiKLOXFCvluaJ_s0M9zL01woPc6pZ_myXswAjyv0_83Ac_fr5nXSwBLasbvdE2BOoiMZgjzu4QEWLg8W7gfT4pr0-2dnns8sKQ0x8CKSSDbsDmJsY5smzGZ93YzJFE0Ei72t3ISyFwGLGjcNjIT1B8btMLZ7BN0GxsaU3rJtr8rpr7G6LOFmuEI5uAWmwqll5Rp0_jk&x-client-SKU=ID_NETSTANDARD2_0&x-client-ver=6.5.0.0)

Careers with the Oklahoma Attorney General's Office

Come join the team at the Oklahoma Office of the Attorney General! ([/oag-careers](#)).

Additional Legal Resources

[US Constitution \(https://www.archives.gov/founding-docs\)](https://www.archives.gov/founding-docs)

[Oklahoma Constitution \(http://www.oklegislature.gov/ok_constitution.aspx\)](http://www.oklegislature.gov/ok_constitution.aspx)

[Oklahoma Statutes \(http://www.oklegislature.gov/osStatuesTitle.aspx\)](http://www.oklegislature.gov/osStatuesTitle.aspx)

[Oklahoma State Courts Network \(http://www.oscn.net/v4/\)](http://www.oscn.net/v4/)

[About \(http://www.about.ok.gov/\)](http://www.about.ok.gov/) **[Accessibility \(https://www.ok.gov/about/accessibility_policy.html\)](https://www.ok.gov/about/accessibility_policy.html)** **[Policies \(http://www.ok.gov/policy_disclaimers.html\)](http://www.ok.gov/policy_disclaimers.html)** **[State Agencies \(https://ok.gov/portal/agency.php\)](https://ok.gov/portal/agency.php)**

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**Board of Education Personnel Reports
October 9, 2023**

Employment Request

<u>Classification Certified</u> Name	Site	Teaching Assignment	First Work Day	Hrs. Per Day	Replacing
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<u>Classification Support</u> Name	Site	Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
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Boykin, Aushleana	CO	SpEd Para	10-09-23	3	7.5	Rachelle Goodin
Claud, Brooke	Fogarty	Class. Para	09-18-23	6	7.5	NP
Davis, Adele	HS	Caf. Worker	10-02-23	2	6.5	Marti Baca
Dickinson, Richard	GUES	Custodian	10-03-23	3	8	Amy Hurley
Green, Chelsea	CO	Class. Para	09-18-23	3	7.5	NP
Hancock, Robert	GUES	Custodian	10-09-23	3	8	Chris Haggard
Maier, Bill	Trans.	Rte. Driver	09-18-23	13	6	Denisa Graves
Taylor, Linda	CO	Caf. Worker	10-02-23	2	6.5	Alee Tanabe
Vaughn, Rebecca	Central	KG Para	10-09-23	6	7.5	Karen Rumsey

FMLA Requests

Certified:

Support: 2

Transfer of Position Report

<u>Classification Certified</u> Name	Transferred From	Transferred To	Replacing
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<u>Classification Classified</u> Name	Transferred From	Transferred To	Replacing
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**Board of Education Personnel Reports
October 9, 2023**

Separation of Employment

<u>Classification Certified</u>		Teaching Assignment	Reason for Separation	Effective Date
Name	Site			
AdamsPayne, Catherine	Cotteral	PT – SpEd	retiring	09-30-23
Shields, Jeffrey	HS	HS – Phys. Science	resignation	09-15-23

<u>Classification Classified</u>		Position	Reason for Separation	Effective Date
Name	Site			
Jones, Erin	Transportation	Rte. Driver	resignation	09-14-23
Martin, Paul	Transportation	Rte. Driver	resignation	09-29-23
Rumsey, Karen	Central	SpEd Para	resignation	10-04-23
Young, Katie	HS	Site Secretary	resignation	09-22-23

Extra Duty Assignments

Name	Description	Site	Begin	Annual Salary
Hutchison, Megan	STUCO Sponsor	HS	8/11/2023	\$800.00
Myers, Monte	STUCO Sponsor	HS	8/11/2023	\$800.00

Guthrie Public Schools
Property Committee Meeting
October 2, 2023 5:00 p.m.

Attending Members: Dr. Mike Simpson, Carmen Walters, John Hancock, Dr. Michelle Chapple, Cody Thompson, Ron Plagg, Janna Pierson, Travis Sallee, and Linda Skinner.

Cody Thompson spoke on the following items:

Expenditure Reports:

- Summarized September expenses for Maintenance and Transportation
- Comparison of 2023/24 expenditures to 2022/23

Current Projects:

- Completed 161 Maintenance work orders, 36 Transportation work orders and handled 70 Activity trips work orders for the month.
- Upgrades to the HVAC system for each room of the Press box is completed
- Oklahoma Corp. Commission requested a soil test which has been done. We are waiting on the results but feel there will be no issues.
- JCI has installed the heat exchanger and 2 of the 3 compressors to the GUES chiller, it is up and running and cooling the building. The last compressor will be installed when it arrives in January 2024.
- All items have been cleared out of the house at 213 E. Vilas.
- Replaced 7 aluminum bleacher seats and 4 steps to the portable bleachers
- Transportation's current registration is 1,466 riders with 6 Parents not linked/routed.
- Currently have 9 open bus driver positions and 1 monitor position open. We have a couple drivers getting tested and hopefully able to drive for us soon. We have been able to meet all our expectations and have not had to make any changes to routes or staggering times.

Future Projects:

- Getting quotes to replace stage curtains at Fogarty
- Possibly moving the sound and projector to the back of the Auditorium at Fogarty
- Continue floor work at the HS and GUES
- Do extensive floor work in Fogarty classrooms and gym
- Replace sidewalk from Fogarty parking to the main building
- Make possible upgrades & repairs to 213 E. Vilas house
- Make major repairs to the roof drain system on the north side of the HS
- Install plumbing shut-off valves at strategic areas of each school
- HVAC projects:
 - Replace units as needed
 - Replace unit for the Faver BOC building
 - Install new unit for Central server room
 - Replace units to the main stage & south café unit at the HS
 - Add heaters to areas that we currently place portable heaters
- Replace carpet in GUES office areas
- Replace current carpet in the HS wrestling dressing room with tile, repair the walls, and repaint the dressing room and restroom areas
- Landscape work in front of the HS and between the main building and annex

District Property Projects:

Bond Project – New Cottrel Elementary – Crossland’s, Stacy Group, and the District continue to proceed with working on financial numbers, detailed scope of work, getting bids sent out to vendors, and a tentative date of the board meeting in November to approve.

Bond Project – ESSER/ARPA Funds

- JH Tuckpointing to the exterior of the main building – **Completed**
Outside window installation – **Lambert Construction is working on 2 items on the punch list which are stucco work on one window in the Auditorium and a pair of double doors that had to be reordered.**

- JH HVAC Classroom projects – **Installation of the new classroom units and BAS HVAC controls are complete. The heating side should be completed by October 6th.**

- HS Restroom Renovations – **Gym foyer/foyer restrooms – Completed**
North Restrooms – Completed
Center hall restrooms - Completed
East Restrooms by kitchen/café renovation – Completed
South wing restrooms – Completed
Main Administration restrooms – Completed
Lambert is currently working on completing the punch list items.

Dr. Simpson discussed the negotiations with Lambert Construction regarding the liquidated damages for the Jr. High and High School projects to get a 2-year warranty instead of the standard 1 year.

Carmen Walters and John Hancock explained the OSTP Proficient & Advance Scores for 2019 through 2023.

Guthrie Public Schools
Finance Committee Meeting
October 3, 2023

In attendance: Mr. Chris Schroder, Ms. Gail Davis, Ms. Tina Smedley, Dr. Mike Simpson, Ms. Carmen Walters, Dr. Michelle Chapple, Mr. John Hancock, Ms. Angie Young, Ms. Tamie Jones

Dr. Chapple welcomed everyone in attendance and presented the following:

Revenues and Expenditures for General, Building and Child Nutrition Funds as of September 30, 2023

Information was presented

Approval of 2023-2024 Operating Budget

Information was presented

Ms. Walters presented the following:

OSTP Proficient & Advanced Scores Recap

Information was presented

Mr. Hancock presented the following:

Approval of Agreement with PeopleFacts for District Background Checks 2023-2024

Information was presented

Ms. Young presented the following:

Approval of Agreement with Susan Murray for SPED Support Services for 2023-2024

Information was presented

Approval of Agreement with ProCare Therapy for Nursing Services for 2023-2024

Information was presented

Dr. Simpson presented the following:

Discussion – Update on the Cotteral Project

Information was discussed

Curriculum Committee Meeting Minutes
October 3, 2023
5:00 PM
GPS Administration Board Room

In Attendance:

Dr. Mike Simpson, Carmen Walters, John Hancock, Angie Young, Gail Davis, Tina Smedley, Matt Girard, Gina Wright

Agenda Items Discussed:

Ms. Walters

Ms. Walters shared with the committee members the Elementary and GUES OSTP scores from 2019-2023. She explained that the scores are improving and that there is less of a gap in comparison to state average scores.

Ms. Walters also discussed the Federal Programs Overview that provides information on how we use Guthrie Public Schools's federal funds. These programs include Title I A, Title III A-EL, Title IV A, Title VI, Carl Perkins and the McKinney-Vento Act. This overview is updated every year and posted to the Guthrie Public Schools website for viewing.

Mr. Hancock

Mr. Hancock shared with the committee members the JH Health Fair. He discussed that the Logan County Health Department representative will present four modules. These modules include Nutrition, Fitness, AIDS awareness and Stress Strategies. Sgt. Anthony Gibbs will present Drug Intervention and Representative John Talley will present Social Media.

Mr. Hancock also shared the Jr. High OSTP scores. He reiterated that the scores are improving and also stated that these students have not been formally tested since the 6th grade for various reasons, two of those reasons being due to Covid-19 and one year being an optional year.

Mr. Hancock discussed the High School ACT scores. He pointed out that the improvement in these scores is similar to the reasoning behind the Jr. High's OSTP scores. Covid-19 and an optional testing year had the same effect on the ACT scores.

Lastly, Mr. Hancock went over the 2023-2024 agreement with PeopleFacts. They are currently behind about 4-6 weeks on background checks.

Dr. Simpson

Dr. Simpson shared with the committee district updates.