

AGENDA WITH COMMENTARY

**GUTHRIE PUBLIC SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
802 E. VILAS
GUTHRIE, OK 73044**

**WEDNESDAY
AUGUST 29, 2018
7:30 A.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Recommendation, consideration and action upon agreement with the City of Guthrie for School Resource Officers for 2018-2019.....Pages 4-7**

Commentary:

Guthrie Public Schools will pay the City of Guthrie for the established cost of two resource officers for the months that school is in session as stated in this agreement. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 7. Recommendation, consideration and action upon agreement with the Board of County Commissioners of Logan County for School Resource Officer provided by Logan County Sheriff's Office for 2018-2019.....Pages 8-15**

Commentary:

Guthrie Public Schools will pay the Logan County Sheriff's Office for the established cost of a resource officer for the months that school is in session as stated in this agreement. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 8. Recommendation, consideration and action upon revision to District Policy:**

- **F-7 Contagious and Life Threatening Disease Policy**

Page 16

Commentary:

This is a recommendation from our legal counsel based on state and federal law. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

9. Discussion and possible action to rescind District Policy:

- **F-14 Nursing Services**

Page 17

Commentary:

This policy is no longer necessary since we have employed our own school nurse. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

10. Discussion and possible action to rescind District Policy:

- **F-15 Nursing Services (Regulation)**

Page 18

Commentary:

This policy is no longer necessary since we have employed our own school nurse. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Recommendation, consideration and action upon revision to District Policy:

- **E-41A Social Media**

Pages 19-22

Commentary:

This is a recommendation from our legal counsel based on state and federal law. **Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

12. Recommendation, consideration and action upon agreement with Blue Cloud Staffing to provide Speech Language Pathology Services for 2018-2019.....Pages 23-28

Commentary:

This is an agreement will provide the District with a Speech Language Pathologist at the rate of \$70 per hour. **Angie Smedley 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, teacher negotiations for 2018-2019 and extra-duty assignments as listed for 2018-2019, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board’s return to open session**
 - C. **Statement of minutes of executive session**

- 14. **Vote on action as set out on the Personnel Reports.....Page 29**

- 15. **Recommendation, consideration and action upon Negotiated Agreement between the Guthrie Association of Classroom Teachers and the Guthrie Board of Education for 2018-2019**

- 16. **Action upon recommendation of extra-duty assignments as listed for 2018-2019.....Page 30**

- 17. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ **Time:** _____

Place: _____

AGREEMENT

This agreement made and entered into this 21st day of August 2018 by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as the “City”, and the Guthrie School District of Logan County, Oklahoma, hereinafter referred to as “District”, WITNESSETH.

PURPOSE: The purpose of this agreement is to provide for the increased safety and security of the public schools of the District through the placement of a police officer in said schools.

ADMINISTRATION: This agreement shall be administered by the City Manager and the Chief of Police with input from the District administration. These representatives shall be responsible for administering this agreement and shall have the authority to determine the duties to be performed by the officer and the resolution of any disputes. The City Manager and the Chief of Police of the City shall receive from the District periodic recommendations and suggestions as to needs of the District. These recommendations shall be submitted by the Superintendent of Schools for the District.

TERM OF AGREEMENT: This agreement shall be in effect as of the date the agreement is signed by both parties for a period of one calendar year and may be renewed on an annual basis.

AGENCY REPRESENTATIVES: The parties will develop procedures for ongoing meetings and will, at least annually, review and if necessary, recommend any changes.

MODIFICATION OF AGREEMENT: Modification of this agreement shall be made only by consent of both parties. Such shall be made with the same formalities as were followed in this agreement and shall include a written document setting forth the modifications signed by the parties.

QUALIFICATIONS: All School Resource Officers shall be a duly certified police officer of the City and shall perform those tasks and duties delineated in the schedule of duties as approved by the administrators. City agrees and guarantees that each School Resource Officer will be, at all times, a certified Peace Officer for the State of Oklahoma and meet all requirements as set forth by the Oklahoma Council on Law Enforcement Education and Training, the City of Guthrie, Oklahoma and as may be required by law. City warrants to District that all School Resource Officers are fully trained in the proper and appropriate law enforcement use of all equipment issued to or allowed by City for use by police officers, including, but not limited to, any weapons or equipment designed to or capable of causing harm to persons or property.

DUTIES OF SCHOOL RESOURCE OFFICERS (SRO):

The SRO’s duties will include, but not be limited to, the following:

- A. To be an extension of the principal’s office for assignments consistent with this Agreement.

- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus.
- C. To act as the designee of the campus administrator in maintaining the physical plant of the assigned campus to provide a safe environment as to law enforcement matters and school code violations. This includes building(s), grounds, parking lot(s), lockers and other public school property.
- D. To provide a classroom resource for law education using approved materials.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure in the students' environment.
- F. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.
- G. To make appearances before site councils, parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. The SRO will not be involved in ordinary school discipline, UNLESS; it pertains to preventing a potential disruption and/or climate that places students at risk of harm. Disciplining students is a School District responsibility, and only when the principal and the SRO agree that the SRO's assistance is needed to maintain a safe and proper school environment would the principal request SRO involvement.
- I. If the principal believes that in a given situation or incident there is a law violation, the principal may request SRO involvement.
- J. All law enforcement agencies requesting to conduct formal police interviews, interrogations, and arrests of any student should be referred to the campus SRO.
- K. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency-and delinquency-prone youths and their families. Referrals will be made when necessary.
- L. The SRO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO is first and foremost a law enforcement officer. This fact must be constantly reinforced.
- N. The SRO may be asked to provide community wide crime prevention presentations that include, but are not limited to:

Drugs and the law – Adult and juvenile;
Alcohol and the law – Adult and juvenile;
Sexual assault prevention;
Safety programs – Adult and juvenile;
Assistance in other crime prevention programs as assigned.

- O. The SROs will wear approved department uniform, formal business attire or business casual with appropriate logos and name badges depending on the time of the school year, the type of school activity or program, and the requests of the school and/or police department. The Chief of Police and the principal shall jointly set expectations and resolve any disputes in this area.
- P. The SROs will wear their department authorized duty weapons in accordance with department policy.

ACCESS TO EDUCATION RECORDS:

- A. School officials shall allow SROs to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If confidential student records information is needed by an SRO, the information may be released only as allowed by law.

EMPLOYMENT OF SCHOOL RESOURCE OFFICERS:

- A. The SROs shall be employees of the City of Guthrie Police Department and shall be subject to the administration, supervision and control of the Police Department.
- B. The SROs shall be subject to all personnel policies and practices of the Police Department except as such policies or practices may be modified by the terms and conditions of this Agreement.
- C. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SROs.
- D. A joint committee composed of representatives of the Police Department and the School District shall make recommendations for the SRO positions to the Chief of Police who shall assign such officers. If a principal is dissatisfied with an SRO who has been assigned to that principal's school, then that principal may request that the Chief of Police assign a different officer as the SRO for that school.
- E. The parties shall agree in writing how many SROs will be employed during any school year.

FUNDING: In consideration for the City's assignment of at least two School Resource Officer in accordance with the program outlined in this agreement, the District agrees to pay the sum of \$36,948.00 per officer, for a total not to exceed \$73,896.00. This amount represents the nine (9) months school is in session. The costs associated with expected salary and all applicable benefits

and premium expenses are based on the FY2019 budgeted salary and benefit expenses of the SRO. The City will invoice the District one-half of the annual sum in January and the second half in April. Upon renewal of this agreement funding in successive years shall be an amount as calculated above. Prior to the start of each school year, the City shall calculate the cost for the next year in accordance with this paragraph and provide notice of such to the District 45 days prior to the first day of school. Such amount shall be the new payment amount for the agreement unless the District chooses to terminate this agreement as provided below.

LIABILITY: City agrees that it shall be responsible for any liability arising from the actions of the officer in the same manner and to the same extent as it has liability for the actions of any police officer. Each party shall assume and be responsible for any liability or the costs of litigation arising from actions of its own employees.

TERMINATION: This agreement shall be subject to termination upon written notification by either party upon sixty (60) days notice.

WITNESS OUR HANDS the day and year first above written:

“City of Guthrie”

By:

Steven J. Gentling Mayor

Date

Attest:

Kim Biggs City Clerk

“Guthrie School District of Logan County”

By:

President, Board of Education
Guthrie Public Schools

Date

Attest:

Clerk of the Board of Education
Guthrie Public Schools

AGREEMENT FOR SERVICES

This Agreement for Services ("Agreement") is entered into this 1st day of September, 2018 by and between the **BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY** on behalf of the **LOGAN COUNTY SHERIFF'S OFFICE ("LCSO")** and **INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA, commonly known as GUTHRIE PUBLIC SCHOOLS ("GPS")**.

RECITALS:

Pursuant to OKLA. STAT. tit. 74, §§ 360.19, 1008, GPS desires to contract with LCSO for one (1) law enforcement personnel for one (1) GPS school site(s), Charter Oak Elementary (individually referred to as a "School Site" and collectively as the "School Sites), while school is in session.

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

1. SERVICES TO BE PROVIDED BY LCSO

- a. LCSO agrees to provide one CLEET certified, uniformed deputy sheriff to perform the services enumerated on Exhibit "A" at the School Sites during regular school hours, Monday through Friday, when school is in session, and at such other times as GPS may request for after-school activities and events.
- b. LCSO will utilize marked, fully equipped LCSO patrol cars and uniformed deputies on foot patrol. One marked LCSO vehicle will be present at either School Site during the hours designated in this contract.
- c. LCSO deputies shall work with GPS personnel on a cooperative basis.

2. TERM OF THE AGREEMENT

- a. The term of this Agreement shall be for an initial period from SEPTEMBER 1st, 2018 to MAY 31st, 2019. After the initial period, this Agreement may be renewed annually by mutual agreement of the Parties.

3. COMPENSATION

- a. As compensation to LCSO for services provided under this Agreement, GPS agrees to pay LCSO a monthly fee of \$3,331.30 for a total of \$29,981.70 per year from September, 2018 to May, 2019.
- b. If a deputy is absent during a school day for any reason, the deputy shall be replaced by another deputy qualified to perform the duties in a reasonable amount of time. If a SRO Deputy gets assigned a call for service a priority to release SRO Deputy from the call for service to return to their school as soon as possible. A call for service will not be considered absent from their SRO duties.
- c. Fees under Section 3(a) will be paid no later than the 15th of each month for services rendered during the prior month. All payments shall be credited to the LCSO Sheriff's Service Fee Account.

4. INDEPENDENT CONTRACTOR

- a. LCSO is and at all times shall be deemed an independent contractor and shall be wholly responsible for the manner in which LCSO performs the services required by the terms of the Agreement. Nothing contained herein shall be construed as creating the relationship of employer and employee, or principal and agent, between LCSO and GPS or any of LCSO's agents or employees. LCSO assumes exclusive responsibility for the acts of its employees as they relate to the services provided during the course and scope of their employment, including services provided under this Agreement. LCSO, its agents and employees, shall not

be considered in any manner to be a GPS employee or entitled to any rights or privileges of GPS employees.

- b. LCSO and GPS will work cooperatively to provide the best working relationship possible to ensure that the needs of the individual schools, students, principals, school staff, and deputies are met. To facilitate this, LCSO will designate a point of contact for routine questions, scheduling, and day-to-day operational issues. GPS administrators, LCSO's designated representative, and LCSO's deputies assigned to a School Site will meet as needed to facilitate scheduling and operation of the program.
- c. While GPS will not directly supervise LCSO's deputies in the day-to-day performance of duties as a law enforcement officer, GPS may provide input or feedback to LCSO regarding performance. If GPS objects to the assignment of any personnel under this Agreement, GPS will review those objections with the designated representative of LCSO for final resolution of the objections.

5. ADDITIONAL PERSONNEL

- a. Nothing contained in this Agreement shall limit the right of GPS to engage other law enforcement or private security personnel for special events or other school-related activities as GPS deems necessary. In the event GPS elects to engage additional personnel, the services will be coordinated with LCSO.

6. GENERAL DUTIES

- a. A description of general duties for LCSO deputies providing services under this Agreement is attached as Exhibits "A" and "B".
- b. It is anticipated that it may be necessary to amend Exhibits "A" and "B" from time-to-time to better reflect the scope of the general duties. For that reason, the Logan County Sheriff and the Superintendent of GPS are hereby authorized to make written, mutually agreed upon amendments to Exhibits "A" and "B" as needed.

7. INSURANCE

- a. LCSO is self-insured. LCSO shall provide workers' compensation insurance in the amount required by Oklahoma law for all LCSO employees who are performing work under this Agreement.

8. TERMINATION AND ASSIGNMENT

- a. This Agreement may be terminated with or without cause by either party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other party.
- b. Neither party shall assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this Agreement without the prior written permission of the other party to this Agreement.

9. SEVERABILITY

- a. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions, or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

10. ENTIRE AGREEMENT

- a. This Agreement constitutes the entire understanding between the parties. No other agreements, oral or written, pertaining to the performance of this Agreement exists between the parties. Except as provided under Section 6, this Agreement can be modified only by a writing signed by both of the parties.

Executed this _____ day of _____, 2018.

**THE BOARD OF COUNTY COMMISSIONERS
OF LOGAN COUNTY, ON BEHALF OF THE
LOGAN COUNTY SHERIFF'S OFFICE**

**INDEPENDENT SCHOOL DISTRICT NO. 3 OF
LOGAN COUNTY, OKLAHOMA A/K/A
GUTHRIE PUBLIC SCHOOLS**

MARVIN GOODMAN, Chairperson

By: _____
President, Board of Education

MONTY PIERCY, Member

MIKE PEARSON, Member

APPROVED AS TO FORM:

By: _____
Assistant District Attorney

By: _____
Sheriff DAMON DEVEREAUX

Exhibit A
LCSO Deputy Duties

1. The primary function of the LCSO deputies serving as law enforcement personnel under the Agreement shall be to insure the safety of the students and faculty and provide campus security. Specifically, the deputies shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel and students, investigate criminal acts on school grounds and serve as a liaison between the school, the police department, juvenile officials, probation officials, courts, and other agencies of the juvenile justice system.
2. A GPS school administrator, such as a principal, or designee, shall retain authority regarding all school issues. The LCSO deputies shall determine all law enforcement issues. The deputies shall communicate with the school administration regarding all law enforcement incidents at School Site(s) or at school related activities.
3. The LCSO deputies shall participate in mandatory training under state law and/or LCSO policy. The deputies should also participate in reasonable training programs provided by GPS that directly impact ability and skills as a law enforcement officer at a school.
4. The LCSO deputies shall be available as a resource to provide information on topics on which the officers have special competence due to their law enforcement training. The deputies shall also attempt to identify and counter deviant behavior and any other behavior that would be disruptive or unsafe to the students, faculty or district property.
5. The LCSO deputies shall be visible in a public relations role in order to provide a highly visible crime deterrent on school property in order to effectively promote security and order in the schools.
6. The LCSO deputies shall attempt to provide guidance and direction for students, parents and staff when appropriate, to work with the school administrators to resolve school-police problems, and to work with parents of troubled youth.
7. The LCSO deputies shall not enforce GPS regulations or rules unless the violation of such rule or regulation constitutes a violation of a federal or state law.
8. Nothing in this Agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of law enforcement officers to handle or supplement calls for service. Use of 9-1-1 is encouraged for emergency calls even if the LCSO deputy assigned to School Site is also called.
9. Except in an emergency, the LCSO deputies should not be called away from their assigned school to handle incidents, as this may be disruptive to the school environment. The deputies may be contacted and may respond as soon as possible to assist LCSO officers when reasonably necessary to provide public safety.
10. LCSO deputies shall maintain a close liaison with LCSO Deputies who are not assigned to a School Site and other law enforcement officers, as needed, around their assigned schools. They shall exchange information regarding suspects, incidents, and potential problems to ensure reasonably consistent enforcement from officer to officer to the extent permitted by law.

11. The LCSO deputies may be required to meet with school officials and the building level administrators of the school to which he or she is assigned during contract hours to discuss incidents, potential problems, and issues. The primary purpose of these meetings will be to increase the effectiveness of the services provided by the LCSO under this Agreement.
12. LCSO reserves the right to assign deputies to a non-school function or issue in the event of an emergency or situation that dictates a call-up of sheriff personnel as directed in LCSO policy and procedures. An emergency situation may include a tornado, wildfire, etc.

Attachment B
Law Enforcement Personnel and School Discipline

The purpose of this Memorandum of Understanding (MOU) is to establish a collaborative agreement on school security and school discipline to guide and define the relationship between GUTHRIE Public Schools (“GPS”) and the Board Of County Commissioners of Logan County, on behalf of the LOGAN COUNTY SHERIFF’S OFFICE (“LCSO”) (collectively referred to as "the Parties") in the role of LCSO law enforcement personnel (“Deputy”) assigned to a School Site pursuant to this Agreement.

The Parties acknowledge that law enforcement plays an essential role in maintaining safety in the community and at GPS. However, the use of arrests and referrals to the criminal justice system for minor or typical school behaviors can adversely affect students and erode confidence in and respect for both the school administration and law enforcement. The Parties have developed this guidance to ensure a consistent approach to law enforcement and school discipline that emphasizes cooperation in the handling of school-based student misbehavior. Emphasis is placed on handling incidents uniformly while ensuring that each case is addressed on an individualized basis. The manner in which each incident is handled is dependent upon many factors unique to each child. This includes, but is not limited to, behavioral history, present circumstances, disciplinary record, academic record, general demeanor and disposition toward others, disability, special education status, and other factors. Accordingly, the Parties concur that students involved in the same incident or similar incidents may receive different and varying responses depending on the factors and needs of each student.

To address these issues and ensure that all students have access to a safe and productive learning environment, the Parties agree that cooperation is essential. Among other benefits, committed cooperation can enhance appropriate responses and use of resources, when responding to school-based misbehavior. For purposes of this MOU, student misbehavior is considered to be breaches of the Code of Student Conduct, disruptions, and other minor infractions or omissions by a student that occurs on school grounds, school transportation or during a school sponsored or related event.

Responding to Student Misbehavior

In the event a student misbehaves, the school principal and their designees will be the primary source of intervention and disciplinary consequences. The Deputy is responsible for criminal law issues—not school discipline issues. The Code of Student Conduct provides detailed information on consequences and interventions and shall guide the response to particular types of misbehavior. In addition, school officials should make reasonable efforts, where applicable, to connect students to school or community-based support services, such as counseling, mentoring, or extra-curricular activities.

Many types of minor student misbehavior may technically meet the statutory requirements for non-violent misdemeanors (e.g. theft, vandalism, disorderly conduct, loitering, incidents relating to alcohol, threats, harassment, etc.), but may be handled outside of the criminal justice system. Absent a real and immediate threat to students, teachers, or public safety, incidents involving public order offenses such as those above and including disturbance/disruption of school or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, may be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest) as may be appropriate on a case-by-case basis. Behavior that rises to the level of a felony offense is not included within this category.

All individuals involved in school discipline decisions shall consider the surrounding circumstances including the age, history, disability or special education status, and other factors that may have influenced the behavior of the student, the degree of harm caused and the student's genuine willingness to repair the harm and accept responsibility for the student's action.

The Deputy will avoid arresting students at school, where possible, unless the child poses a real and immediate threat to student, teacher, or public safety, or a judicial warrant specifically directs the arrest of the student in a school. The LCSO and GPS building level administrators shall be consulted prior to an arrest of a student where practicable, and the student's parent or guardian shall be notified of a child's arrest as soon as practicable.

Further Incidents

Repeated incidents of non-violent misdemeanors shall result in graduated levels of school-based interventions and consequences by the administrators on campus, according to the Code of Student Conduct, and referral to law enforcement for certain incidents.

Student Rights

Absent a real and immediate threat to student, teacher, or public safety, the Deputy may conduct or participate in a search of a student's person, possessions, or locker only where there is probable cause to believe that the search will reveal evidence that the student has committed or is committing a criminal offense.

- The Deputy shall inform school administrators prior to conducting a probable cause search where practicable.
- The Deputy shall not ask school officials to search a student's person, possessions, or locker in an effort to circumvent these protections.

A school official may conduct a search of a student's person, possessions, or locker only where there is reasonable suspicion to believe that the search will reveal evidence that the student has violated or is violating either the law or the rules of the school, and the search is justified in scope given such suspicion.

- Absent a real and immediate threat to students, teachers, or public safety, a school official shall not ask a Deputy to be present or participate in such a search.

Absent a real and immediate threat to students, teachers, or public safety, a Deputy may question or participate in the questioning of a student about conduct that could expose the child to court-involvement or arrest only after informing the child of Miranda rights and only in the presence of the child's parent or guardian.

It is the policy of LCSO to investigate all complaints against it, or of alleged misconduct by one its officers, to equitably determine whether the allegations are valid or invalid, and take appropriate action. Any student, parent, teacher, and principal or other school administrator may submit a complaint, orally or in writing, of abuses or misconduct by a Deputy to LCSO.

- Parents shall be permitted to submit a complaint in their native language.
- The complaint system must be confidential and protect the identity of the complainant from the Deputy to the extent consistent with the Deputy's due process rights.
- Complaints shall be investigated and resolved, and complainants shall be furnished with a written explanation of the investigation and resolution.

The Deputy shall maintain activity reports and submit monthly summaries of these reports to district-level school

administrators, and the relevant law enforcement agency. The monthly summaries shall include the numbers and descriptions of all incidents or calls for service; names of school officials involved (referring teachers, principals, etc.); student searches; student questioning; tickets, citations, or summonses; filing of delinquency petitions; referrals to a probation officer; actual arrests; and other referrals to the juvenile justice system.

Discretion of Law Enforcement

Nothing in this MOU is intended to limit the discretion of law enforcement. Deputies responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest. While the option to use the criminal justice system is available for many incidents, the totality of the circumstances should be taken into consideration and any less punitive alternatives that ensure the safety of the school community should be considered.

CONTAGIOUS AND LIFE THREATENING DISEASE POLICY

The Guthrie Board of Education is concerned for the health and well-being of students and staff of the public schools. While the general health and physical well-being of a student is the responsibility of the parent, the board believes that teachers and administrators should promote and encourage the maintenance of a healthy body and mind.

Oklahoma law (70 O. S. § 1210.194) prohibits any child afflicted with a contagious disease from attending a public, private, or parochial school until such time as the child is free from such contagious disease. **Any student or employee who is determined to be afflicted with a contagious health condition such as but not limited to head lice or bed bugs—in all stages/forms of life— shall be prohibited from attending school until a health officer (licensed physician, licensed physician’s assistant, health department official, school nurse, etc.) has determined that the individual is free of the condition or that there is no danger of the condition spreading to others in the school environment.**

Students and employees who have had a fever, diarrhea or vomiting must be symptom free for 24 hours, without the use of symptom reducing medication, prior to returning to school.

Students and employees who have pink eye or another eye infection must be symptom free or consult with the school nurse or provide a physician’s statement prior to returning to school.

~~Oklahoma law (70 O.S. § 10-105 [1]) also permits the exclusion of a child by reason of mental or physical disability as determined by the board of education upon a certificate of a duly licensed and practicing physician. The board of education recognizes the possibility of students and staff acquiring and/or transmitting a contagious disease. Children may be excluded from school when the board believes exclusion is necessary to promote the safety and well-being of students and staff.~~

~~The determination of whether or not a student infected with a life-threatening disease—as defined by the regulation accompanying this policy—should be excluded from school will be made by the board based on a recommendation made by a committee consisting of the student’s parent or guardian, physician, a public health person, and appropriate school personnel. The committee will be selected by the superintendent.~~

The determination of whether or not a school employee infected with a life-threatening communicable disease should be ~~permitted to remain employed~~ **restricted from attending school** in a capacity that would involve students and / or other employees will be made on an individual basis **and the employee shall have the right to appeal any determination to the Board of Education.** ~~The decision will be made by the Board of Education based on a recommendation of a committee consisting of the employee, a physician, a public health person, and appropriate school personnel. The committee will be selected by the superintendent.~~

~~In making a determination, the board will consider the impact on both the infected individual and others within the school system.~~

The superintendent is directed to prepare regulations which support this policy.

NURSING SERVICES

~~It is the policy of the Guthrie Board of Education to contract with the Logan County Health Department to provide nursing services for the Guthrie Schools.~~

~~The superintendent is directed to prepare a regulation implementing this policy and containing the terms of our contractual agreement with the Logan County Health Department.~~

NURSING SERVICES (REGULATION)

~~In accordance with the policy of the board of education, this regulation shall include the ten terms of the board's contractual relationship with the Logan County Health Department.~~

~~The Logan County Health Department will provide nursing services for:~~

- ~~1. Health education for faculty and students.
(Immunizations, venereal disease, adolescent physiology, reproductive physiology, personal hygiene, and etc.)~~
- ~~2. Assisting families and school children with medical, social, and emotional problems.~~
- ~~3. Direct the control of the communicable disease program. Providing verbal and written suggestions for care.~~
- ~~4. Instructing school employees and volunteers on appropriate immunization records. Assisting with annual audit as required.~~
- ~~5. Conducting and coordinating screening programs in the schools (hearing, vision, scoliosis).~~
- ~~6. Regularly scheduled visits to all schools for nurse teacher conference.~~
- ~~7. Serving as resource person for environmental problems.~~
- ~~8. Instructing school officials on first aid procedures.~~

~~These services will be provided by a registered nurse with medical backup. The Logan County Health Department will provide supervision and assignment responsibilities and a minimum of twenty hours of nursing service each week.~~

USE OF SOCIAL NETWORKS AND OTHER FORMS OF COMMUNICATION

General Guidelines

Consult District's policy on internet safety and appropriate use, as well as the employee manual and/or parent and student handbook. Be aware that all existing policies and behavior guidelines extend to school related activities in the online environment as well as on school premises.

Use good judgment. Think about the type of image you want to convey on behalf of the district when you are posting to social networks and social media sites. Remember that what you post will be viewed and permanently archived. Social media websites and blogs are not private. Internet search engines can find information years after it was originally posted. Comments can be forwarded or copied, and archival systems save information even if a post is deleted.

Remember professional communications are available to school administrators. The district considers an employee's use of any electronic media for the purpose of communicating with a student or a parent to be an extension of the employee's workplace responsibilities. Accordingly, the board expects school personnel to use professional judgment and appropriate decorum when using any social media in this fashion. School district administrators may require an employee to provide access to any websites used by him or her for communication with students or parents and to produce copies of any electronic communication with students or parents, including text messages, web page posts, etc. This policy does not authorize an administrator to inspect an employee's personal equipment without the employee's express consent.

Social Networking Websites

Many social networking websites are not accessible on the district's network because they have been blocked. If school personnel, including teachers, would like to request that a website be made accessible to use for teaching and learning, that person shall submit a written request to the building principal. If the building principal approves the request, the principal will forward the request to the District IT Director for review, identifying the online tools to be used and the instructional purpose in using them.

While on school property, neither school personnel nor students may use an outside, proprietary network to access websites that are blocked on the district's network.

Personnel shall abide by the following requirements regarding use of social networking websites, even when done in their personal time, using personal property.

1. ——— Fraternalization with students using social networking websites on the internet:
 - a. ——— School personnel may not list students as "friends" on networking sites, unless the student's parent (if the student is under 18) or the student (if the student is 18 or over) has provided the student's building administrator with written permission to do so;
 - b. ——— All e contacts with students shall be made through the district's computer/email and telephone system;
 - c. ——— All e contact by sponsors with student organization members shall be sent to all team members;
 - d. ——— Inappropriate contact with students or parents via e mail, phone, or other devices is prohibited.

2. ——— Employees may not post items on social networking websites with sexual content if they are identifying themselves as an employee of the district;

3. — Employees may not post items exhibiting or advocating use of drugs or alcohol if they are identifying themselves as an employee of the district;
4. — Employees may not post pictures, video, or audio of students unless the student's parent (if the student is under 18) or the student (if the student is 18 or over) has provided the student's building administrator with written permission to do so.

Note that when using a school district e-mail address and/or equipment to participate in any social media or professional social networking activity, the communications are public, and employees are responsible for the content in the communication.

Copyright and Fair Use Guidelines

District personnel and students must respect copyright and fair use guidelines when posting material on social network sites, even those websites used and accessed for educational and classroom purposes. See www.copyright.gov/fls/fl102.html.

Hyperlinking to outside sources is recommended. Do not plagiarize. Give credit, where credit is due, to the sources of material. When hyperlinking to other sites and media, be sure that the hyperlinked content is appropriate and consistent with these guidelines. Be aware that photographs taken by professional photographers cannot be scanned and used on the internet without the photographer's permission, even if they are photos purchased from the photographer.

Text and Instant Messaging

District personnel shall not text or instant message any student individually. All text and instant messages to students shall be sent to the school, class, team, club or organization. Staff shall not send messages that are personal in nature and not related to the business of the school or that contain confidential information to persons not authorized to receive that information.

Use of Social Media

The Superintendent shall designate those staff persons who have management or administrator access to the district's social media, including, but not limited to the ability to remove content from the school's social media if determined to be inappropriate. Only content that is allowable on the school's website is allowable on the school's social media pages unless otherwise authorized by the Superintendent.

Penalties

Both district personnel and students face the possibility of penalties, including student suspension and employee termination, for failing to abide by district policies when accessing and using social media.

SOCIAL MEDIA

The Guthrie School District recognizes the appropriate use of social media as a method for communicating ideas and information. The forms of electronic and digital communications change rapidly. This policy addresses common existing forms of electronic and digital communication (email, texting, blogging, tweeting, posting, etc.) but is intended to cover any new form of electronic or digital communication which utilizes a computer, phone or other digital or electronic device.

Official Use of Social Media

The district is responsible for creating and maintaining its “official” online presence. Unless specifically authorized by the Superintendent, no district employee may create an “official” Guthrie School District presence on any form of Social Media, now in existence, or created in the future, or represent themselves as a spokesperson or authorized representative of the Guthrie School District.

Professional Conduct

The District is committed to creating an environment in which all persons can interact together in an atmosphere free of all forms of harassment, exploitation or intimidation. Therefore, when communicating via social networks, employees are expected to act with honesty, integrity, and respect for the rights, privileges, privacy, and property of others. By doing so employees will be abiding by applicable laws, school district policy and the core values of the Guthrie School District.

Employees are responsible for the material they publish online as well as the messages sent via computers and wireless telecommunication devices. Any conduct that negatively reflects upon the district, consists of inappropriate behavior, or creates disruption on the part of an employee may expose that employee to disciplinary action up to and including termination. Inappropriate behavior is defined as any activity that harms students, compromises an employee’s objectivity, undermines an employee’s authority or ability to maintain control of students or work with or around students, is disruptive to the educational environment, or is illegal. Moreover, employees should not engage in personal social media during working hours.

Expectations of Staff

District employees are role models and must exemplify ethical behavior in their relationships with students, clients, and other staff members. Online activity, including personal online activity, is public and is therefore a reflection on the district as an organization. Employees should exercise good judgment and common sense, maintain professionalism, and address inappropriate behavior or activity discovered on these networks. Inappropriate behavior or activity should be immediately communicated to a direct supervisor. The following should inform and guide employee judgment and actions:

1. The line between professional and personal relationships can become blurred; therefore, district employees should exercise discretion and maintain professionalism when communicating with students via computers or wireless telecommunication devices. Employees should limit this type of communication with students to matters concerning a student’s education or extra-curricular activities for which the staff member has assigned responsibility. Excessive messaging or other social media communication to an individual student should be avoided.
2. District employees are prohibited from engaging in private exchanges with students, and should only communicate with groups or in such a manner that the communication can be publicly viewed.
3. Photos of and videos featuring students should not be posted on social media without the informed consent of a parent/guardian. For personal protection, never take a photo of an individual student.

4. Group student photos may be submitted to the site administrator or superintendent for inclusion on official district accounts.
5. Students should not be cited, obviously referenced, or depicted in images without proper written approval of the student's parent/guardian, and the confidential details of these individuals should never be disclosed.
6. Externally communicating any confidential information or information related to the Guthrie School District not intended for public dissemination is always forbidden and may be grounds for termination and legal action. Public information will be released through the superintendent or his designee.
7. Copyright and fair use laws must be respected at all times. Trademarks such as logos, slogans, and digital content such as art, music, or photographs, may require permission from the copyright owner. It is the responsibility of the employee to seek permission for any such trademarked content.

Accountability

All staff are expected to serve as positive ambassadors for the district and appropriate role models for students. Failure to do so could put an employee in violation of district policy. Violation of district policies and procedures may result in disciplinary action up to and including termination of employment. All employees who have reason to believe that their on-line conduct has generated public or media attention are expected to immediately report their activity and attention generated to their supervisor.

MEMORANDUM:

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

FROM: Angie Smedley, Director of Special Education

SUBJECT: Agreement with Blue Cloud Staffing to provide Speech Language Pathology Services during 2018-2019 School Year

DATE: August 24, 2018

Attached is an agreement with Blue Cloud Staffing to provide Speech Language Pathology services during 2018-2019 school year. Blue Cloud Staffing has agreed to provide this service for \$70 per hour with no charge for drive time or mileage reimbursement. The approximate cost of this service will be \$94, 000.

Additional Quotes

ProCare Therapy, Inc. - \$70 per hour

Supplemental Health Care - \$65



STAFFING TERMS AND CONDITIONS OF ASSIGNMENT AGREEMENT

This USA Staffing Services' Terms and Conditions of Assignment Agreement (hereinafter "Agreement") is made and entered into by and between Guthrie Public Schools with a principal place of business located at 802 E Vilas Guthrie, OK 73044 (hereinafter "Customer") and USA Staffing Services, LLC with a principle place of business located at 3401 W. Cypress St, Suite 202, Tampa, FL 33607 (hereinafter "USA").

WHEREAS, Customer wishes to obtain certain staffing services ("Staffing Services") from USA, and USA wishes to provide such Staffing Services to Customer.

WHEREAS, USA's Staffing Services consist of providing USA Employees to customers with staffing needs. As used herein, the term "USA Employee(s)" or "Employee(s)" means a USA Employee temporarily placed with Customer pursuant to this Agreement.

NOW, THEREFORE, Customer and USA, in consideration of the mutual promises contained herein and other good and valuable consideration given and received, agree to the following terms and conditions:

1. For the services of USA Employees, USA will bill Customer at the rate contained in the Assignment & Bill Rate Summary. Legally required overtime as mandated by prevailing federal, state and/or local laws will be billed at one and one-half the billing rate. For projects governed by Davis-Bacon or any Federal or State mandated prevailing wage, USA shall maintain payroll and Employee records during the course of the project(s) or work and will maintain for a minimum of three (3) years from the completion of the contract for all Employees included under the contract.
2. USA warrants that its Employees are covered by workers compensation insurance, and that it assumes total responsibility to pay all applicable federal, state and local withholding taxes and unemployment taxes as well as Social Security, state disability insurance and all other payroll charges.
3. Customer is the worksite supervisor, and as such, exclusive supervision and control of USA Employees is the Customer's responsibility and under no circumstances will USA be responsible for work performed by USA Employees even if supervisors are provided by USA at the request of Customer. Customer will advise USA Employees if they will be subject to applicable policies and procedures of Customer while performing work under the direction and control of Customer.
4. Customer shall:
 - a. Properly supervise USA Employees performing Customer's work and be responsible for Customer's business operations, products, services, and intellectual property;
 - b. Provide USA's Employees with a safe work site and provide appropriate information, training, and safety equipment with respect to any hazardous substances or conditions to which they may be exposed at the work site;
 - c. Not materially alter or change USA's Employees' job duties without USA's express prior written approval;
 - d. Exclude USA's Employees from Customer's benefit plans, including but not limited to, benefits policies and practices, and not make any offer or promise relating to USA's Employees' compensation or benefits;
 - e. Not entrust USA Employees with any vehicle, mobile equipment, keys, merchandise, confidential or trade secret information, unattended premise, cash, checks, credit cards, negotiable instruments or other valuables, without USA's express prior written consent or as strictly required by the job description provided to USA.
5. Customer as responsible party for its own operations, except for workman's compensation of USA Employees, agrees to indemnify and hold harmless USA for the following:
 - a. OSHA compliance and all state and local laws, rules and regulations governing workplace safety, environmental protection and ensuring that conditions are suitable for conducting work safely;
 - b. All federal, state and local orders, rules and regulations and laws applicable to any and all government contracts, contractors or subcontractors including licenses to work and/or fidelity bonds;
 - c. Ensuring its own conduct complies with current employment laws related to equal opportunity employment, discrimination, harassment and retaliation in the workplace that includes a written policy and procedure for addressing complaints or concerns of said nature;



- d. Any and all acts and omissions of USA Employees assigned hereunder while under the direction of the Customer and otherwise while at Customer's workplace. If a USA Employee is performing supervisory/managerial duties, Customer acknowledges its responsibility for any and acts or omissions of USA Employee in said role;
 - e. Providing training and discipline appropriate to the workplace involved, including establishing and maintaining appropriate safety training policies and procedures.
 - f. Providing USA with complete and accurate information regarding Employees assigned to Customer as reasonably requested and informing USA in writing of any changes to the craft, role or responsibilities of the assigned USA Employee at the worksite prior to the change; and
 - g. Any and all liability to third parties arising out of the worksite activities of the USA Employee under the supervision and control of Customer including, without limitation, any and all causes of action, claims or liability arising out of or related to the operation of any motor vehicle.
6. USA reserves the right to physically inspect the work site and work processes to which its Employees will be subject, to review and address, unilaterally or in coordination with Customer, USA Employee work performance issues, and to enforce USA's employment policies relating to its Employees conduct for Customer.
 7. A four (4) hour minimum charge (per person) exists on all assignments. If Customer is dissatisfied with the Employees assigned to it, USA will not charge for the first four (4) hours worked, provided that USA replaces the Employee(s) assigned. If Customer does not contact USA before the end of the first four (4) hours worked, then Customer agrees that USA's Employees assigned are satisfactory.
 8. USA's Employees will present a time record, paper or electronic to Customer's representative for verification and signature/approval at the end of each week. The signature/approval thereon by Customer's representative indicates Customer's acknowledgment that the hours reflected on the time record are accurate and that the work performed is acceptable. Customer will be billed weekly for the total hours worked. All invoices are due net thirty (30) days. Invoices will be considered in default after twenty-four (24) calendar days of net terms, unless payment in full has been received. Invoices in default will be charged interest on unpaid balances at the rate of 1.5% per month, unless prohibited by law, in which case, the interest rate shall be the maximum allowed by law. Customer agrees to pay the balance due, accrued interest, lien filing fees and reasonable attorneys' fee and costs of collection. At time of account default, USA will notify Employee(s) of the end of their assignment(s) and payroll will cease immediately. Once payment has paid in full, it will be at USA's sole discretion to restart the USA Employee(s) assignment(s) with Customer and resume payroll. Customer must provide written notice within ten (10) calendar days of the date of the invoice with any disputes, or the full amount of the invoice shall be deemed not disputed, accepted, and payable by the Customer.
 9. USA complies with prevailing federal, state and/or local labor laws regarding mandated Paid Sick Leave (PSL) for Employees. When a USA Employee is assigned within a jurisdiction with mandatory PSL, USA will bill Customer for qualified PSL usage per prevailing federal, state and/or local labor laws at a pass-through line item cost calculated of payroll plus payroll burden of the Employee.
 10. If Customer employs or offers employ to a USA Employee while on assignment with Customer or within one (1) year from the assignment end date, Customer will be subject to a conversion fee. The conversion fee calculation is stated in the Assignment and Bill Rate Summary. Please refer to the specific Assignment and Bill Rate Summary for conversion fee calculation details.
 11. In consideration of USA extending future credit to the Customer, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Customer guarantees the prompt, full and complete performance of any and all present and future duties, obligations and indebtedness due to USA by the Customer.
 12. In addition to the items listed above in Section 3 of this Agreement, Customer agrees to release, defend, indemnify and hold USA and USA Affiliates harmless from and against any and all claims, losses, liabilities, costs or suits including reasonable attorney fees, relating to any injury, loss or damages to persons, or to property arising out of any and all wrongful acts or negligent acts committed by Customer or assigned Employees of USA under Customer's supervision or relating to Customer's failure to comply with any of its obligations contained in this Agreement or due to the negligence, or willful misconduct of Customer or Customer's officers, Employees, or authorized agents in the discharge of their duties and responsibilities.



13. This agreement shall be governed exclusively by the laws of the State of Florida. The exclusive venue of any action brought under this Agreement shall be Hillsborough County, Florida, and the parties hereby agree to, and waive all objections to, personal jurisdiction and venue in Hillsborough County, Florida.
14. The parties shall perform all of their respective obligations under the Agreement in compliance with all applicable laws, ordinances, regulations or codes, including the Affordable Care Act.
15. This Agreement and the accompanying Assignment & Bill Rate Summary, shall constitute the entire agreement between the parties regarding the subject matter herein and shall supersede any and all prior agreements, negotiations, discussions, proposals, understandings and/or representations, written or oral regarding the subject matter herein.
16. No amendments or modifications to this Agreement shall be binding on any of the parties unless such amendment or modification is in writing and executed by all of the parties to this Agreement. No term, provision, or clause of this Agreement shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and executed by all of the parties to this Agreement.
17. If there is a dispute over the enforcement of this Agreement, including but not limited to the collection of amounts due hereunder, the prevailing party shall be entitled to recover its attorney fees and costs from the non-prevailing party.
18. The parties acknowledge that, pursuant to the parties may disclose to the other parties confidential or proprietary information ("Confidential Information") relating to the parties or party affiliates, including, but not limited to, personnel information, salary information, benefits information, recruitment and hiring plans and proposals. The parties agree they shall keep all such Confidential Information confidential and shall not use or disclose, or attempt to use or disclose, any Confidential Information except as may be required in the ordinary course of providing Staffing Services, nor shall they use any Confidential Information in any manner which may injure or cause loss, or may be calculated to injure or cause loss, to the other parties, whether directly or indirectly. USA shall also ensure that any USA Employee or representative providing Staffing Services under this Agreement complies with and is bound by the obligations of this Section. No knowledge, possession, or use of Customer's confidential information will be imputed to USA as a result of USA's Employees' access to such information.
19. The parties agree to cooperate fully and to provide assistance to the other party in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or that may involve USA's Employees.
20. The initial term of this Agreement ("Initial Term") shall commence on the Effective Date and shall continue until the two (2) year anniversary of the Effective Date. Thereafter, this Agreement shall be automatically extended for one (1) year terms ("Renewal Term"). Notwithstanding the foregoing, either party has the right, exercisable in its sole discretion at any time, for any reason or no reason, to terminate this Agreement for its convenience, by giving the other party at least thirty (30) days prior written notice of such termination prior to the expiration of the Initial Term or any Renewal Term. Each party has the right to terminate this Agreement immediately upon written notice to the other party, at any time, in the event of any material breach by the other party of its obligations under this Agreement.
21. Provisions of this Agreement, which by their terms extend beyond the termination or nonrenewal of this Agreement, will remain effective after termination or nonrenewal.
22. Customer is not allowed to transfer or assign this Agreement without USA's prior written consent, which consent shall be at USA's sole discretion.
23. Any notice or other communication will be deemed to be properly given only when sent via the United States Postal Service or a nationally recognized courier, addressed as shown on the first page of this Agreement.
24. At all times during the term of this agreement, USA shall retain its independent status, and USA is and shall at all times be an independent contractor to Customer. Further, the parties acknowledge and agree that each is an independent contractor and not an agent, joint venture or partner of the other party. This agreement shall not be construed as constituting either party as a partner of the other party or to create a joint venture or any other form of legal association



3401 W. Cypress St. | Suite 202
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www.USAstaffingservices.com

that would impose liability upon one party for the act or failure to act of the other party or as providing either party with the right, power or authority (express or implied) to create any duty or obligation on behalf of the other party.

- 25. Neither party will be responsible for failure or delay in performance of this Agreement if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, or any other causes beyond the control of the nonperforming party. Notwithstanding the foregoing, this Section 24 shall not apply to Customer's responsibility to make payments due USA.
- 26. If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision.
- 27. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be considered one and the same instrument.
- 28. USA provides back office services and support for the Authorized Dealer

Accepted this _____ day of _____ 20____ ("Effective Date")

Guthrie Public Schools

CUSTOMER:

Mike Simpson

Print Name

Title

Date

Signature

BlueCloud Staffing

Authorized Dealer:

Print Name

Title

Date

Signature

USA Staffing Services, LLC

Print Name

Title

Date

Signature



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Assignment & Bill Rate Summary

Customer Company _____ (Customer)

Date: August 23, 2018

Customer Address _____

Customer Address Line 2 _____

Attn: Mike Simpson _____

Contact Phone _____

Email _____

Thank you for choosing BlueCloud Staffing _____, an Authorized Dealer of USA Staffing Services (USA), for your staffing and human resources needs. We are excited to start working with you and look forward to a successful partnership with Customer Company _____. If at any time you have questions, please do not hesitate to contact Lucas Iocco _____, your account manager.

As outlined in the Terms & Conditions of Assignment Agreement (T&C), invoices will be sent to you weekly and the established terms of payment are net thirty (30) days _____.

Per the T&C, if Customer requests to convert or offer employ to a USA employee, Customer will be subject to a conversion fee. The conversion fee is defined below as a Permanent Placement Fee. All requests for conversion need to be submitted in writing and approved by USA.

Job Classification: Speech Pathologist _____

Employee Name: Megan Santoro (Modney) _____

Bill Rate: \$70 per hour for 37.5 hours per week _____

Per Diem / Allowances (if applicable): Included in Bill Rate _____

Contract Start Date: August 30, 2018 _____

Contract End Date: June 1, 2019 _____

Permanent Placement Fee: \$18,500 _____

In the instance that Customer hires a replacement candidate for USA Employee during the active assignment, Customer is required to provide a thirty (30) day notice of termination of assignment of the USA Employee.

We appreciate the opportunity and look forward to working with you to build a long term business relationship.

Thanks again,
Lucas Iocco
BlueCloud Staffing
(770) 864-6373
lucas.iocco@bluecloudstaffing.com

Customer Approval

Name (printed): Mike Simpson _____ Title: _____

Signature: _____ Date: _____



Board of Education Personnel Reports

Employment Request

Classification						
Certified						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Black, Dana	Central	Counselor - Central/Charter	08/28/18		6	Megan Campbell
Burroughs, Blake	Cotteral	2nd Grade	08/28/18		6	New Position
Hartley, Teresa	GUES	Elementary Music	08/28/18		6	Sarah Pound
Hester, Kyri	High School	English	08/28/18		6	Angela Moffitt Jones
LaRue, Dana	Cotteral	Kindergarten	08/28/18		6	New Position

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Green, Dana	Charter Oak	Cafeteria Manager	08/23/18	6	8	Susan ReinhartDobson
Hoel, Miranda	High School	Cafeteria Worker	08/24/18	2	6	Teara Whitaker
Main, David	Transportation	Route Driver	08/27/18	13	6	Alicia Powell
Spence, Cherie	Charter Oak	Cefeteria Worker	08/24/18	2	6.5	Oleta Ellis
Terry, Ashlee	Junior High	Site Secretary	08/14/18	4	7.5	Toni Hoel

Transfer of Position Report

Classification					
Support					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Alhamdani, Briana	Route Driver	HS Paraprofessional	Amber White	8/22/2018	
Williams, Margaret	Custodian	Head Custodian	Moses Bruce	8/20/2018	

2018-2019 AdminAcademic Extra Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
ADMIN	Additional Days (10)	\$2,235.40	Morgan Kowalewski	unassigned
	Additional Days (10)	\$2,285.20	Jessica West	unassigned
	Additional Days (20) 5%	\$266.00	Juana Benson	Gina Villalva

2018-2019 Charter Oak Academic Extra Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
	Bus Loading Supervision 1st Semester	\$500.00	Amy Cook	unassigned
	Bus Loading Supervision 2nd Semester	\$500.00	Amy Cook	unassigned

2018-2019 Cottrel Academic Extra Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
COTT	Counselor	\$600.00	Dana Black	New Position
	Bus Loading Supervision 1st Semester	\$500.00	Tonya Stansbury	unassigned
	Bus Loading Supervision 2nd Semester	\$500.00	Tonya Stansbury	unassigned

2018-2019 Fogarty Academic Extra Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
	Bus Loading Supervision 1st Semester	\$500.00	Lottie Dyer	Rogina Wright
	Bus Loading Supervision 2nd Semester	\$500.00	Lottie Dyer	Rogina Wright
	Bus Loading Supervision 1st Semester	\$500.00	Lottie Dyer	Rogina Wright
	Bus Loading Supervision 2nd Semester	\$500.00	Lottie Dyer	Rogina Wright

2018-2019 JH Academic Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
JH	Student Council JH	\$650.00	Rosie Hamilton	unassigned
	Student Council JH	\$650.00	Amanda Moore	unassigned

2018-2019 JH AthleticDuty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
JH	Cross Country Head coach 7,8,9 Boys	\$1,100.00	Adam Dement	Bryan Dearing

2018-2019 HS Academic Duty Assignments

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
HS	English Club HS	\$500.00	Blair Workman	Angela Moffitt