# **AGENDA WITH COMMENTARY**

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

# MONDAY JUNE 10, 2019 7:00 P.M.

#### AGENDA:

- 1. Call to Order
- 2. Roll Call
- 3. Establish a Quorum
- 4. Pledge of Allegiance
- 5. Moment of Silence
- 6. Comments to the Board by:
  - A. Citizens registered to speak to the Board
  - **B.** Board Members
- 7. Superintendent's Reports
- 8. <u>Consent Agenda</u>.....Pages 9-102 All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration and action on the following items:
  - A. Minutes of regular meeting held on May 13, 2019
  - **B.** Treasurer's Report
  - C. New Activity Fund Account Request
  - D. Activity Fund Fundraisers as per attached list
  - E. Activity Fund Transfers as per attached list
  - F. Encumbrances for General Fund #'s 1380-1427, Building Fund #'s 509-547, Child Nutrition Fund #'s 17-19 and Building Bond 2017 Fund # 28 and listed change orders and Activity Fund Reports
  - G. Declare listed items as surplus

# H. Out-Of-State Trip Request:

Mick Fredrickson, Cameron Campbell and JROTC students-Top of Texas Military Skills Meet-October 5, 2019-Wichita Falls, TX

# I. Contracts/Agreements under \$10,000

1. Renewal agreement with Willow Creek Health Care, LLC for Intergenerational Pre-K classroom for the 2019-2020 school year..Pages 74-78

Commentary:

This will be the eighth year for maintaining a Pre-K classroom at the Willow Creek facility located at 2300 West Noble. This continues to be a win-win situation for both parties. **Carmen Walters will answer any questions.** 

# **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# 2. Agreement with Golden Age Nursing Home of Guthrie, LLC for Intergenerational Pre-K classroom for the 2019-2020 school year..Pages 79-82

Commentary:

This will be the second year for maintaining a Pre-K classroom at Golden Age Nursing Home facility located at 419 East Oklahoma. This is a win-win situation for both parties. **Carmen Walters will answer any questions.** 

## **RECOMMENDED ACTION:**

The Superintendent recommends approval.

3. Agreement with Oklahoma Hearing Solutions for Audiological Services for 2019-2020.....Pages 83-85

## Commentary:

Guthrie Public Schools is required to provide audiological evaluations and hearing aid molds for certain students with hearing impairments. Oklahoma Hearing Solutions is used on an as needed basis only. There is no increase in cost. The cost of this agreement will be approximately \$1,000.00 if services are needed. Angie Smedley will answer any questions.

## **RECOMMENDED ACTION:**

The Superintendent recommends approval.

4. Agreement with YMCA of Greater Oklahoma City for facility use for 2019-2020 at Fogarty Elementary......Pages 86-88

#### Commentary:

This will be the sixth year the YMCA has been in charge of the School Age Care Program. We have agreed to continue hosting the program at Fogarty Elementary before and after school during the school year. This agreement allows the District and the YMCA to have this arrangement for one school year. **Dr. Simpson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

#### 5. Agreement with YMCA of Greater Oklahoma City for facility use for 2019-2020 at Charter Oak Elementary......Pages 89-91

#### Commentary:

This will be the second year the YMCA has extended their School Age Care Program to Charter Oak Elementary for before and after school during the school year. This agreement allows the District and the YMCA to have this arrangement for one school year. **Dr. Simpson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

6. Renewal agreement with Oklahoma State School Boards Association for membership dues for 2019-2020......Pages 92-95

#### Commentary:

We have been a member of OSSBA for many years. They provide great service to the District and to the Board. An explanation of their services is listed in your packet. There is no increase in cost. **Dr. Simpson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

7. Discussion, motion and possible action to approve or not to approve entry into an agreement with the Cooperative Council for Oklahoma School Administration (CCOSA) to participate in the CCOSA District Level Services Program for the 2019-2020 fiscal year.....Pages 96-99

#### Commentary:

This agreement is for participation in CCOSA's Financial Assistance Program. This program emphasizes assistance in providing advisory services to school leaders regarding school budgets and legal issues. **Dr. Simpson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

8. Renewal agreement with PowerSchool, formerly PeopleAdmin, for School Recruiter Services for 2019-2020......Pages 100-101

#### Commentary:

This is the software we use to accept online applications for employment with Guthrie Public Schools. There is an increase of \$319.76 over last year's agreement. **Doug Ogle will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# 9. Recommendation, consideration and action upon approval of agreement with 3D E-Consulting Group, LLC for 2019-2020......Page 102

# Commentary:

3D E-Consulting Group, LLC is the company that built our EZRouting software which we use for transportation routing. They built EZBoundary for us to use in establishing elementary attendance zones. Cody Thompson will answer any questions.

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

#### 9. <u>Business Agenda:</u>

# A. Recommendation, consideration and action upon Edgenuity Virtual Classroom Consortium Contract with Meridian Technology Center for 2019-2020....Page 103

#### Commentary:

Edgenuity is our online instruction vendor. We purchase this through a consortium of other public schools administered by Meridian Technology Center. The cost for this is an increase of \$12,000 due to an increase of the purchase of 20 additional seats. The cost of each seat remains the same as last year's contract price. **Doug Ogle will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# B. Recommendation, consideration and action upon renewal of financial advisor services agreement with Municipal Finance Services, Inc. for 2019-2020

Pages 104-110

Commentary:

This is a contract renewal. Their primary role is to advise the district on matters related to issuing bonds. This will be the seventh year we have contracted with MFS. Michelle Chapple will answer any questions.

## **RECOMMENDED ACTION:**

The Superintendent recommends approval.

## C. Recommendation, consideration and action upon renewal agreement with Ms. Teresa Ewing to provide Physical Therapy Services for 2019-2020..Pages 111-113

#### Commentary:

Ms. Ewing has provided Physical Therapy Services for Guthrie Public Schools for the last eleven years. This contract reflects an increase of \$1.00 per hour. Angie Smedley will answer any questions.

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

D. Recommendation, consideration and action upon agreement with Marylyn Steffensen for Psychoeducational Services for 2019-2020......Pages 114-115 Commentary:

Ms. Steffensen will provide Special Education evaluations for the 2019-2020 school year and will supplement services provided by the District's school psychologists and psychometrists. During the school year, anytime the number of assessment referrals exceeds the amount our school psychometrists and psychologists can complete in a 45 day period, the additional assessments will be completed by Ms. Steffensen. These services will be approximately \$10,000.00. Angie Smedley will answer any questions.

## **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# E. Recommendation, consideration and action upon agreement with Sherri Fairchild for Psychoeducational Services for 2019-2020......Pages 116-117

# Commentary:

Ms. Fairchild will provide Special Educational evaluations for the 2019-2020 school year and will supplement services provided by the District's school psychologists and psychometrists. During the school year, anytime the number of assessment referrals exceeds the amount our school psychometrists and psychologists can complete in a 45 day period, the additional assessments will be completed by Ms. Fairchild. These services will be approximately \$12,000. Angie Smedley will answer any questions.

# **RECOMMENDED ACTION:**

The Superintendent recommends approval.

F. Recommendation, consideration and action upon contract with Sodexo, Inc. for 2019-2020 for Child Nutrition Services......Pages 118-119

Commentary:

This is the third year we have used Sodexo, Inc. as our food service management. We have been pleased with the services provided. Michelle Chapple will answer any questions.

# **RECOMMENDED ACTION:**

The Superintendent recommends approval.

G. Recommendation, consideration and action upon Temporary Appropriations for 2019-2020 for the General Fund, Building Fund, Child Nutrition Fund, Gifts and Endowments Fund and Insurance/Casualty Fund......Page 120

# Commentary:

Temporary Appropriations allows the school district to function until the final appropriations can be prepared and brought before the Board in the fall. Every public school district in the state must take this action to continue to operate. Michelle Chapple will answer any questions.

## **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# H. Recommendation, consideration and action upon agreement with NORTHchurch, Inc. for facility use for 2019-2020.....Pages 121-126

# Commentary:

Guthrie Public Schools has agreed to allow use of Guthrie Upper Elementary School as a host site for NORTHchurch, Inc. The specifics of the lease are included in your board packet. Rental charges are based upon the Board approved Facilities Schedule. This agreement is for 2019-2020. **Dr. Simpson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# I. Recommendation, consideration and action upon renewal with OSIG for property, general liability, fleet vehicle and errors and omissions coverage for 2019-2020 Pages 127-142

#### Commentary:

Ms. Chapple has stated that OSIG has been a good option for our school district. Public schools are not attractive to private insurance carriers at this time. OSIG's membership includes 401 school districts. The 2019-2020 premiums show an annual increase of \$46,141 from last year. Our insurance agent solicited 8 additional quotes to which all companies declined. Michelle Chapple will answer any questions.

# **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# J. Recommendation, consideration and action upon renewal with OSAG for workers' compensation insurance coverage for 2019-2020......Page 143

Commentary:

Ms. Chapple has recommended that we renew our workers' compensation insurance coverage with OSAG. The renewal premium of \$90,035.45 reflects an increase of \$5,644.45 from last year. The following factors were given in the recommendation to renew with OSAG:

There is no year-end audit of the plan which could result in additional premiums.
 Any unused portion of our district's loss fund will be returned to us. Also, we are not subject to assessments due to losses incurred by other member districts.

3) OSAG is an association that serves to benefit school districts in the State of Oklahoma and not to generate profits for shareholders.

Michelle Chapple will answer any questions.

# **RECOMMENDED ACTION:**

The Superintendent recommends approval.

# K. Recommendation, consideration and action upon renewal agreement with Aurora Learning Community Association (ALCA) for 2019-2020......Pages 144-145

## Commentary:

ALCA provides districts an online test data service known as Comprehend which allows teachers to generate a multitude of test data graph reports in seconds and can show student cohort reports (performance and scores) of progress through multiple years. This service also includes interim assessments. There is a decrease in cost from the 2018-

2019 agreement. A complete explanation on the uses of this program is in your packet. **Carmen Walters will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

L. Recommendation, consideration and action upon Elementary Student Handbook for 2019-2020.....Pages 146-168

Commentary:

Deletions to last year's handbook and supplements are noted with a strike through and changes or additions are noted in red. Carmen Walters will answer any questions.

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

M. Recommendation, consideration and action upon agreement with Follett School Solutions, Inc. for library inventory software for 2019-2020......Pages 169-171

Commentary:

This software keeps track of our library books. Our inventories are split up by site. The total cost for 2019-2020 will be \$7,297.50. **Dee Benson will answer any questions.** 

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

- N. Recommendation, consideration and action on the following appointments for 2019-2020:
  - Michelle Chapple Purchasing Agent
  - Michele Hamby Encumbrance Clerk
  - Jana Wanzer Treasurer
  - Anita Paul Assistant Treasurer
  - Jana Frey Clerk of the Board and Minutes Clerk
  - Kary Jarred Deputy Clerk of the Board and Deputy Minutes Clerk

Commentary:

The Board is required by State Statutes to annually designate employees to perform these duties.

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

O. Recommendation, consideration and action to approve a 4 year lease agreement with ImageWorks for District copiers......Pages 172-186

#### Commentary:

Imageworks has been our vendor for the past several years. This is the second year of our 4 year agreement. We are very happy with their service and support. The District will pay .006 cents per copy and we will renew the agreement annually. **Dee Benson will answer any questions.** 

**RECOMMENDED ACTION:** 

The Superintendent recommends approval.

P. Recommendation, consideration and action to ratify the lease purchase financing agreement for Oklahoma LED project......Pages 187-191

Commentary:

The District is required to take action to ratify this agreement for each ensuing fiscal year. This is the fourth year for this agreement. Michelle Chapple will answer any questions.

#### **RECOMMENDED ACTION:**

The Superintendent recommends approval.

- 10. 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 for 2019-2020 as listed, teacher negotiations for 2019-2020 and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2 and 7
  - A. Vote to go into executive session
  - B. Acknowledge Board's return to open session
  - C. Statement of minutes of executive session
- 11. Vote on action as set out on the Personnel Reports......Pages 192-193
- 12. Action upon extra duty assignments for 2019-2020......Page 194
- 13. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda
- 14. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting
- 15. Adjourn

Dr. Mike Simpson Superintendent

jf

Posted by:\_\_\_\_\_

Date: Time:

Place:\_\_\_\_\_

## GUTHRIE PUBLIC SCHOOLS BOARD MINUTES REGULAR MEETING MAY 13, 2019

#### MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON MAY 13, 2019

Board Members Present:	Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley and Sharon Watts
Member Absent:	Jennifer Bennett-Johnson
District Level School Officials Present:	Dr. Mike Simpson, Superintendent Doug Ogle, Assistant Superintendent
	Carmen Walters, Executive Director of
	Federal Programs/Elementary Ed Michelle Chapple, Chief Financial Officer
	Angie Smedley, Director of Special Education
	Cody Thompson, Director of Operations
	Dee Benson, Director of Technology
	Kary Jarred, Deputy Minutes Clerk

- 1. The meeting was called to order by President Smedley.
- 2. Members Gina Davis, Janna Pierson, Ron Plagg, Travis Sallee, Tina Smedley and Sharon Watts were present for roll call.

Member Jennifer Bennett-Johnson was not present for roll call.

- 3. A quorum was established.
- 4. President Smedley asked everyone present to stand and join her in the Pledge of Allegiance.
- 5. President Smedley asked everyone present to join her in a Moment of Silence.
- 6. President Smedley called for Student Recognition.

Dr. Simpson introduced the boys GHS Golf Team. Coach Ric Meshew introduced the Class 5A back-to-back State Championship Team: Jaxon Hirzel, Brady Hirzel, Luke Roach, Bo Robbins-4<sup>th</sup> place individual medalist, Luke Morgan-Individual State Champion, and Senior Luke Dale. This team will be recognized by the House and Senate on Thursday morning at the State Capitol.

7A. President Smedley 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 Smedley called for any comments to the Board by Board members.

There were no comments to the Board by Board members.

8. President Smedley called for the Superintendent's Reports.

Superintendent Simpson reported on the following:

Updated the Board on several things:

We had a successful prom at the Dominion House on April 27<sup>th</sup>. Last Thursday, May 9<sup>th</sup>, Albert Pike Lodge hosted the Masonic Academic Awards Banquet honoring our high school students that have had all A's through their time in high school. Senior Academic Awards Ceremony will be May 14<sup>th</sup> at 6:30 in the GHS cafeteria. Wednesday, May 15<sup>th</sup> is Baccalaureate at Community Church beginning at 7:00. Graduation is Friday at 7:30 at Jelsma Stadium. Board members please be there at 6:45. The last day of school is Friday, May 24<sup>th</sup>. Staff will begin 4 day work weeks beginning June 3<sup>rd</sup>.

Recognized the accomplishments of GHS Spring sports for 2019 in addition to the boys golf team:

GHS Girls Golf Team placed 10<sup>th</sup> as a team at State and Drew Dodgion received a 10<sup>th</sup> place individual medal. GHS Girls Soccer reached the State Semi-Finals. GHS Baseball reached the Regional Finals. GHS Girls Track Team State Track Meet results: Denae Davenport placed 5<sup>th</sup> in the 300 meter hurdles Mercy Dement placed 3<sup>rd</sup> in the mile Allie Guggisberg placed 6<sup>th</sup> in the mile Tori Wells placed 5<sup>th</sup> in the 2 mile The 4 X 800 Relay Team placed 2<sup>nd</sup>

GHS Boys Track Team State Track Meet results: Trevor Sallee placed 4<sup>th</sup> in the mile and 6<sup>th</sup> in the 800 meter JD Coonfield placed 4<sup>th</sup> in the 800 meter The 4 X 800 Relay Team placed 2<sup>nd</sup>

Announced that we will be rolling out our Bluejay Academy for 2019-2020. For several years we have offered online instruction but due to a change in OSSAA rules, we can now offer online instruction to students that are legal residents in our District and they will be able to participate in extra-curricular activities as well. We want this to be an option to our students. This academy will require students to report for one hour with an instructor one day per week. This does not require board approval.

9. President Smedley called for action on the Consent Agenda.

A motion was made by Sallee and seconded by Watts to approve the Consent Agenda excluding Item 9B, minutes of special board meeting held on April 22, 2019.

The motion carried with 6 ayes and 0 nays.

A motion was made by Watts and seconded by Plagg to approve Item 9B, minutes of special board meeting held on April 22, 2019.

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

10A. President Smedley called for recommendation, consideration and action to approve teachers and administrator as listed for 2019 K-8 Remedial Summer School.

A motion was made by Watts and seconded by Davis to approve teachers and administrator as listed for 2019 K-8 Remedial Summer School.

The motion carried with 6 ayes and 0 nays.

10B. President Smedley called for recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2019-2020.

A motion was made by Davis and seconded by Pierson to approve the amendment to renew the agreement with Clearwater Enterprises for the purchase of third party natural gas for 2019-2020.

The motion carried with 6 ayes and 0 nays.

10C. President Smedley called for recommendation, consideration and action upon renewal with National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2019-2020.

A motion was made by Plagg and seconded by Watts to approve the renewal with National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2019-2020.

The motion carried with 6 ayes and 0 nays.

10D. President Smedley called for recommendation, consideration and action upon renewal agreement with Frontline Technologies for Time and Attendance System and AESOP services for 2019-2020.

A motion was made by Plagg and seconded by Davis to approve the renewal agreement with Frontline Technologies for Time and Attendance System and AESOP services for 2019-2020.

The motion carried with 6 ayes and 0 nays.

10E. President Smedley called for recommendation, consideration and action upon agreement with QualityCare Labs, LLC, for student drug testing services for 2019-2020.

A motion was made by Pierson and seconded by Sallee to approve the agreement with QualityCare Labs, LLC, for student drug testing services for 2019-2020.

The motion carried with 6 ayes and 0 nays.

10F. President Smedley called for recommendation, consideration and action upon accepting the donation of two benches donated by the Nyte family to be placed at Guthrie Upper Elementary School.

A motion was made by Watts and seconded by Davis to accept the donation of two benches donated by the Nyte family to be placed at Guthrie Upper Elementary School.

The motion carried with 6 ayes and 0 nays.

10G. President Smedley called for recommendation, consideration and action upon accepting the donation of five picnic tables donated by the Evans family to be placed at Charter Oak Elementary School.

A motion was made by Davis and seconded by Watts to accept the donation of five picnic tables donated by the Evans family to be placed at Charter Oak Elementary School.

The motion carried with 6 ayes and 0 nays.

10H. President Smedley called for recommendation, consideration and action upon accepting the donation of landscaping items donated by the Chappell family to be placed at Guthrie Junior High School.

A motion was made by Watts and seconded by Plagg to accept the donation of landscaping items donated by the Chappell family to be placed at Guthrie Junior High School.

The motion carried with 6 ayes and 0 nays.

10I. President Smedley called for recommendation, consideration and action to award the bid for Fogarty HVAC-Equipment only.

Dr. Simpson recommended awarding the bid from Bradford Industrial Supply Corporation for Fogarty HVAC-Equipment only, in the amount of \$63,205.48.

A motion was made by Davis and seconded by Watts to award the bid from Bradford Industrial Supply Corporation for Fogarty HVAC-Equipment only, in the amount of \$63,205.48.

The motion carried with 6 ayes and 0 nays.

10J. President Smedley called for recommendation, consideration and action to accept each bid as listed for lawn services for Guthrie Public Schools for 2019-2020.

A motion was made by Watts and seconded by Pierson to accept each bid as listed for lawn services for Guthrie Public Schools for 2019-2020.

The motion carried with 6 ayes and 0 nays.

10K. President Sallee called for recommendation, consideration and action to accept each bid as listed for weed control services for Guthrie Public Schools for 2019-2020.

A motion was made by Watts and seconded by Davis to accept the bid from Nature's Truth for weed control services for 2019-2020.

The motion carried with 6 ayes and 0 nays.

- 10L. President Smedley called for recommendation, consideration and action upon revision to District Policy:
  - G-9 Use of School Property

A motion was made by Sallee and seconded by Plagg to approve the revision to District Policy:

• G-9 Use of School Property

The motion carried with 6 ayes and 0 nays.

10M. President Smedley called to receive bids for the purchase of \$1,200,000 General Obligation Building Bonds, Series 2019 of the District and vote to award said bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders.

**Discussion followed.** 

A motion was made by Watts and seconded by Sallee to award the bid to First Bankers' Banc Securities Inc. in Association with F&M Bank for the purchase of \$1,200,000 General Obligation Building Bonds, Series 2019 of the District and vote to award said bonds to First Bankers' Banc Securities Inc. in Association with F&M Bank as complying with the Notice of Sale and Instructions to Bidders.

The motion carried with 6 ayes and 0 nays.

10N. President Smedley called to consider and vote on a resolution providing for the issuance of general obligation bonds in the sum of \$1,200,000 by Independent School District Number 1, Logan County, Oklahoma, authorized at an election called and held for such purpose; prescribing form of bonds; designating bonds as "General Obligation Building Bonds, Series 2019"; providing for the registration thereof; establishing the school district's reasonable expectation with respect to issuance of tax-exempt obligations in calendar year 2019 and designating bonds as "qualified tax-exempt obligations"; approving the form of a Continuing Disclosure Certificate; providing for the levy of an annual tax for the payment of principal of and interest on the same; and fixing other details of the issue.

A motion was made by Pierson and seconded by Watts to approve a resolution providing for the issuance of general obligation bonds in the sum of \$1,200,000 by Independent School District Number 1, Logan County, Oklahoma, authorized at an election called and held for such purpose; prescribing form of bonds; designating bonds as "General Obligation Building Bonds, Series 2019"; providing for the registration thereof; establishing the school district's reasonable expectation with respect to issuance of tax-exempt obligations in calendar year 2019 and designating bonds as "qualified tax-exempt obligations"; approving the form of a Continuing Disclosure Certificate; providing for the levy of an annual tax for the payment of principal of and interest on the same; and fixing other details of the issue.

The motion carried with 6 ayes and 0 nays.

- 11. President Smedley called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, extra-duty assignments as listed for 2019-2020, rehiring of support personnel as listed for 2019-2020, employment of temporary contract teachers as listed for 2019-2020, discussion of teacher negotiations for 2019-2020, 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.
- 11A. A motion was made by Watts and seconded by Pierson to go into executive session.

The motion carried with 6 ayes and 0 nays. Executive session began at 7:30 p.m.

- 11B. President Smedley acknowledged the Board's return to open session at 8:42 p.m.
- 11C. President Smedley stated that in executive session only those items listed in Agenda Item 11 were discussed and no votes were taken.
- 12. President Smedley called for a vote on action as set out on the Personnel Reports.

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

The motion carried with 6 ayes and 0 nays.

13. President Smedley called for action upon recommendation of extra-duty assignments as listed for 2019-2020.

A motion was made by Plagg and seconded by Watts to approve extra-duty assignments as listed for 2019-2020.

The motion carried with 6 ayes and 0 nays.

14. President Smedley called for action upon recommendation to rehire support personnel as listed for 2019-2020.

A motion was made by Watts and seconded by Davis to rehire support personnel as listed for 2019-2020.

The motion carried with 6 ayes and 0 nays.

15. President Smedley called for action upon recommendation to rehire temporary contract teachers as listed for the first semester of 2019-2020.

A motion was made by Davis and seconded by Sallee to rehire temporary contract teachers as listed for the first semester of 2019-2020.

The motion carried with 6 ayes and 0 nays.

16. President Smedley called for recommendation, consideration and action for Statutory Waiver/Deregulation which allows Mrs. Desi Rice to be employed as Library Media Specialist at Guthrie Junior High School for the 2019-2020 school year.

A motion was made by Pierson and seconded by Watts to approve the Statutory Waiver/Deregulation which allows Mrs. Desi Rice to be employed as Library Media Specialist at Guthrie Junior High School for the 2019-2020 school year.

The motion carried with 6 ayes and 0 nays.

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

Superintendent Simpson stated that no resignations were offered since the posting of the agenda.

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

Superintendent Simpson stated there was no new business.

**19.** A motion was made by Watts and seconded by Plagg to adjourn the meeting.

The motion carried with 6 ayes and 0 nays.

The meeting adjourned at 8:45 p.m.

Jana Frey, Minutes Clerk

Tina Smedley, Board President

# TREASURER'S REPORT MAY 31, 2019

# **BANK BALANCES**

# FARMERS & MERCHANTS

General Fund \$	6,519,175.94
<b>Building Fund</b>	936,884.35
Sinking Fund	1,947,199.75
ILR Fund	44,160.87
G&E Fund	14,335.00
Child Nutrition Fund	310,791.31
Activity Fund	582,419.31
School Age-Care Fund	75,619.14
Bond Fund	715,343.12

# TOTAL

\$ 11,145,928.79

# RECEIPTS

GENERAL FUND:		SINKING F	UND:
Logan County	\$ 86,304.03	Logan County \$1	7,786.74
State of Oklahoma	1,193,557.15		
Okla. Tax Comm.	179,517.77		
School Land Earn.	27,994.38	CHILD NUTRITIC	ON FUND:
R.O.T.C.	6,208.64	Local	21,666.17
Federal Programs	276,225.41	State	19,425.18
Misc Receipts	41,952.19	Federal	130,385.69
Correcting Entry(-)		TOTAL	\$171,477.04
General Acct. Int.	4,377.52		
Minus (-) Bank Fees	s147.82	<b>INS.LOSS RECO</b>	VERY FUND:
TOTAL	\$1,815,989.27	\$	
BUILDING FUND		BOND FUN	D:
Logan County	\$ 6,904.34	Interest	\$ 183.57
Bldg. for Champs	40.00	Bank Fees	(-) 9.37
TOTAL	\$ 6,944.34	TOTAL	\$ 174.20

# WARRANTS PAID

GENERAL F	UND:	GIFTS & END	DOWN	MENTS FUND:
2017-2018	\$	2017-2018		
2018-2019	\$ 1,940,681.00	2018-2019		
		INS. LOSS RI	ECOV	/ERY FUND:
		2017-2018		
<b>BUILDING F</b>	UND:	2018-2019		
2017-2018	\$			
2018-2019	\$53,639.21			
	RITION FUND:	BOND FUND		
2017-2018	\$	2017-2018	\$	
2018-2019	\$163,000.37	2018-2019	\$	453,865.78

# **CD/INVESTMENTS:**

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

# TOTAL MONIES IN F&M BANK\$11,145,928.79PLEDGED - FDIC\$ 250,000.00

PLEDGED – F&M BANK \$13,895,000.00



#### Guthrie Public Schools ACTIVITY FUND REQUEST FOR NEW ACCOUNT Effective 7-2014

Date 5/24/19

Site 705

Desired Name of new Account Freshman Class of 2023

Purpose of account To deposit class dues and pay expenditures incurred during the four years the students will be at the high school.

Types of BOE allowable expenditures the account will incur (See page 11 of AF Handbook)

Activity fund operation expenses, banquet/reception expenses and supplies, rental fees, service projects t-shirts, sweatshirts, change, refreshements, parties, luncheons, contest enrty fees, donations, ribbons, balloons, trophies, awards, dues & fees, fundraising expenses, homecoming expenses, student transportation, subs & bus, printing expenses, prom expenses, refunds, reimbursements, supplies and concession stand.

Source of BOE allowable income that will support this account (See page 13 of AF

Handbook) On site bakes sale, candy sales, concession stand, food sales and dances. Donations, dues & fees, registrations

field trips, penny drives, prom fees, scholarships, supply fees, testing fees, tournament entry fees, etc.

<u>Be specific as all financial activity will be based on your response.</u> This form does NOT replace the fundraiser request form as required.

Xchie &	rank X Chris & Munk
Sponsor Signature Recommended by	Principal/Administrator Signature
Date	5129/19
New Account Name	Class of 2023
New Account Number	861
Board of Education App	roval Date

AF Request for New Account 11/15

# GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST As of 5/31/2019

a.	Band, 859	JH Band Dues
b.	Student Pantry, 871	Donation Solicitation
c.	Lady Jays BB, 881	Fan Yard Sign sales
d.	JH NJHS, 822	Dues (shirt included)
e.	JH Yearbook, 832	Yearbook sales
f.	Charter Oak, 840	Remaining 2018-19 Yearbook
g.	Charter Oak, 840	2019-2020 Yearbook sales
h.	Charter Oak, 840	Donation Solicitation
i.	Ch. Oak Faculty, 842	Staff Jean Pass sales
j.	HS Academic Team, 850	Team Dues
k.	HS Art Club, 851	Club Dues
1.	Class of 2022, 865	Class Dues (T-shirt included)
m.	HS Courtesy Fund, 870	Faculty/Staff Jean Pass sales
n.	HS Student Support, 885	Bottled Water sales
0.	Campus Beautification, 900	Student Parking Pass sales
p.	Campus Beautification, 900	Staff Parking Pass sales
q.	HS Heritage Club, 883	Club Dues (shirt included)
r.	Charter Oak, 840	Guthrie Blue Jay Cup sales
S.	GHS Drama, 913	Club Dues (Shirt included)
t.	Mu Alpha Theta, 893	Bottled Water sales
u.	Mu Alpha Theta, 893	Member Dues

v.	Charter Oak, 840	Shirt sales
w.	Charter Oak PTO, 841	Snack Shack
х.	HS For. Lang. Club, 879	Club Dues (T-shirt included)
у.	GUES PTO, 815	Snack Shack
Z.	Vocal, 902	Fall Musical Ticket, Ad sales & Donation Solicitation
aa.	Vocal, 902	HS Choir Lab Fees
bb.	Vocal, 902	JH Choir Lab Fees
cc.	HS Band, 859	Band Dues
dd.	HS Band, 859	Colorguard Dues
ee.	HS Band, 859	Cookie Dough sales
ff.	Key Club, 889	Dues

U	Y 3 0 2019		
Request Date: 5-29-19	GPS ACTIVITY FUND FUN Site: Band- Ponly	DRAISER REQUEST FORM Unobligated Account Balance:	8264.59
Account Name: Band		Account Number: 859	
Select One: Soliciting in S Describe the fundraiser to be cond	school Only O Soliciting in scho ucted (items sold/activity planned, etc	$\frown$	Only

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes O No O 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 <u>Oklahoma State Administration Code 210:10-3-112</u>.

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

Manufacturer: Purpose for which funds will be used: Band Trips, Music, Instruments, electronics, and other band equipment needs Name/Address of Vendor: \_ Items to be purchased in order to conduct the fundraiser: Fundraiser start date: 7-1-19 Estimated INCOME: 3450 Less Estimated EXPENSES: 0 Fundraiser end date: 5-22-20 Estimated PROFIT: 3450 I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? Collect under obligation list Are NO school district facilities required? facility use permit must be completed. Date: Sponsor Signature. Date: Principal's Signature: Athletic Director's Signature (if applicable): Date:

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

ECEIVE
MAY 3 0 2019
Y:

Request Date: 5/29/2019	Site: GHS	Unobligated Account Balance: 10,197.69-
Account Name: Student P	Pantry	Account Number: 871
Select One: OSoliciting in	n School Only 💿 Soliciting in	a school & community Only
	nductod (itoms cold (activity plane)	Solicitation of monetary funds, grants, clothing, hygiene items, storage conatiners
Describe the fundraiser to be con	nuucteu (items solu/activity planne	
		unity and surrounding communities to help sustain the student pantry.
	om businesses and individuals in the comm	

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 <u>Oklahoma State Administration Code 210:10-3-112</u>.

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

Manufacturer: none

Purpose for which funds will be used: \_\_\_\_\_\_Funds will be used to purchase clothing, hygiene items, storage containers, non-pershiable

food and other items for the food pantry.

Name/Address of Vendor: none

Items to be purchased in order to conduct the fundraiser:  $\underline{n/a}$ 

Estimated INCOME: 10,000.00	Fundraiser start date: 7/1/2019
Less Estimated EXPENSES: 0 Estimated PROFIT: 10,000	Fundraiser end date: 6/30/2019
days of the close of the fundraiser.	ale Accountability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	Are
school district facilities required no if yes a Sponsor Signature:	facility use permit must be completed. Date: 5-29-19 Date: 5-29-19
Athletic Director's Signature (if applicable):	Date:

MABapple

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

C	MAY 1 6 2019 BY:		
Request Date: <u>5-6-19</u>	GPS ACTIVITY FUND FUN	DRAISER REQUEST F	ORM \$3464.66
	Site: HS-705 AYS BASKETBALL	Unobligated Accou	nt Balance: \$3464.66
~	<b>^</b>		·
elect One: Osoliciting	g in School Only Soliciting in scho	ol & community	) <sub>Community Only</sub> iNS- 18X24 w/Bluejay
	graphic will include name and num		
standards that went into effec	are being <u>sold to students during the scho</u> et across the country July 1st, 2014. You ma er healthiergeneration.org/caulculator/ litems? Yes No No If "Yes" and y	ay use the Smart Snacks Calc	Smart Snacks in Schools nutritional sulator to see if your snack meets these e "Smart Snacks in School" standards, ther
	This fundraiser will not operate on the s after school snacks are being served.	chool campus during the tim	es school breakfasts, lunches, dinners or
	This fundraiser will not operate for more	e than fourteen (14) days in t	total.
•	The individual or organization will provi students during the school day, which is		
Manufacturer: Signs to	ample: candy, cookie dough, cakes, pies)_ Go and One Stop Copy-S <sub>be used:</sub> as needed-travel gea		eals, equipment.
Name/Address of Vendor: S	igns to Go 3130 S. Blvd E	dmond OK 73013	}
	er to conduct the fundraiser: order for		
Less Estimated EXPEN	ME: \$25/sign \$2500 total NSES: <u>\$9/sign \$900 total</u> ROFIT: \$16/sign \$1600	draiser start date:July 6	
	aiser is completed and after Sale Accounta		
What will happen to any item:	s that are not sold? pre-order iten	n /	Are
school district facilities require		permit mast be completed.	- 11
Sponsor Signature:	J-ch CCM	1/10/00/	Date: 5/14/19
	( . , , , ,		Date:
Principal's Signature:	if applicable):		Date:
Principal's Signature: Athletic Director's Signature (i			

Request Date: <u>5-17-19</u> Account Name: JH NJH		Unobligated Account Balance: 2832, 13
Account Name.	<sub>Site:</sub> Jr. High	Account Number: 822
0	$\cap$	
		iciting in school & community Ocommunity Only
Describe the fundraiser to b	be conducted (items sold/activity	planned, etc.) Dues, shirts,
standards that went into eff	and the second	uring the school day, they must meet the Smart Snacks in Schools nutritional 2014. You may use the Smart Snacks Calculator to see if your snack meets these ulculator/
Does the fundraiser have fo you must certify all below:	ood items? Yes 🔿 No 💽 1	If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
	<ul> <li>This fundraiser will not oper after school snacks are bein</li> </ul>	erate on the school campus during the times school breakfasts, lunches, dinners or ng served.
		erate for more than fourteen (14) days in total.
		ion will provide documentation to the school of the food products sold to the day, which is defined as midnight to thirty (30) minutes after school ends.
		These standards do not apply thirty (30) minutes after school ends, on weekends
Type of Food or Beverage: (		ptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112.</u>
Manufacturer:	(Example: candy, cookie dough, ca	cakes, pies)
Manufacturer:	(Example: candy, cookie dough, ca	
Manufacturer: Purpose for which funds wil state convention,	(Example: candy, cookie dough, ca Il be used: <u>Convention, v</u> , service day	cakes, pies)
Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor:	(Example: candy, cookie dough, ca Il be used: <u>Convention, v</u> , service day	workshop, technology, induction ceremony,
Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor: Items to be purchased in or	(Example: candy, cookie dough, ca III be used: <u>Convention, v</u> , service day	workshop, technology, induction ceremony,
Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor: Items to be purchased in or Estimated INC	(Example: candy, cookie dough, ca II be used: <u>Convention, v</u> , service day rder to conduct the fundraiser: comE: <u>1200</u>	workshop, technology, induction ceremony,
Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor: Items to be purchased in or Estimated INC Less Estimated EXP	(Example: candy, cookie dough, ca III be used: <u>Convention, v</u> , service day rder to conduct the fundraiser: come: <u>1200</u> PENSES: <u>1000</u>	workshop, technology, induction ceremony,
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Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor: Items to be purchased in or Estimated INO Less Estimated EXP Estimated INO Less Estimated EXP Estimated INO	(Example: candy, cookie dough, ca II be used: Convention, v , service day rder to conduct the fundraiser: COME: 1200 PENSES: 1000 d PROFIT: 200 ndraiser is completed and after Sa ndraiser.	workshop, technology, induction ceremony,
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Manufacturer: Purpose for which funds wil state convention, Name/Address of Vendor: Items to be purchased in or Estimated INC Less Estimated EXP Estimated EXP Estimated FAN Lass Estimated EXP Estimated FAN Estimated INC Less Estimated EXP Estimated INC Less Estimated EXP	(Example: candy, cookie dough, ca II be used: <u>Convention, v</u> , service day rder to conduct the fundraiser: COME: <u>1200</u> PENSES: <u>1000</u> d PROFIT: <u>200</u> ndraiser is completed and after Sa ndraiser. ems that are not sold?	workshop, technology, induction ceremony,
Manufacturer: Purpose for which funds will state convention, Name/Address of Vendor: Items to be purchased in or Estimated INC Less Estimated EXP Estimated EXP Estimated FAP I understand that when fun days of the close of the fun What will happen to any ite school district facilities requ	(Example: candy, cookie dough, ca II be used: <u>Convention, v</u> , service day rder to conduct the fundraiser: COME: <u>1200</u> PENSES: <u>1000</u> d PROFIT: <u>200</u> ndraiser is completed and after Sa ndraiser. ems that are not sold?	workshop, technology, induction ceremony,  workshop, technology, induction ceremony,  Fundraiser start date: August 2019 Fundraiser end date: May 2020 Fundraiser end date: May 2020 ale Accountability Form must be completed and submitted to the BOE within 30 Are facility use permit must be completed.
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C	
Request Date: 5-17-19 Site: Jr. High	ND FUNDRAISER REQUEST FORM Unobligated Account Balance: 4104.13 Account Number: 832
Select One: Soliciting in School Only Soliciti Describe the fundraiser to be conducted (items sold/activity pl	ing in school & community Only
	ng the school day, they must meet the Smart Snacks in Schools nutritional 14. You may use the Smart Snacks Calculator to see if your snack meets these ulator/
Does the fundraiser have food items? Yes O No 💿 If ' you must certify all below:	"Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
<ul> <li>This fundraiser will not operation of the second sec</li></ul>	te on the school campus during the times school breakfasts, lunches, dinners or served.
<ul> <li>This fundraiser will not operate</li> </ul>	te for more than fourteen (14) days in total.
	n will provide documentation to the school of the food products sold to the ny, which is defined as midnight to thirty (30) minutes after school ends.
그는 것 같은 집에서는 것 같은 것 같	hese standards do not apply thirty (30) minutes after school ends, on weekends ons are in accordance with Oklahoma State Administration Code 210:10-3-112. es, pies)
Manufacturer:	
Purpose for which funds will be used: Yearbooks, pic	ctures, camera, camera essentials, photo stick,
Purpose for which funds will be used: Yearbooks, pic laptop, technology, workshops	
Purpose for which funds will be used: Yearbooks, pic laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE	SOTA DRIVE, MINNEAPOLIS MN 55435
Purpose for which funds will be used: Yearbooks, pice laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Ye Estimated INCOME: 3,600	SOTA DRIVE, MINNEAPOLIS MN 55435
Purpose for which funds will be used: Yearbooks, pice laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Yearbooks Estimated INCOME: 3,600 Less Estimated EXPENSES: 2000	ESOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, pictures 
Purpose for which funds will be used: Yearbooks, pice laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Ye Estimated INCOME: 3,600 Less Estimated EXPENSES: 2000 Estimated PROFIT: 1600	SOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, pictures
Purpose for which funds will be used: Yearbooks, pice laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Ye Estimated INCOME: 3,600 Less Estimated EXPENSES: 2000 Estimated PROFIT: 1600	SOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, pictures
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Purpose for which funds will be used: Yearbooks, pice laptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Yearbooks Items to be purchased in order to conduct the fundraiser: Yearbooks Estimated INCOME: 3,600 Less Estimated EXPENSES: 2000 Estimated PROFIT: 1600 I understand that when fundraiser is completed and after Sale days of the close of the fundraiser. What will happen to any items that are not sold? returned school district facilities required? No if yes a fac Sponsor Signature: Automatical Actions of the close of the fundraiser.	SOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, picturesFundraiser start date: August 2019Fundraiser end date: May 2020 Accountability Form must be completed and submitted to the BOE within 30 dAre cility use permit must be completedDate:510145104440
Purpose for which funds will be used: Yearbooks, pice Iaptop, technology, workshops Name/Address of Vendor: Jostens, 3601 MINNE Items to be purchased in order to conduct the fundraiser: Yearbook Estimated INCOME: 3,600 Less Estimated EXPENSES: 2000 Estimated PROFIT: 1600 I understand that when fundraiser is completed and after Sale days of the close of the fundraiser. What will happen to any items that are not sold? returned school district facilities required? No Sponsor Signature: No Principal's Signature: No	SOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, picturesFundraiser start date: August 2019
Iaptop, technology, workshops         Name/Address of Vendor:       Jostens, 3601 MINNE         Items to be purchased in order to conduct the fundraiser:       Ye         Estimated INCOME:       3,600         Less Estimated EXPENSES:       2000         Estimated PROFIT:       1600         I understand that when fundraiser is completed and after Sale days of the close of the fundraiser.       returned         What will happen to any items that are not sold?       if yes a fac         school district facilities required?       No       if yes a fac         Sponsor Signature:       Automatic       Automatic	SOTA DRIVE, MINNEAPOLIS MN 55435 earbooks, picturesFundraiser start date: August 2019Fundraiser end date: May 2020 Accountability Form must be completed and submitted to the BOE within 30 dAre cility use permit must be completedDate:510195124110
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	MAY 2 9 2019	FOLIEST FORM
Request Date: 5-28-19		bligated Account Balance: 4, 400, 43
Account Name: Activity		Account Number: 840
Select One: OSoliciting in S	school Only Soliciting in school & communit ucted (items sold/activity planned, etc.)	
	being sold to students during the school day, they m	

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/caulculator/

Does the fundraiser have food items? Yes  $\bigcirc$  No  $\bigcirc$  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) \_

Manufacturer: Josten's Yearbooks Purpose for which funds will be used: \_\_\_\_\_\_\_ computer/software upgrades, classroom materials, field trips, students incentives, building and grounds needs, continue ed. for teachers Name/Address of Vendor: Josten's Yearbook -vendor in mass Items to be purchased in order to conduct the fundraiser: selling left over stock Estimated INCOME: 1000.00 Fundraiser start date: Estimated PROFIT: 1000.00 Fundraiser end date: I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? Are school district facilities required? NO if yes a facility use permit must be completed. Sponsor Signature: Date: Principal's Signature: Date: Athletic Director's Signature (if applicable): Date:

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



Request Date: 5-30-19 Account Name: Activity		ITY FUND FUNDRAISER REQUEST FORM
Activity	Site: Cha	rter Oak Unobligated Account Balance: 8854.36
Account Name:		Account Number: 840
Select One: Soliciting	in School Only	Soliciting in school & community
		/activity planned, etc.) Lifetouch yearbooks 2019-2020 school year
Describe the fundraiser to be co	onducted (items sold,	
standards that went into effect standards: https://foodplanner Does the fundraiser have food i	t across the country Ju r.healthiergeneration.	
you must certify all below:		
	This fundraiser will after school snacks	not operate on the school campus during the times school breakfasts, lunches, dinners or
		not operate for more than fourteen (14) days in total.
	The individual or or	ganization will provide documentation to the school of the food products sold to the
any fundraising events by orgar and at off-campus fundraising e	students during the at midnight of the sch nizations on school pr events. Standards an	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> .
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any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exan Manufacturer: Lifetouch Purpose for which funds will be	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie c e used: to purchase	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies)
any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie c e used: to purchase achers, buildin	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . lough, cakes, pies)
any fundraising events by organ and at off-campus fundraising e Type of Food or Beverage: (Exan Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea Name/Address of Vendor: Lif	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies)
any fundraising events by organ and at off-campus fundraising e Type of Food or Beverage: (Exan Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea Name/Address of Vendor: Lif	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies)
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any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exan Manufacturer: Lifetouch Purpose for which funds will be Continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch to conduct the fundr	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies)
any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be Continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM Less Estimated EXPENS	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch to conduct the fundr ME: 4000.00 SES: 2500.00	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to roperty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies) e student incentives, computers/software upgrades, classroom materials, ng and ground needs aiser: <u>address correct in MAS</u> Fundraiser start date: <u>Aug. 1, 2019</u>
any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM Less Estimated EXPENS Estimated PR	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of achers, buildin fetouch to conduct the fundr ME: <u>4000.00</u> SES: <u>2500.00</u> coFIT: <u>1500.00</u> iser is completed and	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Hough, cakes, pies)
any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM Less Estimated EXPENS Estimated PRU	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch to conduct the fundr vE: 4000.00 SES: 2500.00 soFIT: 1500.00 iser is completed and iser.	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to roperty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112. Hough, cakes, pies) e student incentives, computers/software upgrades, classroom materials, ng and ground needs aiser: address correct in MAS Fundraiser start date: Aug. 1, 2019 
any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM Less Estimated EXPENS Estimated PRI I understand that when fundrai days of the close of the fundrai	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of e used: to purchase achers, buildin fetouch to conduct the fundr ME: 4000.00 SES: 2500.00 coFIT: 1500.00 iser is completed and iser. that are not sold? O	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to roperty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112. Hough, cakes, pies) e student incentives, computers/software upgrades, classroom materials, ng and ground needs aiser: address correct in MAS Fundraiser start date: Aug. 1, 2019 
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any fundraising events by orgar and at off-campus fundraising e Type of Food or Beverage: (Exa Manufacturer: Lifetouch Purpose for which funds will be Continue ed. for tea Name/Address of Vendor: Lif Items to be purchased in order Estimated INCOM Less Estimated EXPENS Estimated PRO I understand that when fundrai days of the close of the fundrai What will happen to any items	students during the at midnight of the sch nizations on school pr events. Standards an imple: candy, cookie of a used: to purchase achers, buildin fetouch to conduct the fundr ME: 4000.00 ses: 2500.00 ses: 2500.00 ser is completed and iser. that are not sold? 0	school day, which is defined as midnight to thirty (30) minutes after school ends. ool day and end thirty (30) minutes after the school day ends. These standards apply to operty. These standards do not apply thirty (30) minutes after school ends, on weekends d exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112. Hough, cakes, pies)  e student incentives, computers/software upgrades, classroom materials, ng and ground needs aiser: address correct in MAS  Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 10, 2020 after Sale Accountability Form must be completed and submitted to the BOE within 30 rders placed before delivery Are

C	MAY 29 2019	88543
5 28 10		DEFUNDRAISER REQUEST FORM
Request Date: 5-28-19 Account Name: Activity	Site: 135- Charter	
	~	Account Number: 840
		ng in school & community Only
Describe the fundraiser to be	e conducted (items sold/activity pla	anned, etc.) solicitation of funds
standards that went into eff		g the school day, they must meet the Smart Snacks in Schools nutritional 4. You may use the Smart Snacks Calculator to see if your snack meets these lator/
Does the fundraiser have foo you must certify all below:	od items? Yes 🔿 No 💽 If "	Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
		e on the school campus during the times school breakfasts, lunches, dinners or
	after school snacks are being s This fundraiser will not operate	erved. e for more than fourteen (14) days in total.
	the second se	will provide documentation to the school of the food products sold to the
		y, which is defined as midnight to thirty (30) minutes after school ends.
any fundraising events by or	ganizations on school property. Th	d end thirty (30) minutes after the school day ends. These standards apply to uses standards do not apply thirty (30) minutes after school ends, on weekends ons are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> .
Type of Food or Beverage: (E	Example: candy, cookie dough, cake	25, pies)
	Monument Company	
		morial plaque for playground bench
Purpose for which funds will	be used: purchase a me	morial plaque for playground bench
Purpose for which funds will Name/Address of Vendor:	<sub>be used:</sub> purchase a me Nelson Monument Co	morial plaque for playground bench mpany
Purpose for which funds will Name/Address of Vendor:	be used: purchase a me	morial plaque for playground bench mpany
Purpose for which funds will Name/Address of Vendor:	Nelson Monument Co der to conduct the fundraiser: <u>no</u> 0ME: <u>500.00</u>	morial plaque for playground bench mpany ne 
Purpose for which funds will Name/Address of Vendor: tems to be purchased in orc Estimated INC Less Estimated EXP	Nelson Monument Co der to conduct the fundraiser: <u>no</u> 0ME: <u>500.00</u>	morial plaque for playground bench mpany ne
Purpose for which funds will Name/Address of Vendor: Items to be purchased in orc Estimated INC Less Estimated EXPI Estimated	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:       no         OME:       500.00         ENSES:	morial plaque for playground bench mpany ne 
Purpose for which funds will Name/Address of Vendor: Items to be purchased in orc Estimated INC Less Estimated EXPE Estimated I understand that when func days of the close of the fund	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:         OME:         500.00         ENSES:         PROFIT:         500.00         draiser is completed and after Sale / draiser.	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020
Purpose for which funds will Name/Address of Vendor: tems to be purchased in orc Estimated INC Less Estimated EXPE Estimated understand that when func days of the close of the fund What will happen to any iter	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:       no         OME:       500.00         ENSES:	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020 Accountability Form must be completed and submitted to the BOE within 30
Purpose for which funds will Name/Address of Vendor: tems to be purchased in orc Estimated INC Less Estimated EXPE Estimated understand that when func days of the close of the fund What will happen to any iter school district facilities requ	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:       no         OME:       500.00         ENSES:	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020 Accountability Form must be completed and submitted to the BOE within 30 Are ility use permit must be completed.
Purpose for which funds will Name/Address of Vendor: tems to be purchased in orc Estimated INC Less Estimated EXPE Estimated understand that when func days of the close of the fund What will happen to any iter school district facilities requ	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:       no         OME:       500.00         ENSES:	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020 Accountability Form must be completed and submitted to the BOE within 30 Are ility use permit must be completed.
Purpose for which funds will Name/Address of Vendor: Litems to be purchased in orc Estimated INC Less Estimated EXPE Estimated I understand that when func days of the close of the fund What will happen to any iter school district facilities requ	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:         OME:         500.00         ENSES:         PROFIT:         500.00         draiser is completed and after Sale /         draiser.         ms that are not sold?         ired?	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020 Accountability Form must be completed and submitted to the BOE within 30 Are
Purpose for which funds will Name/Address of Vendor: Items to be purchased in orc Estimated INC Less Estimated EXPE Estimated I understand that when func days of the close of the fund What will happen to any iter school district facilities requ Sponsor Signature: Principal's Signature:	be used:       purchase a me         Nelson Monument Co         der to conduct the fundraiser:         OME:         500.00         ENSES:         PROFIT:         500.00         draiser is completed and after Sale /         draiser.         ms that are not sold?         ired?	morial plaque for playground bench mpany ne Fundraiser start date: Aug. 1, 2019 Fundraiser end date: May 24, 2020 Accountability Form must be completed and submitted to the BOE within 30 Are ility use permit must be completed. Date: Date:

MAY 2 9 2019 BY: OGPS ACTIVITY Request Date: 5-28-19 Site: 135- Ch	FUND FUNDRAISER REQUEST FORM
Account Name: Faculty	
A A	Account Number: 842
Select One: Soliciting in School Only	Soliciting in school & community Only
Describe the fundraiser to be conducted (items sold/active a pass to wear jeans on certain day	vity planned, etc.) Jeans pass teachers have the option to purchase ys through out the year, that are not scheduled
f food and/or beverage items are being <u>sold to students</u> standards that went into effect across the country July 1 standards: https://foodplanner.healthiergeneration.org/	s during the school day, they must meet the Smart Snacks in Schools nutritional st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these
Does the fundraiser have food items? Yes $igodot$ No $igodot$ you must certify all below:	If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
<ul> <li>This fundraiser will not a after school snacks are l</li> </ul>	operate on the school campus during the times school breakfasts, lunches, dinners or being served.
	operate for more than fourteen (14) days in total.
	zation will provide documentation to the school of the food products sold to the ool day, which is defined as midnight to thirty (30) minutes after school ends.
any fundraising events by organizations on school proper and at off-campus fundraising events. Standards and exe	day and end thirty (30) minutes after the school day ends. These standards apply to rty. These standards do not apply thirty (30) minutes after school ends, on weekends emptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112.</u>
Manufacturer: Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner	ed from this fundraiser will go towards retirement receptions, retirement
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner	
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor:	rs
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraised	rs
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraiser Estimated INCOME: Less Estimated EXPENSES:	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraiser Estimated INCOME: Less Estimated EXPENSES: Estimated PROFIT: 2000.00	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraised Estimated INCOME: Estimated EXPENSES: Estimated PROFIT: 2000.00 understand that when fundraiser is completed and after days of the close of the fundraiser.	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraiser tems to be purchased in order to conduct the fundraiser Estimated INCOME: 2000.00 Less Estimated EXPENSES: Estimated PROFIT: 2000.00 understand that when fundraiser is completed and after days of the close of the fundraiser. What will happen to any items that are not sold?	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor:	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraiser tems to be purchased in order to conduct the fundraiser Estimated INCOME: Estimated EXPENSES: Estimated PROFIT: 2000.00 understand that when fundraiser is completed and afte days of the close of the fundraiser. What will happen to any items that are not sold? school district facilities required? Sponsor Signature:	r:
Purpose for which funds will be used: The money raise gifts, and meals for the staff dinner Name/Address of Vendor: tems to be purchased in order to conduct the fundraiser tems to be purchased in order to conduct the fundraiser Estimated INCOME: Estimated EXPENSES: Estimated PROFIT: 2000.00 understand that when fundraiser is completed and afte days of the close of the fundraiser. What will happen to any items that are not sold? school district facilities required? Sponsor Signature:	r:

r

GPS ACTIVIT	Y FUND FUNDRAISER REQUEST FORM
Request Date: 5-17-19 Site: GHS	Unobligated Account Balance:
Account Name: High School Academic	Team Account Number: 850
Select One: Soliciting in School Only Oscillation	Soliciting in school & community Ocommunity Only Dues
If food and/or beverage items are being <u>sold to student</u> standards that went into effect across the country July standards: https://foodplanner.healthiergeneration.org	ts during the school day, they must meet the Smart Snacks in Schools nutritional 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these s/caulculator/
Does the fundraiser have food items? Yes 🔿 No 💽 you must certify all below:	If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
<ul> <li>This fundraiser will not after school snacks are</li> </ul>	operate on the school campus during the times school breakfasts, lunches, dinners or being served.
	operate for more than fourteen (14) days in total.
	nization will provide documentation to the school of the food products sold to the hool day, which is defined as midnight to thirty (30) minutes after school ends.
Name/Address of Vendor: NONE	
Items to be purchased in order to conduct the fundraise	none
Estimated INCOME: 200 Less Estimated EXPENSES: 100	Fundraiser start date: 8-01-19
Estimated PROFIT: 100	Fundraiser end date: 5-25-20
	er Sale Accountability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	ere is nothing that will be sold
school district facilities required? <u>no</u> if y Sponsor Signature: Darlon Salucu	Date: 5-17-19
Principal's Signature:	Date: 5-23-19
Athletic Director's Signature (if applicable):	
Board of Education Approval Date: AF Fundraiser Request 12/2017	$\frown$
	$( \land \land$

MACRapple 30

GPS ACTIVITY FUND FUNDRAISER R	EQUEST FORM
	ligated Account Balance: 6751.61
Account Name: ART	Account Number: 851
ielect One: Soliciting in School Only OSoliciting in school & communit	
Describe the fundraiser to be conducted (items sold/activity planned, etc.)	
Art Dues to puchase class supplies \$\$ 25.00 p	er student
f food and/or beverage items are being <u>sold to students during the school day</u> , they m standards that went into effect across the country July 1st, 2014. You may use the Sma standards: https://foodplanner.healthiergeneration.org/caulculator/	ust meet the Smart Snacks in Schools nutritional
Does the fundraiser have food items? Yes O No O If "Yes" and you wish to be you must certify all below:	exemption the "Smart Snacks in School" standards, the
<ul> <li>This fundraiser will not operate on the school campus a after school snacks are being served.</li> </ul>	luring the times school breakfasts, lunches, dinners or
<ul> <li>This fundraiser will not operate for more than fourteen</li> </ul>	(14) days in total.
<ul> <li>The individual or organization will provide documentat students during the school day, which is defined as mid</li> </ul>	
students during the school day, which is defined as mid	
mart School Standards begin at midnight of the school day and end thirty (30) minutes iny fundraising events by organizations on school property. These standards do not ap ind at off-campus fundraising events. Standards and exemptions are in accordance wit	ply thirty (30) minutes after school ends, on weekends
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies)	
Manufacturer:	
Purpose for which funds will be used:	
Purchase class supplies	
11	
Name/Address of Vendor:	<sub>tte:</sub> 8-1-2019
Name/Address of Vendor:	
Name/Address of Vendor:	<sub>ite:</sub> 8-1-2019 er end date: 6-1-2020
Name/Address of Vendor:	tte: 8-1-2019 er end date: 6-1-2020 st be completed and submitted to the BOE within 30
Name/Address of Vendor:	er end date: 6-1-2020 st be completed and submitted to the BOE within 30 Are completed.
Name/Address of Vendor:	er end date: 6-1-2020 st be completed and submitted to the BOE within 30 Are completed.
Name/Address of Vendor:	er end date: 6-1-2020 st be completed and submitted to the BOE within 30 Are completed.
Name/Address of Vendor:	the: $8-1-2019$ er end date: $6-1-2020$ to be completed and submitted to the BOE within 30 Are completed. Date: $5719$ Date: $5-1-3$
Name/Address of Vendor:	the: $8-1-2019$ er end date: $6-1-2020$ to be completed and submitted to the BOE within 30 Are completed. Date: $5719$ Date: $5-1-3$
Name/Address of Vendor:	the: $8-1-2019$ er end date: $6-1-2020$ to be completed and submitted to the BOE within 30 Are completed. Date: $5719$ Date: $5-1-3$
Name/Address of Vendor:	the: $8-1-2019$ er end date: $6-1-2020$ to be completed and submitted to the BOE within 30 Are completed. Date: $5719$ Date: $5-1-19$ Date:
Name/Address of Vendor:	the: $8-1-2019$ for end date: $6-1-2020$ at be completed and submitted to the BOE within 30 Are completed. Date: $5-19$ Date: $5-19$ Date: $5-19$ Date: $5-19$
Hame/Address of Vendor:   tems to be purchased in order to conduct the fundraiser:   Estimated INCOME:   3,125   Fundraiser start da   Less Estimated EXPENSES:   Estimated PROFIT:   3,125   Fundraiser   Understand that when fundraiser is completed and after Sale Accountability Form must bays of the close of the fundraiser. What will happen to any items that are not sold? School district facilities required? Fincipal's Signature: Fincipal's Signature (if applicable): Scoard of Education Approval Date:	the: $8-1-2019$ er end date: $6-1-2020$ to be completed and submitted to the BOE within 30 Are completed. Date: $5-1.9$ Date: $5-1.9$ Date: $5-1.9$ Date: $5-1.9$

Select One:	Soliciting in School Only Soliciting in s	Unobligated Account Balance: 1,136.24 Account Number: #865
Select One:	Soliciting in School Only Soliciting in s	
Describe the fundraise	Soliciting in School Univ Soliciting in s	
Describe the fundraise	to be send, stad (items cald (asticity slaves)	school & community Community Only , etc.) Dues of \$30 will be collected
	To be conducted (items sold/activity planned	, etc.)
standards that went in		school day, they must meet the Smart Snacks in Schools nutritional u may use the Smart Snacks Calculator to see if your snack meets these y
Does the fundraiser ha you must certify all bel		and you wish to be exemption the "Smart Snacks in School" standards, th
	<ul> <li>This fundraiser will not operate on the after school snacks are being served</li> </ul>	he school campus during the times school breakfasts, lunches, dinners of I.
	<ul> <li>This fundraiser will not operate for n</li> </ul>	more than fourteen (14) days in total.
		rovide documentation to the school of the food products sold to the ch is defined as midnight to thirty (30) minutes after school ends.
and at off-campus fund Type of Food or Bevera	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie	tandards do not apply thirty (30) minutes after school ends, on weekend e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> s) <u>None</u>
and at off-campus fund	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie e Monoyy will be upon	e in accordance with Oklahoma State Administration Code 210:10-3-11
and at off-campus fund Type of Food or Bevera Manufacturer: <u>NON6</u> Purpose for which fund	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie e ds will be used: <u>Money will be usec</u>	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> <sub>s)</sub> None
and at off-campus fund Type of Food or Bevera Manufacturer: <u>NON6</u> Purpose for which fund Name/Address of Vend	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie e Monoyy will be upon	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> <sub>s)</sub> None
and at off-campus fund Type of Food or Bevera Manufacturer: <u>NON6</u> Purpose for which fund Name/Address of Vend Items to be purchased	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie e ds will be used: <u>Money will be used</u> dor: <u>t-shirt nerds</u> I in order to conduct the fundraiser: <u>none</u>	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> s) None d to purchase class t-shirts
and at off-campus fund Type of Food or Bevera Manufacturer: <u>NONE</u> Purpose for which fund Name/Address of Vend Items to be purchased Estimate	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie ds will be used: <u>Money will be used</u> dor: <u>t-shirt nerds</u> I in order to conduct the fundraiser: <u>none</u> ed INCOME: <u>2,500</u>	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> <sub>s)</sub> None
and at off-campus fund Type of Food or Bevera Manufacturer: <u>NONE</u> Purpose for which fund Name/Address of Vend Items to be purchased Estimate Less Estimated	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie ds will be used: <u>Money will be used</u> dor: <u>t-shirt nerds</u> l in order to conduct the fundraiser: <u>none</u> ed INCOME: <u>2,500</u> d EXPENSES: <u>1,100</u>	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> s) None d to purchase class t-shirts
and at off-campus fund Type of Food or Bevera Manufacturer:	draising events. Standards and exemptions are age: (Example: candy, cookie dough, cakes, pie e ds will be used: <u>Money will be used</u> dor: <u>t-shirt nerds</u> in order to conduct the fundraiser: <u>none</u> ed INCOME: <u>2,500</u> d EXPENSES: <u>1,100</u> mated PROFIT: <u>1,400</u> n fundraiser is completed and after Sale Accou e fundraiser.	e in accordance with <u>Oklahoma State Administration Code 210:10-3-11</u> s) None d to purchase class t-shirts Fundraiser start date: <u>8-01-19</u> Fundraiser end date: <u>5-25-20</u> ntability Form must be completed and submitted to the BOE within 30
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equest Date: 5/16/19 Site: High So	
ccount Name: Courtesy Fund	Account Number: 870
elect One: Soliciting in School Only	Soliciting in school & community Only
Describe the fundraiser to be conducted (items sold/act	ivity planned, etc.) Sales of Jeans pass to GHS faculty & staff.
Pass allows staff/faculty to wear je	ans on Fridays during the school year.
	s during the school day, they must meet the Smart Snacks in Schools nutritional Ist, 2014. You may use the Smart Snacks Calculator to see if your snack meets these /caulculator/ If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, ther
you must certify all below:	If the and you wish to be exemption the "Smart Shacks in School" standards, the
<ul> <li>This fundraiser will not after school snacks are</li> </ul>	operate on the school campus during the times school breakfasts, lunches, dinners or being served.
<ul> <li>This fundraiser will not</li> </ul>	operate for more than fourteen (14) days in total.
	ization will provide documentation to the school of the food products sold to the ool day, which is defined as midnight to thirty (30) minutes after school ends.
and at off-campus fundraising events. Standards and ex Type of Food or Beverage: (Example: candy, cookie doug	temptions are in accordance with Oklahoma State Administration Code 210:10-3-112.
·//····//····//····//	n, cakes, piesy
Manufacturer:	
Manufacturer:	
Manufacturer: Purpose for which funds will be used:This fund sends	flowers/items to staff when hospitalized or have lost a family member.
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t confere	
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t confere	flowers/items to staff when hospitalized or have lost a family member.
Manufacturer: Purpose for which funds will be used: Funds also benefit staff luncheons, p/t confere Name/Address of Vendor:	flowers/items to staff when hospitalized or have lost a family member.
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t confere Name/Address of Vendor: Items to be purchased in order to conduct the fundraise	flowers/items to staff when hospitalized or have lost a family member. ence meals and teacher appreciation week and teacher of the year.
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t confere Name/Address of Vendor: tems to be purchased in order to conduct the fundraise Estimated INCOME: 800.00	flowers/items to staff when hospitalized or have lost a family member. ence meals and teacher appreciation week and teacher of the year.
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t confere Name/Address of Vendor: tems to be purchased in order to conduct the fundraise	flowers/items to staff when hospitalized or have lost a family member. ence meals and teacher appreciation week and teacher of the year. r:
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Manufacturer:	flowers/items to staff when hospitalized or have lost a family member.  ence meals and teacher appreciation week and teacher of the year.  r:
Manufacturer:	flowers/items to staff when hospitalized or have lost a family member.  ence meals and teacher appreciation week and teacher of the year.  r:
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Manufacturer:	flowers/items to staff when hospitalized or have lost a family member. ence meals and teacher appreciation week and teacher of the year. r:
Manufacturer: Purpose for which funds will be used: This fund sends Funds also benefit staff luncheons, p/t conference Name/Address of Vendor: Items to be purchased in order to conduct the fundraised Estimated INCOME: 800.00 Less Estimated EXPENSES: Estimated PROFIT: 800.00 I understand that when fundraiser is completed and after days of the close of the fundraiser. What will happen to any items that are not sold? if yee Sponsor Signature:	I flowers/items to staff when hospitalized or have lost a family member.  ence meals and teacher appreciation week and teacher of the year.  r:
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MAY 3 0 2019 BY:	Λ
	JNDRAISER REQUEST FORM
Request Date: 5/16/19 Site: High School	
Account Name: Student Support	Account Number: <u>885</u>
select One: Soliciting in School Only Soliciting in sc Describe the fundraiser to be conducted (items sold/activity planned,	chool & community Ocommunity Only etc.) sales of bottled water in main office
If food and/or beverage items are being <u>sold to students during the so</u> standards that went into effect across the country July 1st, 2014. You standards: https://foodplanner.healthiergeneration.org/caulculator/	chool day, they must meet the Smart Snacks in Schools nutritional a may use the Smart Snacks Calculator to see if your snack meets these
Does the fundraiser have food items? Yes $igodown$ No $igodown$ If "Yes" any you must certify all below:	nd you wish to be exemption the "Smart Snacks in School" standards, then
<ul> <li>This fundraiser will not operate on the after school snacks are being served.</li> </ul>	e school campus during the times school breakfasts, lunches, dinners or
<ul> <li>This fundraiser will not operate for m</li> </ul>	
	ovide documentation to the school of the food products sold to the h is defined as midnight to thirty (30) minutes after school ends.
and at off-campus fundraising events. Standards and exemptions are Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies Manufacturer: Great Value	andards do not apply thirty (30) minutes after school ends, on weekends in accordance with <u>Oklahoma State Administration Code 210:10-3-112.</u> bottled water
Purpose for which funds will be used: purchase of yearbooks	for students who cannot afford to purchase
them and to provide student scholarships.	
Name/Address of Vendor: Walmart Guthrie, OK	
Items to be purchased in order to conduct the fundraiser: bottled	water
Estimated INCOME: 3000.00 Fi	undraiser start date: 8/5/19
Estimated PROFIT: 2250.00	Fundraiser end date: 5/29/20
	tability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold? Any unsolf wat	ter will be stored for sale next year. Are
school district facilities required? <u>no</u> if yes a facility use	e permit must be completed.
Sponsor Signature: Jih buy Marp.	Date: 511019
Principal's Signature:	Date: 5-14-19
Athletic Director's Signature (if applicable):	Date:
	00
Board of Education Approval Date:	
AF Fundraiser Request 12/2017	malano
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e		14. 	
	GPS ACTIVITY FUND	FUNDRAISER REQUE	ST FORM
Request Date: 5/16/19	Site: High School	Unobligated	Account Balance: 3235.15
Account Name: Campus	Beautification	Accoun	t Number: 900
Select One: Soliciting i	in School Only 🔘 Soliciting i	n school & community	Community Only
Describe the fundraiser to be co 2019-2020 school y		<sub>ed, etc.)</sub> Sales of par	king passes for students for
standards that went into effect		You may use the Smart Snach	et the Smart Snacks in Schools nutritional ks Calculator to see if your snack meets these
Does the fundraiser have food it you must certify all below:	tems? Yes No 💽 If "Yes	" and you wish to be exempt	tion the "Smart Snacks in School" standards, then
	This fundraiser will not operate or after school snacks are being serv		he times school breakfasts, lunches, dinners or
÷.	This fundraiser will not operate fo		
6 <del>.</del>			he school of the food products sold to the o thirty (30) minutes after school ends.
Manufacturer:	nple: candy, cookie dough, cakes, p		
Purpose for which funds will be	Activity fund operation ex	penses, parking permit ha	ng tags, assemblies/speakers/equipment.
			g lot, awards, trophies, shirts.
Name/Address of Vendor:			
Items to be purchased in order t	to conduct the fundraiser: Park	ing pass hang tag	gs
Estimated INCOM Less Estimated EXPENSI		Fundraiser start date: 8/	5/19
Estimated PRC	DFIT: 5300.00	Fundraiser end d	late: 5/24/20
I understand that when fundrais days of the close of the fundrais	ser is completed and after Sale Accorer.	ountability Form must be cor	mpleted and submitted to the BOE within 30
	hat are not sold? destroyed		Are
What will happen to any items t		use permit must be complet	ted.
			F 11 20
school district facilities required	- Strando		Date: 5-16-19
school district facilities required Sponsor Signature:	i Strando		Date: 5 - 16 - 19
school district facilities required Sponsor Signature: Principal's Signature:	applicable):		
What will happen to any items to school district facilities required Sponsor Signature: Principal's Signature: Athletic Director's Signature (if a	applicable):		Date: 5 - 16-19

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equest Date: 5/16/19	GPS ACTIVITY FUN Site: High School	D FUNDRAISER REQUEST FORM 3235,15
	s Beautification	Unobligated Account Balance: 3235.15
0	0	Account Number: 900
lect One: Osolicitir	ng in School Only 🔘 Solicitin	g in school & community Only
escribe the fundraiser to be 019-2020 schoo	e conducted (items sold/activity plan I year. \$50-\$100 each	nned, etc.) Sales of parking passes for staff for
andards that went into effe		the school day, they must meet the Smart Snacks in Schools nutritional A. You may use the Smart Snacks Calculator to see if your snack meets these ator/
oes the fundraiser have foo ou must certify all below:	id items? Yes 🔿 No 💽 If "Y	'es" and you wish to be exemption the "Smart Snacks in School" standards, then
	after school snacks are being se	
		for more than fourteen (14) days in total.
		will provide documentation to the school of the food products sold to the which is defined as midnight to thirty (30) minutes after school ends.
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ny fundraising events by org nd at off-campus fundraisin	n at midnight of the school day and ganizations on school property. The	end thirty (30) minutes after the school day ends. These standards apply to ese standards do not apply thirty (30) minutes after school ends, on weekends ns are in accordance with <b>Oklahoma State Administration Code 210:10-3-112.</b>
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ny fundraising events by org nd at off-campus fundraisin ype of Food or Beverage: (E: nanufacturer: urpose for which funds will NISO furniture, buildin ame/Address of Vendor: _	n at midnight of the school day and ganizations on school property. The g events. Standards and exemptior xample: candy, cookie dough, cakes be used: <u>Activity fund operation e</u> ig improvements, maintena	end thirty (30) minutes after the school day ends. These standards apply to ese standards do not apply thirty (30) minutes after school ends, on weekends ns are in accordance with Oklahoma State Administration Code 210:10-3-112. s, pies)
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Conjunct Date. 0/ 10/2010	a GHS	\$1,600.00
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Request Date: 8/13/2019	9 <sub>Site:</sub> <u>G.H.S.</u> age Club	
Account Name:	0	Account Number: 883
$\cup$		Soliciting in school & community Community Only
Describe the fundraiser to	be conducted (items sold/acti	ivity planned, etc.) CLUB DUES/SHIRTS
standards that went into e	tems are being <u>sold to students</u> effect across the country July 1 anner.healthiergeneration.org/	ts during the school day, they must meet the Smart Snacks in Schools nutritional Ist, 2014. You may use the Smart Snacks Calculator to see if your snack meets these c/caulculator/
Does the fundraiser have f you must certify all below:	food items? Yes 🔿 No 💿	If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
	<ul> <li>This fundraiser will not after school snacks are</li> </ul>	operate on the school campus during the times school breakfasts, lunches, dinners or being served.
		operate for more than fourteen (14) days in total.
		nization will provide documentation to the school of the food products sold to the hool day, which is defined as midnight to thirty (30) minutes after school ends.
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and at off-campus fundrai		erty. These standards do not apply thirty (30) minutes after school ends, on weekends emptions are in accordance with Oklahoma State Administration Code 210:10-3-112.
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OPS ACTIVITY FUND FUNDRAISER REQUEST FORM	e	MAY 2 9 2019
Request Date:       5-28-19       sne:       135- Charter Oak       unobligated Account Number:       840         Account Numer:       Activity       Account Number:       840         Soliciting in School Onv       Soliciting in school & community       Ocemmunity Only         Describe the fundraiser to be conducted (items solid/activity planned, etc.)       Guthrie Blue Jay Cups         If food anglor beverage items are being sold to students during the school day, they must meet the Smart Snacks in School' standards, these standards: https://foodplanner.healthiegeneration.org/caulculator/         If ood anglor beverage items are being sold to actudents during the school day item and you wish to be exemption the "Smart Snacks in School" standards, these school school for angler school and within the school campus during the times school breakfast, lunches, dimens or offer school and, within the school angle will not operate for more than fourteen (14) days in total.         If the fundraiser will not operate for more than fourteen (14) days in total.       If the school day, within the school day and thirty (30) minutes after the school day ends. These standards apply to any fundraise after school ends.         Inter Individual or organization will provide documentation to the school (appeed the buff) differed products soid to the school day, and end thirty (30) minutes after the school day ends. These standards apply to any fundraise events by organizations on school property. These standards do not apply thirty (30 minutes after school ends, or weekends and and cordinace with Dakinoma State Administration Code 210:10-3-112.         Yrpe of Food or Beverage: (Example:		88542
ccount Name:       Activity       Account Number:       840         elect One:       Soliciting in School ONIX       Soliciting in school 2 community       Community Only         escribe the fundraiser to be conducted (items solid/activity planned, etc.)       Guthrie Blue Jay Cups         food and/or beverage items are being solid to students during the school day, they must neet the Smart Snacks in Schools nutritional tandards that were the offers in the offerst areas the country July 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these candards: https://foodplanner.healthiergeneration.org/cauculator/         oeas the fundraiser have food terms? Yes       No       If Yes" and you wish to be exemption the "Smart Snacks in School" standards, the our out certify all below:         • This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or ofter school ands: sore being sered.       • This fundraiser will not operate for more than fourteen (14) days in total.         • The individual or organization will provide documentation to the school day ends. These standards apply to ny fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.         wp of Food or Beverage: (Example: candy, cookie dough, cakes, ples)		
elect On: <ul> <li>Soliciting in school 0.N</li> <li>Soliciting in school 2 community</li> <li>Community Only</li> </ul> escribe the fundraiser to be conducted (items sold/activity planned, etc.)       Cuthrie Blue Jay Cups         food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in Schools nutritional tandards that verm those the country tuly 1st, 2D4. You may use the Smart Snacks Calculator to see if your snack meets these candards: https://foodplanner.healthiergeneration.org/caulculator/.         oes the fundraiser have food terms? Yes       No <ul> <li>This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.</li> <li>This fundraiser will not operate for more thon fourteen (14) days in toto!</li> <li>This fundraiser will not operate for more thon fourteen (14) days in toto!</li> <li>This fundraiser will not operate for more thon fourteen (14) days in toto!</li> <li>This fundraiser will not operate for more thon fourteen (14) days in toto!</li> </ul>	A attack	
escribe the fundraiser to be conducted (items solid/activity planned, etc.) Guthrie Blue Jay Cups food and/or beverage items are being solid to students during the school day, they must meet the Smart Snacks in School's nutritional candrads that were into effect across the country July 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these candrads: https://odofanner.healthiltergeneration.org/calculator out certify all below:	ccount Name: ACTIVILY	Account Number: 640
food and/or beverage items are being sold to students during the school day, they must meet the Smart Snacks in Schools nutritional candrads that wert into effect across the country July 14, 2014. You may use the Smart Snacks Calculator to see if your snack meets these and address they; Urodoplanner, healting rearration, across graducitator;         to a must certify all below:          • This fundraiser will not operate on the school campus during the times school break/asts, lunches, dinners or differ school snacks are being served.         • This fundraiser will not operate for more than fourceen (14) days in total.         • The individual or organization will provide documentation to the school of the food products sold to the school standards begin at midnight of the school day, which is defined as midnight to thirty (30) minutes after school ends.         may for food or Beverage: (Example: candy, cookie dough, cakes, pies)         manufacturer:       Dynamic Drinkware         urges for which funds will be used:          computer/software upgrades, classroom materials, field trips, students incentives, poulding and grounds needs, continue ed. for teachers         manufacturer:       Dynamic drinkware:         were two the burch wind induce the fundraiser:          Selling left over stock          materials, field INCOME:       1000.00         Extimated INCOME:       1000.00         Extimated INCOME:       1000.00         Extimated TAPE PNETTS:          Selling left over stock          as to be purchased in order to conduct the	elect One: 🕐 Solicitin;	ig in School Only O Soliciting in school & community Ocommunity Only
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after school snacks are being served.		d items? Yes O No 💿 If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
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Hanufacturer:       Dynamic Drinkware         urpose for which funds will be used:       computer/software upgrades, classroom materials, field trips, students incentives, puilding and grounds needs, continue ed. for teachers         ame/Address of Vendor:       Dynamic drinkware         ems to be purchased in order to conduct the fundraiser:       Selling left over stock         Estimated INCOME:       1000.09         Estimated FXPENSES:	ny fundraising events by orga	anizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends
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building and grounds needs, continue ed. for teachers   ame/Address of Vendor:   Dynamic drinkware   ems to be purchased in order to conduct the fundraiser: Selling left over stock   Estimated INCOME:   1000.00   Estimated PROFIT:   1000.00   Fundraiser start date:   May 1, 2020   understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 ays of the close of the fundraiser. what will happen to any items that are not sold? incipal's Signature: Image: Ima	urpose for which funds will b	be used:
ems to be purchased in order to conduct the fundraiser:       selling left over stock         Estimated INCOME:       1000.00       Fundraiser start date:       0.15, 2019         Less Estimated EXPENSES:       0       Fundraiser start date:       0.15, 2019         Less Estimated PROFIT:       1000.00       Fundraiser end date:       0.15, 2019         understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 ays of the close of the fundraiser.       Are         what will happen to any items that are not sold?		
selling left over stock         Estimated INCOME:       1000.00         Estimated INCOME:       9         Image: Description of the conduct the fundraiser:       Fundraiser start date:       9         Estimated EXPENSES:       9       9         Estimated PROFIT:       1000.00       Fundraiser start date:       9         Image: Description of the close of the fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 ays of the close of the fundraiser.       Are         what will happen to any items that are not sold?	lame/Address of Vendor: D	)ynamic drinkware
Estimated INCOME:       1000.00       Fundraiser start date:       0.15, 2019         Less Estimated EXPENSES:       0       Fundraiser end date:       0.12, 2020         Inderstand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 ays of the close of the fundraiser.       Are         Inderstand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 ays of the close of the fundraiser.       Are         Inderstand that when fundraiser       If yes a facility use permit must be completed.       Date:         Inderstand Signature:       Date:       5/2.8/15         Inderstand of Education Approval Date:       Date:       5/2.8/15	ems to be purchased in orde	er to conduct the fundraiser: selling left over stock
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Estimated PROFIT: 1000.00 Fundraiser end date:	Estimated INCO Less Estimated EXPEN	IME: 1000.00 Fundraiser start date: 000 • 15, 2019
ays of the close of the fundraiser.  (hat will happen to any items that are not sold? Are  chool district facilities required? <u>no</u> if yes a facility use permit must be completed.  ponsor Signature: Date:	Estimated P	
hool district facilities required? <u>no</u> if yes a facility use permit must be completed.  Date: Date: Date: Date: bletic Director's Signature (if applicable): Date: Date:		
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incipal's Signature: Date: Date: Date:	hool district facilities require	red? <u>NO</u> if yes a facility use permit must be completed.
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hletic Director's Signature (if applicable): Date:	incipal's Signature:(	Toy 5/28/19
F Fundraiser Request 12/2017		Date:
	oard of Education Approval	
		1 march nd

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MAY 28 2019	
GPS ACTIVITY FUNI	D FUNDRAISER REQUEST FORM
Request Date: 5-23-19 Site: GHS	D FUNDRAISER REQUEST FORM Unobligated Account Balance: 1650.29 1,81754
Account Name: GHS DRAMA	Account Number: 913
Select One: Soliciting in School Only Soliciting	g in school & community Only
Describe the fundraiser to be conducted (items sold/activity plan	
standards that went into effect across the country July 1st, 2014 standards: https://foodplanner.healthiergeneration.org/caulcula Does the fundraiser have food items? Yes No O If "Yo you must certify all below: This fundraiser will not operate after school snacks are being se This fundraiser will not operate after school snacks are being se This fundraiser will not operate The individual or organization w students during the school day, Smart School Standards begin at midnight of the school day and any fundraising events by organizations on school property. The and at off-campus fundraising events. Standards and exemption Type of Food or Beverage: (Example: candy, cookie dough, cakes Manufacturer:	es" and you wish to be exemption the "Smart Snacks in School" standards, then on the school campus during the times school breakfasts, lunches, dinners or
subs, paper goods, food, drinks, misc. supp	lies, contest materials, workshops, markers, pens,etc.
Name/Address of Vendor: body billboard	
Items to be purchased in order to conduct the fundraiser: $t-sh$	irts
Estimated INCOME: 1500.00	Fundraiser start date:8/15/19
Less Estimated EXPENSES: 1000.00 Estimated PROFIT: 500.00	Fundraiser end date: 5/28/20
	countability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	Are
n/a	ty use permit must be completed.
Sponsor Signature: Shellen Berry	nan Date: 5/23/19
Principal's Signature:	Date: 5-24-19
Athletic Director's Signature (if applicable):	Date:
Board of Education Approval Date: AF Fundraiser Request 12/2017	machapple

GPS ACTIN GPS ACTIN Site: Hig Site: Hig Account Name:	Unobligated Account Balance: Account Number: 893
Select One: Soliciting in School Only	Soliciting in school & community Gractivity planned, etc.)
	dents during the school day, they must meet the Smart Snacks in Schools nutritional luly 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these n.org/caulculator/
Does the fundraiser have food items? Yes 🕖 No you must certify all below:	If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
<ul> <li>This fundraiser will after school snacks</li> </ul>	l not operate on the school campus during the times school breakfasts, lunches, dinners or s are beina served.
	l not operate for more than fourteen (14) days in total.
<ul> <li>The individual or of</li> </ul>	rganization will provide documentation to the school of the food products sold to the
	e school day, which is defined as midnight to thirty (30) minutes after school ends.
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Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so.
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est
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Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est Water raiser: 8/20/19
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est Water raiser: 
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est water raiser: 
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est water raiser: 
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est water raiser: B/20/19 Fundraiser start date: 5/01/20 Fundraiser end date: dafter Sale Accountability Form must be completed and submitted to the BOE within 30 All items will be sold Are
Smart School Standards begin at midnight of the sch any fundraising events by organizations on school p and at off-campus fundraising events. Standards ar Type of Food or Beverage: (Example: candy, cookie Manufacturer:	hool day and end thirty (30) minutes after the school day ends. These standards apply to property. These standards do not apply thirty (30) minutes after school ends, on weekends and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> . Water dough, cakes, pies) AP &/or clep testing for students that would like to the financial stability to do so. est Water raiser: Water raiser: Fundraiser start date: 5/01/20 Fundraiser end date: 4 after Sale Accountability Form must be completed and submitted to the BOE within 30 All items will be sold if yes a facility use permit must be completed. 5/21/19

Request Date:       5/21/19       Site:       High School       Unobligated Account Balance:       \$1582.50         Account Name:       Mu Alpha Theta       Account Number:       393         Select One:       Soliciting in School Only       Soliciting in school & community       Community Only         Describe the fundraiser to be conducted (items sold/activity planned, etc.)       \$20 new members, \$15 renewal member	MAY 2 8 2019	2
Account Name: Account Number: Account Account Account Account Account Account	Request Date: 5/21/19 Site: High So	shool \$1 <del>582.50</del>
Describe the fundraiser to be conducted (items sold/activity planned, etc.)	Account Name:	Account Number: 043
Describe the fundraiser to be conducted (items sold/activity planned, etc.)	Select One: Soliciting in School Only Sol	iciting in school & community \$20 new members, \$15 renewal members
\$10 honorary members Unes	Describe the fundraiser to be conducted (items sold/activity \$10 honorary members	/ planned, etc.)

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/caulculator/

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)

Manufacturer:

Pay yearly membership fees, Substitutes & fet expenses for OU Purpose for which funds will be used: OSU Math Days & purchase additional honor stoles for graduation

Name/Address of Vendor:

Items to be purchased in order to conduct the fundraiser:

Estimated INCOME: STUU	8/20/19
Less Estimated EXPENSES: \$100 Estimated PROFIT: \$225	Fundraiser end date: 3/1/20
understand that when fundraiser is completed and afted days of the close of the fundraiser.	er Sale Accountability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold? No	Are
	es a facility use permit must be completed. Date:
Principal's Signature:	norde) Date: 5-23-19
Athletic Director's Signature (if applicable):	Date:

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

	MAY 2 9 2019
	BY:
	SPE ACTIVITY FUND FUNDPAISED DEQUIEST FORM
equest Date: 5-28-19	GPS ACTIVITY FUND FUNDRAISER REQUEST FORM Site: 135- Charter Oak Unobligated Account Balance: 49000000000000000000000000000000000000
account Name: Activity	Account Number: 840
	$\sim$
	g in School Only O Soliciting in school & community Only
escribe the fundraiser to be	conducted (items sold/activity planned, etc.) All school shirts
standards that went into effect	s are being <u>sold to students during the school day</u> , they must meet the Smart Snacks in Schools nutritional ct across the country July 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these er.healthiergeneration.org/caulculator/
Does the fundraiser have food you must certify all below:	d items? Yes O No 💿 If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then
	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.
any fundraising events by orga	at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to anizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends gevents. Standards and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112</u> .
ype of Food or Beverage: (Ex	ample: candy, cookie dough, cakes, pies)
	nk. Body Billboards, Gator Thompson
Purpose for which funds will b	be used: student incentives, computers/software upgrades, classroom materials,
	achers, refunds, building and ground needs
continue ed. for te	
continue ed. for te Name/Address of Vendor: G	eachers, refunds, building and ground needs Baddy Ink. Body Billboards, Gator Thompson er to conduct the fundraiser: none
continue ed. for te Name/Address of Vendor: <u>G</u> tems to be purchased in orde	Baddy Ink. Body Billboards, Gator Thompson
continue ed. for te lame/Address of Vendor: <u>G</u> rems to be purchased in orde	Baddy Ink. Body Billboards, Gator Thompson         er to conduct the fundraiser:         ME:       4200.00         Fundraiser start date:       8-24.19
Continue ed. for te Jame/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN	Baddy Ink. Body Billboards, Gator Thompson         er to conduct the fundraiser:         ME:       4200.00         Fundraiser start date:       8-24.19
Continue ed. for te Name/Address of Vendor: tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl understand that when fundra days of the close of the fundra	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Barto conduct the fundraiser:       none         ME:       4200.00         NSES:       2700.00         ROFIT:       1500.00         Fundraiser end date:       5-24-20         aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.
Continue ed. for te Name/Address of Vendor: Etems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl understand that when fundra lays of the close of the fundra	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Barto conduct the fundraiser:       none         ME:       4200.00         NSES:       2700.00         ROFIT:       1500.00         Fundraiser end date:       5-24-20         aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.
Continue ed. for te Name/Address of Vendor: Etems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl understand that when fundra lays of the close of the fundra	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Per to conduct the fundraiser:       none         ME:       4200.00         NSES:       2700.00         ROFIT:       1500.00         Fundraiser end date:       5-24-20         aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.         Orders placed before delivery
Continue ed. for te Name/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated P understand that when fundra days of the close of the fundra	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Provide the fundraiser:       none         ME:       4200.00         ME:       2700.00         ROFIT:       1500.00         Fundraiser start date:       8-24.19         Start is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.         s that are not sold?       Orders placed before delivery         after if yes a facility use permit must be completed.
Continue ed. for te Name/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated P understand that when fundra days of the close of the fundra	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Provide the fundraiser:       none         ME:       4200.00         ME:       2700.00         ROFIT:       1500.00         Fundraiser start date:       8-24.19         Start is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.         s that are not sold?       Orders placed before delivery         after if yes a facility use permit must be completed.
Continue ed. for te Name/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated P understand that when fundra days of the close of the fundra What will happen to any items school district facilities require Sponsor Signature: Principal's Signature:	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Per to conduct the fundraiser:       none         ME:       4200.00         WE:       2700.00         ROFIT:       1500.00         Fundraiser start date:       8-24.19         Start are not sold?       Fundraiser end date:         Orders placed before delivery       Are         ed?       no         if yes a facility use permit must be completed.         Date:       Start         Date:       Start         Date:       Start
Continue ed. for te Name/Address of Vendor: Estimated in orde Estimated INCO Less Estimated EXPEN Estimated P understand that when fundra days of the close of the fundra school district facilities require	Baddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Per to conduct the fundraiser:       none         ME:       4200.00         ME:       2700.00         ROFIT:       1500.00         Fundraiser start date:       8-24.19         Start       5-24-20         alser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 alser.         s that are not sold?       Orders placed before delivery         Are         ed?       no         if yes a facility use permit must be completed.         Jate:       Start         Date:       Start         Date:       Start
Continue ed. for te Name/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl understand that when fundra days of the close of the fundra What will happen to any items school district facilities require Sponsor Signature: Principal's Signature: Athletic Director's Signature (i	Deaddy Ink. Body Billboards, Gator Thompson   Deaddy Ink. Body Billboards, Gator Thompson   Der to conduct the fundraiser:   ME:   4200.00   Fundraiser start date:   8-24.19   NSES:   2700.00   ROFIT:   1500.00   Fundraiser end date:   5-24-20   aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser. as that are not sold? orders placed before delivery Are ed? no if yes a facility use permit must be completed. Date: Date: Date: Date: Date:
Continue ed. for te Name/Address of Vendor: tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl Understand that when fundra days of the close of the fundra Vhat will happen to any items chool district facilities require sponsor Signature: Principal's Signature: Sthletic Director's Signature (i	Daddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Barto conduct the fundraiser:         ME:       4200.00         ME:       2700.00         ROFIT:       1500.00         Fundraiser end date:       5-24-20         aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.         s that are not sold?       Orders placed before delivery         Are       are         ME:       Date:         Date:       Date:         Date:       Date:         Date:       Date:
Continue ed. for te Name/Address of Vendor: G tems to be purchased in orde Estimated INCO Less Estimated EXPEN Estimated Pl understand that when fundra days of the close of the fundra What will happen to any items school district facilities require school district facilities require principal's Signature: Athletic Director's Signature (i	Daddy Ink. Body Billboards, Gator Thompson         Baddy Ink. Body Billboards, Gator Thompson         Barto conduct the fundraiser:         ME:       4200.00         Fundraiser start date:       8-24.19         ME:       2700.00         ROFIT:       1500.00         Fundraiser end date:       5-24-20         aiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 aiser.         s that are not sold?       Orders placed before delivery         Are       after:         Date:       Date:         Date:       Date:         Date:       Date:

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e	MAY 2 9 2019	W
Request Date: 5-28-19 Account Name: PTO	BY: GPS ACTIVITY FUND FUNDRAISER REQUEST FORM Site: 135- Charter Oak Unobligated Account Balan Account Number: 84	
	n School Only O Soliciting in school & community O Community nducted (items sold/activity planned, etc.)	unity Only
standards that went into effect	re being <u>sold to students during the school day</u> , they must meet the Smart Si across the country July 1st, 2014. You may use the Smart Snacks Calculator to healthiergeneration.org/caulculator/	

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 <u>Oklahoma State Administration Code 210:10-3-112</u>.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) 100% all natural Capri Sun, smart food popcorn, snack mix bake chips, popcorn

Manufacturer: Guthrie Confectionary, child nutrtion

Purpose for which funds will be used: \_\_\_\_\_\_\_student incentives, computers/software upgrades, classroom materials,

continue ed. for teachers, refunds, building and ground needs

Name/Address of Vendor: Guthrie Confectionary, child nutrtion all address correct in mass

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

Estimated INCOME: 7000.00 Less Estimated EXPENSES: 3500.00	Fundraiser start date: 8-24.19
Estimated PROFIT: 3500.00	Fundraiser end date: 5-24-20
understand that when fundraiser is completed and after Sale Ac days of the close of the fundraiser.	countability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	s will be handled out on the last day of schoolAre
school district facilities required? <u>NO</u> if yes a facilit	ty use permit must be completed.
Sponsor Signature:	Date:
Principal's Signature: Jay Ball	Date:
Athletic Director's Signature (if applicable):	Date:

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

monapple

	MAY 1/6 2010	
	BY: CV	' U
C		_
	GPS ACTIVITY FUND FUNDRAISER REQUEST FORM	
Request Date: 05/15/19	Site: GHS Unobligated Account Balance: <u>33454,62</u>	
Account Name: Foreign	Language Club Account Number: #879	
Select One: Soliciting	g in School Only O Soliciting in school & community Ocommunity Only	
	conducted (items sold/activity planned, etc.)	
SPANISH CLUB D	OUES \$25 (club shirt included)	
standards that went into effect	are being <u>sold to students during the school day</u> , they <b>must</b> meet the Smart Snacks in Schools nutritional t across the country July 1st, 2014. You may use the Smart Snacks Calculator to see if your snack meets these r.healthiergeneration.org/caulculator/	
Does the fundraiser have food you must certify all below:	items? Yes 🔿 No 💿 If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then	
•	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.	
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: (Exa	ample: candy, cookie dough, cakes, pies)	
Manufacturer:		
Manufacturer:	e used: <u>Club f-Shirts</u> , Chub expenses	
Manufacturer:	e used: <u>Club</u> f-Shirts, <u>Chub</u> expenses	
Manufacturer: Purpose for which funds will be  Name/Address of Vendor:		
Manufacturer: Purpose for which funds will be  Name/Address of Vendor:	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nevels</u> rto conduct the fundraiser: <u>Club Shirts</u> <u>ME: <u>2500</u>, <u>Fundraiser start date:</u> <u>August 1 2019</u></u>	
Manufacturer: Purpose for which funds will be Mame/Address of Vendor: Items to be purchased in order Estimated INCOM	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nerds</u> r to conduct the fundraiser: <u>Club Shirts</u> <u>ME: <u>2500</u>, <u>Fundraiser start date:</u> <u>August 1 2019</u> SES: <u>1000</u>, <u>Kurdraiser start date:</u> <u>August 1 2019</u></u>	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCOM Less Estimated EXPEN Estimated PR	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nerds</u> r to conduct the fundraiser: <u>Club Shirts</u> ME: <u>2500</u> SES: <u>1000</u> Fundraiser start date: <u>MAY 2020</u> Support Start Sale Accountability Form must be completed and submitted to the BOE within 30	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCON Less Estimated EXPEN Estimated PR I understand that when fundra days of the close of the fundra	e used: <u>Club f-shirts</u> , <u>Chub expenses</u> <u>T-shirt nerds</u> r to conduct the fundraiser: <u>Club shirts</u> ME: <u>1000</u> ROFIT: <u>1500</u> ROFIT: <u>1500</u> Fundraiser start date: <u>MAY 2020</u> Fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 liser.	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCOM Less Estimated EXPEN Estimated PR I understand that when fundra	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nerds</u> r to conduct the fundraiser: <u>Club Shirts</u> ME: <u>2500</u> Fundraiser start date: <u>August I 2019</u> SES: <u>1000</u> Fundraiser end date: <u>MAY 2020</u> Mere is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 iser. that are not sold? <u>N/A</u> Are	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCOM Less Estimated EXPEN Estimated PR I understand that when fundra days of the close of the fundra What will happen to any items	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nerds</u> r to conduct the fundraiser: <u>Club Shirts</u> ME: <u>2500</u> Fundraiser start date: <u>August I 2019</u> SES: <u>1000</u> Fundraiser end date: <u>MAY 2020</u> Mere is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 iser. that are not sold? <u>N/A</u> Are	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCON Less Estimated EXPEN Estimated PREN I understand that when fundra days of the close of the fundra What will happen to any items school district facilities require	e used: <u>Club f-Shifts</u> , <u>Chub expenses</u> <u>T-Shirt nevds</u> to conduct the fundraiser: <u>Club Shifts</u> <u>ME:</u> <u>2500</u> , <u>Fundraiser start date</u> ; <u>August I 2019</u> <u>SES:</u> <u>1000</u> <u>SES:</u> <u>1000</u> <u>SES:</u> <u>1000</u> <u>Sub Shifts</u> <u>Sub Shifts</u> <u>Sub</u>	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCOM Less Estimated EXPEN Estimated PR I understand that when fundra days of the close of the fundra What will happen to any items school district facilities require Sponsor Signature:	e used: <u>Club f-Shirts</u> , <u>Chub expenses</u> <u>T-Shirt nerds</u> r to conduct the fundraiser: <u>Club Shirts</u> ME: <u>2500</u> , <u>Fundraiser start date</u> : <u>August I 2019</u> SES: <u>1000</u> , <u>Fundraiser end date</u> : <u>MAY 2020</u> AUFIT: <u>1500</u> , <u>Fundraiser end date</u> : <u>MAY 2020</u> Auser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 iser. at that are not sold? <u>N/A</u> <u>Are</u> at that are not sold? <u>N/A</u> <u>Are</u> at the sa facility use permit must be completed. <u>MAY 2020</u> <u>If yes a facility use permit must be completed.</u> <u>Date</u> : <u>S-15-19</u>	
Manufacturer: Purpose for which funds will be Name/Address of Vendor: Items to be purchased in order Estimated INCOM Less Estimated EXPEN Estimated PR I understand that when fundra days of the close of the fundra What will happen to any items school district facilities require Sponsor Signature: Principal's Signature: Athletic Director's Signature (if	e used: <u>Club f-Shirfs</u> , <u>Chub expenses</u> <u>T-Shirf nevels</u> rto conduct the fundraiser: <u>Club Shirfs</u> <u>ME: 1500</u> <u>SES: 1000-</u> <u>Fundraiser start date: <u>MAY 2020</u> <u>Fundraiser end date: <u>MAY 2020</u> <u>Subsris completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 <u>Sec.</u> <u>start are not sold? <u>N/A</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u> <u>are</u></u></u></u></u>	

	<b>ECEIVE</b> MAY 3 0 2019 GPS ACTIVITY FUND FUNDRAISER REQUEST FORM 12, 283 45 (June Sufference) 12, 283 45
Request Date: 05/30/2019	Site: Onobligated Account Balance:
Account Name: PTO	Account Number: 815
Select One: Soliciting in	in School Only O Soliciting in school & community Ocommunity Only Inducted (items sold/activity planned, etc.) Snack Shack - Every Friday through out the
	its can purchase smart snacks and 100% all natural Capri Sun.
Does the fundraiser have food it you must certify all below:	tems? Yes No If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then 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.
any fundraising events by organi	t midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to izations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends vents. Standards and exemptions are in accordance with <u>Oklahoma State Administration Code 210:10-3-112.</u>
Type of Food or Beverage: (Exam	nple: candy, cookie dough, cakes, pies) baked chips, reduced fat chips, popcorn,
rice krispy treats, ch	neezits, capri sun
Manufacturer: Sisco Foo	od Service, Guthrie Confectionary
Purpose for which funds will be u	used: Funds will be used to purchase student incentives, rewards, computers/software
	ls, continue ed for teachers, building & grounds needs, donations, refunds, Studyland, Discovery Ed, AR programs
Name/Address of Vendor: Sis	sco Food Service, Guthrie Confectionary
	to conduct the fundraiser: baked chips, reduced fat chips, rice krispy treats,

cheezits, capri sun, popcorn, coconut oil, flavoring, sacks

Estimated INCOME: \$8,000.00 Less Estimated EXPENSES: \$3200.00

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

Fundraiser start date: August 20, 2019

Estimated PROFIT: \$4800.00

Fundraiser end date: May 15, 2020

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

What will happen to any items that are not sold? All will be sold or given to the less forunate students of GUES Are

school district facilities required? if yes a facility use permit must be completed. Sponsor Signature: Date: Principal's Signature: Date Athletic Director's Signature (if applicable): Date:

mRChaple



	GPS	S ACTIVITY FUND FUN	DRAISER REQUEST FORM	
Request Date: 5	/29/2019	Site: GHS	Unobligated Account Balance	: 3500
Account Name:	Vocal		Account Number: 902	
Select One:	Soliciting in School	Only Soliciting in school	ol & community Communi	ity Only Ad Sales and Donations

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes  $\bigcirc$  No  $\bigcirc$  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) \_

Manufacturer:

Purpose for which funds will be used:

Subs and Busses, Awards, unforeseen items needed for the vocal music program

Name/Address of Vendor: TBA

Items to be purchased in order to conduct the fundraiser: Musical Rentals and Royalties

Estimated INCOME: 2500	Fundraiser start date: 8/1/2019	
Less Estimated EXPENSES: 2000		
Estimated PROFIT: 500	Eurodraises and data: 12/22/2019	_

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

What will happen to any items that are not sold?		Are
school district facilities required? Yes if yes a facility use permit must be completed.		
Sponsor Signature: Bill Fuy	Date: _	5-29-19
Principal's Signature: Chin & Shando	Date: _	5-30-19
Athletic Director's Signature (if applicable):	Date:	

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



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date:	Date: 5/29/2019 Site:		HS Unobligated Account Balance: 3500
Account Name	Vocal		Account Number: 902
Select One:	Soliciting in Sch	ool Only (	Soliciting in school & community
Describe the fu	indraiser to be conduct	ed (items so	old/activity planned, etc.) Lab Fees for HS Choirs

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes  $\bigcirc$  No  $\bigcirc$  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 <u>Oklahoma State Administration Code 210:10-3-112</u>.

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

Manufacturer:

Purpose for which funds will be used:

Subs and Busses, Awards, unforeseen items needed for the vocal music program

Name/Address of Vendor:

Items to be purchased in order to conduct the fundraiser: \_\_\_\_

Estimated INCOME: 2000	Fundraiser start date: 8/1/2019
Less Estimated EXPENSES: 0	
Estimated PROFIT: 2000	Fundraiser end date: 5/25/2020

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

What will happen to any items that are not sold?			Are
school district facilities required? <u>no</u>	if yes a facility use permit must be completed.		
Sponsor Signature: Bill lung		Date:	5-29-19
Principal's Signature:	Inonte	Date: _	5-30-19
Athletic Director's Signature (if applicable):		Date: _	

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



GPS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date:	5/29/2019	Site: GHS	Unobligated Account Balance: 3500
Account Name	Vocal		Account Number: 902
Select One:	Soliciting in	School Only	Soliciting in school & community
Describe the fu	ndraiser to be con	ducted (items sold	/activity planned, etc.)
Lab Fees	for for JH C	hoirs	

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/caulculator/

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.

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

Manufacturer:

Purpose for which funds will be used:

Subs and Busses, Awards, unforeseen items needed for the vocal music program

Name/Address of Vendor: TBA

Items to be purchased in order to conduct the fundraiser: \_

Estimated INCOME: 750	Fundraiser start date: 8/1/2019
Less Estimated EXPENSES: 0	
Estimated PROFIT: 750	Fundraiser end date: 5/25/2020
I understand that when fundraiser is completed and afted average of the close of the fundraiser.	er Sale Accountability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	Are
	es a facility use permit must be completed.
Sponsor Signature: Bill fin-	Date: 5-29-19

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

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

Date:

Date:

MAY :	3 1 2019	NDRAISER REQUEST FORM	ÇC
Request Date: 5-29-19	Site: Band- HS only	Unobligated Account Balance: 8217,51	
Account Name: Band		Account Number: 859	
Select One: Soliciting in S		nool & community Ocommunity Only	
Describe the fundraiser to be condu	ucted (items sold/activity planned, et	etc.) HS Band Dues (165/Student)	

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes O No O 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) \_

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

Purpose for which funds will be used: Band Trips, Music, Instruments, electronics, and other band equipment n Name/Address of Vendor: Name/Address of Vendor: Estimated in order to conduct the fundraiser: Estimated INCOME: 5720.00 Estimated EXPENSES: 0 Estimated PROFIT: 5720.00 Fundraiser start date: 7-1-19 Less Estimated PROFIT: 5720.00 Fundraiser end date: 5-22-20 I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within days of the close of the fundraiser. What will happen to any items that are not sold? Collect under obligation list Are school district facilities required? No	anufacturer:			1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 -	
Items to be purchased in order to conduct the fundraiser:	prose for which funds will be used:	and Trips, Mus	sic, Instruments, electronics, a	nd other band equi	oment needs
Estimated INCOME: 5720.00         Fundraiser start date: 7-1-19         Less Estimated EXPENSES: 0         Estimated PROFIT: 5720.00         Fundraiser end date: 5-22-20         I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within days of the close of the fundraiser.         What will happen to any items that are not sold?         Collect under obligation list         Are         school district facilities required?	ame/Address of Vendor:				
Less Estimated EXPENSES:       0         Estimated PROFIT:       5720.00         Fundraiser end date:       5-22-20         I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within days of the close of the fundraiser.         What will happen to any items that are not sold?       Collect under obligation list         school district facilities required?       NO         if yes a facility use permit must be completed.	ems to be purchased in order to conduct	t the fundraiser:			
I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within days of the close of the fundraiser. What will happen to any items that are not sold? Collect under obligation list school district facilities required? NO if yes a facility use permit must be completed.	Estimated INCOME: 5720	0.00	Fundraiser start date: 7-1-1	9	
days of the close of the fundraiser.         What will happen to any items that are not sold?         Collect under obligation list         school district facilities required?         NO         if yes a facility use permit must be completed.	Estimated PROFIT: 572	20.00	Fundraiser end date:	5-22-20	
school district facilities required? NO if yes a facility use permit must be completed.		pleted and after Sal	le Accountability Form must be complet	ted and submitted to the B	BOE within 30
school district lacinties reduined?	Vhat will happen to any items that are no	ot sold? Collect	t under obligation list		Are
	chool district facilities required? NO	if yes a f			
Sponsor Signature: Juno In Date: 5-29-19	ponsor Signature: Juho In	.0.			
Principal's Signature: Chris Lynarde Date: 5-30-19	rincipal's Signature:	LAM	nde	Date: 5-30-	-19
Athletic Director's Signature (if applicable): Date:	thletic Director's Signature (if applicable	e):		Date:	

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2	K	MAY	31	2013	and the second
	BY:				

		S ACTIVITY FUND FUNDRA Site: Band- HS only		8204:51
Request Date: _	1 (max 10)	Site: Band- HS only	Unobligated Account Balance:	estro 1
Account Name:	Band		Account Number: 859	
Select One:	Soliciting in Schoo	I Only O Soliciting in school &	community Ocommunity	Only Varsity
Describe the fun	ndraiser to be conducted			50 For Chard +
		\$ 100	for Junior Vac	sitz Guard members)

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes  $\bigcirc$  No  $\bigcirc$  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 <u>Oklahoma State Administration Code 210:10-3-112</u>.

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

Manufacturer:

Purpose for which funds will be used: Colorguard uniforms, and other Band Needs for Coloruguard Equipment and Uniforms

Name/Address of Vendor: \_\_\_\_

Items to be purchased in order to conduct the fundraiser: \_\_\_\_

Estimated INCOME: 4200.00	Fundraiser start date: 7-1-19	
Less Estimated EXPENSES: 0 Estimated PROFIT: 4200.00	Fundraiser end date: 5-2	22-20
I understand that when fundraiser is completed and afte days of the close of the fundraiser.	r Sale Accountability Form must be completed a	nd submitted to the BOE within 30
What will happen to any items that are not sold?	ect under obligation list	Are
school district facilities required NO if ye	s a facility use permit must be completed.	
Sponsor Signature:	Date	5-22-19
Principal's Signature: Chru L.J.	note Dat	e: 5-30-19
Athletic Director's Signature (if applicable):	Dat	e:

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

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MAY 3 1 2019	
	ND FUNDRAISER REQUEST FORM
Request Date: 5-29-19 Site: Band- HS C	Inly Unobligated Account Balance: 0 6999
Account Name: Band	Account Number: 859
Select One: Osoliciting in School Only Osolicit Describe the fundraiser to be conducted (items sold/activity p	ing in school & community Community Only lanned, etc.) Cookie Dough
If food and/or beverage items are being <u>sold to students duri</u>	ng the school day, they must meet the Smart Snacks in Schools nutritional 14. You may use the Smart Snacks Calculator to see if your snack meets these
Does the fundraiser have food items? Yes No O If you must certify all below:	"Yes" and you wish to be exemption the "Smart Snacks in School" standards, then

- 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) Cookie Dough

Manufacturer: Otis Spunkmeyer Purpose for which funds will be used: Band Trips, Music, Instruments, electronics, and other band equipment needs Name/Address of Vendor: Great American Opportunities PO Box 306047 Nashville, TN 37320-6047 Items to be purchased in order to conduct the fundraiser: Cookie Dough/Brouchure Items Fundraiser start date: August 8th, 2019 Estimated INCOME: 3000.00 Less Estimated EXPENSES: 1800.00 Fundraiser end date: August 15th, 2019 Estimated PROFIT: 1200.00 I understand that when fundraiser is completed and after Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? They will be sold Are NO school district facilities required? if yes a facility use permit must be completed. Date: 5 - 29 -Sponsor Signature: Principal's Signature: Date: Athletic Director's Signature (if applicable): Date:

nthad

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

R.J. State	ECEIVE
	MAY 3 1 2019
$(\mathbf{E})$	BY:

	(	<b>SPS ACTIVITY FUND FU</b>	NDRAISER REQUEST FORM	d and
Request Date: (	05/30/2019	Site: Guthrie High School	Unobligated Account Balance:	\$491.20
Account Name:	KEY Club		Account Number: 889	
Select One:	Soliciting in Sch	ool Only O Soliciting in sc	hool & community Community C	Inly
Describe the fur	ndraiser to be conduct	ed (items sold/activity planned, e	stc.) \$15 KEY Club dues	

If food and/or beverage items are being <u>sold to students during the school day</u>, 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/caulculator/

Does the fundraiser have food items? Yes  $\bigcirc$  No  $\bigcirc$  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.

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

Manufacturer:	
Purpose for which funds will be used: to pay for l	ocal and national membership dues
Name/Address of Vendor:	
	er:
Estimated INCOME:	Fundraiser start date: 08/20/2019
Less Estimated EXPENSES: $D$ Estimated PROFIT: $DD$	Fundraiser end date: 05/25/2019
understand that when fundraiser is completed and aft days of the close of the fundraiser.	er Sale Accountability Form must be completed and submitted to the BOE within 30
What will happen to any items that are not sold?	Are
school district facilities required? if y	es a facility use permit must be completed. MUT Date: 05/29/30/20/9
	Date: 5-30-19
Principal's Signature:	

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

#### TRANSFERS FOR BOARD APPROVAL As of 5/31/18

TO:	FROM:	REASON	\$AMOUNT
HS Activity, 884	Art Club, 851	Late fee for AP test	\$ 50.00
Vocal, 902	Central, 802	Mary Poppin's Admission	\$ 436.00



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

Amount	50.00	Date Requested	5-15-2019
Transfer to:	884		
	Account Name & Number		
Transfer from:	851 Art		
	Account Name & Number		
State Reason fo	or Transfer Below		
Extra fee attac	hed to ordering AP test late		

Sponsor's Signature:

\_\_\_\_\_

President / Vice-Pres. Signature:

Treasurer/Secretary's Signature:

5 15 19

Principal's Signature:

Transfer #

Board Approved \_\_\_\_\_

AF Request for Fund Transfer 8-06





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

Amount	436.00	Date Requested 5/16/2019
Transfer to:	Vocal 902	
	Account Name &	
Transfer from:	Central 802	
	Account Name &	Number
	or Transfer Below	
Students admi	ssion to see Mary	y Poppins on 5.14.2019
Sponsor's Signa	ature:	Dani Wataon
President / Vice	-Pres. Signature:	
Treasurer/Secre	etary's Signature:	·
Principal's Sign	ature:	Dani Waltoon
		Transfer #

Board Approved \_\_\_\_\_

#### Purchase Order Register

**Options:** Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1380 - 1427

PO No	Date	Vendor No	Vendor	18 - 6/30/2019, PO Range: 1380 - 142	
<b>PU NO</b> 1380	05/07/2019	42234	CHALK'S TRUCK PARTS, INC.	Description 2WAY RADIO COAX CABLES PER	<b>Amount</b> 90.00
		42234	CHALK S TRUCK PARTS, INC.	QUOTE/TRANSPORTATION	
1381	05/07/2019	11849	JERRY D. JONES	TOWING FEES/TRANSPORTATION	1,000.00
1382	05/07/2019	12682	MIDWEST BUS SALES, INC.	FRONT GRILL FOR BUS #2 PER QUOTE/TRANSPORTATION	293.62
1383	05/07/2019	42234	CHALK'S TRUCK PARTS, INC.	STARTER FOR BUS #57/TRANSPORTATION	350.00
1384	05/07/2019	40791	APPLE, INC.	RSA/IPADS/FOGARTY	2,999.90
1385	05/07/2019	44195	DHE COMPUTER SYSTEMS, LLC	RSA/CHROMEBOOKS/CHARTER OAK	1,116.00
1386	05/07/2019	44365	JAMES A. POE	GRADUATION SECURITY	60.00
1387	05/07/2019	44376	CHRISTOPHER DARYL TILLMAN	GRADUATION SECURITY	60.00
1388	05/08/2019	44370	JOSHUA REA ALEXANDER	GRADUATION SECURITY	60.00
1389	05/09/2019	12682	MIDWEST BUS SALES, INC.	ROTOR/BRAKES PER QUOTE/TRANSPORTATION	237.98
1390	05/09/2019	12682	MIDWEST BUS SALES, INC.	TERMINALS PER QUOTE/TRANSPORTATION	17.30
1391	05/13/2019	42234	CHALK'S TRUCK PARTS, INC.	HEATER CORES/TRANSPORTATION	199.00
1392	05/13/2019	44347	WILLIAM MURPHY	DIAGNOSTICS FOR BUS 51/TRANSPORTATION	500.00
1393	05/14/2019	44371	BOBBY MERLE BENNETT, JR	GRADUATION SECURITY	60.00
1394	05/14/2019	12682	MIDWEST BUS SALES, INC.	CHM MODULE PER QUOTE/TRANSPORTATION	531.56
1395	05/15/2019	13229	QUILL CORPORATION	ART SUPPLIES/ART ESCAPE GRANT/CHARTER OAK	315.00
1396	05/15/2019	16261	ANNA COFFIN	OCAS MANUAL PRINTING	70.00
1397	05/15/2019	11933	JOHN VANCE MOTORS, INC.	PUMP AND MOTOR FOR BUS #58 LIFT/TRANSPORTATION	1,639.01
1398	05/15/2019	43510	HOOTEN OIL COMPANY, INC	250 GALS OF DEF/TRANSPORTATION	362.50
1399	05/15/2019	17810	LEARNING SCIENCES INTERNATIONAL	PRINCIPAL RECERTIFICATION/MARZANO	2,750.00
1400	05/15/2019	13123	KATHERYNE B PAYNE EDUCATION CENTER	RSA TRAINING SLB/MACEY BROWN/CHARTER OAK	1,260.00
1401	05/16/2019	44184	MAXIS TECHNOLOGIES INC.	POE SWITCHES/TECHNOLOGY	9,750.00
1402	05/16/2019	13183	PITSCO, INC	STEM SUPPLIES/GT/GUES	640.90
1403	05/16/2019	44373	TEACHERGEEK, INC.	STEM SUPPLIES/GT/GUES	271.70
1404	05/16/2019	15994	AMAZON CAPITAL SERVICES	BLANKET FOR PARTS/TECHNOLOGY	500.00
1405	05/16/2019	12171	LAKESHORE LEARNING MATERIALS	MATH MANIPULATIVES/ELEMENTARY	2,338.39
1406	05/16/2019	15994	AMAZON CAPITAL SERVICES	MATH MANIPULATIVES/ELEMENTARY	1,184.67
1407	05/16/2019	41201	DOLLAR TREE, INC.	CALCULATORS/FOGARTY	72.00
1408	05/17/2019	12682	MIDWEST BUS SALES, INC.	SEAT BASE & SHOCK KIT FOR BUS #11/TRANSPORTATION	406.65
1409	05/17/2019	11933	JOHN VANCE MOTORS, INC.	SWITCH ADJUSTMENT ON BUS 58 LIFT/TRANSPORTATION	131.10
1410	05/17/2019	13229	QUILL CORPORATION	ART SUPPLIES/ART GRANT/GUES	1,162.35

**Options:** Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 7/1/2018 - 6/30/2019, PO Range: 1380 - 1427

Amount	Description	Vendor	Vendor No	Date	PO No
7,500.00	NEGOTIATIONS FOR 2019-2020	BARLOW EDUCATION MGMT SERVICES, LLC	10161	05/21/2019	1411
3,190.53	REPAIRS TO BUS #5/TRANSPORTATION	PENSKE COMMERCIAL VEHICLES, US, LLC	16611	05/21/2019	1412
1,000.00	FLEET PARTS AND SUPPLIES/TRANSPORTATION	,	12899	05/21/2019	1413
796.25	OAPT CONFERENCE ROOM REGISTRATIONS/TRANSP.		44166	05/21/2019	1414
360.00	CONFERENCE REGISTRATIONS/TRANSPORTATIO N		12936	05/21/2019	1415
278.00	PER DIEM AND MILEAGE REIMBURSEMENT/OAPT/TRANSP.		82641	05/21/2019	1416
315.00	PER DIEM AND MILEAGE REIMBURSEMENT/OAPT/TRANSP.		83965	05/21/2019	1417
90.00	PER DIEM/OAPT CONFERENCE/TRANSPORTATION		82357	05/21/2019	1418
300.00	SETTLEMENT FEES	PICRIGHTS LTD.	44377	05/23/2019	1419
28.68	HEARING AID BATTERIES FOR SP NEEDS STUDENT/SPED		15994	05/23/2019	1420
509.50	LINE SENSORS & SURGE TANKS/TRANSPORTATION		12682	05/23/2019	1421
1,440.00	RECAP TIRES/TRANSPORTATION	GOOLSBEE TIRE SERVICE INC	44087	05/23/2019	1422
537.65	ART SUPPLIES/ART GRANT/GUES	SCHOOL SPECIALTY, INC	41416	05/29/2019	1423
442.00	SUBSCRIPTION RENEWAL - 1 YEAR	THE DAILY OKLAHOMAN	13958	05/30/2019	1424
2,000.00	STEM CLASS SUPPLIES/FOUND. GRANT/MYERS/HS		15994	05/30/2019	1425
500.00	SERVICE ON VEH #93/TRANSPORTATION	,	11933	05/31/2019	1426
500.00	3 YR SPILL AND OVERFILL TESTING/TRANSPORTATION		15012	05/31/2019	1427
\$50,217.24	Payroll Total:	Non-P			
\$0.00	Payroll Total:	Р			
\$50,217.24	Report Total:	R			

**Options:** Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 509 - 547

	_			119, PO Range: 509 - 547	
PO No	Date	Vendor No	Vendor	Description	Amount
509	05/07/2019	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS AND SERVICE	1,000.00
510	05/07/2019	10110	HENKE & WANG PLUMBING	REPLACE WATER HEATER IN RM 509 AT GUES	600.00
511	05/07/2019	44013	CENTRAL OKLAHOMA WINNELSON	DISTRICT PLUMBING SUPPLIES PER QUOTES	396.70
512	05/07/2019	16626	JOHN HUDSON	MOWING AT CHARTER OAK	3,600.00
513	05/07/2019	44197	ALL HOURS LOCKSMITH, INC.	PIN LOCKS, MORTISES, & PADLOCKS FOR JR HI & GYM	967.50
514	05/07/2019	44197	ALL HOURS LOCKSMITH, INC.	LOCKS, DEADBOLTS AT NIT, OPTNS, ADM, OLD SHOP	399.00
515	05/07/2019	44197	ALL HOURS LOCKSMITH, INC.	LOCK CYLINDERS, PIN LOCKS & MORTISE FOR FAVER	322.00
516	05/08/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	2 BLOWER MOTORS AND PARTS	1,000.00
517	05/08/2019	43883	UNITED REFRIGERATION, INC.	TWO OIL PRESSURE CONTROLS	450.50
518	05/13/2019	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	PUMP SPRAYER AND ERASER WEED KILLER	99.75
519	05/14/2019	17447	HUNTER MECHANICAL & CONTROLS, INC.	WORK ON JUNIOR HIGH CHILLER	1,000.00
520	05/14/2019	14674	HOMETOWN RENTAL & FEED, INC.	LIFT RENTAL FOR 2 DAYS	200.00
521	05/15/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	FOGARTY HVAC EQUIPMENT	20,568.59
522	05/15/2019	43883	UNITED REFRIGERATION, INC.	HVAC PARTS AND SUPPLIES	1,000.00
523	05/16/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	12 DRUMS FREON	4,380.00
524	05/16/2019	44165	A-1 FREEMAN MOVING & STORAGE LLC	400 MOVING BOXES	600.00
525	05/17/2019	14674	HOMETOWN RENTAL & FEED, INC.	EQUIPMENT RENTAL/FAVER	100.00
526	05/17/2019	42872	PATRICK A. COUNTESS	INSTALL FENCING AT OPERATIONS BUILDING	4,900.00
527	05/17/2019	44374	ACME FENCE OF OKLA CITY, INC.	FENCE MATERIAL FOR OPERATIONS BUILDING	950.00
528	05/21/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
529	05/21/2019	17447	HUNTER MECHANICAL & CONTROLS, INC.	HVAC REPAIRS AND SERVICE	1,000.00
530	05/21/2019	15994	AMAZON CAPITAL SERVICES	RATIONAL CLEANING TABLETS	183.70
531	05/21/2019	15969	SOUTHWEST PAPER, INC - OKC	WHEELS FOR GUES FLOOR MACHINE	228.00
532	05/21/2019	44013	CENTRAL OKLAHOMA WINNELSON	DISTRICT PLUMBING SUPPLIES	298.20
533	05/21/2019	15994	AMAZON CAPITAL SERVICES	CARPET FANS	150.00
534	05/23/2019	14189	VOSS ELECTRIC CO.	REPLACE LIGHTING IN JR HIGH GYM	12,530.64
535	05/23/2019	17387	BRADFORD INDUSTRIAL SUPPLY CORP	A/C WINDOW UNITS FOR JR HIGH OFFICES	1,428.00
536	05/23/2019	16370	QUICK SERVICE STEEL	TUBING & METAL MATERIALS	300.00
537	05/23/2019	43970	SWIFT LAWNS, LLC	MAY AND JUNE MOWINGS	5,874.00
538	05/24/2019	43554	ROBERTS DISPOSAL SERVICES, INC	DUMPSTER FOR HS	500.00
539	05/24/2019	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR GUES	575.23
540	05/24/2019	12899	O'REILLY AUTOMOTIVE STORES, INC.	DRIVERS FOR IMPACTS	25.00
	05/29/2019	43801	6-L MECHANICAL	HVAC REPAIRS AND SERVICE	1,000.00
541	05/25/2015				,
541 542	05/29/2019	15969	SOUTHWEST PAPER, INC - OKC	SUMMER FLOOR PRODUCTS	4,098.48 <b>58</b>

#### Purchase Order Register

**Options:** Year: 2018-2019, Fund: Building, Date Range: 7/1/2018 - 6/30/2019, PO Range: 509 - 547

PO No	Date	Vendor No	Vendor	Description	Amount
543	05/29/2019	17249	S. T. BOLDING III	ELECTRICAL REPAIRS	1,000.00
544	05/29/2019	43554	ROBERTS DISPOSAL SERVICES, INC	ROLL-OFF DUMPSTERS FOR HS SEATING	1,000.00
545	05/30/2019	17747	ROBERT L HINER	REFINISH JR HIGH GYM FLOOR	11,395.00
546	05/31/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
547	05/31/2019	43554	ROBERTS DISPOSAL SERVICES, INC	ROLL OFF DUMPSTERS FOR HIGH SCHOOL	950.00
			Νο	n-Payroll Total:	\$87,070.29
				Payroll Total:	\$0.00
					607 070 00

Report Total: \$87,070.29

#### Purchase Order Register

**Options:** Year: 2018-2019, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2018 - 6/30/2019, PO Range: 17 - 19

PO No	Date	Vendor No	Vendor	Description	Amount
17	05/14/2019	43748	PARENT/STUDENT REFUND	MEAL ACCOUNT REFUND/ZANE WANZER	9.90
18	05/16/2019	16975	GENERAL FUND	LOAN REPAYMENT TO GENERAL FUND	79,151.20
19	05/24/2019	43748	PARENT/STUDENT REFUND	MEAL ACCOUNT REFUND/K. DELLENBAUGH	7.80
				Non-Payroll Total:	\$79,168.90
				Payroll Total:	\$0.00
				Report Total:	\$79,168.90

Purchase Order Register

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**Options:** Year: 2018-2019, Fund: Building Bond 2017, Date Range: 7/1/2018 - 6/30/2019, PO Range: 28 - 28

Amount	Description	Vendor	Vendor No	Date	PO No
42,636.89	FOGARTY HVAC EQUIPMENT	BRADFORD INDUSTRIAL SUPPLY CORP	17387	05/15/2019	28
\$42,636.89	-Payroll Total:	Non			
\$0.00	Payroll Total:				
\$42,636.89	Report Total:				

#### **Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 5/7/2019 - 6/30/2019, PO Range: 1 - 1379, Include Negative Changes: True

		-	79, Include Negative Changes: True	Description	
PO No	Date	Vendor No		Description	Amount
10	07/01/2018	13181	PITNEY BOWES CREDIT CORP.	POSTAGE METER LEASE/SUPPLIES FOR 2018-19	-718.00
14	07/01/2018	13958	THE DAILY OKLAHOMAN	SUBSCRIPTION/ADS/SERVICE FOR 2018-19	-400.00
31	07/01/2018	12910	OFFICE DEPOT, INC.	BLANKET FOR SUPPLIES FOR 2018- 19	-41.36
60	07/01/2018	80335	MARSHA L HOLDERMAN	MILEAGE REIMBURSEMENT FOR 2018-19	-29.28
65	07/01/2018	16091	UNITED STATES SUBURBAN ASSOCIATIO	NUSSA MEMBERSHIP DUES FY19	-1,100.00
67	07/01/2018	16459	X-CEL BADGE & ENGRAVING CO., INC.	NAMEPLATES/SUPPLIES/ADMIN	-80.50
73	07/01/2018	81228	APRIL LYNN DEVEREAUX	MILEAGE REIMBURSEMENT FOR 2018-19	-173.37
78	07/01/2018	43647	ADMIN ARSENAL, INC	SOFTWARE/TECHNOLOGY	-1,800.00
83	07/01/2018	17249	S. T. BOLDING III	BLANKET FOR ELECTRICAL REPAIRS/TECHNOLOGY	-2,000.00
84	07/01/2018	43236	CDI COMPUTER DEALERS INC.	BLANKET FOR PARTS, SUPPLIES AND EQUIP/TECHNOLOGY	-2,000.00
85	07/01/2018	44110	CDW LLC	BLANKET FOR SUPPLIES/TECHNOLOGY	-312.09
91	07/01/2018	11169	ENDEX OF OKLAHOMA, INC.	BLANKET FOR PARTS/REPAIRS/TECHNOLOGY	242.35
103	07/01/2018	42601	LIGHTSPEED TECHNOLOGIES, INC.	BLANKET FOR PARTS/SUPPLIES- TECHNOLOGY	-100.00
113	07/01/2018	42240	PERSONAL COMPUTER SYSTEMS, INC.	BLANKET FOR PARTS/TECHNOLOGY	-5,000.00
127	07/01/2018	42721	FORTITUDE DOGS, INC.	CONTRABAND DETECTION SERVICES 2018-19	-330.00
160	07/02/2018	10011	SOUTHPOINTE VETERNARY CLINIC	MEDICINE/SUPPLIES FOR AG PROGRAM/HS	-19.00
165	07/02/2018	43789	NANCY ELIZABETH MCLEAN	CONTRACT FOR OT MONITORING FOR ESY JULY 2018	-250.00
169	07/02/2018	81574	ANGIE KAYE SMEDLEY	EXPENSE REIMBURSEMENT 2018- 19	-95.96
170	07/02/2018	82157	LISA C WOODS	MILEAGE REIMBURSEMENT 2018- 19	-418.09
185	07/09/2018	83916	JESSICA LYNN WEST	MILEAGE REIMBURSEMENT/SPED	-468.36
186	07/09/2018	84079	MORGAN PAIGE KOWALEWSKI	MILEAGE REIMBURSEMENT/SPED	-154.66
187	07/09/2018	83798	SONYA ALECIA ARNOLD	MILEAGE REIMBURSEMENT/SPED	-500.00
188	07/09/2018	83761	TINA MICHELLE JORDAN	MILEAGE REIMBURSEMENT/SPED	-395.90
191	07/09/2018	15956	ADVANCED PLACEMENT PROGRAM	BLANKET FOR PARA PRO ASSESSMENT/SPED	-140.00
192	07/09/2018	84150	CHRISTINE E HAYES	MILEAGE REIMBURSEMENT/SPED	-500.00
193	07/09/2018	17878	OKLAHOMA HEARING SOLUTIONS, LLC	AUDIOLOGICAL SERVICES FOR 2018-19	-1,000.00
194	07/09/2018	12332	LOGAN COUNTY HEALTH DEPT	BLANKET FOR VACCINATIONS	-250.00
196	07/09/2018	13229	QUILL CORPORATION	BLANKET FOR OFFICE SUPPLIES/SPED	-303.19
289	07/31/2018	42795	APRIL NEICHOLE KECK	VISUAL IMPAIRMENT CONTRACT	490.00 <b>62</b>

#### **Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 5/7/2019 - 6/30/2019, PO Range: 1 - 1379, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
290	07/31/2018	80657	MARYLYN S STEFFENSEN	PSYCHOLOGICAL SERVICES CONTRACT	-2,450.00
394	08/22/2018	42687	CRISIS PREVENTION INSTITUTE, INC.	INSTRUCTOR RENEWAL FEE/SPEC ED	-150.00
401	08/22/2018	14207	WALMART COMMUNITY	BLANKET FOR CLASS SUPPLIES/FACS/MAKER/HS	-0.19
404	08/23/2018	12447	MARDEL, INC.	\$150 CLASSROOM SUPPLIES/J. MAKER/HS	-11.44
406	08/23/2018	84165	MICHAYLA ANNE CAMPBELL	MILEAGE REIMBURSEMENT/SPEECH/SPED	-500.00
407	08/23/2018	84183	CATHRYN HOLLIMAN MCLENDON	MILEAGE REIMBURSEMENT/SPEECH/SPED	-500.00
464	08/30/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/D. EDWARDS/HS	-29.77
468	08/30/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/A. LEE/HS	-58.44
478	08/31/2018	14117	UNITED SYSTEMS CABLING, INC.	NETWORK SUPPORT/TECHNOLOGY	-2,000.00
491	09/05/2018	15354	RADIOS UNLIMITED, INC.	Blanket for Radios and Parts	-1,895.00
500	09/10/2018	81316	JAMIE KAY ALEXANDER	MILEAGE REIMBURSEMENT 2018- 19	-786.86
522	09/10/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/L. BAKER/HS	-150.00
575	09/18/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/S. MORGAN/GUES	-150.00
639	09/27/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/C. RYAN/JH	-150.00
647	10/01/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/EWY/GUES	-150.00
657	10/03/2018	40775	APPLE STORE	BLANKET FOR APPS SP ED USE	-150.01
692	10/16/2018	44238	JKNM LLC	HOTEL STAY/LEAD CONFERENCE/THROCKMORTON	93.00
706	10/22/2018	12447	MARDEL, INC.	\$56 CLASSROOM SUPPLIES/K. ALLEN/CHARTER OAK	-55.96
711	10/22/2018	10924	DEMCO, INC	BOOKS FOR LIBRARY/CHARTER OAK	-419.93
724	10/24/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/CHARTER OAK	-78.32
738	10/25/2018	12447	MARDEL, INC.	\$100 CLASSROOM SUPPLIES/L. BRAID/COTTERAL	-100.00
739	10/25/2018	15994	AMAZON CAPITAL SERVICES	\$50 CLASSROOM SUPPLIES/L. BRAID/COTTERAL	-50.00
752	10/31/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/S. ARNOLD/HS	-150.00
758	11/05/2018	84221	LAURIE DIANE BROWN	MILEAGE REIMBURSEMENT/SPECIAL ED	-500.00
766	11/06/2018	14207	WALMART COMMUNITY	OFFICE SUPPLIES/A. TERRY/JH	-41.19
777	11/07/2018	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/CHARTER	-707.23
				OAK	63

#### **Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 5/7/2019 - 6/30/2019, PO Range: 1 - 1379, Include Negative Changes: True

Date	Vendor No	Vendor	Description	Amount
11/14/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/B. MORRIS/JH	-148.79
11/26/2018	14207	WALMART COMMUNITY	BLANKET PO FOR CLASSROOM SUPPLIES/OWEN/FACS/JH	-315.01
11/30/2018	83566	BRENDA DEEANN BRANDON	PER DIEM FOR CPI RE- CERT/TULSA/B. BRANDON/SPED	-30.00
12/06/2018	42063	TECHMART COMPUTER PRODUCTS, INC.	\$150 CLASSROOM SUPPLIES/A. MOLDER/GUES	-147.00
12/06/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/L. OWEN/JH	-150.00
12/18/2018	43320	CHICKASAW	PHONE SYSTEM/PHONES/TECHNOLOGY	-0.03
12/18/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/R. GILLETT/JH	-10.00
12/20/2018	14207	WALMART COMMUNITY	\$150 CLASSROOM SUPPLIES/M. MAYFIELD/CENTRAL	-70.22
12/21/2018	14693	SCHOLASTIC, INC.	\$150 CLASSROOM SUPPLIES/C. HORN/CHARTER OAK	-150.00
12/21/2018	15994	AMAZON CAPITAL SERVICES	\$150 CLASSROOM SUPPLIES/B. BURROUGHS/COTTERAL	-79.32
01/29/2019	17727	PROJECT LEAD THE WAY, INC.	Carl Perkins STEM for GJHS 7/8th	12.00
02/13/2019	12173	LAMPTON WELDING SUPPLY COMPANY, INC	SUPPLIES/MATERIALS FOR AG PROGRAM/DRAKE/HS	-160.94
02/20/2019	81174	LAURA JUNE PORTER	MILEAGE REIMB. FOR HOMEBOUND INSTRUCTION/SPED	-500.00
02/20/2019	83480	AMANDA JENSEN PAUL	MILEAGE REIMBURSEMENT	-42.96
03/07/2019	11966	JOSTENS, INC.	DIPLOMAS AND COVERS/HS	10.64
03/14/2019	44314	KEN BERGMAN & ASSOCIATES, LLC	BLADES FOR AG SHOP SAW/DRAKE/HS	-350.00
04/01/2019	44331	ROBERT K. BOST	LEGAL FEES	-6,312.50
04/01/2019	12783	ARISTOTLE CORPORATION	SENSORY SUPPLIES/FOUND. GRANT/DAVIS/C.O.	-21.95
		Non-	Payroll Total:	(\$37,454.83)
			Payroll Total:	\$0.00
	11/14/2018 11/26/2018 11/30/2018 12/06/2018 12/06/2018 12/18/2018 12/18/2018 12/21/2018 12/21/2018 12/21/2018 01/29/2019 02/13/2019 02/20/2019 03/07/2019 03/14/2019	11/14/20181599411/26/20181420711/30/20188356612/06/20184206312/06/20181420712/18/20181599412/18/20181420712/20/20181469312/21/20181469312/21/20181599401/29/20191772702/13/20198117402/20/20198348003/07/20191196603/14/201944331	11/14/2018       15994       AMAZON CAPITAL SERVICES         11/26/2018       14207       WALMART COMMUNITY         11/30/2018       83566       BRENDA DEEANN BRANDON         12/06/2018       42063       TECHMART COMPUTER PRODUCTS, INC.         12/06/2018       14207       WALMART COMMUNITY         12/06/2018       14207       WALMART COMMUNITY         12/18/2018       1320       CHICKASAW         12/18/2018       15994       AMAZON CAPITAL SERVICES         12/221/2018       14207       WALMART COMMUNITY         12/221/2018       14693       SCHOLASTIC, INC.         12/221/2018       15994       AMAZON CAPITAL SERVICES         01/29/2019       17727       PROJECT LEAD THE WAY, INC.         02/13/2019       1273       LAMPTON WELDING SUPPLY COMPANY, INC.         02/20/2019       81174       LAURA JUNE PORTER         02/20/2019       83480       AMANDA JENSEN PAUL         03/07/2019       11966       JOSTENS, INC.         03/14/2019       44331       ROBERT K. BOST         04/01/2019       12783       ARISTOTLE CORPORATION	11/14/201815994AMAZON CAPITAL SERVICES\$150 CLASSROOM SUPPLIES/B. MORRIS/JH11/26/201814207WALMART COMMUNITYBLANKET PO FOR CLASSROOM SUPPLIES/OWEN/FACS/JH11/30/201883566BRENDA DEEANN BRANDONPER DIEM FOR CPI RE- CERT/TULSA/B. BRANDON/SPED12/06/201842063TECHMART COMPUTER PRODUCTS, INC.5150 CLASSROOM SUPPLIES/A. MOLDER/GUES12/06/201814207WALMART COMMUNITY\$150 CLASSROOM SUPPLIES/A. MOLDER/GUES12/18/201843320CHICKASAWPHONE SYSTEM/PHONES/TECHNOLOGY12/18/201815994AMAZON CAPITAL SERVICES\$150 CLASSROOM SUPPLIES/R. GILLETT/JH12/2/20/201814207WALMART COMMUNITY\$150 CLASSROOM SUPPLIES/R. GILLETT/JH12/21/201815994AMAZON CAPITAL SERVICES\$150 CLASSROOM SUPPLIES/R. HORN/CHARTER OAK12/21/201814693SCHOLASTIC, INC.\$150 CLASSROOM SUPPLIES/R. HORN/CHARTER OAK12/21/201815994AMAZON CAPITAL SERVICES\$150 CLASSROOM SUPPLIES/R. BURROUGHS/COTTERAL12/21/201917727PROJECT LEAD THE WAY, INC.Carl Perkins STEM for GJHS 7/8th02/20/201981174LAURA JUNE PORTERMILEAGE REIMB.FOR HOMEBOUND INSTRUCTION/SPED02/20/201981480AMANDA JENSEN PAULMILEAGE REIMB.FOR HOMEBOUND INSTRUCTION/SPED02/20/201983480AMANDA JENSEN PAULMILEAGE REIMBURSEMENT03/07/201911966JOSTENS, INC.DIPLOMAS AND COVERS/HS03/14/201944331ROBERT K. BOSTLEGAL FEES04/01/2019<

Report Total: (\$37,454.83)

#### **Change Order Listing**

**Options:** Fund: Building, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 5/7/2019 - 6/30/2019, PO Range: 1 - 508, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
7	07/01/2018	43827	ED HUMES LOCKSMITH SERVICE, INC.	DISTRICT KEYS AND LOCKS	-31.00
32	07/01/2018	43970	SWIFT LAWNS, LLC	MOWING SERVICES	779.00
163	09/26/2018	16626	JOHN HUDSON	LAWN CARE AT CHARTER OAK	-150.00
236	11/14/2018	10129	NORTHUP AUTO PARTS & MACHINE	DISTRICT PARTS AND SUPPLIES	-25.60
251	11/28/2018	43973	CHRISTOPHER CODY HAYES	DISTRICT LAWN SERVICES	-1,000.00
338	01/31/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-121.82
352	02/11/2019	11514	H & M CARPET CENTER LLC	100' ROLL BLACK 4" COVE BASE	12.00
428	03/26/2019	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-28.20
			Nor	n-Payroll Total:	(\$565.62)
				Payroll Total:	\$0.00
				Report Total:	(\$565.62)

#### **Change Order Listing**

**Options:** Fund: GIFTS FUND, Year: 2018-2019, ReferenceDate: PO Approval Date, Date Range: 5/7/2019 - 6/30/2019, PO Range: 1 - 3, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
2	01/09/2019	42632	AAA PLAYGROUNDS	PLAYGROUND EQUIPMENT FOR CHARTER OAK	-65.60
				Non-Payroll Total:	(\$65.60)
				Payroll Total:	\$0.00
				Report Total:	(\$65.60)

# ACTIVITY FUND – FUND 60 BANK RECONCILIATION – FARMERS & MERCHANTS BANK As of 5/31/2019

GENERAL LEDGE	<u>R ACCOUNT</u>	BANK RECONCILIATION	Ĺ
Balance (5/01/19)	\$604,312.26	Balance per bank statement As of (5/31/19)	\$582,419.31
Add Receipts	\$ 90,079.06	Add Deposits in Transit	\$ 53.00
Less Checks Written	\$138,085.19	less O/S Checks	\$ 26,276.27
Adjustments	\$	*Adjustments Bank correction	\$ \$ +110.09
Balance per Ledger	\$556,306.13	Balance per Ledger	\$556,306.13

## Adjustment/Correction explanations:

Bank charged for checks/deposit slips that should not have been charged to us. \$110.09

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

Activity Fund Clerk

<u>6-3-19</u> Date

Options: Fund: 60, Date Range: 5/1/2019 - 5/31/2019

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$490.60	\$61.65	\$0.00	\$180.00	\$372.25	\$53.00	\$319.25
802 CENTRAL ACTIVITY	\$16,000.05	\$3,761.62	\$0.00	\$4,160.21	\$15,601.46	\$205.80	\$15,395.66
803 CENTRAL PTO	\$8,287.06	\$718.41	\$0.00	\$690.85	\$8,314.62	\$100.00	\$8,214.62
804 COTTERAL PTO	\$10,866.91	\$325.65	\$0.00	\$718.19	\$10,474.37	\$0.00	\$10,474.37
805 COTTERAL ACTIVITY	\$14,230.23	\$2,639.41	\$0.00	\$3,446.53	\$13,423.11	\$357.56	\$13,065.55
806 COTTERAL FACULTY	\$132.32	\$24.70	\$0.00	\$0.00	\$157.02	\$0.00	\$157.02
808 FOGARTY PARENTS ORG.	\$29,550.43	\$225.30	\$0.00	\$821.36	\$28,954.37	\$27,500.00	\$1,454.37
809 FOGARTY ACTIVITY	\$21,425.20	\$3,250.03	\$0.00	\$9,588.70	\$15,086.53	\$281.90	\$14,804.63
810 FOGARTY FACULTY	\$547.29	\$21.10	\$0.00	\$0.00	\$568.39	\$0.00	\$568.39
811 Elem Snack Grant	\$1,505.89	\$0.00	\$0.00	\$0.00	\$1,505.89	\$0.00	\$1,505.89
812 GUES ACTIVITY	\$31,475.81	\$4,377.00	\$0.00	\$18,291.84	\$17,560.97	\$1,640.00	\$15,920.97
813 GUES FACULTY	\$2,220.20	\$35.75	\$0.00	\$0.00	\$2,255.95	\$0.00	\$2,255.95
814 GUES HONOR CHOIR	\$462.93	\$0.00	\$0.00	\$0.00	\$462.93	\$0.00	\$462.93
815 GUES PARENTS ORG.	\$17,201.13	\$427.45	\$0.00	\$3,059.68	\$14,568.90	\$1,335.00	\$13,233.90
816 GHS SPECIAL KIDS	\$279.13	\$0.00	\$0.00	\$0.00	\$279.13	\$0.00	\$279.13
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$327.10	\$0.00	\$0.00	\$0.00	\$327.10	\$0.00	\$327.10
819 ATHLETICS JUNIOR HIGH	\$9,444.45	\$650.00	\$0.00	\$1,080.00	\$9,014.45	\$4,079.00	\$4,935.45
820 GOLF JUNIOR HIGH	\$2,483.49	\$0.00	\$0.00	\$0.00	\$2,483.49	\$0.00	\$2,483.49
821 FHA JUNIOR HIGH	\$1,783.82	\$0.00	\$0.00	\$0.00	\$1,783.82	\$0.00	\$1,783.82
822 HONOR SOCIETY JR HIGH	\$2,912.86	\$0.00	\$0.00	\$80.73	\$2,832.13	\$49.27	\$2,782.86
823 JR HIGH ACCOUNT	\$12,901.03	\$0.00	\$0.00	\$3,204.92	\$9,696.11	\$4,437.76	\$5,258.35
824 JR HIGH FACULTY	\$1,535.15	\$455.00	\$0.00	\$0.00	\$1,990.15	\$75.00	\$1,915.15
825 LIBRARY JR HIGH	\$1,921.07	\$0.00	\$0.00	\$0.00	\$1,921.07	\$0.00	\$1,921.07
826 LEARN 2 LOVE	\$22,355.98	\$5,901.54	\$0.00	\$763.00	\$27,494.52	\$3,813.17	\$23,681.35
827 CHEERLEADERS JR HIGH	\$2,903.32	\$0.00	\$0.00	\$0.00	\$2,903.32	\$0.00	\$2,903.32
830 STUCO JH	\$7,247.55	\$0.00	\$0.00	\$1,923.85	\$5,323.70	\$0.00	\$5,323.70
831 T.S.A. JR HIGH	\$1,481.46	\$0.00	\$0.00	\$0.00	\$1,481.46	\$0.00	\$1,481.46
832 YEARBOOK JR HIGH	\$2,411.70	\$1,220.00	\$0.00	\$432.50	\$3,199.20	\$0.00	\$3,199.20
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$16,211.99	\$3,559.63	\$0.00	\$8,974.36	\$10,797.26	\$0.00	\$10,797.26
841 CHARTER OAK PTO	\$4,638.22	\$889.30	\$0.00	\$287.50	\$5,240.02	\$250.00	\$4,990.02
842 CHARTER OAK FACULTY	\$710.23	\$29.70	\$0.00	\$248.61	\$491.32	\$175.00	\$316.32
850 ACADEMIC TEAM HS	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
851 ART CLUB HS	\$7,705.94	\$848.00	\$0.00	\$230.63	\$8,323.31	\$316.02	\$8,007.29
852 ATHLETICS HS	\$48,521.87	\$3,507.94	\$0.00	\$6,542.06	\$45,487.75	\$31,469.21	\$14,018.54
853 HS CHEER	\$8,496.29	\$6,189.96	\$0.00	\$4,721.85	\$9,964.40	\$12,000.94	(\$2,036.54)
854 FOOTBALL CAMP	\$7,516.83	\$300.00	\$0.00	\$0.00	\$7,816.83	\$0.00	\$7,816.83
855 TENNIS HS	\$22,969.76	\$1,880.00	\$0.00	\$6,554.41	\$18,295.35	\$495.00	\$17,800.35
856 GHS LIBRARY	\$218.57	\$10.00	\$0.00	\$0.00	\$228.57	\$0.00	\$228.57
858 GHS LINK CREW	\$273.59	\$120.00	\$0.00	\$0.00	\$393.59	\$0.00	\$393.59
859 BAND (OPERATING) HS	\$5,608.52	\$3,642.00	\$0.00	\$702.18	\$8,548.34	\$406.82	\$8,141.52
860 CLASS OF 2021 HS	\$1,365.71	\$105.00	\$0.00	\$0.00	\$1,470.71	\$0.00	\$1,470.71
863 CLASS OF 2019 HS	\$8,184.90	\$910.00	\$0.00	\$6,198.83	\$2,896.07	\$1,801.02	\$1,095.05
864 GHS ALUMNI ACCOUNT	\$6,571.89	\$0.00	\$0.00	\$0.00	\$6,571.89	\$0.00	\$6,571.89
865 CLASS OF 2022 HS	\$1,136.24	\$0.00	\$0.00	\$0.00	\$1,136.24	\$0.00	\$1,136.24
869 ENGLISH CLUB	\$1,165.30	\$0.00	\$0.00	\$245.86	\$919.44	\$80.00	\$839.44
870 HS FACULTY/COURTESY ACCOUNT	\$1,568.22	\$108.55	\$0.00	\$432.72	\$1,244.05	\$0.00	\$1,244.05
871 HS STUDENT PANTRY	\$12,471.00	\$2,700.00	\$0.00	\$203.83	\$14,967.17	\$796.17	\$14,171.00
872 CLASS OF 2020	\$8,338.90	\$100.00	\$0.00	\$4,246.52	\$4,192.38	\$100.00	\$4,092.38
876 FFA 4H BOOSTER CLUB HS	\$33,787.22	\$0.00	\$0.00	\$7,690.50	\$26,096.72	\$4,390.00	\$21,706.72
877 FFA HS	\$9,700.23	\$5,046.20	(\$140.50)	\$5,345.25	\$9,260.68	\$1,989.80	\$7,270.88
878 FCCLA (FHA) HS	\$2,889.34	\$69.00	\$0.00	\$653.22	\$2,305.12	\$0.00	\$2,305.12
879 FOREIGN LANGUAGE SPAN HS	\$5,887.62	\$140.00	\$0.00	\$1,393.31	\$4,634.31	\$0.00	\$4,634.31
880 XC Bluecrew	\$869.32	\$5,600.00	\$0.00	\$0.00	\$6,469.32	\$0.00	\$6,469.32
881 Lady Jays Basketball	\$3,464.66	\$0.00	\$0.00	\$0.00	\$3,464.66	\$0.00	\$3,464.66
882 GUTHRIE RUNNING CLUB HS	\$1,151.04	\$602.00	\$0.00	\$568.34	\$1,184.70	\$161.48	\$1,023.22

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#### Revenue/Expenditure Summary

#### Options: Fund: 60, Date Range: 5/1/2019 - 5/31/2019

	Begin		Adjusting		Cash End	Persona da Sul	
883 HERITAGE CLUB HS	Balance \$1,682.43	Receipts \$0.00	S0.00	Payments \$0.00	\$1,682.43	Unpaid POs \$60.41	End Balance \$1,622.02
	\$1,682.43	\$2,279.21	\$0.00 \$0.00	\$2,652.32	\$1,082.43	\$2,312.25	\$13,772.86
	\$10,438.22 \$2,834.24	\$2,279.21 \$201.75	\$0.00 \$0.00	\$2,832.32 \$47.76	\$10,085.11	\$2,512.25 \$51.74	\$2,936.49
885 STUDENT SUPPORT HS	• • •	•	•	\$47.76 \$1,839.02		\$51.74 \$0.00	• •
886 HONOR SOCIETY HS	\$4,566.95	\$165.00	\$0.00 \$0.00	\$1,839.02 \$0.00	\$2,892.93 \$491.28	\$0.00 \$0.00	\$2,892.93 \$491.28
889 KEY CLUB HS	\$471.28	\$20.00	•		•	•	•
890 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
892 MATH OF FINANCE	\$93.98	\$0.00	\$0.00	\$0.00	\$93.98	\$0.00	\$93.98
893 MU ALPHA THETA HS	\$1,775.50	\$283.90	\$0.00	\$0.00	\$2,059.40	\$435.00	\$1,624.40
895 JROTC HS	\$3,359.69	\$315.00	\$0.00	\$473.00	\$3,201.69	\$150.00	\$3,051.69
897 SOCCER CLUB HS	\$1,103.84	\$0.00	\$0.00	\$0.00	\$1,103.84	\$0.00	\$1,103.84
898 SCIENCE CLUB HS	\$7,712.87	\$40.00	\$0.00	\$534.21	\$7,218.66	\$432.28	\$6,786.38
899 STUDENT COUNCIL HS	\$16,607.89	\$135.00	\$0.00	\$12,264.39	\$4,478.50	\$533.19	\$3,945.31
900 CAMPUS BEAUTIFICATION HS	\$9,475.47	\$0.00	\$0.00	\$1,100.09	\$8,375.38	\$5,260.23	\$3,115.15
902 VOCAL HS	\$3,111.98	\$3,210.50	\$0.00	\$2,372.59	\$3,949.89	\$209.17	\$3,740.72
904 YEARBOOK HS	\$17,615.56	\$5,175.00	\$0.00	\$0.00	\$22,790.56	\$25,070.00	(\$2,279.44)
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	\$2,785.84	\$0.00	\$0.00	\$0.00	\$2,785.84	\$0.00	\$2,785.84
913 DRAMA HS	\$1,876.95	\$316.50	\$0.00	\$226.66	\$1,966.79	\$149.27	\$1,817.52
922 COURTESY COMMITTEE ADMIN	\$79.53	\$130.00	\$0.00	\$50.00	\$159.53	\$25.00	\$134.53
925 GENERAL FUND REFUND	\$3,572.83	\$1,690.80	\$140.50	\$33.01	\$5,371.12	\$0.00	\$5,371.12
927 HALL OF FAME BANQUET	\$8.97	\$0.00	\$0.00	\$0.00	\$8.97	\$0.00	\$8.97
929 DISTRICT SPECIAL OLYMPICS	\$41,833.15	\$1,700.00	\$0.00	\$5,097.73	\$38,435.42	\$13,982.15	\$24,453.27
932 SUMMER SCHOOL HS	\$3,890.00	\$4,745.00	\$0.00	\$0.00	\$8,635.00	\$100.00	\$8,535.00
933 FAVER C&C	\$298.53	\$19.35	\$0.00	\$0.00	\$317.88	\$0.00	\$317.88
934 TRANSPORTATION C&C	\$2,708.18	\$821.55	\$0.00	\$279.33	\$3,250.40	\$750.00	\$2,500.40
935 VENDING MACHINE ADMIN	\$711.74	\$36.10	\$0.00	\$27.90	\$719.94	\$517.05	\$202.89
937 FAVER ACTIVITY	\$72.27	\$34.00	\$0.00	\$0.00	\$106.27	\$0.00	\$106.27
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$12,708.94	\$429.62	\$0.00	\$147.25	\$12,991.31	\$1,959.61	\$11,031.70
942 C.N. CLEARING ACCT	\$0.00	\$7,878.89	\$0.00	\$7,257.59	\$621.30	\$9,998.46	(\$9,377.16)
Total	\$604,312.26	\$90,079.06	\$0.00	\$138,085.19	\$556,306.13	\$160,354.73	\$395,951.40



Cody Thompson Director of Operations Phone 405-282-5944 cody.thompson@guthrieps.net

To:	Dr. Mike Simpson and
	Board of Education

Date: May 31, 2019

We would like to declare the following items surplus:

Bleacher seating from the south side of the High School main gym

Fogarty's old playground equipment

Thank you,

Cody Thompson

200 Crooks Dr., Bldg. 4



# GPS

#### GUTHRIE PUBLIC SCHOOLS FIELD TRIP REQUEST Effective 11-08

Today's Date	29 Ma	y 2019	Date of Ac	tivity	5 Oct 19
Destination	Wichita	Falls, TX			
Class & Grade	Level	JROTC 9-12			
Teacher(s)	Fredrick	son/Campbell			
Names of teach	ner assis	stants or other	adults attending:		
Number of stud	lonto	25	Number o	fsnonso	rs 2
Leave Time	lents	0800	Number o		n Time <sup>1800</sup>
Event Beginnin	a		 Eve	nt Ending	
Time if differen		1200			fferent 1500
Emergency Ph	one Cor	ntact Number	Fredrickson Cel	I (405) 62	5-5807
Cost to be paid	per stu	dent 0	Due when?		Cost to district
Paid for by Act	ivity Fur	nd	✓ Yes	No	
Sub needed?			Yes	✓ No	(If yes, please complete sub request.)
Transportation request completed?			Yes	✓ No	
Activity informa			✓ Yes	No	
your site's cale		( .		<u> </u>	0.00
		- M		6	4 . 1 4

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 PASS objective and the educational objective to be addressed by this field trip:

ALLOW CADETS TO PARTICIPATE IN PELLET RIFLE, DRILL TEAM, COLOR GUARD AND PHYSICAL FITNESS COMPETITIONS

Must be completed at the site level for ANY trip out of the building, but only needs board approval for out-of-state trips.

Field Trip Request 11-08

EMPLOYEE TRIP REQUEST

Check if Out of State 🖌

Mick Free	drickson		29 May 2019				
Name of Emp	loyee		Date				
Employee's C	urrent Assignme	nt High School JF	ROTC Senior Army Instructor				
Title of Confe	rence or Activity	Top of Texas Dri	II Meet				
Location W	ichita Falls,	TX Dates	of Conference 5 Oct 19				
Full Legal Na	me (for air travel)	I					
Departure Da	te 5 Oct 19	AM PM Ret	urn Date 5 Oct 19 AM PM				
If applicable,	a Field Trip/Trans	sportation Request has been	a completed: 🖌 Yes				
PLEASE IND PRESENT AS		S CONFERENCE OR WOR	KSHOP WILL RELATE TO YOUR				
Allow Drill Team, Color Guard, Physical Fitness Team, and Pellet Rifle Team to participate in competition.							
Cost for atten (give a clo	dance ose estimate if ne	cessary)	Costs are covered by which fund? BE SPECIFIC PLEASE. General Fund, Title I, Staff Development,				
Travel*	\$ 350.00	(inneage, an, ground,	Activity Fund, etc.				
Registration	\$ 210.00	parking & toll) see below	All costs to be paid by				
Lodging	\$	-	Activity Fund #895				
Meals	\$	(overnight stay required; calculate at \$30 per night)					
Substitute	\$	(calculate @ \$60 per day)					
Total	\$ 560.00	-					
Will a substitu	ite be needed?	Yes _✓	No (Remember to complete your sub request)				
Principal's Ap	proval <u>Signatu</u>	10 Strand	e <u>5-29-19</u> Date				
Program Dire	ctor's Approval	Signature	Date				
Board of Education Approval Date							

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

Employee Trip Reques Rev.12-07
EMPLOYEE TRIP REQUEST

Check if Out of State 🖌

Cameron	Campbell		29 May 2019
Name of Emp	loyee		Date
Employee's C	urrent Assignme	Army Instructo	or High School
Title of Confe	rence or Activity	Top of Texas Mil	itary Skills Meet
Location W	ichita Falls,	TX Dates	of Conference 5 Oct 19
5.00 and Mar			Submit copy of Driver's License
Full Legal Na	me (for air travel)		flights it must the boarding pa
Departure Da	te 5 Oct 19	✓ AM PM Ret	urn Date 5 Oct 19 AM / PM
If applicable.	a Field Trip/Trans	portation Request has been	Charles and the second s
			KSHOP WILL RELATE TO YOUR
PRESENT AS		S CONFERENCE OR WOR	KSHOP WILL RELATE TO TOUR
Escort var	rious JROTC te	eams for competition.	
			Costs are sourced burybick fund?
Cost for atten			Costs are covered by which fund? BE SPECIFIC PLEASE.
(give a clo	ose estimate if ne	cessary)	General Fund, Title I, Staff Development, Activity Fund, etc.
Travel*	\$	(mileage, air, ground,	Activity Fund
	c	parking & toll) see below	
Registration	\$		
Lodging	\$		
Meals	\$	(overnight stay required;	
Substitute	\$	calculate at \$30 per night) (calculate @ \$60 per day)	
	\$ 0.00	(calculate @ too per aa)/	
Total	\$ 0.00		
Will a substitu	ite be needed?	Yes 🗸	No (Remember to complete your sub request)
		.0.	
Principal's Ap		in Lande	5-29-19
	Signatu	re	Date
Program Dire	ctor's Approval		
		Signature	Date
Board of Edu	cation Approval		
		Date	
*Refund for to	oll fees, parking a	nd ground travel requires re	ceipt.

Employee Trip Reques Rev.12-07



Guthrie Public Schools

Memo

## To: Dr. Simpson and Guthrie Board of Education

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

Date: May 30, 2019

## Re: Willow Creek Health Care, LLC Agreement and Golden Age Nursing Home of Guthrie, LLC for Intergenerational Pre-K

Attached is a copy of the renewal agreement with Willow Creek Health Care, LLC for maintaining an Intergenerational Pre-K classroom for the 2019-2020 school year. This will be year 8 for maintaining a Pre-K classroom at the Willow Creek facility located at 2300 West Noble. This continues to be a win-win situation for both parties.

Also attached is a copy of the agreement with Golden Age Nursing Home of Guthrie, LLC for maintaining an Intergenerational Pre-K classroom for the 2019-2020 school year. This will be the second year for a Pre-K classroom at the Golden Age facility located at 419 E. Oklahoma Ave.

I recommend approval of the agreement between Guthrie Public Schools and Willow Creek Health Care, LLC and Golden Age Nursing Home of Guthrie, LLC.

## AGREEMENT

# THIS AGREEMENT, effective July 1, 2019, is made by and between the WILLOW CREEK HEALTH CARE, LLC ("Willow Creek") and INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA ("District").

## <u>RECITALS</u>:

A. WHEREAS, Willow Creek maintains a residential care facility for senior citizens located at 2300 West Noble in Guthrie, Oklahoma (the "Facility"); and

B. WHEREAS, the District operates and maintains early childhood educational programs for four year old children; and

C. WHEREAS, Willow Creek and the District wish to establish an "intergenerational" early childhood educational program (the "Program") whereby Willow Creek's elderly residents are given the opportunity to interact with and participate in limited aspects of the District's Program as classroom volunteers; and

D. WHEREAS, Willow Creek has space in its Facility suitable for housing the Program, which Willow Creek desires to lease to the District; and

E. **WHEREAS**, the District desires to lease a portion of Willow Creek's Facility for such purposes in accordance with the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Willow Creek and the District agree as follows:

1. <u>Lease of Classroom</u>. Willow Creek hereby leases to the District, and the District hereby leases from Willow Creek, one classroom located at Willow Creek's Facility (the "Classroom"). Willow Creek shall designate and identify the Classroom and make the Classroom available for the District's use during regular school hours throughout the 2019-2020 school term, as defined by the District's official school calendar.

2. <u>Rent</u>. The District shall pay Willow Creek, as rent for the lease of the Classroom for the 2019-2020 school year, the total sum of One Dollar (\$1.00), payable in advance.

3. <u>Term</u>. The term of this Agreement shall be from the effective date set forth above, through June 30, 2020, unless terminated at an earlier date as provided herein. Upon termination of this Agreement by lapse of time or otherwise, the District agrees to surrender possession of the Classroom to Willow Creek in good condition and repair, normal wear and tear excepted. The term of this Agreement is subject to renewal by mutual agreement of the parties for additional periods of one (1) year each beginning July 1 and ending June 30 of each successive year.

4. <u>Use of Classroom</u>. The District shall use the Classroom solely for the operation of an early childhood program for four year old students. The Program will incorporate collaborative activities for both students and adults to specifically include, but not be limited to, "reading time". The District shall be solely responsible for furnishing the Classroom and providing all equipment and supplies necessary to conduct its Program. The District's child care staff, including certified teachers and teacher assistants and all operations of the District's Program will meet the requirements of the Oklahoma Department of Education. The District's child care staff shall be employees of the District and shall be subject to the exclusive supervision and control of the District. The District shall provide worker's compensation insurance covering its employees while providing services on Willow Creek's premises.

5. <u>Alterations</u>. Willow Creek will provide, at its sole cost and expense, all alterations and modifications reasonably necessary to adapt the Classroom for use as an early childhood classroom. Willow Creek agrees to furnish, in or near the Classroom, an age appropriate restroom for access by four year old children. The District may make no alterations to the Classroom without the prior written consent of Willow Creek. All alterations, whether made by Willow Creek or by the District with the consent of Willow Creek, shall conform with state and local laws, ordinances and regulations including, without limitation, any local building code and fire prevention code.

6. <u>Utilities</u>. Willow Creek shall provide all utilities or services to the Classroom as may be necessary for the District's use and occupancy for the permitted purpose. Such utilities shall include water, heat, air conditioning, sewer and electricity. Willow Creek shall not be obligated to provide telephone service to the Classroom.

7. <u>Indemnification and Insurance</u>. The District, to the extent permitted by law, agrees to save, indemnify and hold harmless from injury or damages that may result to any person or property by or from any act or omission to act by the District or District's agents, employees or invitees from any cause or causes whatsoever from or concerned with the District's use and occupancy of the Classroom under the terms of this Agreement to the extent of the District's maximum liability under the provisions of the Oklahoma Governmental Tort Claims Act.

Willow Creek agrees to save, indemnify and hold harmless from injury or damage that may result to any person or property by or from any act or omission to act by Willow Creek or Willow Creek's agents, employees or invitees from any cause or causes whatsoever arising from or concerned with Willow Creek's use, operation and control of its Facility, or from Willow Creek's performance under the terms of this Agreement.

The District shall furnish Willow Creek, prior to its occupancy of the Classroom, a certificate of public liability insurance naming Willow Creek as an additional named insured, in the amount of \$25,000 for any claim or to any claimant who has more than one claim for loss of property arising out of a single act, accident or occurrence, \$125,000 to any claimant for any loss arising out of a single act, accident or occurrence, and \$1,000,000 for any number of claims arising out of a single occurrence or accident. The District further agrees to furnish evidence of

worker's compensation coverage to the extent required by Oklahoma law. The District's insurance shall be primary over Willow Creek's insurance.

8. <u>Student Safety</u>. The District and Willow Creek agree that student safety is a top priority. In an effort to protect students' safety, Willow Creek agrees that it will not employee or place any person, whether an employee, volunteer or otherwise in a position where they will have contact with students of the District if that person has been convicted of a felony, is required to be registered as a sex offender, or has been convicted of a crime involving violence or moral turpitude. Prior to commencement of the Program, Willow Creek shall obtain a criminal arrest record maintained by the Oklahoma State Bureau of Investigation and background check including pre-employment checks with OSCN for pending criminal charges, Oklahoma Department of Corrections for Sexual Crimes and Violent offenders History, OSDH Nurse Aide Registry for any allegation of abuse, OIG for medical fraud history, Social Security Business Services for verification of right to work in U.S, 2 work history references and 2 personal references. If any of these background checks result in negative outcomes that person will receive offer of employment at Willow Creek Health Care.

9. <u>No Agency or Joint Venture</u>. The District and Willow Creek understand and agree that no staff member or volunteer of Willow Creek shall in any way or for any purpose be deemed to be an employee or agent of the District. Neither the District nor Willow Creek nor its employees or agents shall represent themselves in any way as the agents or employees of the other party. Neither the District nor Willow Creek intend to create, and nothing in this Agreement shall be construed as creating, a joint venture or partnership between the parties with respect to the operation of the Program or otherwise. Subject to the indemnification obligations set forth herein, each party assumes full responsibility for the supervision, daily direction and control, payment of salary, worker's compensation, disability benefits and like requirements and obligations for its own employees.

10. <u>Early Termination</u>. Either party may terminate this Agreement at any time, without cause, upon sixty (60) days' prior written notice to the other party.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

## WILLOW CREEK HEALTH CARE, LLC

Bv: Namé: Title:

## **"WILLOW CREEK"**

## **INDEPENDENT SCHOOL DISTRICT NO. 1** OF LOGAN COUNTY, OKLAHOMA, a/k/a **GUTHRIE PUBLIC SCHOOLS**

By: \_\_\_\_\_ President, Board of Education

**"DISTRICT"** 

## AGREEMENT

# THIS AGREEMENT, effective July 1, 2019, is made by and between the GOLDEN AGE NURSING HOME OF GUTHRIE, LLC ("Golden Age") and INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA ("District").

## <u>RECITALS</u>:

A. WHEREAS, Golden Age maintains a residential care facility for senior citizens located at 419 E. Oklahoma Ave. in Guthrie, Oklahoma (the "Facility"); and

B. WHEREAS, the District operates and maintains early childhood educational programs for four-year old children; and

C. WHEREAS, Golden Age and the District wish to establish an "intergenerational" early childhood educational program (the "Program") whereby Golden Age's elderly residents are given the opportunity to interact with and participate in limited aspects of the District's Program as classroom volunteers; and

D. WHEREAS, Golden Age has space in its Facility suitable for housing the Program, which Golden Age desires to lease to the District; and

E. WHEREAS, the District desires to lease a portion of Golden Age's Facility for such purposes in accordance with the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Golden Age and the District agree as follows:

1. <u>Lease of Classroom</u>. Golden Age hereby leases to the District, and the District hereby leases from Golden Age, one classroom located at Golden Age's Facility (the "Classroom"). Golden Age shall designate and identify the Classroom and make the Classroom available for the District's use during regular school hours throughout the 2019-2020 school term, as defined by the District's official school calendar.

2. <u>Rent</u>. The District shall pay Golden Age, as rent for the lease of the Classroom for the 2019-2020 school year, the total sum of One Dollar (\$1.00), payable in advance.

3. <u>Term</u>. The term of this Agreement shall be from the effective date set forth above, through June 30, 2020, unless terminated at an earlier date as provided herein. Upon termination of this Agreement by lapse of time or otherwise, the District agrees to surrender possession of the Classroom to Golden Age in good condition and repair, normal wear and tear excepted. The term of this Agreement is subject to renewal by mutual agreement of the parties for additional periods of one (1) year each beginning July 1 and ending June 30 of each successive year.

4. <u>Use of Classroom</u>. The District shall use the Classroom solely for the operation of an early childhood program for four year old students. The Program will incorporate collaborative activities for both students and adults to specifically include, but not be limited to, "reading time". The District shall be solely responsible for furnishing the Classroom and providing all equipment and supplies necessary to conduct its Program. The District's child care staff, including certified teachers and teacher assistants and all operations of the District's child care staff shall be employees of the Oklahoma Department of Education. The District's child care supervision and control of the District. The District shall provide worker's compensation insurance covering its employees while providing services on Golden Age's premises.

5. <u>Alterations</u>. Golden Age will provide, at its sole cost and expense, all alterations and modifications reasonably necessary to adapt the Classroom for use as an early childhood classroom. Golden Age agrees to furnish, in or near the Classroom, an age appropriate restroom for access by four year old children. The District may make no alterations to the Classroom without the prior written consent of Golden Age. All alterations, whether made by Golden Age or by the District with the consent of Golden Age, shall conform with state and local laws, ordinances and regulations including, without limitation, any local building code and fire prevention code.

6. <u>Utilities</u>. Golden Age shall provide all utilities or services to the Classroom as may be necessary for the District's use and occupancy for the permitted purpose. Such utilities shall include water, heat, air conditioning, sewer and electricity. Golden Age shall not be obligated to provide telephone service to the Classroom.

7. <u>Indemnification and Insurance</u>. The District, to the extent permitted by law, agrees to save, indemnify and hold harmless from injury or damages that may result to any person or property by or from any act or omission to act by the District or District's agents, employees or invitees from any cause or causes whatsoever from or concerned with the District's use and occupancy of the Classroom under the terms of this Agreement to the extent of the District's maximum liability under the provisions of the Oklahoma Governmental Tort Claims Act.

Golden Age agrees to save, indemnify and hold harmless from injury or damage that may result to any person or property by or from any act or omission to act by Golden Age or Golden Age's agents, employees or invitees from any cause or causes whatsoever arising from or concerned with Golden Age's use, operation and control of its Facility, or from Golden Age's performance under the terms of this Agreement.

The District shall furnish Golden Age, prior to its occupancy of the Classroom, a certificate of public liability insurance naming Golden Age as an additional named insured, in the amount of \$25,000 for any claim or to any claimant who has more than one claim for loss of property arising out of a single act, accident or occurrence, \$125,000 to any claimant for any loss arising out of a single act, accident or occurrence, and \$1,000,000 for any number of claims arising out of a single occurrence or accident. The District further agrees to furnish evidence of

worker's compensation coverage to the extent required by Oklahoma law. The District's insurance shall be primary over Golden Age's insurance.

8. <u>Student Safety</u>. The District and Golden Age agree that student safety is a top priority. In an effort to protect students' safety, Golden Age agrees that it will not employee or place any person, whether an employee, volunteer or otherwise in a position where they will have contact with students of the District if that person has been convicted of a felony, is required to be registered as a sex offender, or has been convicted of a crime involving violence or moral turpitude. Prior to commencement of the Program, Golden Age shall obtain a criminal arrest record maintained by the Oklahoma State Bureau of Investigation and background check including pre-employment checks with OSCN for pending criminal charges, Oklahoma Department of Corrections for Sexual Crimes and Violent offenders History, OSDH Nurse Aide Registry for any allegation of abuse, OIG for medical fraud history, Social Security Business Services for verification of right to work in U.S, 2 work history references and 2 personal references. If any of these background checks result in negative outcomes that person will receive offer of employment at Golden Age Health Care.

9. <u>No Agency or Joint Venture</u>. The District and Golden Age understand and agree that no staff member or volunteer of Golden Age shall in any way or for any purpose be deemed to be an employee or agent of the District. Neither the District nor Golden Age nor its employees or agents shall represent themselves in any way as the agents or employees of the other party. Neither the District nor Golden Age intend to create, and nothing in this Agreement shall be construed as creating, a joint venture or partnership between the parties with respect to the operation of the Program or otherwise. Subject to the indemnification obligations set forth herein, each party assumes full responsibility for the supervision, daily direction and control, payment of salary, worker's compensation, disability benefits and like requirements and obligations for its own employees.

10. <u>Early Termination</u>. Either party may terminate this Agreement at any time, without cause, upon sixty (60) days' prior written notice to the other party.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

GOLDEN AGE NURSING HOME OF GUTHRIE, LLC

Bv: Title:

**"GOLDEN AGE"** 

## **INDEPENDENT SCHOOL DISTRICT NO. 1** OF LOGAN COUNTY, OKLAHOMA, a/k/a **GUTHRIE PUBLIC SCHOOLS**

By: \_\_\_\_\_ President, Board of Education

**"DISTRICT"** 

## **MEMORANDUM:**

TO:	Members of the Board of Education and Dr. Mike Simpson, Superintendent
FROM:	Angie Smedley, Director of Special Education

SUBJECT: Agreement with Oklahoma Hearing Solutions for Audiological Services

**DATE:** May 30, 2019

Attached is an agreement with Oklahoma Hearing Solutions, Fine Hearing Clinic, to provide audiological services for the 2019 – 2020 school year. The Guthrie Public School District is required to provide audiology services including evaluations and hearing aid molds for certain students with hearing impairments. There are two non-profit organizations that provide some of these services. One is local and one is in Oklahoma City. We are often able to utilize these organizations for some services for some of our students. Due to our referrals to the non-profit organizations, we spent zero (0) dollars for this service last school year. When we are unable to utilize these organizations, we will refer students to Oklahoma Hearing Solutions AKA Fine Hearing Clinic. Oklahoma Hearing Solutions has agreed to continue to provide these services for Guthrie Public Schools. The cost of this contract maybe up to \$1,000.

Additional Quotes:

John W. Keys Speech and Hearing Center, University of Oklahoma College of Allied Health starting at \$65 - \$155 per hour Hearing Health Care, Shawnee starting at \$90 - \$110 per hour Oklahoma Hearing Center starting at \$75 per hour





## Oklahoma Hearing Solutions Public School Audiology Service Contract

April 22.2019

Guthrie Public Schools 802 E. Vilas Guthrie, OK 73044

Re: Audiological Services for the 2019-2020 school year

To Whom It May Concern:

Enclosed you will find the proposed Audiology Service Contract for the 2019-2020 school year. Please sign the original and return it in the stamped envelope we have enclosed for your convenience.

Our audiology staff is experienced in the utilization of assistive listening devices such as FM Units, Auditory Trainers and Soundfield amplification. We are also one of the few clinics that offer Auditory Processing Disorder (APD) evaluations in the Oklahoma City metro area. Upon request, we are able to test individuals with challenges using two audiologists at no additional cost. We are also available to assist you with IEP matters involving your hearing impaired students, their families, and their teachers. In addition, we are contracted Medicaid/Sooner Care providers for medical services and necessary hearing equipment under their guidelines, as well as most private insurance companies.

We consider it an honor to serve your district with the best hearing healthcare service available. For your added convenience, we have two locations to better serve you. Fine Hearing Care is located in Edmond at 2405 S. Bryant Ave. Suite 100 Edmond, OK 73013 and Hearing Solutions is located at 408 S. Mustang Rd. Ste. B Yukon, OK 73099. We are able to see your students at either of our locations. If you have any questions or comments regarding this matter, please contact Jill Laxton at

jill.laxton@finehearingcare.com or at 405-340-9191. We look forward to serving you and your students.

Sincerely,

isa L. Irby, Au.D., OCC

Owner/Head Audiologist

2405 S. Bryant, Suite 100 Edmond, OK 73013 408 S. Mustang Road, Suite B Yukon, OK 73099

Oklahoma Hearing Solutions

Phone: 405.340.9191 Fax 405.340 9485 Phone: 405.265.1133 Fax 405.265.1144

## AUDIOLOGY SERVICE CONTRACT FOR THE GUTHRIE PUBLIC SCHOOL DISTRICT

Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2019-2020 school year in the Guthrie Public School District.

These services may include:

<ul> <li>Hearing Evaluation (in our office)</li> </ul>	\$ 60.00
<ul> <li>Hearing Aid Evaluation</li> </ul>	\$ 60.00
<ul> <li>Hearing Aid Evaluation (on-site) **</li> </ul>	\$ 90.00
<ul> <li>Central Auditory Processing (CAP) Evaluation</li> </ul>	\$175.00
<ul> <li>Otoacoustic Emissions (OAE)</li> </ul>	\$ 30.00
♦ Tympanometry	\$ 15.00
♦ FM Unit Fitting	\$ 75.00
<ul> <li>FM Unit / Equipment Check</li> </ul>	\$ 30.00 per unit
Earmolds	\$ 55.00
<ul> <li>Hearing Aid Repairs (with 6 month warranty)</li> </ul>	Cost + 30%
<ul> <li>Equipment Repair and/or Parts</li> </ul>	Cost + 30%
<ul> <li>Hearing Aid Accessories and/or Parts</li> </ul>	Cost + 30%
<ul> <li>In-service Training / Consultation **</li> </ul>	\$ 75.00 per hour
<ul> <li>Additional Visits with Students **</li> </ul>	\$ 75.00 per hour
** Mileage added for on-site services at the rate of \$ .4	5 per mile

Other services, equipment, and/or products are available with pricing upon request.

The effective dates of this agreement are July 1, 2019 to June 30, 2020. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.

Sle X Lisa L. Irby, Au.D.CCC-A

Oklahoma Hearing Solutions, LLC DBA: Fine Hearing Care

22/19 Date

Name: Guthrie Public Schools

Date

## FACILITY USE AND LICENSE AGREEMENT

THIS AGREEMENT is enter into as of the10th day of June, 2019, between INDEPENDENT SCHOOL DISTRICT NO.1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools ("School District") and the YMCA OF GREATER OKLAHOMA CITY ("Licensee")

## **RECITALS:**

- A. Licensee desires to use a portion of the buildings and improvements located at School District's Fogarty Elementary School (the "Facility") solely to operate an after school program for school aged kids PreK through 6<sup>th</sup> grade (the "Permitted Use").
- B. The School District desires to allow Licensee to use and occupy the Facility at the specific times and for specific purposes set forth herein.

THEREFORE, in consideration of the following mutual promises, covenants and conditions, and intending to be legally bound, the parties agree as follows:

- 1. The School District agrees to allow Licensee to use and occupy the Facility from August 15, 2019 through May 31, 2020, for the Permitted Use. This Agreement shall be subject to renewal upon mutual written agreement of the parties. Any renewal terms shall begin on August 1 and end on May 31 of each subsequent year (each "Renewal Term"). Either party may terminate this Agreement upon giving a thirty (30) day written notice to the other party. This Agreement may terminate immediately if either party commits to material breach of any of the provisions of this Agreement and does not cure such breach within ten (10) days after receipt of written notice thereof from the other party.
- 2. Licensee shall pay school District at the rate of Thirty Dollars (\$30) per day for use of Gymnasium, Cafeteria and playground. School District shall invoice Licensee monthly. Payment shall be made within ten (10) days of Licensee's receipt of the invoice.
- 3. Licensee shall give a Twenty-five Percent (25%) tuition discount and priority of enrollment to children of employees of the School District.
- 4. Licensee shall comply with all applicable federal, state and local laws governing the Permitted Use.
- 5. Licensee agrees to indemnify, defend and hold harmless the School District, its agents and employees from any and all liability regardless of the source and regardless of the type of claim which may occur or arise out of, directly or indirectly, the Licensee's occupancy and use of the Facility. Licensee shall maintain and pay for Commercial General Liability Insurance specifically related to the Licensee's use and occupancy of the Facility issued by a company or companies authorized to do business in the State of

Oklahoma, naming the School District as an additional insured, and providing coverage in amount not less than the amount required to insure the School District's liability under the Oklahoma Governmental Tort Claims. Act, including any amendments thereto subsequent to the date of this Agreement. Copies of certificates of insurance evidencing such coverage shall be furnished to the School District prior to the commencement of the term of this Agreement. The insurance certificates shall require the insurer to provide at least ten (10) days prior written notice to the School District before cancellation of the coverage for any reason, including non-payment of the premium. Nothing contained herein shall be constructed to limit or waive the School District's immunity from liability under laws now in existence, or existing in the future.

- 6. Licensee warrants and represents that it is authorized to sign the Agreement and by signing this Agreement binds itself, its affiliates, members, successors and assigns.
- 7. The rights and privileges granted to the Licensee by this Agreement may not be assigned or transferred without prior written consent of the School District. No waiver of any portion of this Agreement shall be effective unless in writing and signed by the School District and Licensee. This Agreement with any items incorporated by reference shall constitute the entire agreement between the parties and supersedes all prior negotiations and agreements.
- 8. The School District reserves the right to refuse admission, eject or cause to be ejected from the Facility any objectionable person or persons, and neither the School District nor any of its administrators, agents or employees shall be liable to Licensee for any damages that may be sustained by Licensee through the exercise by the School District of this right.
- 9. Licensee will use the Facility only for the Permitted Use and will take reasonable precautions to ensure that the Facility and any ancillary equipment of the School District are used in a careful and prudent manner so as to prevent any loss, defacement or damage to them. Licensee is liable to the School District for the damages, repair or replacement of any items damaged during Licensee's use of the School Districts' Facility.
- 10. School District shall have no responsibility for any loss of, damage to, destruction or disappearance of any of Licensee's property in the Facility. Licensee assumes the entire risk of the foregoing. Licensee understands that School District does not and will not maintain any casualty or other insurance on Licensee's property. Licensee waives and right of subrogation on behalf of its insurance carrier against School District for any loss of, damage to, destruction or disappearance of Licensee's property in the Facility.
- 11. The School District shall maintain the facility at its sole cost including, HVAC, plumbing and normal repairs for damages not caused by Licensee usage. School District shall

provide routine cleaning and trash removal of the areas covered under this agreement in accordance with its normal cleaning in the facility.

12. The parties shall, at all times, act and function pursuant to the Agreement and hold themselves out as independent contractors. It is not the intention of the parties to form a joint venture or partnership. This Agreement should not be construed to create a contract of employment or any agency relationship. Licensee is solely responsible for operations, concerning the Permitted Use, for employment of staff, benefits and worker' compensation coverage and for the payment of all taxes, including federal, state and local employment taxes arising out of Licensee's activities hereunder. In no event shall Licensee or its employees, agents or representatives be entitle to benefits or workers' compensation coverage of any kind from School District.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year first above written.

INDEPENDENT SCHOOL DISTRICT No. 1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools By: \_\_\_\_\_

President, Board of Education

ATTEST:

Clerk, Board of Education

"SCHOOL DISTRICT" YMCA OF GREATER OKLAHOMA CITY By:

Name:

Address:

Telephone:

"LICENSEE"

## FACILITY USE AND LICENSE AGREEMENT

THIS AGREEMENT is enter into as of the10th day of June, 2019, between INDEPENDENT SCHOOL DISTRICT NO.1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools ("School District") and the YMCA OF GREATER OKLAHOMA CITY ("Licensee")

## **RECITALS:**

- A. Licensee desires to use a portion of the buildings and improvements located at School District's Charter Oak Elementary School (the "Facility") solely to operate an after school program for school aged kids PreK through 6<sup>th</sup> grade (the "Permitted Use").
- B. The School District desires to allow Licensee to use and occupy the Facility at the specific times and for specific purposes set forth herein.

THEREFORE, in consideration of the following mutual promises, covenants and conditions, and intending to be legally bound, the parties agree as follows:

- 1. The School District agrees to allow Licensee to use and occupy the Facility from August 15, 2019 through May 31, 2020, for the Permitted Use. This Agreement shall be subject to renewal upon mutual written agreement of the parties. Any renewal terms shall begin on August 1 and end on May 31 of each subsequent year (each "Renewal Term"). Either party may terminate this Agreement upon giving a thirty (30) day written notice to the other party. This Agreement may terminate immediately if either party commits to material breach of any of the provisions of this Agreement and does not cure such breach within ten (10) days after receipt of written notice thereof from the other party.
- 2. Licensee shall pay school District at the rate of Thirty Dollars (\$30) per day for use of Gymnasium, Cafeteria and playground. School District shall invoice Licensee monthly. Payment shall be made within ten (10) days of Licensee's receipt of the invoice.
- 3. Licensee shall give a Twenty-five Percent (25%) tuition discount and priority of enrollment to children of employees of the School District.
- 4. Licensee shall comply with all applicable federal, state and local laws governing the Permitted Use.
- 5. Licensee agrees to indemnify, defend and hold harmless the School District, its agents and employees from any and all liability regardless of the source and regardless of the type of claim which may occur or arise out of, directly or indirectly, the Licensee's occupancy and use of the Facility. Licensee shall maintain and pay for Commercial General Liability Insurance specifically related to the Licensee's use and occupancy of the Facility issued by a company or companies authorized to do business in the State of

Oklahoma, naming the School District as an additional insured, and providing coverage in amount not less than the amount required to insure the School District's liability under the Oklahoma Governmental Tort Claims. Act, including any amendments thereto subsequent to the date of this Agreement. Copies of certificates of insurance evidencing such coverage shall be furnished to the School District prior to the commencement of the term of this Agreement. The insurance certificates shall require the insurer to provide at least ten (10) days prior written notice to the School District before cancellation of the coverage for any reason, including non-payment of the premium. Nothing contained herein shall be constructed to limit or waive the School District's immunity from liability under laws now in existence, or existing in the future.

- 6. Licensee warrants and represents that it is authorized to sign the Agreement and by signing this Agreement binds itself, its affiliates, members, successors and assigns.
- 7. The rights and privileges granted to the Licensee by this Agreement may not be assigned or transferred without prior written consent of the School District. No waiver of any portion of this Agreement shall be effective unless in writing and signed by the School District and Licensee. This Agreement with any items incorporated by reference shall constitute the entire agreement between the parties and supersedes all prior negotiations and agreements.
- 8. The School District reserves the right to refuse admission, eject or cause to be ejected from the Facility any objectionable person or persons, and neither the School District nor any of its administrators, agents or employees shall be liable to Licensee for any damages that may be sustained by Licensee through the exercise by the School District of this right.
- 9. Licensee will use the Facility only for the Permitted Use and will take reasonable precautions to ensure that the Facility and any ancillary equipment of the School District are used in a careful and prudent manner so as to prevent any loss, defacement or damage to them. Licensee is liable to the School District for the damages, repair or replacement of any items damaged during Licensee's use of the School Districts' Facility.
- 10. School District shall have no responsibility for any loss of, damage to, destruction or disappearance of any of Licensee's property in the Facility. Licensee assumes the entire risk of the foregoing. Licensee understands that School District does not and will not maintain any casualty or other insurance on Licensee's property. Licensee waives and right of subrogation on behalf of its insurance carrier against School District for any loss of, damage to, destruction or disappearance of Licensee's property in the Facility.
- 11. The School District shall maintain the facility at its sole cost including, HVAC, plumbing and normal repairs for damages not caused by Licensee usage. School District shall

provide routine cleaning and trash removal of the areas covered under this agreement in accordance with its normal cleaning in the facility.

12. The parties shall, at all times, act and function pursuant to the Agreement and hold themselves out as independent contractors. It is not the intention of the parties to form a joint venture or partnership. This Agreement should not be construed to create a contract of employment or any agency relationship. Licensee is solely responsible for operations, concerning the Permitted Use, for employment of staff, benefits and worker' compensation coverage and for the payment of all taxes, including federal, state and local employment taxes arising out of Licensee's activities hereunder. In no event shall Licensee or its employees, agents or representatives be entitle to benefits or workers' compensation coverage of any kind from School District.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year first above written.

INDEPENDENT SCHOOL DISTRICT No. 1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools By: \_\_\_\_\_

President, Board of Education

ATTEST:

Clerk, Board of Education

"SCHOOL DISTRICT" YMCA OF GREATER OKLAHOMA CITY By:

Name:

Address:

Telephone:

"LICENSEE"



April 19, 2019

## Re: 2019-2020 Oklahoma State School Boards Association Membership

Dear Superintendent and Board President:

The Oklahoma State School Boards Association is proud to serve Oklahoma school districts and school board members – the elected officers whose leadership most impacts Oklahoma children.

OSSBA belongs to its members and is the only organization that exists to represent the school board member. OSSBA membership ensures board members and district leaders have on-demand access to legal and policy expertise, free and low-cost training opportunities and other money-saving resources. This school year, OSSBA has:

- Answered more than 20,000 calls and emails from school board members and district leaders on legal matters at *no additional charge*.
- Provided legal service two Monday evenings a month to answer questions that arise during board meetings.
- Served as the voice of board members at the state Capitol, advocating for legislation to support public education, serving as a trusted resource for legislative leaders on public education matters and ensuring members have the most up-to-date information on legislative issues.
- Launched Assemble Meetings, a new paperless meeting service districts save time and money through streamlined preparation for board meetings.
- Assisted nearly 400 school districts in minimizing unemployment costs through our unemployment program.
- Offered more than 100 free and low-cost professional development opportunities for board members to become more effective stewards and leaders and meet state-mandated training requirements.
- Provided relevant and timely information for members through the quarterly Oklahoma School Board Journal.
- Created a Title IX association to provide increased training, support and guidance for district Title IX coordinators.
- Partnered with the K20 Center at the University of Oklahoma to help eight school districts involve the community in crafting a long-term plan for their district.

#### Oklahoma State School Boards Association 2801 N. Lincoln Blvd., Suite 125 Oklahoma City, OK 73105 405.528.3571 • 888.528.3571 405.528.5695 • www.ossba.org 92



· Assisted eight school districts in the search for new superintendents.

OSSBA will continue to improve on these services in the 2019-2020 school year and add more ways for districts to make the most of limited resources.

Your district's invoice is enclosed. Prompt payment ensures continued membership. A membership renewal form is also included for your convenience. You can also submit your renewal form online at <u>www.ossba.org/ossba-membership-renewal</u>.

We look forward to continuing to serve you. If you have any questions, please do not hesitate to call at (405) 528-3571 or toll free at (888) 528-3571.

Sincerely,

Shawn Hime Executive Director

Oklahoma State School Boards Association 2801 N. Lincoln Blvd., Suite 125 Oklahoma City, OK 73105 405.528.3571 • 888.528.3571 405.528.5695 • www.ossba.org 93



# Membership Renewal

Fax

Attention: Membership	2019-2020
-----------------------	-----------

Fax Number: (405) 609-3091

Please continue

(School Name)

Public Schools membership in OSSBA for 2019-2020.

Purchase	Order #	

School board voted to join OSSBA on	2019
benedi beard teted to jent e eebrien	

Superintendent's Name: \_\_\_\_\_

s the Superintendent new this year?	YES	NO
First year Superintendent?	T YES	D NO

**OSSBA/CCOSA** Annual Conference Friday - Sunday, August 23-25 Cox Convention Center

**Delegate Assembly** Saturday, August 24 Cox Convention Center **Oklahoma City** 

For more information visit our website at www.ossba.org

Board Clerk Signature (board clerk's signature is also a grant of permission to receive faxes from OSSBA)

Date:	Pages (with cover):
-------	---------------------

If your board membership has changed since the February election, please provide an updated list with this fax.

> **Oklahoma State School Boards Association** 2801 N. Lincoln Blvd., Suite 125 • Oklahoma City, OK 73105 405.528.3571 • 888.528.3571 • 405.528.5695 fax • www.ossba.org

# **Upcoming Events**

**OSSBA/CCOSA Golf Tournament** Thursday, August 22 Lake Hefner Golf Club Oklahoma City

Oklahoma City

Oklahoma State School Boards Assn. 2801 N. Lincoln Blvd. Suite 125 Oklahoma City, OK 73105 405.528.3571 or 888.528.3571 Fax: 405.609.3091 EIN: 73-6636480

Invoice	INV-03787-H3F9N3		
Date	7/15/2019		
Page	1		
Amount Due	\$3,600.00		
Customer #	6860		

**Customer:** 

Guthrie Public Schools 802 East Vilas Guthrie OK 73044

education also receive reduced rates for workshop registrations, subscriptions

and fee service programs

For proper credit please return top portion

Customer ID			Purchase Order No.		Due Date	
6860	Guthrie Public Schools			7/15/2019		
item Number	Description	Ordered	Discount	Unit Price	Ext. Price	
1000	2019 Membership Dues - Guthrie	1	\$0.00	\$3,600.00	\$3,600.00	
he membership fee covers the provision of various services by the Oklahoma		II	l Subtotal		\$2,600,00	
tate School Boards A	Association to boards of eduction. Such services include		Tax		\$3,600.00	
gal information, publ	ications, in-office consultations, answers to telephone	-			\$0.00	
nd letter inquiries from school offiicals and school patrons, monitoring of tate and federal education legislation, and other services designed to improve ne quality of management of public education in Oklahoma. Member boards of		Ę	<b>Fota</b> l		\$3,600.00	



# **District Level Services**

# 1. Consulting Services

CCOSA's seven-member team holds 100+ years of experience in education administration, public school finance, school climate and culture, teaching and learning, communications, and education legal counselor Andrea Kunkel.

As a District Level Services (DLS) member, all of your district leaders have access by phone, email, or in person to all seven experts in education leadership and communication: Dr. Pam Deering, Derald Glover, Dr. Gracie Branch, Will Parker, Andrea Kunkel, Elyse Maxwell, and Dr. Jeanene Barnett.

Personalized learning opportunities for DLS members will extend beyond group professional learning sessions. In addition, we will work hard to fulfill individual district- and/or school-specific consultations or professional learning sessions upon request. If provided on site, travel expenses will be covered by the district.

# 2. Professional Learning

## Workshops (a variety of delivery models will be used)

(Professional learning sessions for up to five (5) registrants per district with paid membership)

-- School Law for Administrators

- -- Fall 2019
- -- Spring 2020
- -- Advocacy
  - -- Legislative Conference
- -- Communication
  - -- How Are You Sharing Your
    - District/ School Story?

- -- Finance -- School Budg
  - -- School Budget Development and Training
  - -- Budget Preparation for Estimate of Needs and School District Budget Act
- -- Special Education
  - -- Focus topics as needed

## Consultations

- -- Finance
  - -- Two hours of "one on one" consultation with Vernon Florence
- -- Principal Leadership
  - -- Mentoring and support for early career principals
  - -- Preparing aspiring leaders for the next step (i.e. resume review, interview preparation, education research hot topics review, etc.)

# 3. CCOSA Quality School Framework Toolkits (under development)

-- Comprehensive leadership plan for implementation of the research-based tenets in For the People: culture and climate; learning, teaching and assessment; expanded learning opportunities; governance, leadership and accountability; human capital development; physical resources; and financial resources



# 4. Exclusive Discounts and Free Services from CCOSA Partners

	<u>Discount</u>
Webpage	based on ADM
<ul> <li>Apptegy         <ul> <li>Enhanced webpage, customized app and phone messaging system</li> <li>Contact Drew Smith to receive an estimate at drew.smith@apptegy</li> </ul> </li> <li>SOCS         <ul> <li>Webpage and webpage-based app</li> <li>Contact Stacy Anderson to receive an estimate at staceya@fes.org</li> </ul> </li> </ul>	
Teaching and Learning Renaissance Learning (Reading and Math) Accelerate student gains in Reading and Mathematics through instructional coaching, software startup, and data integration.	10% off
Human Capital Development Administrative Management through Barlow Education Management Ser Inform Level membership with Hire For Ed, a system for recruiting teachers and other district employees	vices \$200 value
Technology IT Support with Twotrees Technology Filter & Firewall Management, Network & Server Management, Network Analysis & Health Checks, End User Device Support, Google White Glove Services, etc., as well as Next-Gen Anti-Bullying App, FightSong	up to 15% off
<ul> <li>District and State-Level Education Analytics with Forecast5 Analytics</li> <li>State-level education budget and personnel data analytics that allows comparison to other districts and critically evaluates how lo expenditures are used to impact student achievement and employee performance.</li> </ul>	<b>10% off</b>
Free IT services with United Systems Free 1:1 planning frameworks IT job descriptions Monthly webinars and updates	
Free school facilities services through Kerr 3 Architects, Inc and Red Sky Constructors Advisory services related to building design, infrastructure, building permits, bidding and construction	



## **CCOSA's District Level Services (DLS) Program** (Agreement 2019-2020)

This letter sets out the Agreement between the Cooperative Council for Oklahoma School Administration (CCOSA) and \_\_\_\_\_ School District No. \_\_ of \_\_\_\_\_ County, Oklahoma (District) concerning the District's participation in CCOSA's District Level Services **Program** (Program) for the fiscal year ending June 30, 2020.

For participating Oklahoma cooperatives, interlocals, and technology centers, the cost of participation will be determined based upon the total 2017-18 ADM for all school districts that participated in the cooperative, interlocal, or technology center during the 2018-19 school year.

# **P.O. CALCULATION GRID**

County Name: \_\_\_\_\_

County Number:

District Name:

District Number:

ADM 25,000 plus 10,000 to 24,999 5,000 to 9,999 1,500 to 4,999 500 to 1,499	<u>COST</u> \$ 4,000 \$ 3,000 \$ 2,500 \$ 2,000 \$ 1,800 \$ 1,500	
 499 or less DM 017-18)	\$ 1,500 TOTAL	 

## P.O. CALCULATION GRID

Purchase Order Number:

## Purchase Order Amount: \_\_\_\_\_

\*\*Please attach a copy of the purchase order when submitting completed forms\*\*



## Superintendent Certification of Participation

I certify that on the	day of	20, t	he Board of Ed	ucation of
Public Scho	ools voted to allow our sch	ool district to particip	pate in the CCOS	SA District
Level Services Program. The	Board of Ec	lucation has encumb	pered \$	for
the purpose of participating in th	e CCOSA District Level	Services Program.	The Board of	Education
acknowledges that participation in t	he Program will result in t	he provision of <u>advi</u>	sory services to	designated
administrators with	Public Schools.			

Signature of Superintendent

Date

The District understands that CCOSA's District Level Services Program emphasizes assistance in areas that help to create high-quality schools based on the research in *For the People* and seven areas that create a quality system: Culture and Climate; Learning; Teaching, and Assessment; Expanded Learning Opportunities; Governance, Leadership, and Accountability; Human Capital Development; Physical Resources; and Financial Resources.

If consultation and/or professional learning is in the school district, the school district would agree to pay travel expenses that would not be a part of this agreement.

The District understands that CCOSA and/or its partners will be unable to provide assistance in some areas and with some issues. The District understands that, in those situations, CCOSA and/or its partners may recommend that the District seek advice, assistance, and services beyond those offered by this Program, which may cause the District to incur expenses that are not covered by this Program. This Program is ADVISORY ONLY and CCOSA and/or its partners do not warrant or guarantee any specific outcome related to the advisory services provided. CCOSA reserves the right to refuse participation to school districts and to remove school districts from participation in the Program.

The term of this Agreement begins on the date it is approved by the District's Board of Education and ends on June 30, 2020. Either the District or CCOSA may terminate this Agreement upon notice in writing to the other party. Delay in contract approval could result in your district missing valued services and workshops!



150 Parkshore Dr, Folsom, CA Remit Email: renewals@powerschool.com FAX: (916) 288-1588 Quote Date: 5/31/2019 Quote #: Q-187179-1

Prepared By:	Shyam Kulkarni	Customer Contact:	Doug Ogle
Customer Name:	Guthrie Independent School District 1	Title:	Assistant Superintendent
Contract Term:	12 Months	Address:	802 E. Vilas
Start Date:	7/1/2019	City:	Guthrie
End Date:	6/30/2020	State/Province:	Oklahoma
		Zip Code:	73044

: Oklahoma : 73044 Phone #: (405)282-8900

Product Description	Quantity	Unit	Unit Price	Extended Price
License and Subscription Fees				
UT Applicant Tracking	1.00	Students	USD 4,316.75	USD 4,316.75
	License and Subscription Totals: USD 4,316.75			

Year One Total U	ISD 4,316.75
------------------	--------------

On-Going PowerSchool Subscription/Maintenance & Support Fees are invoiced at then current rates & enrollment per terms of the Licensed Product and Services Agreement, which may be subject to an annual increase after the first year for non-multi-year contracts and/or enrollment increases.

Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order.

In the event that this quote includes promotional pricing, such promotional pricing may not be valid for the entire period stated on this quote.

All invoices shall be paid within thirty (30) days of the date of invoice.

All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and shall not impact the terms or conditions reflected in this quote and the applicable **PowerSchool Licensed Product and Services Agreement.** 

This quote is subject to and incorporates the terms and conditions of the PowerSchool Licensed Product and Services Agreement found at <u>https://www.powerschool.com/customer-contract-terms-and-conditions-us-6-2-17/</u>; and the supplemental terms for the applicable product(s) in this quote located at: https://www.powerschool.com/additional-documentation-for-peopleadmin-talended-andperformance-matters/.

#### POWERSCHOOL GROUP LLC

Signature:



Printed Name: Gregg Clevenger

Title: Chief Financial Officer Date: 5-31-2019 PO Number: \_\_\_\_\_ Guthrie Independent School District 1

Signature: \_\_\_\_\_

Printed Name:\_\_\_\_\_

Title:		
Date:	 	 

3D E-Consulting Group LLC 1251 N Eddy St South Bend, IN 46617 US dale@3dezr.com https://3dezr.com



# Invoice

BILL TO	<b>INVOICE #</b> 1066
Guthrie Public Schools	DATE 07/01/2019
	DUE DATE 07/31/2019
	TERMS Net 30

ACTIVITY	OTY	RATE	AMOUNT
Annual Subscription:EZRouting District Custom Software 07/01/2019 through 06/01/2020	1	6,300.00	6,300.00
Annual Subscription:EZR Texting Service EZR Base Texting Service Flat rate annually @ \$600 plus \$.01 per text billed quarterly.	1	600.00	600.00
PLEASE MAKE PAYABLE TO:	BALANCE DUE		\$6,900.00

3D E-CONSULTING GROUP 1251 N. EDDY ST. SUITE 200 SOUTH BEND, IN. 46617



Quote \_

Date

5/28/19

Invoice No.

TOTAL

\$

33,000.00

**Guthrie Public Schools** Juana Benson 200 Crooks Drive Guthrie, OK 73044

Item	Quantity	Description	Unit Price	Total
1	55	Edgenuity Virtual Classroom Consortium Concurrent User Licenses Virtual Classroom and Web Administrator for all courses except dual credit. District will receive OK aligned courses where available. Contract Year 07/01/2019 through 06/30/2020.	\$ 600.00	\$ 33,000.00
		This is a quote. Actual licenses will be billed at a later date after July	y 1, 2019.	

MERIDIAN TECHNOLOGY CENTER

1312 South Sangre Road Stillwater, OK 74074 Phone: (405) 377-3333 Fax: (405) 377-9604



mfsok.com

P: 405.340.1727 F: 405.340.3607

3933 E. Covell Road Edmond, OK 73034

P.O. Box 747 Edmond, OK 73083-0747

May 31, 2019

### MUNICIPAL ADVISOR SERVICES AGREEMENT

THIS AGREEMENT is entered into, by and among MUNICIPAL FINANCE SERVICES, INC. ("MFSOK") and INDEPENDENT SCHOOL DISTRICT NUMBER 1, LOGAN COUNTY, OKLAHOMA (Guthrie Board of Education), Guthrie, Oklahoma (the "District" or the "School District").

### RECITALS

WHEREAS, the District desires to engage MFSOK as municipal advisor to render on-going financial advice to the District on certain financial matters; and

WHEREAS, MFSOK has demonstrated the necessary professional capabilities, experience and resources to provide municipal advisory services required by the District as outlined herein.

NOW, THEREFORE, the District and MFSOK, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, do hereby agree as follows:

#### AGREEMENTS

#### I. Scope of Services.

MFSOK will render the following services as municipal advisor to the District:

- A. Prepare a preliminary financial analysis pertaining to the proposed financing which provides certain economic and financial information on the District, anticipated debt service requirements on the bonds and a time schedule outlining the various steps involved in the approval and issuance process.
- B. Municipal Advisor will provide certain services and documents to sell the bonds in a timely manner. Such services would include;

(i) Assist the District, Bond Counsel and Disclosure Counsel in the preparation of a Preliminary and Final Official Statement. Such documents will

be submitted in a timely manner to the District for review and approval prior to final printing and distribution;

(ii) Assist the District, Bond Counsel and Disclosure Counsel in the preparation of a Notice of Sale and Instructions to Bidders in advance of competitive sale of the bonds, providing information on the bidding procedures and the manner in which the bonds would be awarded to the successful bidder. Such document would be distributed to potential purchasers in a timely manner to ensure adequate review and consideration prior to the actual sale and date;

(iii) Assist the District in obtaining appropriate ratings and/or credit enhancement for the bonds, if deemed economically beneficial;

(iv) Oversee with the District's financial management the actual sale of bonds and advise the District on the adequacy of the rates received;

(v) Review certain documents related to the issuance of the Bonds to ensure conformity with the financing plan;

(vi) Assist Bond Counsel in the preparation of the Transcript of Proceedings for submission to the Oklahoma Attorney General for review and approval;

(vii) Coordinate the bond closing with the purchaser of the bonds, District officials and Bond Counsel to ensure timely receipt of the bond proceeds.

MFSOK and District acknowledge that the District shall be represented by legal counsel on any transaction under separate contract. Neither MFSOK as Municipal Advisor nor its Municipal Advisor Representatives are licensed to engage in the practice of law and, consequently, will offer no legal advice. None of the fee for services under this Agreement relates to legal services.

The scope of this agreement is limited to the services specifically set forth herein.

### II. Compensation and Reimbursements

- A. <u>Compensation for Municipal Advisor Services</u>. For services as municipal advisor to the District. MFSOK shall be paid at the time of issuance, a fee based on ½ of 1% of the par amount of each series of bonds issued; provided that, the minimum fee for each series of bonds shall be \$17,500.00.
- B. <u>Expenses.</u> MFSOK shall also be paid a fixed amount of \$2,000.00 per each issue of bonds to cover expenses incurred as part of the transaction, provided that any filing, publication, recording or printing costs or similar third party costs such as rating or credit enhancement fees, Attorney General Bond Examination fees, registrar-paying agent fees, bond counsel fees, official statement printing and the cost of holding an election or other costs related thereto, are additional costs that shall be paid directly by the District.

C. <u>Payment and Contingency</u>. Fees and expenses shall be payable by District at the time of issuance of the Bonds. Payment for all fees and expenses hereunder shall be made at closing from proceeds of the Bonds or from other available funds of the District and shall be contingent upon issuance of the Bonds, except for publication costs associated with the election.

## III. <u>Term, Termination and Successors</u>

- A. <u>Term of Agreement</u>. Unless otherwise terminated as provided herein, this Agreement shall be in force and effect for Fiscal Year Ending June 30, 2020, and may be renewed for successive fiscal years beginning July 1 and ending June 30 upon mutual consent of both parties.
- B. <u>Termination of Agreement and Services.</u> This Agreement and all municipal advisor services to be rendered hereunder may be terminated at any time by written notice from either party, with or without cause. In that event, all finished and unfinished documents prepared for the District, shall, at the option of District, become its property and shall be delivered to it or any party it may designate, provided that MFSOK shall have no liability whatsoever for any subsequent use of such documents.
- C. <u>Successors and Assigns.</u> MFSOK may not assign its obligations under this Agreement without the written consent of District except to a successor partnership or corporation to which all or substantially all of the assets and operations of MFSOK are transferred. District may assign its rights and obligations under this Agreement to (but only to) any other public entity that issues the Bonds (if not the District). District shall not otherwise assign its rights and obligations under this Agreement without written consent of MFSOK. All references to MFSOK and District in this Agreement shall be deemed to refer to any successor of MFSOK and to any such assignee of District and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

### IV. Municipal Advisor Registration and Acknowledgement

Pursuant to Municipal Securities Rulemaking Board Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following:

Municipal Finance Services, Inc. is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). In addition, MFSOK is also registered as an Investment Advisor with the State of Oklahoma.

Within the Municipal Securities Rulemaking Board ("MSRB") website at <u>www.msrb.org</u>, the District may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

## V. <u>Conflict of Interest Statement</u>

As of the date of this agreement, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the District. During the diligence process, MFSOK has determined that no material conflict of interest has been identified.

Since the compensation arrangement included in Section II includes a component that is based on the completion of a transaction, this may be viewed as a conflict of interest regarding our ability to provide unbiased advice to enter into such transaction. This viewed conflict of interest will not impair MFSOK's ability to render unbiased and competent advice to the District. The fee paid to MFSOK increases the cost of borrowing to the District. The increased cost occurs from compensating MFSOK for municipal advisory services provided.

MFSOK serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another MFSOK client. For example, MFSOK serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the Issuer. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, MFSOK could potentially face a conflict of interest arising from these competing client interests. MFSOK fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with its clients.

If MFSOK becomes aware of any actual or potential conflict of interest not mentioned above during this agreement, MFSOK will promptly provide the District a supplement written disclosure with sufficient details of the change, if any, which will allow the District to evaluate the situation.

## VI. Legal Events and Disciplinary History

A regulatory disclosure action has been made on MFSOK's Form MA and on Form MA-I for two of MFSOK's municipal advisory personnel relating to a 2017 U.S. Securities and Exchange Commission ("SEC") order. The details of which are available in Item 9; C (2), C (4), C (5) and the corresponding regulatory action DRP section on Form MA and Item 6: C (2), C (4), C (5), C (6) and the corresponding regulatory action DRP section on Form MA-I for both Rick A. Smith and Jon Wolff. In addition, the Oklahoma Department of Securities adopted the above proceedings which are identified in Item 9; D (2), D (4) and the corresponding regulatory action DRP section on Form MA.

The District may electronically access MFSOK's most recent Form MA and each most recent Form MA-I filed with the Commission at the following website:

### www.sec.gov/edgar/searchedgar/companysearch.html.

There has been no change to any legal or disciplinary event that has been disclosed on MFSOK's SEC registration for MA filings since December 18, 2017.

4

#### VII. Fiduciary Duty

MFSOK is registered as a Municipal Advisor with the SEC and Municipal Securities Rulemaking Board ("MSRB"). As such, MFSOK has a Fiduciary duty to the District and must provide both a Duty of Care and a Duty of Loyalty that entails the following.

### Duty of Care:

- A. exercise due care in performing its municipal advisory activities;
- B. possess the degree of knowledge and expertise needed to provide the District with informed advice;
- C. make a reasonable inquiry as to the facts that are relevant to the District's determination as to whether to proceed with a course of action or that form the basis for any advice provided to the District; and
- D. undertake a reasonable investigation to determine that MFSOK is not forming any recommendation on materially inaccurate or incomplete information; MFSOK must have a reasonable basis for:
  - a. any advice provided to or on behalf of the District;
  - any representations made in a certificate that it signs that will be reasonably foreseeably relied upon by the District, any other party involved in the municipal securities transaction or municipal financial product, or investors in the District securities; and
  - c. any information provided to the District or other parties involved in the municipal securities transaction in connection with the preparation of an official statement.

#### Duty of Loyalty:

MFSOK must deal honestly and with the utmost good faith with the District and act in the District's best interests without regard to the financial or other interests of MFSOK. MFSOK will eliminate or provide full and fair disclosure (included herein) to District about each material conflict of interest (as applicable). MFSOK will not engage in municipal advisory activities with the District as a municipal entity, if it cannot manage or mitigate its conflicts in a manner that will permit it to act in the District's best interests. As of the date of this agreement, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the District.

#### VIII. <u>Recommendations</u>

If MFSOK makes a recommendation of a municipal securities transaction or municipal financial product or if the review of a recommendation of another party is requested in writing by the District and is within the scope of the engagement, MFSOK will determine, based on the information
obtained through reasonable diligence of MFSOK whether a municipal securities transaction or municipal financial product is suitable for the District. In addition, MFSOK will inform the District of:

- A. the evaluation of the material risks, potential benefits, structure, and other characteristics of the recommendation;
- B. the basis upon which MFSOK reasonably believes that the recommended municipal securities transaction or municipal financial product is, or is not, suitable for the District; and
- C. whether MFSOK has investigated or considered other reasonably feasible alternatives to the recommendation that might also or alternatively serve the District's objectives.

If the District elects a course of action that is independent of or contrary to the advice provided by MFSOK, MFSOK is not required on that basis to disengage from the District.

### IX. <u>Record Retention</u>

Pursuant to the Securities and Exchange Commission (SEC) record retention regulations, Municipal Finance Services, Inc. is required to maintain in writing, all communication and created documents between Municipal Finance Services, Inc. and the District for six (6) years.

### X. <u>Notices</u>

Any and all notices pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

#### MFSOK:

Municipal Finance Services, Inc. Attn: Jon Wolff, Vice President P.O. Box 747 Edmond, OK 73083-0747

SCHOOL DISTRICT:

Independent School District Number 1 Logan County, Oklahoma Attn: Superintendent 802 E. Vilas Guthrie, OK 73044

### Acceptance

If there are any questions regarding the above, please do not hesitate to contact Municipal Finance Services, Inc. If the foregoing terms meet with your approval, please indicate your acceptance by executing all original copies of this letter and keeping one copy for your file.

The District further acknowledges receipt of MFSOK's Form ADV Part 2A Brochure and 2B Brochure Supplements as required by the SEC and Oklahoma Department of Securities prior to entering into this Agreement.

The District and MFSOK have executed this Agreement by the duly authorized representatives as of the date provided hereof and such Agreement was approved at a meeting on June 10, 2019 duly called and held in full compliance with the Oklahoma Open Meeting Act.

MUNICIPAL FINANCE SERVICES, INC.

By:

INDEPENDENT SCHOOL DISTRICT NUMBER 1

LOGAN COUNTY, OKLAHOMA (GUTHRIE BOARD

OF EDUCATION)

By:

Title: President, Board of Education

ATTEST:

Clerk, Board of Education

(SEAL)

### **MEMORANDUM:**

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

FROM: Angie Smedley, Director of Special Education

SUBJECT: Professional Service Agreement with Teresa Ewing to provide Physical Therapy Services

**DATE:** May 30, 2019

Attached is an agreement with Teresa Ewing to provide Physical Therapy services for Guthrie Public Schools during the 2019-2020 school year. Ms. Ewing has provided this service to Guthrie Public Schools for the past eleven years. Ms. Ewing will provide this service at a rate of \$65.00 per hour for services and travel time. Mileage will be reimbursed at the Oklahoma State Travel Reimbursement Act rate. The cost of this service will be approximately \$65,000.

Additional Quotes ProCare Therapy, Inc. - \$70-\$75 per hour Supplemental Health – \$65 per hour

## **PROFESSIONAL SERVICES AGREEMENT**

Period of Performance: July 1, 2019 to June 30, 2020

This Service Agreement is entered into on this 1<sup>st</sup> day of July 2019 by and between Teresa Ewing, Physical Therapist and Guthrie Public Schools ("Guthrie").

Whereas, Guthrie desires Teresa Ewing, PT to provide certain services, and:

Whereas, Teresa Ewing, PT is uniquely situated to assist Guthrie in the provision of some of those services, as described below,

Now, therefore, in consideration of the foregoing and the mutual covenants contained herein, the parties agree as follows:

- 1. Teresa Ewing, PT will provide the following services for the referenced price to Guthrie:
  - a. Physical Therapy evaluations as needed
  - b. Physical Therapy interventions as needed
  - c. Training as needed:
    - i. Training on PT intervention techniques to paraprofessionals, teachers, or administration.
  - d. Consultation as needed
    - i. Consult with teachers about PT techniques to implement in the classroom setting.
  - e. Attend eligibility and IEP meetings upon request of teachers or the Director of Special Education.
  - f. Teresa Ewing, PT will provide reports as followed by the Oklahoma State Department of Education guidelines.
    - i. Progress reports as needed
    - j. Evaluations
- 2. Guthrie will pay Teresa Ewing, PT \$65.00/hour for services performed at Guthrie and preparation time plus mileage round trip and \$65/hour for travel time to and from the home of Teresa Ewing reimbursed at the current Oklahoma State Travel Reimbursement Act rate.
- 3. Teresa Ewing, PT will invoice Guthrie monthly for the services, and Guthrie will pay Teresa Ewing, PT no later than thirty (30)

days following the receipt of the invoice. Checks will be made payable to Teresa Ewing and sent to:

Teresa Ewing 2721 NW 206<sup>th</sup> Edmond, Ok 73012

- 4. The term of this Agreement shall be from July 1, 2019 to June 30, 2020.
- 5. Either party may terminate the Agreement upon thirty (30) days written notice to the other party. Either party may terminate this Agreement immediately upon written notice in the event of material breach of this Agreement.

Agreed and Accepted:

Teresa Ewing, PT

Guthrie Public Schools

Authorized Signature Printed Name: 2721 NW 206<sup>th</sup> Edmond, OK 73012

Authorized Signature Printed Name:

802 E. Vilas Guthrie, OK 73044

### **MEMORANDUM:**

TO:	Members of the Board of Education and Dr. Mike Simpson, Superintendent
FROM:	Angie Smedley, Director of Special Education
SUBJECT: Services	Contractual Agreement with Marylyn Steffensen for Psychometric

**DATE:** May 30, 2019

Attached is an agreement with Marylyn Steffensen to provide Special Education evaluations for the 2019-2020 school year. Federal and state policies require that evaluations and eligibility meetings must be completed within 45 school days of parent permission for testing. This contract with Marylyn Steffensen will supplement services provided by our school psychometrist and psychologists. During the school year, anytime the number of assessment referrals exceeds the amount our school psychometrist and psychologist can complete in a 45 day period, the additional assessments will be completed by Ms. Steffensen.

Ms. Steffensen has agreed to provide services for Guthrie Public Schools during the 2019-2020 school year for \$425.00 per test battery (including a written psychoeducational report) and \$50.00 per hour for eligibility meetings and consultations. Ms. Steffensen will not charge mileage. These services will be approximately \$10,000.00.

Additional Quotes Linda Johnson - \$450 per test battery plus \$50 per hour for eligibility meetings and consultation Mediscan Staffing Services - \$75 -\$95 per hour Soliant - \$71.50 - \$86.50 per hour ProCare Therapy \$70 - \$80 per hour plus mileage and travel time depending on the

experience of the service provider and the needs of the district

## Marylyn Steffensen Certified School Psychometrist

830 West Lakeview Drive Guthrie, OK 73044 405-642-8380 (cell) <u>msteffensen1@cox.net</u>

**Contract for Professional Services** 

This contract is entered into by and between Marylyn Steffensen and Guthrie Public Schools for Psychometric services July 1<sup>st</sup>, 2019 and ending June 30<sup>th</sup>, 2020.

Services include psychoeducational testing per referral, written psychoeducational reports in a timely manner to comply with state and federal mandates, attendance on eligibility teams as Qualified Examiner, and consultation, as requested.

Compensation charged will be \$425 per test battery, with additional consultation at \$50 per hour.

Evaluations will be conducted with the use of district materials, test kits, protocols, and/or record forms.

Mandun Chattanan - MA	D Pipo
Marylyn Steffensen Mar	yly Alferen
Director of Special Services_	· · · · · ·

### **MEMORANDUM:**

TO:	Members of the Board of Education and Dr. Mike Simpson, Superintendent
FROM:	Angie Smedley, Director of Special Education
SUBJECT:	Contractual Agreement with Sheri Fairchild for Psychoeducational and Psychological Evaluation Services

**DATE:** May 30, 2019

Attached is an agreement with Sheri Fairchild to provide Special Education evaluations for the 2019-2020 school year. Federal and state policies require that evaluations and eligibility meetings must be completed within 45 school days of parent permission for testing. This contract with Sheri Fairchild will supplement services provided by our school psychologist. During the school year, anytime the number of assessment referrals exceeds the amount our school psychometrist and psychologist can complete in a 45 day period, the additional assessments will be completed by Ms. Fairchild.

Ms. Fairchild has agreed to provide services for Guthrie Public Schools during the 2019-2020 school year for \$375.00 per test battery (including a written psycho-educational report). Ms. Fairchild will not charge mileage. These services will be approximately \$12,000.00.

Additional Quotes Linda Johnson - \$450 per test battery plus \$50 per hour for eligibility meetings and consultation Mediscan Staffing Services - \$75 -\$95 per hour Soliant - \$71.50 - \$86.50 per hour ProCare Therapy \$70 - \$80 per hour plus mileage and travel time depending on the experience of the service provider and the needs of the district

## PSYCHOEDUCATIONAL AND PSYCHOLOGICAL EVALUATIONS CONTRACT AGREEMENT

The following agreement is between Guthrie Public Schools and Sherri Fairchild, M. Ed., Certified School Psychologist for July 1, 2019 through June 30, 2020. The terms of this agreement are as follows:

- 1. Provider will conduct psychoeducational and psychological evaluations as well as test kits, protocols, and testing items.
- 2. Provider will send a written report. (Will participate in the eligibility process and meetings, if needed).
- 3. Provider will interpret and will participate in any eligibility meeting in which an outside provider has done the evaluation.
- 4. Guthrie Public Schools will contract on a per referral basis to include the following fee schedule.

-Evaluations for Specific Learning Disability, Intellectual Disability, Developmental Delay \$375

-----Dyslexia specific referrals under Specific Learning Disability \$400

-Cognitive or achievement only \$200

-Psychological evaluation for ADHD/ADD, Autism, or Emotional Disturbance \$600

-Psychological only (not including a cognitive/ achievement) \$300

-Qualified examiner for an outside evaluation \$100

Service Provider	Date
Director of Special Services	Date
Superintendent	Date

June 4, 2019

Oklahoma Department of Education Becky Gray Child Nutrition Programs 2500 North Lincoln Boulevard, Room 310 Oklahoma City, OK 73105-4599

RE: Oklahoma Department of Education 2019-2020 FSMC Renewal

To Whom It May Concern:

On behalf of the Guthrie School District, I am pleased to notify you of our intent to renew our food service management contract with Sodexo LLC for July 1, 2019 through June 30, 2020.

I have included the following documents for the 2019-2020 renewal process:

- Letter of Intent to Renew
- Contract Renewal Agreement
- Required Federal Certifications
  - Suspension Debarment Certification Form
  - o Anti-Collusion Affidavit
  - Lobbying Certification Form

Should you have any questions, please do not hesitate to call.

Sincerely,

Michelle Chapple Chief Financial Officer

Encl.

## FOODSERVICE MANAGEMENT COMPANY REQUEST FOR PROPOSAL AND CONTRACT BETWEEN GUTRIE PUBLIC SCHOOLS (SFA) AND SODEXO, INC., on behalf of itself and its affiliates (FSMC)

### SECOND AMENDMENT

This Amendment is made in consideration of the mutual covenants and agreements contained herein by and between Guthrie Public School District, School Food Authority (SFA), and Sodexo, Inc. on behalf of itself and its affiliates, the Food Service Management Company (FSMC), to amend the Foodservice Management Company Request for Proposal and Contract that was executed by SFA and FSMC and effective July 1, 2017.

WHEREAS, Sodexo Operations, LLC, is a wholly owned subsidiary of Sodexo, Inc. WHEREAS, the Contract shall continue to be operated under Sodexo Operations, LLC.

The contract is amended as follows:

- 1. "Effective Date" shall mean July 1, 2019
- 2. All other terms and condition of this contract executed by SFA and FSMC remains the same.
- This amendment is valid for the 2019-2020 school year. The contract and this Amendment shall terminate on June 30, 2020, and may be renewed for a remaining two (2) additional terms of one (1) year upon mutual agreement of SFA and FSMC.
- 4. The amount of the Fixed Price Per Meal and Meal Equivalent is deleted and replaced with \$2.202.

The Amendment is executed by the Parties in their capacities as stated below. All parties represent and warrant that the persons signing this Amendment are authorized to bind the respective parties.

### **Guthrie Public School District**

By: Michelle Chapple Chief Financial Officer Date:

Sodexo, LLC

By: Charles Thomas Vice President Date

## APPLICATION FOR APPROVAL OF TEMPORARY APPROPRIATIONS FOR THE FISCAL YEAR OF 2019-20

BE IT RESOLVED: that, in accordance with the provisions of 68 O.S., Section 3020, the County Excise Board is respectfully requested to approve the temporary appropriations listed below for the funds of the hereinafter named school district. It is certified that the amounts so requested do not exceed 100% of the School's Estimate of Needs for 2019-20:

General Fund Current Expense	<u>\$ 23,000,000</u>
Building Fund Erecting, remodeling or repairing school buildings and purchase of furniture	
Child Nutrition Fund Current Expense	<u>\$ 1,250,000</u>
School Age Care Fund Current Expense	<u>\$ 50,000</u>
Insurance/Casualty Fund Current Expense	<u>\$ 25,000</u>
Approved this day of	, 2019.
ATTEST:	BOARD OF EDUCATION OF <u>GUTHRIE,</u> <u>#I-1</u> , <u>LOGAN</u> COUNTY, OKLAHOMA
CLERK	PRESIDENT
COUN	TY EXCISE BOARD
APPROVED BY THE	COUNTY EXCISE BOARD
THIS DAY OF	, 2019.
ATTEST:	
	CHAIRMAN
	MEMBER
SECRETARY OF COUNTY	MEMBER

## **LEASE AGREEMENT**

THIS LEASE AGREEMENT ("Agreement") is made this 10th day of June, 2019, by and between **INDEPEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY**, **OKLAHOMA** (the "Lessor") and **NORTHchurch**, **Inc.** (the "Lessee").

### **<u>RECITALS</u>**:

Lessor is the owner of the Guthrie Upper Elementary School gymnasium and facilities located at 1615 N. Walnut, Guthrie, Oklahoma (the "Facilities"). Lessee desires to lease a portion of the Facilities for church meetings.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, the parties agree as follows:

1. <u>LEASE OF PREMISES</u>. In consideration of the rentals and upon the terms and conditions hereinafter stated, Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the following areas of the School on each Sunday for the duration and at the rates set forth below:

July 1, 2019 - June 30, 2020 - 7:30 to noon (4.5 hours)

Gymnasium	\$152.50
Choir Room	\$ 67.50
Custodian	<u>\$ 67.50</u>
Total	\$287.50

(the "Leased Premises").

2. <u>TERM</u>. The term ("Term") of this Agreement is for a period from July 1, 2019, to June 30, 2020, unless this Agreement is terminated at an earlier date, as stated herein.

3. <u>RENTAL</u>. For the use and possession of the Leased Premises during the Term, Lessee agrees to pay Lessor the rental charges set forth above, one month in advance, commencing July 1, 2019. Lessee will be deemed to have used the Leased Premises on each Sunday unless Lessee gives Lessor at least two (2) weeks' advance notice of Lessee's intended non-use on any reserved Sunday. If the notice is properly given, Lessee will be charged for the applicable month will be reduced by a pro-rated amount. Otherwise, Lessee will be charged for the rental as if the Leased Premises were used. The monthly rental payment is due on the first (1st) day of each month for all scheduled uses during that month and will be delinquent if the full monthly rental is not received by Lessor on or before the tenth (10th) day of each month. In the event any rental payment is not made by the tenth (10th) day of the month, Lessor shall have the right to terminate this Agreement and Lessee's right to use and occupy the Leased Premises without any further notice or demand, statutory or otherwise, all of which are waived by Lessee. All rentals shall be paid in advance without deduction or offset. Lessor shall be entitled to a "late charge" of five percent (5%) of the amount of any rental installment which is not paid on or

before the delinquent date as a condition to reinstatement of this Agreement, which reinstatement shall be at Lessor's sole option. If Lessor elects to terminate this Agreement, the unpaid rental shall bear interest as herein provided and the "late charge" shall not be applicable. In the event any rental is paid by a check which is returned for any reason, Lessor shall have the right, by written notice to Lessee, to require that future rental installments be paid by cashier's check.

4. <u>USE</u>. The Leased Premises will be used by Lessee for religious meetings and services and for no other purpose. Lessee agrees that its use of the Leased Premises will be full and strict compliance with the requirements of applicable state, municipal and federal laws, rules and regulations. In the event Lessor determines that Lessee is not complying with the provisions of this Agreement concerning the nature and character of its use, Lessor shall give Lessee written notice. If Lessee fails to correct deficiencies in the operation within ten (10) days after receipt of Lessor's notice, Lessor shall have the right to terminate this Agreement. If Lessee violates any applicable provision of any state, municipal or federal law, rule or regulation governing its use of the Leased Premises, Lessor shall have the right to terminate this Agreement immediately and without notice to Lessee.

5. <u>CODE COMPLIANCE</u>. Lessee shall not use the Leased Premises in any manner which would constitute a change in use or occupancy, as that term is defined in the current edition of the International Building Code (the "Code"). In the event Lessee is required to have a license or a Certificate of Occupancy from any state or local regulatory agency as a condition to Lessee's use and occupancy of the Leased Premises, the cancellation, suspension, revocation or surrender of the license or the failure to obtain a Certificate of Occupancy shall constitute a basis for immediate termination of this Agreement by the Lessor.

6. <u>HOURS</u>. The Leased Premises will be used during the hours set forth in Section 1, above. Hours of use may be amended by mutual agreement of the parties.

7. <u>UTILITIES AND CUSTODIAL SERVICES</u>. The Lessor agrees to provide the following services to the Leased Premises: water, heat, air conditioning (but only if the Leased Premises are air conditioned); sewer and electric. Custodial services will be provided by Lessor at the rates set forth in Section 1, above.

8. <u>ADDITIONAL SERVICES</u>. Lessee agrees to reimburse Lessor for the cost of any services provided by Lessor in addition to those described above. Lessor will invoice Lessee for the cost of any additional services, which shall be paid by Lessee as additional rent due and payable with the next regularly scheduled payment of rental in accordance with the provisions of paragraph 3 above.

9. <u>IMPROVEMENTS TO LEASED PREMISES</u>. Lessor shall have no obligation to make any improvements or to remodel, repair, alter, decorate, paint or perform any other work of any nature to make the Leased Premises ready for Lessee's use. Lessee has inspected the Leased Premises and accepts the same in its present condition.

10. <u>ACCESS TO OTHER AREAS OF SCHOOL BUILDING AND GROUNDS</u>. Lessee shall have no right of access to, or use of, other areas of the building or the grounds, except halls and restrooms.

11. <u>INDEMNITY</u>. Lessee agrees to indemnify and hold Lessor harmless of and from all claims, demands, actions and proceedings asserted against Lessor arising out of Lessee's use of the Leased Premises, except to the extent that such claims, demands, actions and proceedings are the result of the negligence or wrongful act of the Lessor or its agents or employees. This indemnity shall include defense costs and attorney's fees except to the extent Lessor and its employees are responsible for any loss.

12. <u>NOTICES</u>. Any notices required or contemplated under this Agreement shall be addressed to the parties as follows:

If to Lessor:

Ms. Michelle Chapple, Chief Financial Officer Guthrie Public Schools 802 East Vilas Guthrie, OK 73044

If to Lessee:

Mr. Clint Smith, Executive Director of Ministry NORTHchurch, Inc. PO Box 3307 Edmond, OK 73083-3307

All notices shall be sent by certified mail, return receipt requested. Notices mailed in accordance with the foregoing shall be deemed to have been delivered five (5) days after deposit in the U.S. Mail at Guthrie, Oklahoma.

13. <u>ALTERATION OF LEASED PREMISES</u>. Lessee shall have no right to make any alterations to the Leased Premises unless prior written approval for the alterations is obtained from Lessor. All approved alterations shall be made at the expense of Lessee.

14. <u>RISK OF LOSS</u>. Lessor shall have no responsibility for any loss of, damage to, destruction or disappearance of any of Lessee's property in the Leased Premises. Lessee assumes the entire risk of the foregoing. Lessee understands that Lessor does not, and will not, maintain any casualty or other insurance on Lessee's property. Lessee waives any right of subrogation on behalf of its insurance carrier against Lessor for any loss of, damage to, destruction or disappearance of Lessee's property in the Leased Premises.

15. <u>DESTRUCTION OF SCHOOL BUILDING</u>. In the event the School building is damaged or destroyed by fire or other casualty to the extent that the continued operation of the

Leased Premises is not practical, either party shall have the right to terminate this Agreement and the rental shall be paid to the date of termination.

16. <u>LESSEE'S DEFAULT</u>. The following shall constitute events of default on the part of Lessee:

- a. failure to pay the monthly rental by the tenth  $(10^{\text{th}})$  of the month;
- b. operating the Leased Premises in a manner contrary to any law, ordinance or regulation; or
- c. violation or non-performance of any other obligation of Lessee under this Agreement which is not corrected by Lessee within a reasonable time after Lessee's receipt of written notice from Lessor, except that written notice shall not be required for repeated violations or non-performance of the same nature.

Upon the occurrence of an uncorrected event of default, Lessor shall have the right to terminate this Agreement and Lessee's rights hereunder, including the right to occupy the Leased Premises, without notice or demand, statutory or otherwise, all of which are waived by Lessee.

If Lessor elects to terminate this Agreement because of an uncorrected event of default, Lessee shall be liable to Lessor for:

- d. all past due and unpaid rentals, plus interest from the due date(s) at the rate of 18% per annum; plus
- e. an amount equal to the present worth of the reasonable rental value of the Leased Premises from the date of Lessee's last rental payment to the normal expiration of the Agreement term, with no duty to mitigate damages; and
- f. Lessor's costs and expenses, including attorney fees, in recovering possession of the Leased Premises and reducing the amounts under subsections d. and e. to judgment.

17. <u>WARRANTIES AND REPRESENTATIONS</u>. Lessor makes and has made no warranties or representations concerning the Leased Premises, including, without limiting the generality of the foregoing, its suitability or fitness for any use and the condition or state of repair of the facilities serving the Leased Premises, including structural elements, plumbing, heating, ventilation, electrical, mechanical and systems controls. Lessee has inspected the Leased Premises and accepts the Leased Premises in "as is" condition.

18. <u>LIABILITY INSURANCE</u>. During the term of this Agreement, Lessee shall maintain and pay for public liability and property damage insurance specifically related to the Leased Premises and issued by companies authorized to do business in the State of Oklahoma, naming Lessor as a co-insured, and providing coverage in amounts not less than the amounts required to insure District's liability under the Oklahoma Governmental Tort Claims Act,

including any amendments thereto subsequent to the date of this Agreement. Copies of the certificates of insurance shall be furnished to Lessor prior to the commencement of the Agreement term and replacement certificates shall be furnished from time to time during the Agreement term to evidence that liability insurance is in force at all times. All insurance certificates issued under this section shall provide for at least ten (10) days' prior written notice to Lessor before cancellation of the coverage for any reason, including non-payment of the premium.

19. <u>ASSIGNMENT AND SUBLEASE</u>. Lessee shall not assign this Agreement or any interest herein or sublease all or any part of the Leased Premises without the prior written consent of Lessor.

20. <u>WAIVER</u>. The failure of either party to seek redress against the other for violation of, or to insist upon strict performance of the terms and provisions of this Agreement, will not constitute a waiver of the right to seek redress for any subsequent violation of the terms and provisions, or of any right to insist on strict performance.

21. <u>GOVERNING LAW</u>. This instrument is entered into in Oklahoma and the law of Oklahoma shall govern the construction of this instrument.

22. <u>SEVERABILITY</u>. If any provision of this instrument or its application to any party, person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this instrument, or the application of the provision to the party, person or circumstances other than those as to which it is invalid or unenforceable, shall not be affected, and each provision of this instrument shall be valid and be enforced to the fullest extent permitted by law.

23. <u>MISCELLANEOUS</u>. This instrument represents the entire understanding between the parties hereto concerning the subject matter hereof and may be modified only by the mutual written agreement of the parties. This Agreement shall be binding upon the parties and their respective successors and assigns, except that Lessee shall not assign this Agreement or sublease the Leased Premises. Time is the essence of the obligations of the parties herein. Lessee shall not advertise or represent that Lessee is sponsored by Lessor. In the event any action is brought by either party to enforce this Agreement, or for breach of the terms of this Agreement, the prevailing party shall be entitled to recover a reasonable attorney's fee, to be fixed by the court, and its other costs.

IN WITNESS WHEREOF, Lessor and Lessee have signed this Agreement as of the date first above written.

Lessor:

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

By:

President, Board of Education

Lessee:

NORTHchurch, Inc.

By: Name: 2CMIN N Title: n

## klahoma Schools Insurance Group

#### **Board of Directors**

Terry Davidson, Chairman Superintendent: Comanche Schools

Rick Thomas, Member Superintendent: Skiatook Schools

Dr. John Cox, Treasurer Superintendent: Peggs Schools

Dusty Ricks, Secretary Superintendent: Mid America Technology Center

Brad Overton. Member Superintendent: Cordell Schools

Randy Hughes, Member Superintendent: McAlester Schools

Sherry Durkee Member Superintendent: Sand Springs Schools

Executive Director David Martin

#### May 29, 2019

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

RE: Membership Proposal Effective 7/1/2019

Dear Dr. Mike Simpson:

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, member owned, and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 401 school districts are members of OSIG. Our membership is strong and committed.

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is constantly growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

OSIG members renewing their coverage effective 7/1/2019 will receive a distribution credit that will be applied to the renewal premium as approved by the OSIG Board of Trustees. The distribution credit has been applied on the premium breakdown page.

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

Loss control, risk management services, and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online Training in many different areas for your school employees
- Loss Control Site Surveys / Safety Inspections
- Member Only Risk Management Library at www.osig.org
- StopIt Anonymous Incident Reporting Mobile App & Web App

If you have any questions about the insurance procurement process or this proposal, please contact your local agent or any member of the OSIG administration team. Contact names and phone numbers are included in the proposal.

Sincerely,

**OSIG Program Administration** Cc: Martin Insurance

> P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 . Toll Free 866-444-0061

Oklahoma Schools Insurance Group

Guthrie Public Schools 802 East Vilas Guthrie, OK 73044

### This is not an invoice.

Annual Premium Breakdown		Breakdown with Distribution Credit		
Property:	\$188,416	Property:	\$181,691	
Boiler & Machinery:	\$1,760	Boiler & Machinery:	\$1,697	
Auto Physical Dmg:	\$6,747	Auto Physical Dmg:	\$6,506	
General Liability:	\$19,863	General Liability:	\$19,154	
Auto Liability:	\$26,479	Auto Liability:	\$25,534	
Educators Legal:	\$19,862	Educators Legal:	\$19,153	
Excess Liability:	\$0	Excess Liability:	\$0	
Total Annual:	\$263,127	Total Net Cost:	\$253,735	
2018-2019 Distribution Cro	edit <b>\$9,392</b>			

Breakdown of Insurance Cost

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Total Values	\$71,302,340	\$71,508,733	\$73,048,486	\$73,660,206	\$73,917,237	\$92,261,907
Premium	\$220,357	\$204,779	\$194,997	\$192,444	\$200,722	\$238,665
Distribution	\$0	\$0	\$8,345	\$0	\$0	\$9,392

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:	
65	\$1,251,964	\$190,323	15.20%	

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

## **Payment Terms**

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

 Installment #1
 1/3 of total
 due 7/1/19

 Installment #2
 1/3 of total
 due 8/1/19

 Installment #3
 1/3 of total
 due 9/1/19

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061 **)klahoma Schools Insurance Group** 

## Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

#### Property

- Full Replacement Cost Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV
- No Coinsurance Clause
- No Cosmetic Damage Only Exclusion
- Real And Personal Property- Limit Per Occurrence
- Blanket Coverage subject to school statement of values including:
  - Electronic Data Processing Equipment, and Media
  - Accounts Receivable
  - Valuable Papers
  - Fine Arts
  - Miscellaneous Property
  - Miscellaneous Unnamed / Undescribed Property
  - Builder's Risk
  - \*Note All Builder's Risk projects must be reported to OSIG Frame projects are subject to approval
  - Outdoor Property covered all perils
  - Extra Expense
  - Business Income including Rental Income and Tuition Income
  - Ordinance or Law including Increased Cost of Construction and Demolition
  - Contractor's Equipment Coverage
  - Debris Removal Coverage
  - Covered Property In Transit
  - Personal Property of Others/Officers/Employees
  - Off Premises Services Interruption including Extra Expense
  - Vehicle Damage
  - Terrorism
- Newly Acquired Property Coverage 90 days
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000 \$25,000,000
- Flood- Aggregate Any One Policy Year
  - \*Note Flood Zones A and V are excluded Except for Automobiles
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$2,500 Property Deductible Per Occurrence
- \$10,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$50,000 Flood, Earthquake and Pollution

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 . Toll Free 866-444-0061 \$1,000,000,000

\$25,000,000

\$200,000,000

## OSIG Oklahoma Schools Insurance Group

### **General Liability**

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

### School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- \*Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$5,000 Deductible

\*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

### **Employee Benefit Liability**

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included

\*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

### Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

### Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

### P. O. Box 3068

### Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061

Oklahoma Schools Insurance Group

#### Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

#### Cyber Liability

- Claims-Made Form
- Retro date first effective date with OSIG
- Third Party Liability
  - \$2,000,000 Annual Aggregate Limit for Information Security and Privacy Liability
  - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
  - = \$2,000,000 Annual Aggregate for Payment Card Liability and Costs for Media Liability (Electronic Media)
  - \$2,000,000 Annual Aggregate
- First Party
  - \$2,000,000 Annual Aggregate for Cyber Extortion Loss
  - \$2,000,000 Annual Aggregate for Data Recovery Costs
  - \$2,000,000 Annual Aggregate for Business Interruption Resulting in Security Breach
  - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
  - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
  - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- \$10,000 Deductible

#### School Violent Acts Protection

- \$25,000 Each Occurrence Limit
- \$250,000 Aggregate Limit (all members, all claims)
- No Deductible
- \$25,000 Property/Safety Improvements following School Violent Act

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061

## **Property Schedule**

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Location	Occupied As	<u>Bidq Value</u>	<u>Contents V</u>
1006 N. Wentz	Parking Lot (Liability Only)	\$0	\$0
1021 E. Perkins	Faver Greenhouse (No Contents)	\$3,207	\$0
1021 E. Perkins	Faver Gym	\$402,967	\$39,599
1021 E. Perkins	Faver Portable Class (2)	\$109,741	\$14,362
1021 E. Perkins	Faver School - Office	\$1,664,151	\$163,534
115 E. Harrison	Jelsma Stadium Goal Posts	\$7,836	\$0
115 E. Harrison	Jelsma Stadium Lights/Poles	\$167,904	\$0
115 E. Harrison	Jelsma Stadium PA System	\$39,178	\$0
115 E. Harrison	Jelsma Stadium Scoreboard	\$27,984	\$0
115 E. Harrison	Stadium Bleachers/Pressbox/Restrooms/Concessions/Ticketbooths/Storage	\$3,386,038	\$38,499
200 Crooks Dr.	*High School Outdoor Classroom Canopy	\$2,876	\$539
200 Crooks Dr.	*High School Outdoor Gazebo (No Contents)	\$3,292	\$0
200 Crooks Dr.	*Softball Storage Building	\$3,566	\$1,078
200 Crooks Dr.	Building for Champions and Weight Room	\$868,897	\$85,385
200 Crooks Dr.	Child Nutrition/Information Technology Building	\$322,374	\$82,498
200 Crooks Dr.	High School & Gym	\$17,119,497	\$2,199,949
200 Crooks Dr.	High School Canopy & Walk-In Freezer	\$27,435	\$5,392
200 Crooks Dr.	High School Classroom SE	\$362,670	\$35,639
200 Crooks Dr.	High School Fence	\$22,387	\$05,059
200 Crooks Dr.	High School Greenhouse	\$94,025	\$9,239
200 Crooks Dr.	High School JROTC	\$1,511,125	\$254,108
200 Crooks Dr.	High School Potting Shed	\$34,476	\$3,388
200 Crooks Dr.	High School Storage Building	\$4,702	\$463
200 Crooks Dr.	High School Vo-Ag	\$713,588	\$109,998
200 Crooks Dr.	HS Pole Vault Pit	\$16,791	\$109,998
200 Crooks Dr.	HS Scoreboard (2) Gym	\$9,514	\$0
200 Crooks Dr.	HS Track & Fence	\$223,870	\$0
200 Crooks Dr.	HS Track Concession/Restroom	\$22,387	\$2,200
200 Crooks Dr.	HS Track Storage Containers (2)	\$9,851	\$2,200
200 Crooks Dr.	Letters on HS & GUES	\$9,851	3900 \$0
200 Crooks Dr.	New Maintenance Building	\$424,320	\$54,999
200 Crooks Dr.	Soccer Stadium Goal Posts	\$5,597	\$04,999
200 Crooks Dr.	Soccer Stadium Lights	\$55,968	\$0
200 Crooks Dr.			\$0
200 Crooks Dr.	Soccer Stadium PA System Soccer Stadium Scoreboard	\$16,791 \$27,984	\$0
200 Crooks Dr.	Softball Batting Cage	\$7,836	\$0
200 Crooks Dr.	Softball Concession & Fence	\$27,984	\$2,750
200 Crooks Dr.	Softball Dressing Room Portable		\$2,750
200 Crooks Dr. 200 Crooks Dr.	Softball Dugouts	\$76,788	\$0,001
		\$5,597	
200 Crooks Dr. 200 Crooks Dr.	Softball Lights	\$50,371	\$0
200 Crooks Dr. 200 Crooks Dr.	Softball Nets Softball Scoreboard	\$1,905 \$5,037	\$0
200 Crooks Dr. 200 Crooks Dr.	Softball Storage Building	\$5,037	\$385
200 Crooks Dr. 200 Crooks Dr.	Tennis Court Playing Surface	\$3,918	\$385
200 Crooks Dr.	Tennis Court Playing Surface Tennis Courts Light Poles (8)/Wind Screen/Fence	\$55,968	\$0
200 Crooks Dr. 200 Crooks Dr.	Tennis Storage Building	\$6,268	\$616
200 Crooks Dr.	Vo-Ag Storage	\$0,200	\$8,250
200 E. Springer	25 Sec. Clock (2)	\$2,911	\$0,250
200 E. Springer	Athletic Building/Dressing Room	\$273,161	\$26,844
200 E. Springer	Baseball Dugouts	\$13,432	\$20,044
	Baseball Grandstands/Press		
200 E. Springer		\$195,886	\$19,250
200 E. Springer	Baseball Portable Building	\$4,702	\$463
200 E. Springer 200 E. Springer	Squires Field Lights/Poles	\$139,920	\$0
· · · · · · · · · · · · · · · · · · ·	Squires Field Scoreboard	\$15,981	
2001 W. Noble	Cotteral East Classroom	\$382,371	\$39,923

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## **Guthrie Public Schools**

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Location	Occupied As	Bidg Value	Contents Va
2001 W. Noble	Cotteral Portico - Kitchen	\$7,276	\$0
2001 W. Noble	Cotteral Portico - Playground	\$1,903	\$0
2001 W. Noble	Cotteral School Building	\$3,865,557	\$379,864
2001 W. Noble	Cotteral South Classroom	\$150,411	\$16,643
2001 W. Noble	Cotteral South Classroom	\$150,411	\$16,643
2001 W. Noble	Cotteral Southwest Classroom	\$150,411	\$16,643
2001 W. Noble	Cotteral Southwest Playground	\$22,387	\$0
2001 W. Noble	Cotteral Storage Building	\$3,135	\$308
2001 W. Noble	Fence	\$3,583	\$0
317 E. Grant	Indoor Baseball	\$232,712	\$22,868
321 E. Noble	Central ElemPlayground Equip.	\$22,387	\$0
321 E. Noble	Central Elementary	\$2,936,636	\$288,581
321 E. Noble	Fence	\$20,037	\$0
455 W. Beemer Rd.	Vo-Ag Farm Fence	\$16,258	\$0
455 W. Beemer Rd.	Vo-Ag Sheep/Goat Barn	\$130,062	\$12,674
455 W. Beemer Rd.	Vo-Ag Swine Barn	\$130,062	\$12,674
455 W. Beemer Rd.	Vo-Ag Well House (No Contents)	\$5,419	\$0
4900 E Charter Oak	Charter Oak Elementary	\$15,600,000	\$1,552,500
4900 E Charter Oak	Fence	\$24,000	\$0
4900 E Charter Oak	Playground	\$41,000	\$0
520 Crooks Dr.	Bus Barn	\$244,399	\$32,999
520 Crooks Dr.	Bus Barn Annex Portable	\$40,379	\$2,964
520 Crooks Dr.	Fuel Pumps (3), Storage Tanks (2)	\$39,178	\$0
520 Crooks Dr.	Transportation Storage Building	\$64,642	\$6,352
702 Crooks Dr.	GUES Portable Classrooms (1)	\$55,968	\$5,500
702 Crooks Dr.	Guthrie Upper Elem. Playground	\$22,387	\$0
702 Crooks Dr.	Guthrie Upper Elementary	\$11,742,219	\$1,833,290
702 Crooks Dr.	Portico Canopy GUES	\$16,791	\$0
702 Crooks Dr.	Walk In Freezer	\$21,948	\$5,392
705 E. Oklahoma	Junior High - Gym	\$1,543,563	\$151,684
705 E. Oklahoma	Junior High Main Building	\$7,162,127	\$769,982
705 E. Oklahoma	Portable Building	\$106,562	\$10,471
722 E. Harrison	DRO-Junior High Annex	\$8,501	\$12,251
802 E. Oklahoma	Maintenance Building	\$233,772	\$65,998
802 E. Vilas	Administration	\$1,389,832	\$164,997
802 E. Vilas	Fence	\$10,633	\$0
852' East of Dougla	Vacant Land - 25 acres (Liability Only)	\$0	\$0
902 N. Wentz	Fence	\$20,417	\$0
902 N. Wentz	Fogarty Annex	\$360,991	\$35,475
902 N. Wentz	Fogarty Building	\$4,854,741	\$496,969
902 N. Wentz	Fogarty Playground	\$22,387	\$0
902 N. Wentz	Fogarty Portable Classroom	\$83,951	\$8,250
902 N. Wentz	Fogarty Portable Classroom	\$83,951	\$8,250
902 N. Wentz	Fogarty Portico	\$2,462	\$0
929 E. Perkins	Faver Athletic Annex	\$336,649	\$37,250

\$81,154,851 \$9,187,590

Floater Limit	\$250,000	Auto Values:	\$3,163,999
EDP Limit	\$1,500,000	Total Values:	\$95,756,440

Extra Expense Limit \_\_\_\_\_\_\_\_\_

## **Auto Schedule**

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	Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
		2002		Bus		4DRBRABP32B947101	\$25,000
_	2	2002	Freightliner	Bus	71	4DRBRABP32B947101 4DRBRABPX2B947094	\$25,000
-	3	2014	International	Bus	71	4DRBRABP12B947094	\$74,000
	3 4	2002	International		71	4DRBRABP52B947116	\$25,000
	4 5	2002	I	Bus			
		2002	International	Bus	71	4DRBRABP62B947108	\$25,000
	6		International	Bus	71	4DRBRABP12B947100	\$25,000
	7	2002	International	Bus	71	4DRBRABP12B947114	\$25,000
	8	2002	International	Bus	71	4DRBRABP72B947117	\$25,000
9	9	2002	International	Bus	71	4DRBRABP02B947119	\$25,000
	10	2002	International	Bus	71	4DRBRABP72B947120	\$25,000
	11	2002	International	Bus	71	4DRBRABP52B947102	\$25,000
9	12	2002	International	Bus	71	4DRBRABP32B947115	\$25,000
	13	2002	International	Bus	71	4DRBRABP92B947099	\$25,000
	14	2002	International	Bus	<b>71</b> <sup>.</sup>	4DRBRABP82B947109	\$25,000
	15	2002	International (A	Bus	71	4DRBRABP92B947121	\$25,000
ą	16	2002	International (A	Bus	71	4DRBRABP02B947122	\$25,000
	17	2002	International	Bus	48	4DRBRABM52B947123	\$25,000
	18	2002	International	Bus	48	4DRBRABM72B947124	\$25,000
_	19	2000	Freightliner	Bus w/Lift	48	4UZ6CJAC8YCGO1259	\$25,000
4	20	2002	International w/	Bus	48	4DRBRABP12B947125	\$25,000
	21	1999	Chevrolet	Pickup	3	1GCCS1446XK206349	\$3,600
	22	2005	Ford	F350 Pickup	6	1FDWF36545EA59541	\$27,500
9	23	1999	Chevrolet	Pickup	3	1GCCS1442XK205117	\$3,600
	24	2005	Ford	F350 Pickup	6	1FTWW32P15EA61579	\$40,500
	25	1996	Ford	Van	8	1FMEE11H5THB10979	\$5,000
	26	2005	Ford	E150 Van	8	1FMRE11L25HA23243	\$41,200
9	27	1999	Ford	F150 Pickup	3	1FTZF1721XKA97842	\$17,355
	28	1997	Ford	Escort	5	1FALP13P7VW407606	\$12,000
	29	1995	Ford	F-700	3	1FDNF70J7SVA9643	\$15,000
4	30	1973	Bullmobile	Trailer		13819	\$4,000
	31	1980	Shopmade	Trailer		1001GFFA	\$4,000
	32	1988	Van	Trailer		1WC200E1XJ2011732	\$2,000
	33	1991	Barrett	Trailer		1B9P20205M1014201	\$15,688
4	34	1990	ww	Trailer		11WHS1628RW19	\$3,000
	35	1998	Flatbed	Trailer	-	4P5SH1621W101	\$1,000
	36	2004	Chevrolet	Malibu	5	1G1ND52F04M570533	\$10,616
8	37	2006	Freightliner	Bus	16	4UZAAXDCX6CV23480	\$40,000
-	38	2006	Dodge	Caravan	7	1D4GP24R46B723011	\$18,382
	39	2006	Dodge	Caravan	7	1D4GP24R66B723012	\$18,382
	40	2002	Dodge	Pickup	3	1D7HA16N12J218895	\$6,775
7	41	2008	Ford	F350	3	1FTWW32Y18EA78508	\$36,510
	42	1985	16'	Trailer	· · · · · · · · · · · · · · · · · · ·		\$800
	43	1990	Lawn Utility	Trailer			\$800
_	44	2006	Bleacher	Trailer			\$30,000
P	45	2006	Bleacher	Trailer		· · · · · · · · · · · · · · · · · · ·	\$30,000
	46	1967	AMG	Cargo Truck	3	NK00RC-7225547	\$00,000
	40	2005	Ford	F350 Pickup	3	1FDWF36585EA31502	\$10,000
9	48	2010	Freightliner	Bus	23	4UZABPDT2ACAR5820	\$55,000
	48 49	2010	Freightliner	Bus	·····	4UZABPD12ACAR5820 4UZABRDT1BCAR8320	and the second
	49 50	2011	- 1		71 71		\$40,000
			Freightliner	Bus	Charles and the second s	4UZABRDT3BCAR8321	\$40,000
9	51	2011	Freightliner	Bus	71 .	4UZABRDT5BCAR8322	\$40,000
	52	2011	Freightliner	Bus	71	4UZABRDT7BCAR8323	\$40,000
	53	2011	Freightliner	Bus	71	4UZABRDT9BCAR8324	\$40,000
4	54	2011	Freightliner	Bus	71	4UZABRDT0BCAR8325 4UZABRDT2BCAR8326	\$40,000
	55	2011	Freightliner	Bus	1 74		\$40,000

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## **Guthrie Public Schools**

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Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
57	2012	Thomas	Bus	53	4UZABPDT2CCBM8891	\$55,000
58	2008	Haulmark	Box Trailer		16HGB20238A029320	\$5,076
59	2012	Ford	F350 Crewcab Pickup		1FT8W3CT1CEC95643	\$22,000
60	2013	Ford	Expedition		1FMJK1F58DEF33757	\$23,725
61	2013	Ford	Expedition		1FMJK1F5XDEF33758	\$23,725
62	2012	Dodge	Ram		3C7WDSAT6CG213234	\$25,000
63	2013	Cimarron	Livestock Trailer		5PASG2422DC008280	\$29,980
64	2013	Ford	Expedition XL		1FMJK1F5XDEF60149	\$29,814
65	2013	Ford	Cargo Van		1FTNE1EW8DDB18029	\$16,000
66	2014	Thomas	Bus	71	4UZABRDU4ECFF9888	\$74,500
67	2014	Thomas	Bus	71	4UZABRDUOECFF9886	\$74,500
68	2013	Thomas	Bus	71	4UZABRDU5DCBT1251	\$69,500
69	2013	Thomas	Bus	71	4UZABRDU7DCBT1249	\$50,000
70	2013	Thomas	Bus	71	4UZABRDUXDCBT1245	\$69,500
71	2013	Thomas	Bus	71	4UZABRDU5DCBT1248	\$69,500
72	2012	Thomas	Bus	71	4UZABRDU9CCBA2099	\$48,000
73	2014	Thomas	Bus	71	4UZABRDU3ECFF9901	\$74,500
74	2014	Thomas	Bus	71	4UZABRDU1ECFF9895	\$74,500
75	2014	Thomas	Bus	71	4UZABRDU4ECFF9891	\$74,500
76	2014	Thomas	Bus	71	4UZABRDU7ECFF898	\$74,500
77	2012	Thomas	Bus	71	UZABRDU8CCBA2269	\$48,000
78	2014	Freightliner	Bus	71	4UZABRDU2ECFF9789	\$74,000
79	2014	Thomas	Bus	71	4UZABRDU8ECFF9778	\$69,500
80	2014	Thomas	Bus	71	4UZABRDU8ECFF9800	\$69,500
81	2014	Thomas	Bus	71	4UZABRDU0ECFF9791	\$69,500
82		Washer	Trailer		GPS	\$1,500
83		Elite	Sheep Trailer	······································	TBD	\$8,500
84	2012	Ford	F350 Crewcab		1FT8W3CT1CEC95643	\$22,000
85	2018	Lonestar	Stock Gooseneck Trailer		LS1SG24800270E	\$35,735
86	2016	Dodge	Caravan	7	2C4RDGBG1GR235859	\$17,877
87	2018	Dodge	Ram Ag Pickup		3C6ERRGL3JG310882	\$41,359
88	2016	Thomas	Bus	71	4UZABRDU4GCGT6282	\$63,700
89	2016	Thomas	Bus	71	4UZABRDU5GCGT6291	\$63,700
90	2016	Thomas	Bus	55	4UZAVRDU4GCGT6265	\$67,700
91	2018	Thomas	Bus	48	4UZABRFD6JCJG3966	\$78,700
92	2016	Thomas	Bus	71	4UZABRDU7GCGT6292	\$63,700
93	2012	Freightliner	Box Truck		1FVACWDT3CDBD5587	\$53,500

Total Value of All Autos for Guthrie Public Schools: \_\_\_\_\_\_\_\_

## Overview

dahoma Schools Insurance Group

### Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 17 years, OSIG's membership has grown to 401 and the program insures more than \$12 Billion in school property across Oklahoma.

### Structure

OSIG is a **non-profit**, member-owned, public entity program whose management is completely controlled by a Board of your peers. Our singular mission is to provide quality insurance coverage and service to our members. OSIG's mission statement is

# "The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases insurance and reinsurance from "A" rated carriers. OSIG's insurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By sticking together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance and risk management services you need to protect your schools' assets, your board, your staff and most importantly your children.

SIG Oklahoma Schools Insurance Group

## **Financial Strength**

OSIG is financially solid and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/18 was more than \$11.8 million and our assets were more than \$25 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district. If your insurer can't pay their claims, then the policy is a worthless stack of paper.

Statement of Net	Assets
As of 6/30/1	8
Cash	\$ 24,390,499
Other Assets	\$ 1,526,321
Total Assets	\$ 25,916,820
Notes Payable	\$ -
Other Liabilities	\$ 14,095,484
Total Liabilities	\$ 14,095,484
Total Net Assets/Surplus	\$ 11,821,336

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at <a href="http://www.ok.gov/oid">www.ok.gov/oid</a>. Click on Interlocals under the Quick Links section of the home page. Your school's auditor can help in analyzing the statements.

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061 **Dklahoma Schools Insurance Group** 

## **Important Plan Information**

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$1,000,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

## **Actuarial Review**

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061 SIG klahoma Schools Insurance Group

## Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

## **Payment Terms**

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/19	
Installment #2	1/3 of total	due 8/1/19	
Installment #3	1/3 of total	due 9/1/19	

A 25% minimum earned premium applies.

## **Risk Management And Loss Control Tools**

Loss Control Site Consultation StopIt Anonymous Incident Reporting Mobile App & Web App Risk Management focused website <u>www.osig.org</u> Examples of Online training:

Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

 Promoting Child Safe Environments - two training platforms (Fulfills legislative mandate for child abuse awareness training)

- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning

Oklahoma Schools Insurance Group

## **Contacts For Questions**

### **Coverage Questions**

Your Local Agent or:

Jennifer McKenzie Arthur J. Gallagher Risk Management Services Inc. - Tulsa 1300 South Main Tulsa, OK 74119 Phone: 918-764-7137 Toll-Free: 866-444-0061 Fax: 866-420-0695 Email: jennifer\_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs Keystone Insurance 11 East Broadway Sand Springs, OK 74063 Phone: 918-245-2558 Fax: 918-245-8553 Email: guy.griggs@insurica.com

### **General Program Questions**

David Martin Executive Director P O Box 3068 Tulsa, OK 74101 Phone: 918-688-1056 Fax: 866-420-0695

### **OSIG Board Members**

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Rick Thomas - Vice Chairman	Skiatook Schools	(918) 396-1792
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Dusty Ricks - Secretary	Mid America Technology Center	(405) 449-3391
Randy Hughes - Member	McAlester Schools	(918) 423-4771
Brad Overton - Member	Cordell Schools	(580) 832-3220
Sherry Durkee - Member	Sand Springs Schools	(918) 246-1406

P. O. Box 3068 Tulsa, OK 74101-3068 Phone 918-764-1686 • Toll Free 866-444-0061 OSIG has partnered with STOPit to provide all of our member districts with a proven solution that deters inappropriate behaviors in schools. Our partnership allows your schools to implement STOPit at NO charge.

SIG

STOPit has been proven to help schools across the country and the world save time and get back to educating students by addressing and preventing pervasive issues such as:

- Bullying
   Cyberbullying
   Violence
   Inappropriate student-
  - Teacher relationships
- Drugs/Alcohol Self-harm

Hazing

 Any issue with can negatively impact the learning environment

Oklahoma Schools Insurance Group

The STOPit mobile app provides a safe, anonymous and comfortable way for students to share information so that help can be provided as quickly and efficiently as possible.

STOPit gives administrators powerful investigative tools – such as real-time alerts, build-in reports, and the ability to communicate directly with incident submitters – so that you can resolve issues quickly.

## STOPit is a proven and powerful deterrent.



Brad Overton, Superintendent Cordell Public Schools

STOPIT

Briggs School launched the STOPit app on October 10, 2018. The addition of the STOPit app has made it easier for students to report all types of issues they see happening in real time. Since reporting on the app is completely anonymous, it gives a platform for those students to report issues who normally would not report a problem in person through text, photos and/or videos. Also, there is a STOPit Admin which is a great resource for administrators that manage the app. STOPit Admin provides efficient and powerful investigative tools to our staff, including the ability to message with the reporter, which has allowed us to address issues instantly.

> George Ritzhaput, Principal Briggs Public Schools

# **HOW IT WORKS**

## Real Time MESSAGING

Real Time REPORTING Real Time AWARENESS

### STOPit

### The easy, fast, and anonymous mobile app for students

- Report incidents anonymously
- Submit photo or video evidence
- Communicate anonymously with administrators with STOPit Messenger
- Stand up for themselves and their peers without risk of reprisal

### DOCUMENTit

The simple, time saving, & comprehensive incident management system for administrators

- Real-time email and SMS alerts of new incidents and messages
- Follow up with incident submitters to ask questions or get more information via STOPit Messenger
- Proactively get notified of patterns or problems with custom alerts
- Cloud-based system stores evidence securely
- Get actionable data in our built-in reports dashboard
- Time-and-date stamped audit trail of all investigative activity

### **STOPit Benefits Everyone**

- Reduce your workload as a result of STOPit's deterrent effect
- Save time with powerful investigative tools
- Be proactive by addressing problems early, before they spiral out of control
- Automate regulatory compliance and risk mitigation



To learn more or sign-up for a web demonstration email csalomon@stopitsolutions.com or call 918.748.4522.





# Oklahoma School Assurance Group

Guthrie School District Attn: Dr. Mike Simpson 802 East Vilas Avenue Guthrie, OK 73044 May 28, 2019

### Re: 2019-2020 OSAG Workers' Compensation Insurance Quote

Dear Dr. Simpson,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2019-2020 OSAG renewal quote is as follows:

2019-2020 OSAG Premium BEFORE Discounts:	\$110,564.00
Membership Dividend Award/Credits for 2019/20:	\$20,528.55
Total 2019-2020 OSAG Workers' Compensation Renewal Premium Minus Awards/Credits:	\$90,035.45

\*Your OSAG policy also contains Employers' Liability Limits of \$1,000,000/\$1,000,000/\$1,000,000

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The following example reflects the *potential* dividend awards for Guthrie School District <u>if</u> membership remains active:

2020-2021 Possible Membership Dividend	\$40,772.00
2021-2022 Possible Membership Dividend	\$20,211.00
2022-2023 Possible Membership Dividend	\$12,344.00
Total Possible Future Membership Dividend:	<u>\$73,327.00</u>

### About the OSAG Proposal:

\*OSAG is a group policy, therefore Experience Modification Factors are not applicable for our school district members.

\*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

\*All members that renew with OSAG have a *Membership Dividend* associated with active membership. In order to receive the Membership Dividend, a member must be active with paid premium for the 2019-2020 policy year.

\*OSAG is partnered with CompSource Mutual Insurance Company. If a dividend is awarded to OSAG, school district members would receive additional shared award amounts.

P.O. Box 18858, Oklahoma City, Oklahoma 73154 Ph: 800-699-5905 Fx: 405-842-0051 <u>www.okschoolassurancegroup.org</u>

The Oklahoma School Assurance Group is an Interlocal Cooperation Act Agency of Schools Providing Workers' Compensation

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Guthrie Public Schools

Memo

## To: Dr. Simpson and Guthrie Board of Education

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

Date: May 30, 2019

## Re: Aurora Learning Community Association (ALCA) Agreement

Attached is a copy of the 2019-2020 agreement between Guthrie Public Schools and Aurora Learning Community Association (ALCA). Aurora Learning Community Association (ALCA) provides districts an online test data service known as Comprehend. Teachers can generate a multitude of test data graph reports (each in seconds) which: disaggregate their OSTP test data for any subgroup, down to objectives for the standards, determine objectives in which an individual student or the group as a whole are strong or weak, show student cohort reports (performance and scores) of progress through multiple years, provide standard and objective trend analysis of multiple years and allow for student tracking/inventories using other data sets such as NWEA (MAP) and interim assessments.

The cost for the 2019-2020 ALCA web based program is \$4,709.60 which is a cost decrease from the 2018-2019 agreement. General funds will be utilized to cover the cost of the program.

I recommend approval of the license agreement between Guthrie Public Schools and Aurora Learning Community Association.


# **Estimate**

ALCA 1001 East Elm Street Fairview, OK 73737

#### **BILLED TO**

Guthrie Public Schools 802 E Vilas Ave Guthrie, OK 73044-5228 DETAILS

June 1, 2019 Guthrie Renewal 19-20



Attn: Carmen Walters

Arch for Oklahoma 19-20

Includes a 72% discount on Arch and free 1-day professional development

Item	Quantity	Price	Subtotal
<ul> <li>Arch for Oklahoma 2019-20</li> <li>Arch includes: <ul> <li>Data Warehouse (All data sets: OSTP, ACT, STAR, WIDA, NWEA, etc)</li> <li>Interim Assessments</li> <li>Standards (unwrapped)</li> <li>Daily Lesson Planner</li> <li>Curriculum Mapping</li> <li>Arch Classes for Blended Learning</li> <li>Standards-based Grading</li> <li>Real-Time Formative Assessments</li> <li>Student &amp; Teacher Dashboards</li> <li>Portfolios</li> </ul> </li> </ul>	3364	\$5.00	\$4,709.60
Professional Development & Support 2019-20 Up to 6 hours of customizable professional development to facilitate sustainable best practice application of the Arch Instructional Management System.	1	\$900.00	\$0.00
		Total:	\$4,709.60



# Staking a Claim in our Students' Future

## **GUTHRIE ELEMENTARY SCHOOLS**

## **STUDENT HANDBOOK**

2018-2019 2019-2020

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С	Civil Rights Compliance & Assurance Due Process
	FERPA
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Е	Curriculum
F	Dangerous Weapons
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II	Visitors
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LL	Wireless Communication Devices
MM	Disclaimer Site-Specific Handbook
NN	Asbestos Management Plan

## A: ABSENCES, ATTENDANCE, & TARDIES

It is of utmost importance that students attend school every day. Irregular attendance is the most frequent cause of unsatisfactory work and school failures. When a student is unable to attend school, parents should notify the school by calling between 8:30 a.m. and 10:30 a.m. Parents should give the student's name and teacher's name. Assignments not completed due to an absence are expected to be made up. If a student is absent 10 consecutive days, the student will be dropped from the school roll. The parent must reenroll the student upon return to school. It is the policy of the Guthrie Board of Education that a student is required to be in attendance a minimum of 90% of each semester.

### TARDIES

Tardies disrupt the instructional process and the time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange between students and teachers. Therefore, classroom punctuality is considered to be an integral part of the student's course of study. Six

(6) tardies will equal one (1) absence.

### **EARLY CHECKOUT**

Parents are discouraged from picking up students early on a regular basis as this disrupts the educational process and creates a loss of irretrievable instructional time. If a child is to be dismissed early, a written note is desired. A student must be signed out by a parent or guardian through the office. Six (6) early checkouts will equal one (1) absence. Students will not be called to the office until a parent or guardian arrives.

## **B: BREAKFAST AND LUNCH**

Guthrie Public Schools offers a breakfast and lunch program. These programs will be offered to the children without regard to race, color, or national origin. Children may eat in the lunchroom by one of the following methods:

- 1. He/she will pay full price.
- 2. He/she will pay a reduced price or no price based on submitted and approved free/reduced meal application. Applications can be picked up at the child nutrition office, front office of the school site and the Guthrie Public Schools website at guthrieps.net. (The District Child Nutrition Department shall have the responsibility of approving applicant eligibility in accordance to the federal guidelines for free or reduced lunches.)
- 3. He/she may bring a sack lunch and may purchase milk.

**CHARGING CANNOT BE ALLOWED.** Students who have a negative lunch account balance will be served an alternative meal for a period of 3 days. Students must clear negative balances weekly.

USDA regulations state "Schools shall make substitutions in foods listed in this section for students who are considered disabled under 7 CFR Part 15 (b) and whose disability restricts their diet. Schools may also make substitutions for non-disabled students who are unable to consume the regular lunch because of medical or other special dietary needs. Substitutions shall be made on a case-by-case basis only when supported by a statement of the need for substitutions that includes recommended alternate foods, unless otherwise exempted by USDA Food and Nutrition Service. Such statement shall, in the case of a disabled student, be signed by a physician or, in the case of a non-disabled student, by a recognized medical authority.

School Food Service Responsibilities:

- 1. Required to make substitutions or accommodations for students with disabilities if meal service is normally available to general student population and a Section 504 Plan is on file for the student.
- 2. Must provide additional meal services/food items not normally available for disabled students when required in an IEP, at no extra cost.
- 3. Must base substitutions/modifications on a prescription written by a licensed physician.
- 4. Must base substitutions/modifications for non-disabled students on a medical statement by a medical or health professional.
- 5. Must not revise or change a diet prescription or medical order.
- 6. May provide food substitutions or accommodations for non-disabled children with medically certified special dietary needs at no extra cost.
- 7. All prescriptions or medical statements must be renewed each year, as needs do change from year to year as students grow and mature.

Nuts/peanuts	Dried fruits	Canned fruits	Trailmix
Whole-grain cereal bars	Pretzels	Baked chips or crackers	Animal crackers
Graham crackers	Baked cereal mix	Baked fish-shaped crackers	Granolabars
Whole-grain chips	Stringcheese	Fresh fruits	Raw vegetables
Popcorn	Low-fat yogurt	Low-fat baked goods	Low-fat crackers
Pudding	Beefjerky	Bagels	Multigrain bars
Fruitsnacks	Bottled water	100 percent fruit juice	Tea (unsweetened or diet)
Skimmilk	1 percent milk	Sports drinks	Electrolyte replacement drink
Fruit-based (no less than 5	0 percent fruit juice and no	added sweeteners)	

#### **RECOMMENDED HEALTHY SNACK OPTIONS:**

C: CIVIL RIGHTS COMPLIANCE & ASSURANCE

#### NOTICE OF NON-DISCRIMINATION

Guthrie Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The Guthrie Public School System also does not discriminate in its hiring or employment practices. This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator.

Name/Title:Superintendent of Guthrie Public SchoolsOffice Address:802 E. Vilas, Guthrie, OK 73044Phone Number (Voice/TDD):(405) 282-8900Days/Hours Available:M-F8:00 a.m. - 12:00 p.m.1:00 p.m. - 4:30p.m.

For questions regarding this notice, please contact the District Compliance Coordinator.

Procedural Requirements Title VI, Title IX, Section 504, ADA July 2000

#### AVISO DE DECLARACION NO-DESCRIMINATORIA

Escuela Publica de Guthrie no discrimina raza, color, nacionalidad, genero, edad o incapacidad de admision a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningun aspecto de sus operaciones. La Escuela Publica de Guthrie tampoco discrimina en sus contratos o practicas de empleados.

Esta noticia es provista y requerida por el Titulo VI del Acto de Derechos Civiles de 1964, Seccion 504 del Acto de Rehabilitacion de 1973, Titulo IX de la Enmienda Educativa de 1972, en el Acto de Era de Descriminacion de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990. Preguntas, quejas, o para mas informacion con respecto a estas leyes pueden ser recibidas por el cordinador de quejas.

Nombre/Titulo: Superintendente de las Escuelas Publicas de Guthrie Direccion de Oficina: 802 E. Vilas, Guthrie, OK 73044 Numero Telefono (correro de voz/TDD): (405) 282-8900 Dias/Horas de trabajo: L-V 8:00 a.m.-12:00 p.m. 1:00 p.m.-4:30 p.m.

#### Procedural Requirements

Title VI, Title IX, Section 504, ADA July 2000

#### **DUE PROCESS**

Students have the right to due process. The due process procedure consists of the following steps:

1. Appeal to the Principal-A written appeal must be mailed within five school days.

- 2. Appeal to the Superintendent
- 3. Appeal to the Guthrie Board of Education

### FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT

A parent or eligible student of Guthrie Public School District has a right to:

- 1. Inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2. Request the amendment of the student's education records that the parent believes are inaccurate or misleading. Parents may ask the District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent, the District will notify the parent of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent when notified of the right to a hearing.
- 3. Consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that the Act and the regulations in this part authorize disclosure without consent; one exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- 4. File a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office / U.S. Department of Education 600 Independence Avenue, SW / Washington, D.C. 20202-4605

## **D.** CLASSROOM PLACEMENT CHANGE

From time to time parents feel a need to request moving their child to a different classroom. A decision as whether to change placement will only be made by the principal after every effort has been applied to resolve the problem. Consideration will not be given until a series of meetings have been held between the parent, teacher, and the principal, and a twenty (20) day action plan has been developed and implemented.

## E: CURRICULUM

Guthrie Public Schools curriculum for grades Pre-K through 12 follows the Oklahoma State Department of Education guidelines for curriculum. A copy is available with the principal or teacher for viewing upon request. A copy of the Standards may be obtained online at the Oklahoma State Department of Education website: <u>http://ok.gov/sde</u>

## **F: DANGEROUS WEAPONS**

The use, display, threat or possession of a dangerous weapon or any kind of instrument, on campus, parking lots, premises or property of the Guthrie Public Schools or during school sponsored activities, functions or events that is likely to be used as a weapon or tool which could be used to deface or vandalize school property shall result in immediate administrative action.

The following instruments may be considered weapons:

- 1. Knives and/or facsimiles
- 2. Firearms and/or facsimiles (including cap guns, etc.)
- 3. Explosives and/or facsimiles
- 4. Metal Objects (chains, brass knuckles, etc.)
- 5. Clubs
- 6. Sharp or pointed instruments
- 7. Stun guns
- 8. Chemical sprays
- 9. Firearm shells, bullets or pellets

Violations of this policy will result in administrative action. Students may be suspended for up to one (1) calendar year for violation of this policy.

## **G: DIABETES PLAN**

Guthrie Public Schools provides nursing services that promote students ability to learn. Our goals are to:

- Assist students in learning how to take care of their health.
- Ensure a safe school environment.
- Promote good control of a student's health condition so they are ready to learn.

Diabetes can affect a student's ability to learn if it is not under good control. To help us meet these goals, Guthrie Public Schools has a nurse who is trained in diabetes management in schools. The district nurse works with school, personnel, individual students with diabetes and their families, and the student's health care provider.

As a reminder, each year we need to have the following information for your child:

- Written diabetes management plan from your health care provider.
- Signed authorization by parent/guardian for medication and treatment at school.
- Diabetes Questionnaire filled out by parent/guardian/student. (Available on the district website.)

In addition, adequate supplies, as listed in the student's diabetes management plan, must be provided at school:

- Snacks or glucose tablets to treat low blood sugar
- Medications
- Blood glucose meter, strips and supplies
- Ketone testing strips and equipment
- Glucagon

We are looking forward to helping your child with diabetes be successful in school. Please feel free to contact us with any questions or concerns.

## H: DISCIPLINE AND BEHAVIOR

- Control and discipline in our school depends upon the responsibility taken by the student, the parents, the teacher, the principal, and the combined school personnel. While under the supervision of the school, the teacher has the same authority as the parent in restraining, correcting, and controlling the child. (*State Law-Sections 125 and 670*).
- Each teacher will have their own individual classroom discipline procedures. These procedures will be discussed with you and your child and a list of these procedures will be sent home with your child at the beginning of the school year. Building discipline procedures will be applied according to the severity of the rules broken. Procedures may include:
  - Conference with teacher and student
  - Conference with teacher, student and principal
  - Conference with teacher, student, principal and parent
  - Conference with all the above and possible disciplinary actions

#### STUDENT DISCIPLINE/SUSPENSION

Each teacher will have his/her own individual classroom discipline procedures. These individual procedures will be discussed with your child and a list of these procedures will be sent home for your signature at the beginning of the school year. Building discipline procedures will be used according to the severity of the rule or rules broken. Procedures **may** include:

- Parents contacted by phone
- Conference with the teacher and principal
- Lunch or recess detention with the principal
- After school detention
- Suspension from school

#### Suspension

When other forms of discipline have been used and the student's behavior is not modified, suspension can occur. Anytime a student is physically endangering others or vandalizing school property, immediate suspension will occur. Field trips, special events, and parties are a privilege to attend. Students may lose these privileges if they are exhibiting negative behavior. If students are suspended from school, their work may be picked up each day at 2:30 p.m. in the office or sent home with a sibling.

#### • Out of School Suspensions

1<sup>st</sup> Offense - 1 day 2<sup>nd</sup> Offense - 3 days 3<sup>rd</sup> Offense - 5 days 4<sup>th</sup> Offense - 10 days

#### Discipline procedures fighting/bullying/harassment

Fighting will not be tolerated. Fighting is defined as any situation in which one student makes aggressive contact in any manner on another student. The administrator will take disciplinary action if either person involved fits the above definition. Intimidation, threats, or harassment directed toward other students will not be tolerated. All students are expected to treat others with respect at school. Infractions may be handled in the following manner for all students involved.

1st offense – 3 days out of school suspension 2nd offense – 5 days out of school suspension 3rd offense – 10 days out of school suspension

#### \*\*Each infraction will be dealt with on an individual basis. The school Administration is unable to discuss discipline consequences for any child with anyone other than that child's parents.\*\*

Any additional offenses - The principal will decide the length of suspension after the fourth offense. This might include suspension for the remainder of the semester and the following semester.

Please visit Section F-41 Student Behavior and Discipline located in the GPS Policy Manual

Bullying will not be tolerated. Please refer to Section F-31 Policy Prohibiting Harassment, Intimidation and Bullying and Procedures For Combating These Behaviors located in the GPS Policy Manual

#### Severe Clause

Guthrie Public Schools is dedicated to providing a safe learning environment for our students. The following behaviors will not be tolerated:

- Behavior which threatens personal and /or public safety
- Disruption of students' rights to learn
- Verbal and/or physical abuse of others
- Profanity against a staff member may be treated as a verbal assault
- Damage or theft of personal or school property

- Any additional behaviors outlined in Section F-41 Student Behavior And Discipline in the GPS Policy Manual Located on the District Website.
- Bullying will not be tolerated. Please refer to section F-31 Policy Prohibiting Harassment, Intimidation and Bullying And Procedures For Combating These Behaviors in the GPS Policy Manual Located on the District Website.

Any of these violations shall result in a parent or guardian being contacted and/or a student's suspension from school. The length of the suspension will be assigned by the principal depending on the severity of the behavior. Administrators will conduct a suspension conference with the student and parent or guardians outlining the suspension and informing parents of their rights according to district policy

The goal of our Schools is to develop student self-discipline in a positive manner. This means giving the student a chance to make choices, and giving him/her a time to discuss his/her problems. Parent communication and support is an important part of discipline.

All elementary schools will be utilizing the Responsive Classroom educational approach. This is a research based educational approach associated with greater teacher effectiveness, higher student achievement, and improve school climate. This approach consists of a set of practices that build academic and social-emotional skills that can be used with many other programs. The approach helps educators build on competencies in four interrelated domains: engaging academics, positive community, effective management, developmentally responsive teaching.

#### THREATS

Threats directed toward another person, whether verbal or written, will not be tolerated. A threat will be referred immediately to the building principal and may result in a long-

term suspension. Drawing or writing about the use of weapons or gang-related items or symbols will not be tolerated. This behavior may also result in a suspension.

#### **PROHIBITED ITEMS**

If discovered, the following items will be confiscated and only returned to a parent.

- Laser Pens and Lights
- Fad Items
- Electronics
- Toys

## I: DRESS CODE

All students are expected to dress appropriately and modestly at all times during the school day and at school activities. Appropriate school clothes are conducive to better behavior in the classroom, in the halls, on campus, or any time students are actively representing the school. The dress code is applicable during the school day and at any school activity, home or away.

Examples of inappropriate attire are, but are not limited to:

- 1. Headwear worn in the building including, but not limited to: hats, bandanas, sweatbands and hoods of sweatshirts.
- 2. Clothing that inappropriately exposes the body. Any clothing that exposes the midriff. Shirts need to be long enough so that they can be tucked in or drop two (2) inches below the waistline without tugging on or stretching the shirt.
- 3. Clothing that allows undergarments to be visible.
- 4. Under no circumstance is a student to wear clothing that is frayed or has holes above the knees.
- 5. Clothing that has obscene, profane, or suggestive language.
- 6. Sunglasses (including when worn as headwear.)
- 7. Garments that display alcohol, drug or tobacco logos or paraphernalia.
- 8. Mesh jersey or fishnet type clothing.
- 9. All sleeveless shirts, blouses, and dresses whose straps are not at least 3 fingers wide and not fitted under the arm.
- 10. Scooped neck and / or low cut front and back necklines.
- 11. Pants below the waistline (sagging and bagging).
- 12. Shorts, dresses, and skirts shorter than fingertip length.
- 13. Bicycle pants/spandex shorts.
- 14. Clothing that is not worn in accordance with the design (such as both straps being worn on overalls or legs on pants being worn at their full length.)
- 15. Chains or "spikes" on clothing, with wallets, or worn as a necklace or bracelet. Shoes must be worn at all times for health reasons. "House shoes" are not an acceptable alternative. Shoes with wheels imbedded in them are not acceptable as they are safety hazards.

When a student has worn inappropriate clothing to school, he/she will be sent to the office and parents or guardians may be requested to bring a change of clothing to school.

#### FADS

Each year there are a few things, including some "fads", which show up on our school sites. When a fad begins on campus and a "nuisance" develops, we shall immediately eliminate the nuisance.

## J: ENROLLMENT

**EMERGENCY INFORMATION** - Should an emergency occur at school, parents are to have emergency contact information on the enrollment cards. Two alternative phone numbers should be given also in case no one is available at the home/work numbers. In the event that it is deemed necessary, 911 will be contacted as well as the parent.

**ENROLLMENT CARDS** - Please come to the school to make any changes needed on a child's enrollment card during the school year. One of the most important uses of this card is to contact a parent when a child is injured or ill at school. If a parent changes employment, address, telephone numbers, doctor or emergency contacts, the school should be informed immediately. The medical information on the enrollment card must be filled

out.

**IMMUNIZATIONS** - State law requires that every student who is admitted to public school must have evidence of a successful series of vaccinations for

- Four or Five doses DTP/DTaP (Diphtheria, Tetanus, Whooping Cough)
- Three or Four doses Polio
- Two doses MMR (measles, mumps, rubella/rubeola vaccinations)
- Three doses Hepatitis B (hepatitis B)
- Two doses Hepatitis A (hepatitis A)
- Varicella immunization (Chicken Pox) or a parental history of a child having the disease.

**VERIFICATION OF RESIDENCE** – All new and currently enrolled students must provide <u>2 current proofs</u> of residency <u>each year</u>. Any change of address or telephone number should be reported to the School Office.

**GUARDIANSHIP** - Proof of legal guardianship is required at the time of enrollment if the guardian is not the natural parent of the student.

Court appointed papers (signed by a judge) denoting custody for students not living with both parents listed on the birth certificate are required.

## K: FIELD TRIPS

It is a privilege and honor for Guthrie Public School students to attend and represent our school at various activities through the course of the year. Only students with signed parent/guardian permission forms will be allowed to attend field trips approved by the school administration. If a parent or guardian of a student wishes to transport their child to the field trip they must: 1) inform the teacher in writing prior to the field trip 2) sign their child out of school and 3) sign their child in upon arrival at the field trip destination with the teacher or appointed staff member. If the parent wishes to transport their child with their child's teacher or appointed staff member. Parents are not allowed to transport any other child but their own child. Guthrie Public Schools is not responsible for students transported by a parent to and from a school sponsored field trip. School dress code standards apply to all field trip activities. Inappropriate behavior on these trips may warrant severe disciplinary action. During any trip, any major inappropriate behavior may result in the student:

- 1. Being sent home at his/her own expense.
- 2. Suspension from school for an appropriate amount of time.
- 3. Loss of the privilege to go on any future school trips.
- 4. No refunds will be made for field trips

Participation in a field trip is a privilege, not a right. Throughout the year, students are expected to follow rules and procedures while being respectful to others. Listening and being able to follow directions is another expectation as we provide a proper learning environment for all students. If these basic requirements are not met on a daily basis your child may not be able to participate in a field trip. When deemed necessary by the building principal, a parent or guardian may also be required to attend with their child.

## L: FREEDOM WEEK CURRICULUM

In order to educate students about the sacrifices made for freedom on behalf of this country and the values on which this country was founded, November 11 is designated "Veterans' Day" and the week in which November 11 falls is hereby designated "Celebrate Freedom Week". Appropriate instruction concerning this week will vary at different sites. (70 O.S. 2001, Section 24-152)

## M: GRADING GUIDELINES FOR Pre-K – 6th 4th

The semester average will be recorded in the permanent record folder as required by state regulations.

In grades Pre-K - 2nd, primary importance will be placed upon the teaching of reading, writing, language arts, and the development of math skills. All subject areas will be graded with a score of

- 4 Exceeds Expectations
- 3 Meets Expectations
- 2 Progressing Toward Expectations
- 1 Does Not Meet Expectations

In grades 3rd-6<sup>th</sup> 4th, the percent score and letter grade will be reported for each nineweek period. The semester average will be computed and reported at the end of each semester.

 $\begin{array}{l} \textbf{Grading Scale} \\ A-90-100 \\ B-80-89 \\ C-70-79 \\ D-60-69 \\ F-59-\text{Below} \end{array}$ 

In grades K-<del>6th</del> 4th, grades in physical education, music, art and handwriting will be reported accordingly:

S - Satisfactory N - Needs Improvement U - Unsatisfactory

Parents of students in grades Pre-K- 6<sup>th</sup> 4th may access their child's grades by use of the Online Gradebook. Go to <u>www.guthrieps.net</u> under the parent section and complete the request for Online Gradebook Access form.

#### N: MONEY & VALUABLES

Students are cautioned against bringing large sums of money to school.

## O: NO SCHOOL / DELAYED START

In the event school is closed or starting late because of inclement weather, parents are asked to listen to local radio and television stations. When possible, the District's Website and automated phone system will also be updated and utilized to include the newest information.

If weather conditions deteriorate during the school day and it becomes necessary to dismiss school early, the Superintendent will notify the local radio and television stations. When possible, the update will also be included on the District's website and automated phone system. Please remember not to phone the school to ask about closing or dismissal information. This will keep our telephone lines open in case of an emergency.

## **P: PARENT INVOLVEMENT**

Parent involvement is a vital part of any school. In order for us to serve both the community and the school, we must have active parents. Parents are cordially invited to become active members in the learning process for their child. Parents, students, community, and the school must play a team role in order for students to excel in education. Background checks are required for all school volunteers with direct contact with children.

## **Q: PARENTS' RIGHT-TO-KNOW**

In accordance with the *Every Student Succeeds Act* PARENTS' RIGHT-TO-KNOW, this is a notification from Guthrie Public Schools to every parent of a student in a Title I school that you have the right to request and receive in a timely manner:

- a) Information regarding the professional qualifications of your student's classroom teachers. The information regarding the professional qualifications of your student's classroom teachers shall include the following:
  - If the teacher has met state qualification and licensing criteria for the grade level and subject areas taught;
  - If the teacher is teaching under emergency or temporary status in which the state qualifications and licensing criteria are waived;
  - The teachers baccalaureate degree major, graduate certification, and field of discipline; and
  - Whether the student is provided services by paraprofessionals, and if so, their qualifications [ESSA 1112(e)(1)(A)(i)-(ii)]
- b) Information regarding any State or local educational agency policy regarding student participation in any assessments mandated by section 1111(b)(2) and by the State or local educational agency, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable. [ESSA 1112(e)(2)(A)]
- c) In addition to the above information you will be notified if your student has been taught for four or more consecutive weeks by a teacher who does not meet the applicable state certification for licensure requirements at the grade level and subject area in which the teacher has been assigned. [ESSA 1112(e)(1)(B)(ii)]

## **R: PLAYGROUND**

The playground is an ideal place for students to develop cooperation, interpersonal relationships, and good social skills. Playground supervision is provided during the school hours of 8:00 - 3:00. Make sure that your child is appropriately dressed for the weather.

## S: PROFICIENCY BASED PROMOTION

All K-12 students are eligible to advance one or more levels in designated curriculum areas if they perform at or above the 90<sup>th</sup> percentile on assessments designated by the Guthrie Public School District. This type of curriculum advancement is proficiency based promotion. Upon the request of a student, parent, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum as identified in 70.S & 11-103.6. Proficiency will be demonstrated by testing with Test of Achievement by Woodcock Johnson

IV. . Core areas are as follows:

- Social Studies
- Language Arts
- Mathematics
- Science

Testing for proficiency based promotion must be requested in writing by the parent/guardian to the site principal during the first month of the school year and during the month of April. Additional details can be obtained from the District policy on Proficiency Based Promotion or from the site principal.

## T: READING SUFFICIENCY ACT

Students' grades Kindergarten  $-3^{rd}$  that do not score proficient on the beginning of the year reading assessment will be placed on an Academic Progress Plan (APP). If your child's reading level does not improve by the end of the school year, he/she may need to attend the Summer Academy Reading Program.

#### 3<sup>rd</sup> Grade Students:

The RSA law is intended to ensure that students have the necessary reading skills in order to be successful in grade four and beyond, where the rigors of reading in the content areas increase.

To be promoted to fourth grade, state law requires that your child must score above the Below Basic and Basic level on the reading comprehension and vocabulary portion of the Oklahoma School Testing Program test. This means your child will need to score Proficient, or Advanced in reading comprehension and vocabulary to meet RSA criteria. If your child scores Below Basic or Basic, he/she may still be promoted if one or more of the seven good cause exemptions apply. It is important to note that OSTP results are the initial determinant for promotion decisions, but not the sole determiner. Portfolio reviews, alternative assessments and additional exemptions are available to assist the school district in knowing when a child is reading at or above grade level and ready for a grade promotion.

If a student has not yet satisfied the proficiency requirements prior to the completion of third grade and still has a significant reading deficiency as identified based on assessments administered that meet the acquisition of reading skills, has not accumulated evidence of third-grade proficiency through a student portfolio, is not subject to a good cause exemption, then the student shall not be eligible for automatic promotion to fourth grade.

To be considered for "probationary promotion", a student may be evaluated by a "Student Reading Proficiency Team" composed of:

- (1) the parent(s) and/or guardian(s) of the student
- (2) current teacher responsible for reading
- (3) future teacher responsible for reading
- (4) a certified reading specialist (if available)

The student shall be promoted to the fourth grade if the team members unanimously recommend "probationary promotion" and the principal and superintendent approve the recommendation of the SRPT.

## U: RELEASE OF RECORDS

The school will maintain records on all students. The signature of a parent/guardian must be obtained to request or release records to other school districts.

## V: RETENTION POLICY

Recommendation for retention (declining a student the opportunity to advance to the next grade level) is a decision made carefully on an individual basis. This decision will be firmly focused on arriving at what is in the best interest of the student. The retention of a student shall be based upon the total growth of each individual student. Such factors as social, emotional, physical and mental growth, as well as attendance, shall be taken into consideration. Meetings will be held throughout the year with the teacher(s) and administration to stay in direct communication with parents.

Whenever a teacher or teachers recommend that a student be retained at the present grade level or "not passed" in a course, the parent or guardian, if dissatisfied with the recommendation, may appeal the decision by complying with the district's appeal process. The decision of the board of education shall be final. The parent may prepare a written statement to be placed in, and become a part of, the permanent record of the student stating the reason(s) for disagreeing with the decision of the Board of Education. **70 O.S. 1991, Section 24-114.1** 

## W: SCHOOL HEALTH & MEDICATIONS

Oklahoma Statute §70-1210.194 (2014) states that:

**A.** Any child afflicted with a contagious disease or head lice may be prohibited from attending a public, private, or parochial school until such time as he/she is free from the contagious disease or head lice.

**B.** Any child prohibited from attending school due to head lice shall present to the appropriate school authorities, before the child may reenter school, certification from a health professional as defined by Section 2601 of Title 63 of the Oklahoma Statutes or an authorized representative of the State Department of Health that the child is no longer afflicted with head lice.

#### SICKNESS

FEVER: Students with a temperature of 100 degrees or higher may not remain at school. Parents will be contacted to pick up their child. Students may return to school when they have been fever free for 24 hours without the use fever reducing medicine.

VOMITING/DIARRHEA: Any student who is vomiting or has diarrhea must be excluded from school. Students may return to school when they have been symptom free for a 24 hour period without the use of medicine.

COMMUNICABLE DISEASE: Students with infectious diseases such as chicken pox, impetigo, measles, mumps, conjunctivitis (pink eye), etc. should not return to school until they are no longer contagious. See District website for "Should I keep my child home from school?" for more information.

### HEAD LICE

Any student found to have live head lice, nits closer than 1 inch from the scalp, or an abnormal amount of nits will be excluded from school. The parent will be contacted to pick their child up from school. Parents should contact their pharmacy for a recommendation of a treatment product. For more information on this subject go to <u>https://www.cdc.gov/parasites/lice/head/index.html</u>.

Readmission to school requires:

A. No live lice and minimal nits (eggs) no closer than 1 inch from the scalp.B. Certification from a health professional or authorized representative of the State Department of Health declaring the student to be free of lice. The District assures compliance with the Oklahoma Statutes and will follow the recommendations of the Oklahoma State Department of Health.

#### ACCIDENTS

If your child is injured at school, we will first attempt to make him/her comfortable, and then notify you. If you cannot be reached, we will attempt to contact the emergency number that you have listed on the enrollment form. In an emergency event deemed necessary, 911 will be contacted as well as the parent. WE MUST HAVE A RELIABLE CONTACT NUMBER FOR EACH CHILD.

#### MEDICATIONS GIVEN AT SCHOOL

We request that you adjust your child's schedule to eliminate the need to take medication during the school day. In the event it is necessary for a child to use medication

during the school day, a parent/guardian (not the student) is to bring all medication to the office with required documentation. A log of the student's medication will be kept at the school office. Bring no more than 1 month's supply of medication at a time.

Only medication that has been prescribed and approved for a student by a physician will be administered at school. A medication authorization form must be completed for each medication\*. Medication must be in the original prescription container with the pharmacy label attached and with directions for administration clearly stated. Non-prescription medication must be in the original container, with the student's name on it, and accompanied by a physician's written request and instructions for administration at school. This includes cough drops, Tylenol, nasal spray, Lactaid, etc. It is the responsibility of the parent/guardian to maintain the supply. Any medication not picked up by parent/guardian on the last day of school will be discarded using the proper procedure. Medications will not be sent home with students. \*Medication authorization forms are available on the district website and the school office. A new medication authorization form will need to be completed each school year.

#### Self-Administered Medication:

Pursuant to Oklahoma law, students may be allowed to carry and self-administer prescribed asthma, anaphylaxis, and diabetes medications. A statement from the physician treating the student stating that the student is capable of and has been instructed in the proper method of self-administration must be on file in the school office. The parent must provide the school office with an emergency supply of the student's medication to keep in the office along with the one that the student may carry. The district shall not incur any liability as a result of any injury arising from the self-administration of medication by the student.

## X: SCHOOL SAFETY DRILLS

All emergency drills will be performed in accordance with State Department of Education accreditation regulations. Below is a list of drills.

- 1. Two lockout drills referred to as "shelter in place" per school year. The purpose of the shelter in place drills is for a possible threat OUTSIDE the building.
- 2. Two lockdown drills per school year. Lockdown drills are conducted for the purpose of a threat INSIDE the building. Each lockdown drill shall be conducted within the first fifteen (15) days of each semester.
- 3. Two fire drills per school year. Each fire drill shall be conducted within the first fifteen (15) days of each semester.
- 4. Two tornado drills per school year with at least one drill being conducted in the months of September and March.
- 5. The two remaining drills will be at the discretion of the district.

## Y: SEXUAL HARASSMENT

Sexual harassment is any type of verbal/physical abuse of a sexual nature. Suggestive comments, unwanted touching, obscene hand/body gestures, suggestive notes, etc., would be considered sexual harassment. Since this covers such a wide range/degree of offenses,

the punishment on the first offense will range from three (3) days suspension to suspension for the remainder of the semester and the following semester.

## **Z:** SPECIAL ACTIVITIES

Each elementary site has three scheduled classroom activities during the year: Fall, Winter, and Valentine's Day. If you do not wish for your child to participate, please inform the classroom teacher in writing and alternate activities will be provided. Parents interested in being involved with these activities should contact the classroom teacher.

## AA: STANDARDS OF CONDUCT

Each student is expected to behave in a manner which will add to the educational atmosphere at Guthrie Public Schools, and anything that detracts from the spirit of dignity at our schools will be subject to disciplinary actions. Students have the responsibility to know and respect the rules and regulations of the school.

We desire that all students accept the responsibility of self-discipline. Students are to conduct themselves as young ladies and gentlemen at all times (i.e. halls, cafeteria, classrooms, assemblies, and or playground.) When a student demonstrates that he/she cannot conduct himself/herself in a positive manner and infringes upon the rights of the others to enjoy the freedom of self-discipline, he/she must face the consequences of disciplinary actions.

The responsibility and authority for classroom management rests with the teacher. Any classroom rules, which are fair and enhance the educational process, will be upheld. If problems persist to a degree that the classroom rules are being repeatedly ignored, a referral may be made to the principal where appropriate action will be taken.

#### **DRUGS AND ALCOHOL**

Any student who is found to be in possession of, to have consumed, or to be under the influence of narcotic drugs, barbiturates, prescription or non-prescription medication without proper permission and documentation (see section X), alcohol or any stimulant, or distributes/has possession of any material or drawings that promotes the use of or gives instruction on how to make or use the above items en route to school, while attending school, in or on school premises, or at school sponsored activities, is subject to the following:

- 1<sup>st</sup> Offense: Suspension from school for five (5) days. The student will not be allowed to attend school after suspension until documented evidence of educational counseling and/or rehabilitation treatment under the supervision of a legal agency is on file.
- 2<sup>nd</sup> Offense: Suspension from school for the remainder of the semester, or for the following semester, provided no suspension shall extend beyond the regular academic year.

Any student who distributes actual or represented controlled substances, prescription and non-prescription medication may be suspended for the remainder of the semester, or the following semester, provided no suspension shall extend beyond the regular academic year.

#### The judgment of the Administrator will take precedence on each infraction.

#### TOBACCO

In compliance with State Laws of Oklahoma, it shall be the policy of the Guthrie Board of Education that the use of, or possession of, tobacco products (including smokeless tobacco) in any form by students while attending school, on school premises, or at school sponsored activities, is prohibited. Any student in violation of said policy will face immediate disciplinary action:

- 1<sup>st</sup> Offense: Parent conference/phone contact and suspension from school for three (3) days.
- 2<sup>nd</sup> Offense: Parent conference/phone contact and suspension from school for five (5) days.
- 3<sup>rd</sup> Offense: Suspension from school for ten (10) days.

**DISCIPLINARY SANCTIONS:** Disciplinary sanctions (consistent with local, state, and federal law), up to and including expulsion and referral for prosecution, shall be imposed on students who violate the standards of conduct.

The judgment of the Administrator will take precedence on each infraction.

### **BB: STUDENT DROP OFF and PICK UP**

**Drop Off:** There will be teacher <u>Supervision</u> starting at 7:30 a.m.

**Pick Up**: Children need to be picked up by 3:30 p.m. There is <u>No Supervision</u> after 3:40 p.m. We know there are emergencies that may happen, please contact the school before 2:30 p.m. to make arrangements for your child's pick up. When students are consistently dropped off prior to 7:30 a.m. and/or not picked up by 3:40 p.m., the school will report to appropriate authorities to include Guthrie Police Department, Logan Country Sheriff's Office, and/or Department of Human Services (DHS).

## **CC: STUDENT ORGANIZATIONS**

Guthrie Public Schools believes school sponsored student organizations can advance educational goals. A list of school sponsored clubs and organizations are on the District website and in each site handbook. If you wish to withhold permission for your student to join or participate in one or more of the clubs or organizations that are necessary for a required course of instruction, you must notify the building principal in writing and retrieve your student from such participation. 70 §24-105 via H.B. 1826 (2009)

#### **DD: STUDENT REPORTS**

Report cards are distributed at the end of each nine weeks. In addition to report cards, progress reports will be given to parents throughout the year communicating their child's progress. Parents are to take advantage of opportunities to communicate with their child's teacher through notes, email, calls, visits, or meetings at a mutually convenient time. Notes, calls, visits, and meetings will be kept in a teacher log. Parent/Teacher Conferences are also very important for parents to attend to receive additional information about their child's progress and have one on one time with the teacher(s) for questions.

Elementary Parent/Teacher Conferences are held at the end of the nine weeks and after the end of the second nine weeks in the second semester period. In addition to communicating with the teacher, parents communicate an important message to their children about their interest in the child's progress and the importance of school. Our best partners in providing an outstanding educational program are our parents.

## **EE: STUDENT WORK**

#### HOMEWORK

It is recommended that parents set aside a certain time each evening for the student to do his/her homework. When a child has an appointed time for homework, it helps him/her to remember to get it done. Homework should be done in a quiet setting away from television and other distractions.

#### MAKE UP WORK & WORK SUBMITTED LATE

Students, upon returning from an absence, will have one (1) day for each day missed plus one (1) day to turn in makeup work. After the allowed number of days have passed and the student has failed to turn in the missed work, he/she will be given a 0 grade for the assignments.

## **FF: TELEPHONE**

The office telephone is a business phone and is not to be used by students, except in an emergency. Students are not allowed to use the telephone to make personal arrangements (such as requesting permission to go to another student's home after school.) Parents calling to leave messages should do so by 2:30 p.m.

## GG: TEXTBOOKS & LIBRARY BOOKS

Textbooks are loaned by the Guthrie Board of Education without charge. Teachers will distribute textbooks during the first few days of school. At the end of the year, all textbooks will be returned to the teachers. Replacement costs will be assessed for lost textbooks and/or library books and for damage through negligence or vandalism to books or other school property. If a student accidentally causes damage, they should report it to their teacher immediately so that the damage is not misconstrued as vandalism. If fines have been paid on books that are later found during the current school year, the money will be refunded to the student. (See Refund Policy)

#### **REFUND POLICY**

For auditing purposes, refunds must be approved and a check issued from the Board Office. Parents should receive a check within two weeks of the request. Cut-off date for all refunds is May 15.

#### **HH: VANDALISM**

Vandalism and defacing of property is prohibited. Any student committing an act of vandalism is subject to suspension.

## **II: VISITORS**

Guthrie Public Schools welcomes and encourages parents to visit our schools. All visitors, parents, and guests need to report to the main office upon arrival to the school

and issued a visitor badge if they will be remaining in the building.

#### **JJ: WEBSITE**

Guthrie Public Schools has created a website for students, parents, teachers and community members to access. The web address is <u>www.guthrieps.net</u>. The website contains district information, school calendar, lunch menus, publications, school news, and teacher web pages.

## **KK: WELLNESS POLICY**

Healthy eating and activity patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. All students enrolled in Guthrie Public Schools shall possess the knowledge and skills necessary to make nutritious food choices and enjoyable physical activity choices. All playground and physical education equipment will meet the recommended safety standards for design, installation and maintenance. Classroom teachers and administrators will be encouraged not to use candy, sweets or gum as a reward. Guthrie Public Schools respectfully requests that parents and teachers who wish to provide snacks for students provide healthy choices. A recommended list of healthy snack options may be accessed on the Guthrie Public Schools website.

## LL: WIRELESS COMMUNICATION DEVICES

Students may possess a cellular telephone while on school premises or in transit under the authority of the school provided the device is turned off and out of sight during class time and during all school or school related activities. Students found to be using any electronic device for any illegal purpose, in a manner which violates privacy, or to in any way send or receive personal messages, data, or information that would constitute cheating on tests, or to harass or intimidate students or staff members shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held. School personnel have the authority to detain and search or authorize the search of any student upon suspicion that the student is in violation of district policy. If a student violates district policy they may lose the privilege to possess a wireless communication device, or be suspended from school for a period not to exceed the current school semester and the succeeding semester.

## DISCLAIMER

All of the preceding discipline steps within this handbook are meant as a guide only. In severe or unusual cases, the judgment of the Administrator will take precedence. The Guthrie Public School Policy Manual will also be used in regard to school-student relationships.

## ASBESTOS MANAGEMENT PLAN

In accordance with Federal law, Guthrie Public Schools has been inspected and approved for asbestos management.

Asbestos plans are available for viewing during regular school hours, Monday thru Friday, by contacting the Director of Operations at the Maintenance Department located at 200 Crooks Drive, Bldg. #4, Guthrie, OK.

## **RENEWAL QUOTE**

# **Ø**Follett

GUTHRIE PUB SCHS 802 E VILAS AVE

**GUTHRIE OK 73044** 

Page	1
Quote#	7437876
Issue Date	05/09/2019
Expiration Date	07/31/2019
Customer#	3523588
Customer	GUTHRIE PUB SCHS

**Quote Summary** 

Payable in USD

\$3,127.50

## Applicable taxes are NOT included

Quote Total

#### NOTICE OF PAYMENT DUE

Mail Payment (Check) Follett School Solutions, Inc. 91826 Collection Center Drive Chicago, IL 60693 USA

Mail Purchase Order Follett School Solutions, Inc. 1340 Ridgeview Drive McHenry, IL 60050 USA Email: <u>FSSorders@follett.com</u> Fax: 800-852-5458

	Quote Details				
the second se	ber / Description	Renewal Months	Current Expiration Date	New Expiration Date	Amount
	ROAK ELEM SCH - 3503074		07/00/00/0	07/04/00000	
48206P	DISTRICT MEMBER LM - HOSTED SERVICE RENEWAL	12	07/29/2019	07/31/2020	\$892.50
67058P	TITLEPEEK ONLINE SERVICE RENEWAL - DESTINY DISTRICT MEMBER	12	07/29/2019	07/31/2020	\$150.00
				Site Total	\$1,042.50
COTTERA	L ELEM SCH - 3500729			•	
48206P	DISTRICT MEMBER LM - HOSTED SERVICE RENEWAL	12	07/29/2019	07/31/2020	\$892.50
67058P	TITLEPEEK ONLINE SERVICE RENEWAL - DESTINY DISTRICT MEMBER	12	07/29/2019	07/31/2020	\$150.00
				Site Total	\$1,042.50
FOGARTY	( SCH - 3500730			•	-
48206P	DISTRICT MEMBER LM - HOSTED SERVICE RENEWAL	12	07/29/2019	07/31/2020	\$892.50
67058P	TITLEPEEK ONLINE SERVICE RENEWAL - DESTINY DISTRICT MEMBER	12	07/29/2019	07/31/2020	\$150.00
			·	Site Total -	\$1,042.50

Central, GUES, JH, & HS will also be \$1,042.50 each

Total cost \$7,297.50

End of Quote

If you have any questions about this quote, please contact our Customer Service Department at 888-511-5114(US/CAN) or 708-884-5000(Outside US/CAN)

Did you know that Follett has a tool to manage your textbooks and other assets? Visit k12.follett.com/drmcomplete to learn more about Destiny® Resource Manager Complete Edition.

Purchase Follett technology products 24/7 on www.destinyexpress.com.



Follett School Solutions, Inc. 1340 Ridgeview Drive McHenry, IL 60050 www.follett.com Tel: 888.511.5114 Dir; 708.884.5000 Fax: 815.759.9831

Dear Valued Customer:

Our records indicate that technical support services for your Follett product(s) and/or subscription services are quickly coming up for renewal. As your partner in education, Follett School Solutions, Inc. is committed to providing outstanding support and resources to help ensure smooth operation of your Follett services for the coming year.

To ensure uninterrupted, 24/7 access to the support resources and services you've enjoyed from Follett, I urge you to renew today. The enclosed quote is valid for 60 days. Please see the quote itself for details.

With your annual support agreement, you receive:

- Expert technical assistance via phone, web, email and fax
- Future product updates
- Access to hundreds of searchable documents from the online technical support database

Please use the enclosed quote to process and send your payment today to be able to rest assured that your investment is safe and your service will continue without any interruption. We appreciate your continued business, and look forward to serving you in the coming year.

Mail Payment (Check) Follett School Solutions, Inc. 91826 Collection Center Drive Chicago, IL 60693-0918

Sincerely,

George Gatsis Sr. Vice President, Technology Platforms

Mail Purchase Order Follett School Solutions, Inc. 1340 Ridgeview Drive McHenry, IL 60050 <u>fssorders@follett.com</u>

Please refer to the Technical Support Guidelines on the back of this letter for more details.

For additional renewal information, please contact Customer Service: 888.511.5114 or 708.884.5000 6:00am - 6:00pm, Central, M–F Fax 800.852.5458 | <u>softwarecs@follett.com</u>



## **Follett Technical Support Guidelines**

This document defines the coverage included with your technical support agreement. Technical support services are provided to customers who have a current technical support agreement with Follett School Solutions.

Follett provides the following support services as part of the annual maintenance agreement:

#### **Toll-free Telephone Support**

Follett customer support is known in the industry to be extraordinary. Since our focus is on K-12 school districts, our support technicians are highly familiar with the issues faced by K-12 users. Technical support is available by phone Monday — Friday from 6:00am–6:00pm CST.

#### Web-based Searchable

Web-based searchable support is available 24/7 to help you get fast answers to your questions. <u>support.follettlearning.com</u> consists of several sections including:

- Keyword searchable knowledge base containing articles written by product and system experts
- User guides and manuals
- User groups/online discussion groups
- · Electronic newsletters
- Frequently Asked Questions (FAQs)
- How-to videos

#### Unlimited Email Support

Easy access to email support is available by signing into the customer portal, then choosing Contact Us at the top of the page. Select the reason for your inquiry and complete the required fields. Questions can also be emailed directly to <u>techsupport@follett.com</u>.

#### **On-Demand eLearning**

On-Demand eLearning offers access to our extensive online library of training modules. These trainings allow Destiny<sup>®</sup> users to maximize use of the Destiny solution by providing access to training whenever and wherever needed. Each module includes a learning section and hands-on practice activities to verify skills. Log on to the customer portal and select Professional Learning to get started.

In addition to the eLearning tutorials available, customers can access how-to videos available in the Destiny Help System and on <u>www.follettlearning.com/resource-center</u>. These videos offer users quick, step-by-step instructions for performing various tasks in Destiny.

#### Software Updates

All Destiny updates, for locally installed customers, are available on our website for download by customers with current maintenance support agreements. Destiny is centrally installed, which allows for swift implementation of product upgrades. All schools experience new functionality as soon as the upgrade is installed on the central servers. Note: If you are hosted by Follett, no need to worry - we take care of the updates for you.

#### Image Works of Oklahoma Inc.

#### State and Local Government Lease-Purchase Agreement

PHONE: (800) 736-0220

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O Ofer\_ End of Leave Option, 31

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DBA Name (it i	iny)						Purchase Order Requisition Number
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TERMS AND CONDITIONS

Please read YOUR copy of this State and Local Government Lease-Purchase Agreement ("Lease") carefully and feel free to ask US any questions YOU may have about it. Words "YOU" and "YOUR" refer to "Lease" and the words "WE." US" and "OUR" refer to Image Works of Oklahoma Inc. 1. LEASE. WE agree to lease to YOU and YOU agree to lease from US. the equipment listed above (and on any attached schedule) including all replacement parts, repairs, additions and accessories

 LEASE. WE agree to lease to YOU and YOU agree to lease from US. the equipment listed above (and on any attached schedule) including all repracement parts, repairs, additions and accessories
("Equipment") on the terms and conditions of this Lease and on any attached schedule.
 TERM. This Lease is effective on the date when the term of this Lease and YOUR obligation to pay rent commence, which date shall be the date that funds are advanced by US to YOU, the vendor of the
Equipment or an escrow agent for the purpose of paying or reimbursing all or a portion of the cost of the Equipment (the "Commencement Date") and continues thereafter for an original term ("Original term")
ending at the end of YOUR budget year in effect on the Commencement Date and may be continued by YOU for additional one-year renewal terms") coinciding with YOUR budget year up to the
total number of months indicated above as the Full Lease Term; provided, however, that at the end of the Original Term and at the end of each Renewal Term will be fue as ear forth on Attachment 1 until
the continued this Lease for the next Renewal Term unless YOU shall have terminated this Lease are pair in till. As set forth in the Lease Payment Schedule a portion of accessories
to be deemed to have continued this Lease for the next Renewal Term unless YOU shall have terminated this Lease are pair in till. As set forth in the Lease Payment Schedule a portion of accessories to average to a solution of a section 5 or Section 17. Lease Payment Schedule a portion of accessories
to be accessed to be accessories to average to a section accessories to average to a section accessories
to be accessed to be accessories to average to av be deemed to have commuted inits Lease for the next nemewal term unless YOU shall have terminated this Lease pursuant to Section 5 or Section 17. Lease Payments will be due as set forth on Attachment 1 until the balance of the Lease Payments and any additional Lease Payments or expenses chargeable to YOU under this Lease are paid in full. As set forth in the Lease Payment Schedule, a portion of each Lease Payment is paid as, and represents payment of, interest, YOUR obligation to pay the Lease Payments and YOUR other Lease obligations are absolute and unconditional and are not subject to cancellation, reduction, setoff or counterclaim except as provided in Section 5. THIS LEASE IS NON-CANCELABLE EXCEPT AS PROVIDED IN SECTION 5. 3. LATE CHARGES, If a Lease Payment is not made on the date when due, YOU will pay US a late charge at the rate of 18% per annum or the maximum amount permitted by law, whichever is less,

Instruction set of the set of dance with YOUR applicable procedures and to exhaust all available reviews and appeals if that portion of the budget is not approved. Notwithstanding the foregoing, the decision whether to budget or appropriate

dance with YOUR applicable procedures and to exhaust all available reviews and appeals if that portion of the budget is not approved. Notwithstanding the foregoing, the decision whether to budget or appropriate funcs and to extend this Lease for any Renewal Term is solely within the discretion of YOUR governing body. **5.** NORAPPROPRIATION, YOU are obligated only to pay such Lease Payments under this Lease as may lawfully be made from funds budgeted and appropriated for that purpose during YOUR the nourient budget year. If YOU fail to appropriate or otherwise make available funds to pay the Lease Payments required to be paid in the next occurring Renewal Term, this Lease shall be deemed terminated at the end of the then current Original Term or Renewal Term. YOU agree to deliver written notice to US of such termination at least 90 days prior to the end of the then current Original Term or Renewal Term. but failure to give such notice shall not extend the term of this Lease beyond the then current Original Term or Renewal Term. It has been to US at the location or locations specified by US. **6. WARRANTIES.** WE are leasing the Equipment to YOU "AS-IS" and WE MAKE NO WARRANTIES. EXPRESS OR IMPLIED INCLUDING WARRANTIES OF MERCHANTABILITY. OR FITNESS FOR A PAR-TICULAR PURPOSE. WE transfer to YOU, without recourse for the term of this Lease all warrantes. If any, made by the manufacturer. YOU ALSO ACKNOWLEDGE THAT NO ONE IS AUTHORIZED TO WAIVE OR MENT. WE SHALL NOT BE LIABLE FOR SPECIAL. RESULTING OR CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT OCCASIONED BY ANY BERACH OF WARRANT ABOUT THIS LEASE OR THE EQUIPMENT. YOUR ONE OSCIENCE FROM THE USE OR PERFORMANCE OF THE EQUIPMENT. YOUR OBLIGATION TO PAY IN FULL ANY AMOUNT DUE UNDER THE LEASE WILL NOT BE AFFECTED BY ANY DISPUTE. CLAIM. COUNTERCLAIM. DEFENSE **7. OELIVERY AND ACCEPTANCE.** YCU ARE RESPONSIBLE. AT YOUR OWN CONST. TO ARRANTER, MANUFACTURER, **7. OELIVERY AND ACCEPTANCE.** YCU ARE RESPONSIBLE. AT YOUR OWN CONST. TO ARRANGE FOR THE DELIVERY AND INSTALLATION OF THE E

TO DEPENDENT ON MALT PAVE OF ASSETT ADAMST THE SUPPLIED OF THE EQUIPMENT MANUFACTORED. 7. DELIVERY AND ACCEPTANCE. YOU ARE RESPONSIBLE, AT YOUR OWN COST. TO ARRANGE FOR THE DELIVERY AND INSTALLATION OF THE EQUIPMENT (UNLESS THOSE COSTS ARE INCLUDED IN THE COSTS OF THE EQUIPMENT TO US). IF REQUESTED, YOU WILL SIGN A SEPARATE EQUIPMENT DELIVERY AND ACCEPTANCE CERTIFICATE. WE MAY AT OUR DISCRETION CONFIRM BY TELEPHONE THAT YOU HAVE ACCEPTED THE EQUIPMENT AND THAT TELEPHONE VERIFICATION OF YOUR ACCEPTANCE OF THE EQUIPMENT SHALL HAVE THE SAME EFFECT AS A SIGNED DELIVERY AND ACCEPTANCE CERTIFICATE.

(Terms and Conditions continued on the reverse's de of this Lease.)

YOU agree to all of the Tienty and Condinism, contained in but is design that Learer or during y attachments to some rail of which are included to references and technic central that Leaser YOU activityte by have read and extremely to all the	Lessor Surature Dide
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ne Equipment is: 🧳 Kew 🗅 USED	Tale
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Succionendant	CC Fin Image Works of Oklahoma Inc.
Print Nate	PUB 17723
Dr. Mike Simpson	Leav Dae
	July 31 18 Ventor 10 Turter
(LEASE MUST BE SIGNED BY AUTHOPIZED OFFICIAL OF LESSEE)	M0067

8. TITLE, PERSONAL PROPERTY, LOCATION. INSPECTION. NO MODIFICATIONS OR ALTER-ATIONS. YOU have title to the Equipment: provided that title to the Equipment will immediately and without any action by YOU vest in US. and YOU shall immediately surrender possession of the Equipment to US (a) upon any termination of this Lease other than termination pursuant to Section 17 or (b) if YOU are in default of this Lease. It is the intent of the parties hereto that any transfer of title to US pursuant to this Section shall occur automatically without the necessity of any bill of sate, certificate of title or other instrument of conveyance. YOU shall, nevertheless, execute and deliver any such instruments as WE may request to evidence such transfer. As security for YOUR obligations hereunder. WE retain a security interest in the Equipment and all proceeds thereof. YOU have the right to use the Equipment during the term of this Lease except as otherwise expressly set forth in this Lease. Although the Equipment may become attached to real estate, it remains personal property. YOU agree not to alter or modry the Equipment or permit a lien to be placed upon the Equipment or to remove the Equipment without OUR prior written consent. If WE feel it is necessary, YOU agree to provide US with waives of interest or liens from anyone claiming any interest in the real estate on which any items of Equipment is located. WE also have the right, at reasonal ble times, to inspect the Equipment.

9. MAINTENANCE. YOU are required, at YOUR own cost and expense, to keep the Equipment in good repair, concition and working order except for ordinary wear and tear, and YOU will supply all parts and servicing required. All replacement parts used or installed and repairs made to the Equipment will become OUR property. YOU ACKNOWLEDGE THAT WE ARE NOT RESPONSIBLE FOR PROVIDING ANY REQUIRED

10. ASSIGNMENT, YOU AGREE NOT TO TRANSFER, SELL, SUBLEASE, ASSIGN PLEDGE OR ENCUMBER EITHER THE EQUIPMENT OR ANY RIGHTS UNDER THIS LEASE WITHOUT OUR PRIOR WRITTEN CONSENT. YOU agree that WE may sell, assign or transfer this Lease and, if WE do, the new owner will have the same rights and benefits that WE now have and will not have to perform any of OUR obligations and the ngmts of the new owner will not be subject to any claims, counterclaims defenses or set-offs that YOU may have against US. YOU hereby appoint Munic pal Registrar Services (the "Registrar") as YOUR agent for the purpose of maintaining a written record of each assignment in form necessary to comply with Section 149(a) of the Internal Revenue Code of 1986, as amended. No such assignment shall be binding on YOU until the Registrar has received written notice from the assigner of the name and address of the assignee.

assigned to the haine and aduress of the assigned.
11. LOSS OR DAMAGE. YOU are responsible for the nsk of loss or destruction of, or damage to the Equipment. No such loss or damage releves YOU from any obligation under this Lease. If any of the Equipment is damaged by fire or other casuality or title to, or the temporary use of any of the Equipment is taken under the exercise of the power of eminent domain the net proceeds ("Net Proceeds") of any insurance claim or condemnation avard will be applied to the prompt replacement rebar, restoration modification or improvement of that Equipment, unless YOU have exercised YOUR opt on to purchase the Equipment proceeds shall be paid to YOU.

12. INDEMNITY. WE are not responsible for any losses or injuries caused by the manufacture acquisition, delivery, installation, ownership, use, lease, possession, maintenance, operation or rejection of the Equipment or defects in the Equipment. To the extent permitted by law, YOU agree to reimburse US for and to defend US against any claim for losses or injuries relating to the Equipment. This indemnity will continue even after the termination of this Lease.

13. TAXES. YOU agree to bage its any claim for forses of infjunts relating to the Equipment. This indemnity will continue even after the termination of this Lease.
13. TAXES. YOU agree to pay all applicable license and registration fees, sale and use taxes, personal property taxes and all other taxes and charges, relating to the ownership, leasing, rental sate, purchase, possession or use of the Equipment (except those based on OUR net income). YOU agree that if WE pay any taxes or charges. YOU will reimburse US for all such payments and will pay US interest and a late charge (as calculated in Section 3) on such payments with the next Lease Payment, plus a fee for OUR collecting and administering any taxes, assessments or fees and remiting them to the appropriate authonities.

14. INSURANCE. During the term of this Lease, YOJ will keep the Equipment insured against all risks of loss or damage in an amount not less than the replacement cost of the Equipment, without deductible and without co-insurance. YOU will also obtain and maintain for the term of this Lease, comprehensive public liability insurance covering both personal injury and property damage of at least \$100,000 per person and \$300,000 per occurrence or bodly injury and \$500,000 for property damage. WE will be the sole named loss payee on the property insurance and named as an additional insured on the public liability insurance. YOU will pay all premiums for such insurance and matted entire proof of insurance coverage satisfactory to US. If YOU do not provide such insurance. YOU agree that WE have the nght, but not the obligation, to obtain such insurance and add an insurance fee to the amount due from you, on which we make a profit.

fee to the amount due from you, on which we make a profit. **15. DEFAULT.** Subject to Section 5. YOU are in default of this Lease if any of the following occurs: (a) YOU fail to pay any Lease Payment or other sum when due: (b) YOU breach any warranty or other obligation under this Lease or any other agreement with US. (c) YOU become insolvent or unable to pay YOUR debts when due. YOU make an assignment for the benefit of creditors or YOU undergo a substantial deterioration in YOUR financial condition: or (d) YOU file or have filed against YOU a bettion for liquidation, reorganization, adjustment of debt or similar relief under the Federal Bankruptcy Code or any other present or future federal or state bankruptcy or insolvency law, or a trustee receiver or liquidator is appointed for YOU or a substantial part of YOUR assets.

16. REMEDIES. WE have the following remedies if YOU are in default of this Lease. WE may declare the entire balance of the unpaid Lease Payments for the then current Onginal Term or Renewal Term immediately due and payable: sue for and receive all Lease Payments and any other payments then accrued or accelerated under this Lease. Charge YOU interest on all monies due US at the rate of eighteen percent (18%) per year from the date of default until paid. but in no event more than the maximum rate permitted by law: charge YOU a return-check or non-sufficient funds charge ("NSF Charge") of \$25.00 for a check that is returned for any reason; and reduire that YOU return the Equipment to US and if YOU and YOU tail to rotation the Equipment is located and repossess the Equipment. Such return or repossession of the Equipment will not constitute a termination of this Lease. WE expressly notify YOU in writing. If the Equipment is returned for any persons with any terms WE determine, at one or more public or private sales, with or without notice to YOU, and apply the net proceeds after deducting the costs and expenses of such sale or re-rent, to YOUR obligations with YOU remaining liable for any deficiency and with any excess over the amounts described in this Section plus the then applicable Purchase Price to be paid to YOU.

YOU are also required to pay (i) all expenses incurred by US in connection with the enforcement of any remedies, including all expenses of repossessing storing, shipping, repairing and selling the Equipment, and (ii) reasonable attorneys' fees. **17. PURCHASE OPTION.** Provided YOU are not in default. YOU shall have the option to purchase all but not less than all of the Equipment (a) on the date the last Lease Payment is due (assuming this location of the second secon

17. PURCHASE OPTION. Provided YOU are not in default. YOU shall have the option to purchase all but not less than all of the Equipment (a) on the date the last Lease Payment is due (assuming this Lease is renewed at the end of the Original Term and each Renewal Term). If this Lease is still in effect on that day, upon payment in full of Lease Payments and all other amounts then due and the payment of One Dollar to US: (b) on the last day of the Original Term or any Renewal Term then in effect, upon

at least 60 days' prior written notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule; or (c) if substantial damage to or destruction or condemnation of substantially all of the Equipment has occurred, on the day specified in YOUR written notice to US of YOUR exercise of the purchase option upon at least 60 days' prior notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule.

18. REPRESENTATIONS AND WARRAITIES. YOU warrant and represent as follows: (a) YOU are a puble body corporate and politic duly organized and existing under the constitution and laws of YOUR State with full power and authority to enter into this Lease and the transactions contemplated hereby and to perform all of YOUR obligations hereunder. (b) YOU have duly authorized the execution and delivery of this Lease by proper action by YOUR governing body at a meeting duly called regularly convened and attended throughout by the requisite majority of the members thereof or by other appropriate official approval, and all requirements have been met and procedures have occurred in order to ensure the validity and enforceability of this Lease: (c) YOU have complied with such public bidding requirements as may be applicable to this Lease and the acquisition by YOU of the Equipment; (d) all authorizations, consents and approvals of governmental bodies or agencies required in connection with the execution and delivery by YOU of this Lease constitutes the legal valid and binding obligations hereunder have been obtained; (e) this Lease constitutes the legal valid and binding obligation of YOU enforceable in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors rights generally; (1) YOU have, in accordance with the requirements of law. fully budgeted and appropriate sufficient funds for the current budget year and to meet YOUR other obligations under this Lease for the come to budget year, and those funds have not been expended for other purposes: (g) the Equipment is essential to YOUR functions or to the services YOU provide to YOUR citizens. YOU have an immediate need for the Equipment and expect to make timeediate use of the Equipment to diminish in the foreseable future including the Full Lease Ferm. and the Equipment to diminish in the foreseable future including the Full Lease ferm. and the Equipment is demominish in the foreseable f

Sale or other similar agreement. 19. UCC FILINGS AND FINANCIAL STATEMENTS. YOU authorize US to file a financing statement with respect to the Equipment. If WE feel it is necessary. YOU agree to submit financial statements (audited if available) on a cuarterly basis.

20. UCC - ARTICLE 2A PROVISIONS. YOU agree that this Lease is a Finance Lease as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). YOU acknowledge that WE have given YOU that name of the Supplier of the Equipment. WE hereby notify YOU that YOU may have rights uncer the contract with the Supplier and YOU may contact the Supplier for a description of any rights or warranties that YOU may have under this supply contract. YOU also wave any and all rights and remed es granted YOU under Sections 2A-508 through 2A-522 of the UCC.
21. TAX EXEMPTION. YOU will compty, with all applicable provisions of the Internal Revenue Code of 1986 as amended (the "Code"), including without Imitation Sections 103, 141, 148 and 149

21. TAX EXEMPTION, YOU will comply with all applicable provisions of the Internal Revenue Code of 1986, as amended (the "Code"), including without limitation Sections 103, 141, 148 and 149 thereof and the applicable regulations thereunder to maintain the exclusion of the interest portion of the Lease Payments from gross income for purposes of federal income taxation. YOU acknowledge that these provisions of the Code provide restrictions on the use of the Equipment and the expenditure and investment of money related to this Lease. YOU agree to insure the timely and accurate filling of IRS Form 8038-GC as applicable, as required by the Code, and will fully cooperate with US to insure such timely and accurate filling.

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23. CHOICE OF LAW: JURY TRIAL WAIVER. This Lease shall be governed and construed in accordance with the laws of the state where YOU are located. To the extent permitted by law. YOU agree to waive YOUR rights to a trial by jury.

24. ENTIRE AGREEMENT: SEVERABILITY; WAIVERS. This Lease contains the entire agreement and understanding. No agreements or understandings are binding on the parties unless set forth in writing and signed by the parties. Any provision of this Lease which for any reason may be held unenforceable in any jurisdiction shall as to such jurisdiction, be ineffective without invaliding the remaining provisions of this Lease. THIS LEASE IS NOT INTENDED FOR TRANSACTIONS WITH AN EQUIP-MENT COST OF LESS THAN \$1,000.

25. FACSIMILE DOCUMENTATION. YOU agree that a facsimile copy of this Lease with facsimile signatures may be treated as an onginal and will be admissible as evidence of this Lease.

the Supratices may be treated as an original and will be admissible as evidence or uns Lease. 26. ROLE OF LESSOR. WE have not acted and will not zet as a fiduciary for YOU or as YOUR agent or municipal advisor. WE have not acted will not provide financial legal tax, accounting or other advice to YOU or to any financial advisor or placement agent engaged by YOU with respect to this Lease. YOU. YOUR financial advisor, placement agent or municipal advisor, if any shall each seek and obtain its own financial legal tax, accounting and other advice with respect to this Lease from its own advisors (including as it relates to structure, timing, terms and similar matters).

## **OKLAHOMA ADDENDUM TO STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT**

LESSOR Image Works of Oklahoma Inc.	
LESSEE GUTHRIE PUBLIC SCHOOLS	
LEASE NUMBER: PUB 17723	
LEASE DATE: July 31	. 20 18

1. Section 2 of the Lease is hereby deleted and the following Section 2 is hereby inserted in lieu thereof:

2. TERM. This Lease is effective on the date that it is accepted and signed by US (the "Commencement Date") and continues thereafter for an original term ("Original Term") ending at the end of YOUR budget year in effect on the Commencement Date and may be continued by mutual ratification of YOU and US for additional one-year renewal terms ("Renewal Terms") coinciding with YOUR budget year up to the total number of months indicated above as the Full Lease Term. This Lease shall terminate at the end of the then current Original Term or any Renewal Term unless this Lease is renewed by mutual ratification of YOU and US in accordance with the provisions of 62 O.S. Section 430.1 and, if YOU are a school district. 70 O.S. Section 5-117(B). YOU shall deliver written notice to US of YOUR ratification of or failure to ratify this Lease at least 90 days prior to the end of each Renewal Term. WE hereby ratify the continuation of this Lease through the Full Lease Term. Lease payments will be due as set forth on Attachment 1 until the balance of the Lease Payments and any additional Lease Payments or expenses chargeable to YOU under this Lease are paid in full. As set forth in the Lease Payment Schedule, a portion of each Lease Payment is paid as, and represents payment of, interest. YOUR obligation to pay the Lease Payments and YOUR other Lease obligations are absolute and unconditional and are not subject to cancellation, reduction, setoff or counterclaim except as prov ded in Section 5. THIS LEASE IS NON-CANCELABLE EXCEPT AS PROVIDED IN SECTION 5.

2. Section 4 of the Lease is hereby deleted and the following Section 4 is hereby inserted in lieu thereof:

4. CONTINUATION OF LEASE TERM. YOU currently intend, subject to Section 5, to continue this Lease through the Full Lease Term and to pay Lease Payments hereunder. YOU reasonably believe that legally available funds in an amount sufficient to make all Lease Payments during the Full Lease Term can be obtained. Notwithstanding the foregoing, the decision whether to budget or appropriate funds and to ratify this Lease for any Reneval Term is solely within the discretion of YOUR governing body.

3. Section 5 of the Lease is hereby deleted and the following Section 5 is hereby inserted in lieu thereof:

5. NONRATIFICATION. YOU are obligated only to pay such Lease Payments under this Lease as may lawfully be made from funds budgeted and appropriated for that purpose during YOUR then current budget year. If YOU fail to ratify this Lease for the Renewal Term following the then current Original Term or Renewal Term, this Lease shall be deerned terminated at the end of the then current Original Term or Renewal Term. YOU agree to deliver notice to US of YOUR ratification or termination of this Lease at least 90 days prior to the end of the then current Original Term or Renewal Term. Failure to give notice of such termination will not extend the Lease Term beyond such Original Term or Renewal Term. If this Lease is terminated in accordance with this Section, YOU agree, at YOUR cost and expense, to peaceably deliver the Equipment to US at the location or locations specified by US.

4. Section 8 of the Lease is hereby deleted and the following Section 8 is hereby inserted in lieu thereof:

8. TITLE, PERSONAL PROPERTY, LOCATION, INSPECTION, NO MODIFICATIONS OR ALTERATIONS. During the term of this Lease, title to the Equipment shall be retained by US, except for those modifications that YOU add to the Equipment that can be removed without damaging the Equipment. YOU shall not have any right, title or interest in the Equipment except as expressly set forth in this Lease. Upon the occurrence of an Event of Default or nonratification as set forth in Section 5, with respect to any Lease, YOU will surrender possession of the Equipment to US. Upon YOUR exercise of the purchase option pursuant to Section 17 or payment in full of all Lease Payments under this Lease, title to the Equipment shall immediately and without further action by US vest in YOU, AS IS, WHERE IS, without warranty, express or implied, free and clear of any claim by or through US. It is the intent of the parties hereto that any transfer of title to Lessee pursuant to this Section will occur automatically without the necessity of any certificate of title or other instrument of conveyance. WE will, nevertheless, execute and deliver a bill of sale or other evidence of such transfer as YOU may request. YOU will, nevertheless, execute and deliver any such instruments as WE may request to evidence such transfer. YOU have the right to use the Equipment during the term of this Lease, except as otherwise expressly set forth in this Lease. Although the Equipment without OUR prior written consent. If WE feel it is necessary, YOU agree to provide US with the requipment.

5. Section 13 of the Lease is hereby amended by adding the following sentence to the end of such Section:

WE agree that WE will not file any report or rendition including the Equipment as taxable personal property of OURS for purposes of ad valorem taxation.

6. Section 17 of the Lease is hereby amended by adding the following sentences to the end of such Section:

The initial Purchase Price of the Equipment is \$ 235.776.97 . Upon the exercise of the option to purchase set forth above, title to the Equipment shall vest in YOU, free and clear of any claim by or though US, as evidenced by OUR delivery to YOU of a bill of sale or other appropriate instrument conveying title to the Equipment to YOU.

Except as specifically set forth in this Addendum, all terms and conditions contained in the Lease will remain in full force and effect and are hereby ratified and confirmed.

SIGNATURE	Legal Name of Lessee GUTHREE PUBLIC SCHOOLS	
IGNA	Signature	Date August 21,2018
LESSEE S	Print Name Dr. Mike Simpson	
	Title Superintendent	
느	(LEASE MUST BE SIGNED BY AUT-ORIZED OFFICIAL OF LESSEE)	
E E	Name of LessorImage Works of Oklahoma Inc.	
SIGNATURE	Lessor Signature	Dare
R SI	Print Name	
LESSOR	Title	
_	Lease NumberPUB 17723	

## **ATTACHMENT 1**

#### Lease Payment Schedule

Image Works of Oklahoma Inc. LESSOR:

LESSEE: GUTHRIE PUBLIC SCHOOLS

LEASE NUMBER: PUB 17723

July 31 20 18 LEASE DATE:

Lease Payments are cue on each periodic anniversary of the Commencement Date that occurs during the Full Lease Term until all of the payments set forth below have been received by US. The period for each periodic anniversary is monthly , as specified in the Payment Frequency box of this Lease. If the Commencement Date occurs on the 29th, 30th or 31st day of any month, the periodic anniversary will be deemed to occur on the 1st day of the month, commencing on the 1st day of the second succeeding month after the month of such Commencement Date.

Payment Number	Rental Payment	Interest Portion	Principal Portion	Batance	Purchase Price
Loan	0	0.00	0.00	235,776.97	-
1	5,400.00	927.53	4,472.47	231,304.50	238,243.64
2	5,400.00	909.94	4,490.06	226,814.44	233,618.87
3	5,400.00	892.27	4,507.73	222,306.71	228,975.91
4	5,400.00	874.54	4,525.46	217,781,25	224,314.69
5	5,400.00	856.74	4.543.26	213,237.99	219,635.13
6	5,400.00	838.87	4,561.13	208,676.86	214,937.17
7	5,400.00	820.92	4,579.08	204,097.78	210,220,71
8	5,400.00	802,91	4,597.09	199,500.69	205,485,71
9	5,400.00	784.82	4.615.18	194,885.51	200,732.08
10	5,400.00	766.67	4,633.33	190,252.18	195,959.75
11	5,400.00	748.44	4,651.56	185,600.62	191,168.64
12	5,400.00	730.14	4,669.86	180,930,76	186,358.68
13	5,400.00	711.77	4,688.23	176,242.53	181,529.81
14	5,400.00	693.33	4,706.67	171,535.86	176,681,94
15	5,400.00	674.81	4,725.19	166,810.67	171,814.99
16	5,400.00	656.22	4,743.78	162,066,89	166,928.90
17	5,400.00	637.56	4,762.44	157,304,45	162,023.58
18	5,400.00	618.83	4,781.17	152,523.28	157,098.98
19	5,400.00	600.02	4,799.98	147,723.30	152,155.00
20	5,400.00	581.13	4,818,87	142,904,43	147,191.56
21	5,400.00	562.18	4,837.82	138,066.61	142,208.61
22	5,400.00	543,15	4,856.85	133,209,76	137,206,05
23	5,400.00	524.04	4,875.96	128,333.80	132,183.81
24	5,400.00	504.86	4,895.14	123,438.66	127,141.82
25	5,400.00	485.60	4,914.40	118,524.26	122,079.99
26	5,400.00	466.27	4,933.73	113,590.53	116,998.25
27	5,400.00	446.86	4,953.14	108,637.39	111,896.51
28	5,400.00	427.37	4,972.63	103,664.76	106,774.70
29	5,400.00	407.81	4,992.19	98,672.57	101,632.75
30	5,400.00	388.17	5,011.83	93,660.74	96,470,56
31	5,400.00	368,46	5,031,54	88,629,20	91,288.08
32	5,400.00	348.66	5,051.34	83,577.86	86.085.20
33	5,400.00	328.79	5,071.21	78,506.65	80,861.85
34	5,400.00	308.84	5,091,16	73,415.49	75,617.95
35	5,400.00	288.81	5,111,19	68,304.30	70,353.43
36	5,400.00	268.70	5,131.30	63,173.00	65,068,19

#### Sales tax of \_\$0.00

is included in the financed amount shown above.

The interest rate reflected herein is provided as an indication only and may need to be revised prior to closing. The Lessor will make reasonable efforts to maintain the rate presented herein. However, the rate may need to be revised prior to closing due to change in law or market conditions. In the event that market interest rates increase prior to the date of closing (which causes an increase in the Lessor's cost of funds), the interest rate will be indexed to reflect adjustments to the Lender's actual cost of funds due to market and legal changes incurred since the date of this documentation.

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Page 1

Lessee Signature.

Print Name: Dr. MIKE Simpson

Date: August 21,2018 Title: Superintendent

12PFD0C224

## **ATTACHMENT 1**

Lease Payment Schedule

LESSOR Image Works of Oklahoma Inc. LESSEE: GUTHRIE PUBLIC SCHOOLS LEASE NUMBER: PUB 17723 LEASE DATE: July 31 .20 18

Lease Payments are due on each periodic anniversary of the Commencement Date that occurs during the Full Lease Term until all of the payments set forth below have been second \_\_\_\_\_\_ succeeding month after the month of such Commencement Date.

Payment Number	Rental Payment	Interest Portion	Principal Portion	Balance	Purchase Price
37	5,400.00	248.52	5,151,48	58.021.52	59,762,17
38	5,400.00	228.25	5,171,75	52.849.77	54,435,26
39	5,400.00	207.91	5,192.09	47.657.68	49,087.41
40	5,400.00	187.48	5,212,52	42,445,16	43,718.51
41	5,400.00	166.98	5,233.02	37.212.14	38,328.50
42	5,400.00	146.39	5,253,61	31,958,53	32,917,29
43	5,400.00	125.72	5.274.28	26.684.25	27,484.78
44	5,400.00	104.97	5.295.03	21.389.22	22,030.90
45	5,400.00	84.14	5,315.86	16.073.36	16,555.56
46	5,400.00	63.23	5,336,77	10,736.59	11,058.69
47	5,400.00	42.24	5.357.76	5.378.83	5.540.19
48	5,400.00	21.17	5.378.83	0.00	0.00
Grand Totals	259,200.00	23,423.03	235,776.97	0.00	0.00

Lessee Signature: Print Name: Dr. Mike Simpson

Date: August 21,2018 Tille: Superintendent

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Page 2 1 2

2PFD0C224

Image Works of Oklahoma Inc.				
1111 old Eagle School Rd				
Wayne	PA	19087		

## **ACCEPTANCE CERTIFICATE**

Ladies and Gentlemen:

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Re:	State and Local Government Lease-Purchase Agreement dated as of July 31	en
	Image Works of Oklahoma Inc.	nd
	GUTHRIE PUBLIC SCHOOLS, as Lessee.	

In accordance with the State and Local Government Lease-Purchase Agreement (the "Agreement"), the undersigned Lessee hereby certifies and represents to, and agrees with Lessor as follows:

- 1. All of the Equipment (as such term is defined in the Agreement) has been delivered, installed and accepted on the date hereof.
- 2. Lessee has conducted such inspection and/or testing of the Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
- 3. Lessee is currently maintaining the insurance coverage required by Section 14 of the Agreement.
- 4. No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default (as defined in the Agreement) exists at the date hereof.



	GUTHRIE PUBLIC SCHOOLS	August 21,2018	]
SEE	the Sin	Date	57v1
SIEN	Print Name Dr. Mike Simpson		0000
	Superinerdent		17PEI

### SCHEDULE "A"

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### Image Works of Oklahoma, Inc.

Guthrie Public Schools PUB17723

uipment Make	Model No.	S/N	Quantity	Description
		Administration Sup	•	•
		802 E. Vilas		
Copystar	CS5052ci	VFF8602098	1 ea.	Copier
Copystar	DP-7110	V9E8661606	1 ea.	Document Processor
Copystar	DF-7110	W3U8419462	1 ea.	Finisher
Copystar	PF-7110	W478531467	1 ea.	Paper Feeder
Copystar	PH-7A	N367X61470	1 ea.	Punch
Copystar	1503RK2US0	V9N8553558	1 ea.	Fax System 12
		Administration Fina	ince Office	·
		802 E. Vilas		
Copystar	CS5002i	VFB8602388	1 ea.	Copier
Copystar	DP-7110	V9E8661613	1 ea.	Document Processor
Copystar	PF-7110	W478531498	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8419445	1 ea.	Finisher
Copystar	PH-7A	N367X61464	1 ea.	Punch
Copystar	AK-7100	W3W7Y50928	1 ea.	Attachment Kit
		Administration Mailroom		
		802 E. Vilas		
Copystar	CS5002i	VFB8602400	1 ea.	Copier
Copystar	DP-7110	V9E8661612	1 ea.	Document Processor
Copystar	PF-7110	W478531464	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8419450	1 ea.	Finisher
Copystar	PH-7A		1 ea.	Punch
Copystar	1503RK2US0	V9N8553554	1 ea.	Fax System 12
		Fogaty Elementary Workroom		·
		902 N Wentz		
Copystar	TASK-7002i	VAP8601821	1 ea.	Copier
Copystar	DF-7110	W3U8419459	1 ea.	Finisher
Copystar	PH-7A	N367Z64251	1 ea.	Punch
		Fogaty Elementary Office		
		902 N Wentz		
Copystar	CS5002i	VFB8602386	1 ea.	Copier
Copystar	DP-7110	V9E8661609	1 ea.	<b>Document Processor</b>
Copystar	PF-7110	W367X61469	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8419433	1 ea.	Finisher
Copystar	PH-7A	W478531499	1 ea.	Punch
Copystar	1503RK2US0	V9N7442441	1 ea.	Fax System 12
Copystar	AK-7000	W3W8259391	1 ea.	Attachment Kit

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		Fogaty Elementary	Workroom	
		902 N Wentz		
Copystar	TASK-7002i	VAP8601804	1 ea.	Copier
Copystar	DF-7110	W3U8419404	1 ea.	Finisher
Copystar	PH-7A	N367Z64227	1 ea.	Punch
		Cotteral Elementary	y Workroom	
		2001 W Noble		
Copystar	TASK-7002i	VAP8601795	1 ea.	Copier
Copystar	DF-7110	W3U8419482	1 ea.	Finisher
Copystar	PH-7A	N367X61465	1 ea.	Punch
		Cotteral Elementary	y Office	
		2001 W Noble		
Copystar	CS5002i	VFB8602383	1 ea.	Copier
Copystar	DP-7110	V9E8661607	1 ea.	Document Processor
Copystar	PF-7110	W478531463	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8419476	1 ea.	Finisher
Copystar	PH-7A	N367Z64255	1 ea.	Punch
Copystar	1503RK2US0	V9N8553563	1 ea.	Fax System 12
Copystar	AK-7000	W3W7Y50925	1 ea.	Attachment Kit
		Guthrie Schools Tra	ansportation	
		520 Crooks Dr.		
Copystar	CS4002i	VFC8203435	1 ea.	Copier
Copystar	DP-7110	V9E8661610	1 ea.	Document Processor
Copystar	1503RK2US0	V9N8553557	1 ea.	Fax System 12
		Central Elementary Office		
		321 E Noble		
Copystar	CS5002i	VFB8602370	1 ea.	Copier
Copystar	DP-7110	V9E8661614	1 ea.	Document Processor
Copystar	PF-7110	W478531494	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8418842	1 ea.	Finisher
Copystar	PH-7A	N367X61460	1 ea.	Punch
Copystar	1503RK2US0	V9N8553560	1 ea.	Fax System 12
Copystar	AK-7100	W3W7Y50927	1 ea.	Attachment Kit
Copystar	855D200731		1 ea.	Stand
		Central Elementary	Workroom	
		321 E Noble		
Copystar	TASK-7002i	VAP8601792	1 ea.	Copier
Copystar	DF-7110	W3U8419458	1 ea.	Finisher
Copystar	PH-7A	N367Z64233	1 ea.	Punch
		Guthrie Jr High		
		705 E Oklahoma		
Copystar	TASK-7002i	VAP8601829	1 ea.	Copier
Copystar	DF-7110	W3U8419447	1 ea.	Finisher
Copystar	PH-7A	N367Z64234	1 ea.	Punch

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		Guthrie Jr High C-Flo	oor		
		705 E Oklahoma			
Copystar	TASK-7002i	VAP8601808	1 ea.	Copier	
Copystar	DF-7110	W3U8419402	1 ea.	Finisher	
Copystar	PH-7A	N367Z64230	1 ea.	Punch	
		Guthrie Jr High B-Flo	por		
		705 E Oklahoma			
Copystar	TASK-7002i	VAP8601793	1 ea.	Copier	
Copystar	DF-7110	W3U8418802	1 ea.	Finisher	
Copystar	PH-7A	N367X61475	1 ea.	Punch	
		Guthrie Jr High Offic	e		
		705 E Oklahoma			
Copystar	CS5002i	VFB8602399	1 ea.	Copier	
Copystar	DP-7110	V9E8661947	1 ea.	Document Processor	
Copystar	PF-7110	W478531619	1 ea.	Paper Feeder	
Copystar	DF-7110	W3U8419434	1 ea.	Finisher	
Copystar	PH-7A	N367264224	1 ea.	Punch	
Copystar	1503RK2US0	V9N8553564	1 ea.	Fax System 12	
Copystar	AK-7100	W3W7Y50923	1 ea.	Attachment Kit	
		Guthrie Upper Elementary Office			
		702 Crooks Dr.	-		
Copystar	CS5002i	VFB8602389	1 ea.	Copier	
Copystar	DP-7110	V9E8661619	1 ea.	Document Processor	
Copystar	PF-7110	W478531500	1 ea.	Paper Feeder	
Copystar	DF-7110	W3U8520466	1 ea.	Finisher	
Copystar	PH-7A	N368165606	1 ea.	Punch	
Copystar	1503RK2US0	V9N8553556	1 ea.	Fax System 12	
Copystar	AK-7100	W3W8259232	1 ea.	Attachment Kit	
		Guthrie Upper Elementary 6th Grade			
		702 Crooks Dr.	·		
Copystar	TASK-7002i	VAP8601750	1 ea.	Copier	
Copystar	DF-7110	W3U8418776	1 ea.	Finisher	
Copystar	PH-7A	N367Z64237	1 ea.	Punch	
		Guthrie Upper Elementary 5th Grade			
		702 Crooks Dr.			
Copystar	TASK-7002i	VAP8601811	1 ea.	Copier	
Copystar	DF-7110	W3U8419443	1 ea.	Finisher	
Copystar	PH-7A	N367X61471	1 ea.	Punch	
		Guthrie Upper Elementary 4th Grade			
		702 Crooks Dr.	•		
Copystar	TASK-7002i	VAP8601785	1 ea.	Copier	
Copystar	DF-7110	W3U8520500	1 ea.	Finisher	
Copystar	PH-7A	N367Y63435	1 ea.	Punch	
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M. \$ Initial
		Guthrie Schools Ma	aintenance	
		200 Crooks Dr., Bl	dg 4	
Copystar	CS5002i	VFB8602395	1 ea.	Copier
Copystar	DP-7110	V9E8660926	1 ea.	Document Processor
Copystar	PF-7110	W478531462	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8418841	1 ea.	Finisher
Copystar	PH-7A	N367X61467	1 ea.	Punch
Copystar	1503RK2US0		1 ea.	Fax System 12
Copystar	AK-7100	W3W7Y50921	1 ea.	Attachment Kit
		Guthrie High Schoo	ol Teachers Lounge	
		200 Crooks Dr.		
Copystar	TASK-7002i	VAP8601807	1 ea.	Copier
Copystar	DF-7110	W3U8419421	1 ea.	Finisher
Copystar	PH-7A	N367264232	1 ea.	Punch
		Guthrie High Schoo	ol North Workroom	
		200 Crooks Dr.		
Copystar	TASK-7002i	VAP8601809	1 ea.	Copier
Copystar	DF-7110	W3U8419423	1 ea.	Finisher
Copystar	PH-7A	N367264231	1 ea.	Punch
		Guthrie High Schoo	ol Front Office	
		200 Crooks Dr.		
Copystar	TASK-7002i	VAP8601819	1 ea.	Copier
Copystar	DF-7110	W3U8419435	1 ea.	Finisher
Copystar	PH-7A	N367Z64228	1 ea.	Punch
Copystar	1503RK2US0	V9N7Z64228	<b>1 ea</b> .	Fax System 12
		Guthrie High Schoo	ol IT Office	
		200 Crooks Dr.		
Copystar	CS5052ci	VFF8602082	1 ea.	Copier
Copystar	DP-7110	V9E8661608	1 ea.	Document Processor
Copystar	DF-7110	W3U8419483	1 ea.	Finisher
Copystar	PF-7110	W478531466	1 ea.	Paper Feeder
Copystar	PH-7A	N367X61461	1 ea.	Punch
Copystar	1503RK2US0	V9N8553555	1 ea.	Fax System 12
Copystar	AK-7100	W3W7Y50920	1 ea.	Attachment Kit
		Guthrie High Schoo	ol North Office	
		200 Crooks Dr		
Copystar	CS5052ci	VFF8602398	1 ea.	Copier
Copystar	DP-7110	V9E8455485	1 ea.	Document Processor
Copystar	DF-7110	W3U8418771	1 ea.	Finisher
Copystar	PF-7110	W478531496	1 ea.	Paper Feeder
Copystar	PH-7A	N367Z64238	1 ea.	Punch
Copystar	1503RK2US0	V9N8553553	1 ea.	Fax System 12
Copystar	AK-7100	W3W7Y50919	1 ea.	Attachment Kit

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		Guthrie Faver Alte	rative	
		102 E Perkins		
Copystar	CS5002i	VFB8602377	1 ea.	Copier
Copystar	DP-7110	V9E8660708	1 ea.	Document Processor
Copystar	PF-7110	W478531468	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8419402	1 ea.	Finisher
Copystar	PH-7A	N367Z64253	1 ea.	Punch
Copystar	1503RK2US0		1 ea.	Fax System 12
		Guthrie Schools B	uilding for Champions	
		200 Crooks Dr.		
Copystar	CS5002i	VFB8602393	1 ea.	Copier
Copystar	DP-7110		1 ea.	Document Processor
Copystar	PF-7110	W478531495	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8918777	1 ea.	Finisher
Copystar	PH-7A	N367Z64236	1 ea.	Punch
Copystar	AK-7100	W3W7Y50905	1 ea.	Attachment Kit
		Charter Oak Eleme	entary Work Hall	
Copystar	CS5002i	VFB8602381	1 ea.	Copier
Copystar	DP-7110		1 ea.	Document Processor
Copystar	PF-7110	W478531501	1 ea.	Paper Feeder
Copystar	DF-7110	W3U8918777	1 ea.	Finisher
		Charter Oak Eleme	entary Work Hall	
Copystar	CS5002i	VFB8602397	1 ea.	Copier
Copystar	DP-7110		1 ea.	Document Processor
Copystar	PF-7110	W478531497	1 ea.	Paper Feeder

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Signature Mille Sin

Superintendent Title

August 21,2018 Date

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#### **BILLING INFORMATION**

PLEASE COMPLETE TH	IIS FORM AND RETURN WITH DOCUMENTS		
In order for <u>Image Works of Oklahoma Inc.</u> complete this form and return it with the signed documents.	to properly bill and credit your accoun	t. it is necessary	y that you
Billing Name: Gutthrie Public Schl	2015		
If you would like your invoices emailed to you in Michele. Namby Qg	place of regular mail, please provide an email address(es) below: Uthrieps.net		
Subject line will read	EMAILED FROM INVOICEDELIVERY@PAYEREXPRESS.COM : Your Lease Direct Invoice is ready to view online!		
Billing Address: <u>802 E. VIVOS</u> Guthrie.OK	13044		
Telephone Number: 405-282-8900			
FEDERAL ID#: 73-6021131			
S	PECIAL INSTRUCTIONS		
Do you require a Purchase Order Number on the invoice? If yes, please	provide PO#	🗆 YES	NO
Is a new purchase order required for each new fiscal period? If yes, provide month/year PO expires <u>une opeach</u>	lear	X YES	
Are you sales tax exempt? If yes, please attach a copy of exempt cortid		TYES	
Do you require any special information to establish a vendor number for	?		XINO
If yes, please advise: <u>already in our vend</u>			
Additional Comments:			

CONTACT INFORMATION AND QUESTIONNAIRE FOR FORM 8038-G FILINGS (required for all State and Local Government transactions)
contact Name: Michelle Chapple
Title: Chief Financial Officer
Contact Address: <u>802 E. Vilas Gutthine, OK 73044</u>
Contact Telephone Number: 405, 382, 5900
Email Address: MICHOLE Chapple Quithicps, NCT

#### Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax requirements for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. Please note that your answers to these questions will not impact the terms or conditions of the subject transaction:

Has the Lessee established written procedures designed to monitor compliance with federal tax restrictions for the term of the lease? Among other matters, the written 1. procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

> YES 🕅 NO If YES, please attach/provide a copy,

Answer the following question only if proceeds of the current financing will be funded to an ESCROW Account. The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary.

make payments of arbitrage rebate earned to the United States.

Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to 2. being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES NO If YES, please attach/provide a copy.

If you have further questions, please consult your regular bond or legal counsel.

## **ATTACHMENT 2**

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## STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT EQUIPMENT DESCRIPTION

LESSOR: Image Work	s of Oklahoma Inc.	
LESSEE: GUTHRIE P	UBLIC SCHOOLS	under af a state and an and a summarian and a sum an an any sum as
LEASE NUMBER: PUB	17723	
LEASE DATE: July 3	1	20 18

Quantity	Description/Senal No./Model No.	Location
13	New Copystar CS 5002i digital copiers with attachments	
	s/N:VFB8602388	
	S/N:VFB8602400	
	S/N: VFB8602386	
	s/N:VFB8602383	
	s/N:VFB8602370	
	S/N:VFB8602399	
	SIN:VFB8602389	
	S/N:VFB8602395	
	S/N: VFB8602377	
	S/N: VFB8602393	
	SN:VFB8602381	
	s/N:VFB8602397	
	s/n:VFB8602398	
14	New KYOCERA TASKalfa 7002i digital copiers with attachments	
	S/N:VAP8601821	
	S/N:VAP8601804	
	S/N: VAP8601795	
	S/N: VAP8601792	
	S/N: VAP8601829	
	S/N: VAP8601808	
	S/N: VAP8601793	
	S/N: VAP8601750	
<b>~</b> •		
	<del>\} / </del>	
EE Signature:	Date: August 21,2 19507 Title: Superintende	101B
ame: DC. MIKESIM	1psoyaTitle: Superintende	unt

## **ATTACHMENT 2**

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### STATE AND LOCAL GOVERNMENT LEASE-PURCHASE AGREEMENT EQUIPMENT DESCRIPTION

LESSOR: Image Works of Oklahoma Inc. LESSEE: GUTHRIE PUBLIC SCHOOLS

LEASE NUMBER: PUB 17723

LEASE DATE: July 31 20 18

Quantity		Description/Serial No/Model No.	Location
•	S/N:	VAP8601811	
	S/N:	VAP8601795	
	S/N:	VAP8601807	
	S/N:	VAP8601809	
	S/N:	VAP8601819	
	S/N:		
CS5052ci	s/n:	VFF8602098	
	s/n:		
CS4002i	s/n:	VFC8203435	
-A - A			
Signalure: Hileo D	$\sim$	A August 21	2018
	<b>~ /</b>	Date: August 21 Tille: Superinten	
Dr. Mike Simpson	<i>A</i>	0	سده. ما

#### Quotation



Guthrie Public Schools 802 E. Villas Guthrie, Oklahoma 73044

#### Date: 06/13/2018 Prices quoted are firm For <u>30</u> days from above date

Lease Agreement

Item Number	Qty	Description	Total
		48 Month Lease	
		Terms of lease remain the same for 48 month duration	
		Terms of lease remain the same for 48 month duration	
		48 months = per month (minimum) of each copier *	
		this rate includes**	
		40,000 B&W copies per CS7002i per month	
		20,000 B&W copies per CS5002i per month	
		Any click after the above copy total.	
		Will be billed monthly in arrears, at a rate of .006 per B&W copy	
		This Color rate includes	
		30,000 B&W copies per CS5052ci per month Any color copy is to be charged to Guthrie Public	
		Schools on a pay for what you print only. To be billed at A rate of .05 per color copy.	
		And B&W overages to be billed at .008 per Copy	
		*All monthly minimum pricing is listed in Pricing sheets of RFP.	
		**Any month that minimum is not reached; Image	
		Works can carry those totals over to the following	
		month. Resetting at the beginning of each school year.	
		Includes: Equipment, Supplies (Toner), Staples and Maintenance	

Anticipated Delivery after Receipt of Order: Quote includes transportation By:

For your convenience this quotation becomes an order when authorized within firm quotation period. Quotofion Accepted, By

#### **OKLAHOMA SCHOOL LEASE-PURCHASE AGREEMENT**

4.

THIS OKLAHOMA SCHOOL LEASE-PURCHASE AGREEMENT No.7444 (hereafter referred to as "Agreement") dated as of June 13, 2016, by and between Government Capital Corporation, a Texas corporation (herein referred to as "Lessor"), and Independent School District No. I-001 of Logan County, Oklahoma (dba Guthrie Public School District), a political subdivision or agency of the State of Oklahoma (hereinafter referred to as "Lessee").

WITNESSETH: In consideration of the mutual covenants and conditions hereinafter set forth, the parties hereto agree as follows:

Term and Payments. Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the property 1. described in Exhibit A hereto (hereinafter, with all replacement parts, substitutions, proceeds, increases, additions, accessions, repairs and accessories incorporated therein or affixed thereto, referred to as the "Property") for the amounts to be paid in the sums (the "Lease Payments") and on the dates (the "Lease Payment Dates") set forth in Exhibit B hereto. Except as specifically provided herein, the obligation of the Lessee to make the Lease Payments called for In Exhibit B hereto shall be absolute and unconditional in all events and shall not be subject to any set-off, defense, counterclaim or recoupment for any reason. This Agreement will become effective upon the execution hereof by Lessee and Lessor and upon approval of the Agreement by the Board of Education of the Lessee. The term of this Agreement will extend for the Lessee's 2017-18, 2018-19, 2019-20, 2020-21 and 2021-22 fiscal years only if mutually ratified by Lessee and Lessor for each of those fiscal years. In accordance with 62 O. S. Section 430.1 and 70 O. S. Section 5-117, continuation of this Agreement past the current 2016-17 fiscal year is dependent upon mutual ratification by Lessee and Lessor. All rights afforded under title 70 section 5-117B of Oklahoma law are incorporated in this agreement by reference. The Lessee agrees the Board of Education of Lessee will take action to ratify or not ratify this Agreement for the next ensuing fiscal year at its regular July meeting and to notify Lessor as to whether the Agreement is ratified or not ratified for the next ensuing fiscal year. The Lessor hereby ratifies the continuation of the Agreement through the fiscal year ending June 30, 2023. The Lessor and Lessee agree that under no circumstances will the Agreement be extended beyond the fiscal year ending June 30, 2023. Lessee will evidence its acceptance of the Property by executing and delivering to Lessor a Certificate of Acceptance (hereinafter so called) in the form provided by Lessor.

2. Non-Appropriation and Right of Termination. The obligations of Lessee to make Lease Payments (called for in Exhibit B) and to make any other payments to Lessor (or to any other person) pursuant to this Agreement are subject to appropriation by the Lessee of funds that are lawfully available to be applied for such purpose. If Lessee fails to make such an appropriation prior to a fiscal period of Lessee, for the Lease Payments scheduled in such fiscal period, Lessor may terminate this Agreement. Lessee may terminate this Agreement by providing written notice of such termination to Lessor following its regular July Board of Education meeting. Upon any such termination of this Agreement, all of Lessee's rights, title and Interest in and its obligation under this Agreement and to the Property shall terminate effective on the last day of the last fiscal period of Lessee for which such an appropriation was made. If Lessee ratifies and renews this Agreement for a subsequent fiscal year, Lessee agrees to encumber the required funds to make the Lease Payments due hereunder at the first meeting of Lessee's Board of Education in July of the then current fiscal year by approving an appropriate purchase order for this Agreement.

3. Taxes. Lessee shall keep the Property free and clear of all levies, liens and encumbrances except those created under this Agreement. Lessee shall pay, when due, all charges and taxes (local, state and federal) which may now or hereafter be imposed upon the ownership, leasing, rental, sale, purchase, possession or use of the Property, excluding, however, all taxes on or measured by Lessor's Income. If Lessee fails to pay said charges and taxes when due, Lessor shall have the right, but shall not be obligated, to pay said charges and taxes. If Lessor pays any charges or taxes for which Lessee is responsible or liable under this Agreement, Lessee shall promptly reimburse Lessor therefor.

Lessee's Covenants and Representations. Lessee covenants and represents as follows:

(a) Lessee represents, and will provide an opinion of its counsel to the effect that, it has full power and authority to enter into this Agreement which has been duly authorized, executed, and delivered by Lessee and is a valid and binding obligation of Lessee enforceable in accordance with its terms, and all requirements for execution, delivery and performance of this Agreement have been, or will be, complied with in a timely manner;

(b) All Payments hereunder have been, and will be, duly authorized and paid when due out of funds then on hand and legally available for such purposes; Lessee will, to the extent permitted by State law and other terms and conditions of this Agreement, include in its budget for each successive fiscal period during the term of this Agreement a sufficient amount to permit Lessee to discharge all of its obligations hereunder, and Lessee has budgeted and available for the current fiscal period sufficient funds to comply with its obligations hereunder;

(c) There are no pending or threatened lawsuits or administrative or other proceedings contesting the authority for, authorization of performance of, or expenditure of funds pursuant to, this Agreement;

(d) Information supplied and statements made by Lessee In any financial statement or current budget prior to or contemporaneously with the Agreement are true and correct;

(e) Lessee has an Immediate need for, and expects to make immediate use of, substantially all the Property, which need is not temporary or expected to diminish in the foreseeable future; specifically Lessee will not give priority or parity in the appropriation of funds for the acquisition or use of any additional property for purposes or functions similar to those of the Property.

(f) There are no circumstances presently affecting the Lessee that could reasonably be expected to alter its foreseeable need for the Property or adversely affect its ability or willingness to budget funds for the payment of sums due hereunder; and

(g) Lessee's right to terminate this Agreement as specified in Sections 1 and 2 hereof was not an independently bargained for consideration, but was included solely for the purpose of complying with the requirements of the laws of the State in which Lessee is located.

h) No lease, rental agreement, lease-purchase agreement, payment agreement or contract for purchase to which Lessee has been a party at any time during the past ten (10) years has been terminated by Lessee as a result of insufficient funds being appropriated in any Fiscal Year. No event has occurred which would constitute an event of default under any debt, revenue bond or obligation which Lessee has issued during the past ten (10) years.

(i) Lessee will pay the Lease Payment Due by check, wire transfer, or ACH only

5. Use and Licenses. Lessee shall pay and discharge all operating expenses and shall cause the Property to be operated by competent persons only. Lessee shall use the Property only for its proper purposes and will not install, use, operate or maintain the Property improperly, carelessly, or in violation of any applicable law, ordinance, rule or regulation of any governmental authority, or in a manner contrary to the nature of the Property or the use contemplated by its manufacturer. Lessee shall keep the property at the location stated on the Certificate of Acceptance executed by Lessee upon delivery of the Property until Lessor, in writing, permits its removal, and the Property shall be used solely in the conduct of the Lessee's operations. Lessee shall obtain, at its expense, all registrations, permits and licenses, if any, required by law for the installation and operation of the Property. Any license plates used on the Property shall be issued in the name of the Lessee. If a certificate of title is issuable with respect to the Property, it shall be delivered to the Lessor showing the interest of the Lessor.

6. Maintenance. Lessor shall not be obligated to make any repairs or replacements. At its own expense, Lessee shall service, repair and maintain the Property in as good condition, repair, appearance and working order as when delivered to Lessee hereunder, ordinary wear and tear from proper use alone excepted, and shall replace any and all parts thereof which may from time become worn out, lost, stolen, destroyed, or damaged beyond repair or rendered unfit for intended use, for any reason whatsoever, all of which replacements shall be free and clear of all liens, encumbrances and claims of others and shall become part of the Property and subject to this Agreement. Lessor may, at its option, discharge such costs, expenses and insurance premiums necessary for the repair, maintenance and preservation of the Property, and all sums so expended shall be due from Lessee in addition to rental payments hereunder.

Alterations.

7.

(a) Lessee may, at its own expense, install or place in or on, or attach or affix to, the Property such equipment or accessories as may be necessary or convenient to use the Property for its intended purposes provided that such equipment or accessories do not impair the value or utility of the Property. All such equipment and accessories shall be removed by Lessee upon termination of this Agreement, provided that any resulting damage shall be repaired at Lessee's expense. Any such equipment or accessories not removed shall become the property of Lessor.

(b) Without the written consent of Lessor, Lessee shall not make any other alterations, modifications or improvements to the Property except as required or permitted hereunder. Any other alterations, modifications or improvements to the Property shall immediately become part of the Property, subject to the provisions hereof. Without the prior written consent of Lessor, Lessee shall not affix or attach any of the Property to any real property. The Property shall remain personal property regardless of whether it becomes affixed or attached to real property or permanently rests upon any real property or any improvement thereon.

8. Liens. Lessee shall not directly or indirectly create, incur, assume or suffer to exist any mortgage, security interest, pledge, lien, charge, encumbrance or claim on or with respect to the Property, title thereto or any interest therein, except the respective rights of Lessor and Lessee hereunder.

9. Damage to or Destruction of Property. Lessee shall bear the entire risk of loss, damage, theft or destruction of the Property from any and every cause whatsoever, and no loss, damage, destruction or other event shall release Lessee from the obligation to pay the full amount of the rental payments or from any other obligation under this Agreement. In the event of damage to any item of the Property, Lessee will immediately place the same in good repair, with the proceeds of any insurance recovery applied to the cost of such repair. If Lessor determines that any item of Property is lost, stolen, destroyed or damaged beyond repair, Lessee, at the option of Lessee, will either (a) replace the same with like property in good repair or (b) on the next Lease Payment Date, pay Lessor (I) all amounts then owed by Lessee to Lessor under this Agreement, including the Lease Payment due on such date, and (II) an amount equal to the applicable Option to Purchase Value set forth in Exhibit B.

Insurance. Lessee shall either be self-insured with regard to the Property or shall purchase and maintain 10. insurance with regard to the Property. Lessee shall indicate on each Certificate of Acceptance executed in relation to this Agreement its election to be self-insured or company insured with regard to the Property listed on that Certificate of Acceptance. Whether Lessee is self-insured or company insured, Lessee shall, for the term of this Agreement, at its own expense, provide comprehensive liability insurance with respect to the Property, insuring against such risks, and such amounts as are customary for lessees of property of a character similar to the Property. In addition, Lessee shall, for the term of this Agreement, at its own expense, provide casualty insurance with respect to the Property, insuring against customary risks, coverage at all times not less than the amount of the unpaid principal portion of the Lease Payments required to be made pursuant to Section 1 as of the last preceding Payment Date specified in Exhibit B on which a Lease Payment was made. If insurance policies are provided with respect to the Property, all insurance policies shall be with insurers authorized to do business in the State where the Property is located and shall name both Lessor and Lessee as insureds as their respective interest may appear. Insurance proceeds from casualty losses shall be payable solely to the Lessor, subject to the provisions of Section 9. Lessee shall, upon request, deliver to Lessor evidence of the required coverages together with premium receipts, and each insurer shall agree to give Lessor written notice of non-payment of any premium due and ten (10) days notice prior to cancellation or alteration of any such policy. Lessee shall also carry and require any other person or entity working on, in or about the Property to carry workmen's compensation insurance covering employees on, in or about the Property.

No Warranty. ALL WARRANTIES, PROMISES AND SERVICE AGREEMENTS, IF ANY, RELATING TO THE PROPERTY 11. THAT THE MANUFACTURERS OR THE PARTY WHO SUPPLIED THE PROPERTY TO LESSOR (THE "VENDOR") HAVE MADE TO LESSOR IN CONNECTION WITH OR AS PART OF THE CONTRACT BY WHICH LESSOR ACQUIRED THE PROPERTY ARE HEREBY ASSIGNED TO LESSEE. Lessee may communicate with Vendor and receive an accurate and complete statement of all such warranties, promises and service agreements, if any. All claims or actions on any warranty so assigned shall be made or prosecuted by Lessee, at its sole expense, upon prior written notice to Lessor. Lessor may, but shall have no obligation whatsoever to participate in such claim or action on such warranty, at Lessor's expense. Any recovery under such a warranty shall be made payable jointly to Lessee and Lessor. Lessee acknowledges that Lessee has selected the Vendor and that Lessee has directed Lessor to acquire the Property from Vendor in connection with this Agreement. Lessee further acknowledges that this Agreement is a "Finance Lease" within the meaning of the Uniform Commercial Code and that Lessee Is entitled to the Vendor's warranties and promises described above, if any. LESSOR HAS MADE AND MAKES NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AND ASSUMES NO OBLIGATION WITH RESPECT TO THE TITLE, MERCHANTABILITY, CONDITION, QUALITY OR FITNESS OF THE PROPERTY DESCRIBED IN EXHIBIT A FOR ANY PARTICULAR PURPOSE OR THE CONFORMITY OF THE PROPERTY TO ANY SPECIFICATION OR PURCHASE ORDER, OR AS TO THE PROPERTY'S DESIGN, DELIVERY, INSTALLATION OR OPERATION. All such risks shall be borne by Lessee without in any way excusing Lessee from its obligations under this Agreement, and Lessor shall not be liable to Lessee for any damages on account of such risks.

12. Purchase Option/Payment. Upon payment of the purchase price, plus interest as provided on Exhibit B, the Property shall belong to the Lessee and the Lessor shall execute and deliver a Quit Claim Bill of Sale to the Lessee conveying the Property "as is", but free and clear of any lien, encumbrance, or security interest created or permitted and not discharged by Lessor. The Lessee shall have an option to purchase the Property in whole but not In part, upon sixty (60) days written notice to Lessor by payment of the then applicable purchase price, plus interest, according to the attached Exhibit B. However, should Lessee have no purchase option or right to prepay the Lease according to the Option to Purchase column of the attached Exhibit B, any attempt to do so shall constitute an Event of Default. The purchase price shall convert to a nominal interest rate that shall not exceed 3.136% 13.

**Default and Lessor's Remedies.** 

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(a) The occurrence of one or more of the following events shall constitute an Event of Default, whether occurring voluntarily or involuntarily, by operation of law or pursuant to any order of any court or governmental agency:

(a) Lessee fails to make any payment hereunder when due or within ten (10) days thereafter;

(2) Lessee fails to comply with any other covenant, condition or agreement of Lessee hereunder for a period of the ten (10) days after notice thereof;

(a) Any representation or warranty made by Lessee hereunder shall be untrue in any material respect as of the date made:

(a) Lessee makes, permits or suffers any unauthorized assignment, transfer or other disposition of this Agreement or any interest herein, or any part of the Property or any interest therein; or

(b) Lessee becomes insolvent; or admits in writing its inability to pay its debts as they mature; or applies for, consents to or acquiesces in the appointment of a trustee, receiver or custodian for the Lessee or a substantial part of its property; or, in the absence of such application, consent or acquiescence, a trustee, receiver or custodian is appointed for Lessee or a substantial part of its property and is not discharged within sixty (60) days; or any bankruptcy, reorganization, debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding is instituted by or against Lessee and, if instituted against Lessee, is consented to or acquiesced in by Lessee or is not dismissed within sixty (60) days.

Upon the occurrence of any Event of Default specified herein, Lessor may, at its sole discretion, exercise (b) any or all of the following remedies:

(1) Enforce this Agreement by appropriate action to collect amounts due or to become due hereunder, by acceleration or otherwise, or to cause Lessee to perform its other obligations hereunder in which event Lessee shall be liable for all costs and expenses incurred by Lessor;

(a) Take possession of the Property, without demand or notice and without court order or any process of law, and remove and relet the same for Lessee's account, in which event Lessee waives any and all damages resulting therefrom and shall be liable for all costs and expenses incurred by Lessor in connection therewith and the difference, if any, between the amounts to be paid pursuant to Section 1 hereof and the amounts received and to be received by Lessor in connection with any such reletting;

(3) Terminate this Agreement and repossess the Property, in which event Lessee shall be liable for any amounts payable hereunder through the date of such termination and all costs and expenses incurred by Lessor in connection therewith;

(4) Sell the Property or any portion thereof for Lessor's account at public or private sale, for cash or credit, without demand on notice to Lessee of Lessor's intention to do so, or relet the Property for a term and a rental which may be equal to, greater than or less than the rental and term provided herein. If the proceeds from any such sale or rental payments received under a new agreement made for the periods prior to the expiration of this Agreement are less than the sum of (i) the costs of such repossession, sale, relocation, storage, reconditioning, reletting and reinstallation (including but not ilmited to reasonable attorneys' fees), (ii) the unpaid principal balance derived from Exhibit B as of the last preceding Lease Payment Date specified in Exhibit B, and (III) any past due amounts hereunder (plus interest on such unpaid principal balance at the rate specified in Section 19 hereof, prorated to the date of such sale), all of which shall be paid to Lessor, Lessor shall retain all such proceeds and Lessee shall remain liable for any deficiency; or

(9) Pursue and exercise any other remedy available at iaw or in equity, in which event Lessee shall be liable for any and all costs and expenses incurred by Lessor in connection therewith. "Costs and expenses," as that term is used in this Section, shall mean, to the extent allowed by law: (i) reasonable attorneys' fees if this Agreement is referred for collection to an attorney not a salaried employee of Lessor or the holder of this Agreement; (ii) court costs and disbursements including such costs in the event of any action necessary to secure possession of the Property; and (iii) actual and reasonable out-of-pocket expenses incurred in connection with any repossession or foreclosure, including costs of storing, reconditioning and reselling the Property, subject to the standards of good faith and commercial reasonableness set by the applicable Uniform Commercial Code.

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(6) Under no circumstances shall Lessee be liable under this subsection (b) for any amount in excess of the sum appropriated pursuant to Section 1 hereof for the previous and current fiscal years, less all amounts previously due and paid during such previous and current fiscal years from amounts so appropriated.

14. Termination. Unless Lessee has properly exercised its option to purchase pursuant to Section 12 hereof, Lessee shall, upon any earlier termination hereof pursuant to the terms of this Agreement, surrender the Property to Lessor unencumbered and in at least as good condition and repair as when delivered to Lessee, ordinary wear and tear resulting from proper use alone excepted.

15. Assignment. Without Lessor's prior written consent, Lessee will not either (*i*) assign, transfer, pledge, hypothecate, grant any security interest in or otherwise dispose of this Agreement or the Property or any interest in this Agreement or the Property; or (*ii*) sublet or lend the Property or permit it to be used by anyone other than Lessee or Lessee's employees. Lessor may assign its rights, title and interest in and to this Agreement, the Property and any other documents executed with respect to this Agreement and/or grant or assign a security interest in this Agreement and the Property, in whole or in part. Any such assignees shall have all of the rights of Lessor under this Agreement. Subject to the foregoing, this Agreement inures to the benefit of and is binding upon the heirs, executors, administrators, successors and assigns of the parties hereto. No assignment or reassignment of any of Lessor's rights, title or interest in this Agreement or the Property shall be effective with regard to Lessee unless and until Lessee shall have received a copy of the document by which the assignment or reassignment is made, disclosing the name and address of such assignee. No further action will be required by Lessor or by Lessee to evidence the assignment. During the term of this Agreement, Lessee shall keep a complete and accurate record of all such assignments in form necessary to comply with the United States Internal Revenue Code of 1986, Section 149 (a), and the regulations, proposed or existing, from time to time promulgated thereunder.

16. Personal Property. The Property is and shall at all times be and remain personal property.

17. Title. Lessor or its assignee will retain title to the Property during the lease term. Title to the Property will pass to Lessee upon (and only upon) Lessee's exercise of the purchase option provided in Section 12 hereof and the complete payment and performance by Lessee of all of Lessee's obligations under this Agreement, and in such case Lessor agrees to execute such instruments and do such things as Lessee reasonably requests in order to effectuate the passage of title to Lessee.

18. Lessor's Right to Perform for Lessee. If Lessee fails to make any payment or perform or comply with any of its covenants or obligations hereunder, Lessor may, but shall not be required to, make such payment or perform or comply with such covenants and obligations on behalf of Lessee, and the amount of any such payment and the expenses (including but not limited to reasonable attorneys' fees) incurred by Lessor in performing or complying with such covenants and obligations, as the case may be, together with interest thereon at the highest lawful rate, shall be payable by Lessee upon demand.

19. Interest on Default. If Lessee fails to pay any Lease Payment specified in Section 1 hereof within ten (10) days after the due date thereof, Lessee shall pay to Lessor interest on such delinquent payment from the due date until paid at the highest lawful rate.

20. Notices. Any notices to be given or to be served upon any party hereto in connection with this Agreement must be in writing and may be given by certified or registered mail, and shall be deemed to have been given and received forty-eight (48) hours after a registered or certified letter containing such notice, postage prepaid, is deposited in the United States mail, and if given otherwise shall be deemed to have been given when delivered to and received by the party to whom it is addressed. Such notice shall be given to the parties at their respective addresses designated on the signature page of this Agreement or at such other

address as either party may hereafter designate.

21. Tax Exemption. Lessee acknowledges and agrees that the Lease Payments have been calculated by Lessor assuming that the interest portion of each Lease Payment is exempt from Federal Income Taxation. Lessee represents, warrants and covenants that it will do or refrain from doing all things necessary or appropriate to insure that the interest portion of the Lease Payments is exempt from Federal Income Taxation, including, but not limited to, executing and filing all information statements required by Section 149 (e) of the Internal Revenue Code of 1986, as amended, and timely paying, to the extent of available funds, amounts required to be rebated to the United States pursuant to Section 148(f) of the Internal Revenue Code of 1986, as amended.

22. Continuing Disclosure. Specifically and without limitation, Lessee agrees to provide audited financial statements, prepared by a certified public accountant not later than six (6) months after and as of the end of each fiscal year. Periodic financial statements shall include a combined balance sheet as of the end of each such period, and a combined statement of revenues, expenditures and changes in fund balances, from the beginning of the then fiscal year to the end of such period. These reports must be certified as correct by one of Lessee's authorized agents. If Lessee has subsidiaries, the financial statements required will be provided on a consolidated and consolidation basis.

#### Miscellaneous.

23.

(a) Lessee shall, whenever requested, advise Lessor of the exact location and condition of the Property and shall give the Lessor immediate notice of any attachment or other judicial process affecting the Property. Lessor may, for the purpose of inspection, at any reasonable time during regular business hours enter upon any job, building or place where the Property and the books and records of the Lessee with respect thereto are located.

(b) Lessee agrees to equitably adjust the payments payable under this Agreement if there is a determination for any reason that the interest payable pursuant to this Agreement (as incorporated within the schedule of payments) is not excludable from income in accordance with the Internal Revenue Code of 1986, as amended, such as to make Lessor and its assigns whole.

(c) Time is of the essence. No covenant or obligations hereunder to be performed by Lessee may be waived except by the written consent of Lessor, and a waiver of any such covenant or obligation or a forbearance to invoke any remedy on any occasion shall not constitute or be treated as a waiver of such covenant or obligation as to any other occasion and shall not preclude Lessor from invoking such remedy at any later time prior to Lessee's cure of the condition giving rise to such remedy. Lessor's rights hereunder are cumulative and not alternative.

(d) This Agreement shall be construed in accordance with, and governed by, the laws of the State in which the Property is located.

(e) This Agreement constitutes the entire agreement between the parties and shall not be modified, waived, discharged, terminated, amended, altered or changed in any respect except by a written document signed by both Lessor and Lessee.

(f) Any term or provision of this Agreement found to be prohibited by law or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without, to the extent reasonably possible, invalidating the remainder of this Agreement.

(g) The Lessor hereunder shall have the right at any time or times, by notice to Lessee, to designate or appoint any person or entity to act as agent or trustee for Lessor for any purposes hereunder.

(h) All transportation charges shall be borne by Lessor. Lessee will immediately notify Lessor of any change occurring in or to the Property, of a change in Lessee's address, or in any fact or circumstance warranted or represented by Lessee to Lessor, or if any Event of Default occurs.

(1) Use of the neutral gender herein is for purposes of convenience only and shall be deemed to mean and include the masculine or feminine gender whenever and wherever appropriate.

(j) The captions set forth herein are for convenience of reference only and shall not define or limit any of the terms or provisions hereof

(k) Except as otherwise provided herein, this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns, where permitted by this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the <u>21st</u> day of <u>July</u> in 2016.

THIS OBLIGATION IS A PRESENT OBLIGATION OF THE LESSEE TO MAKE PAYMENTS AS DESCRIBED ON EXHIBIT B WITHOUT REGARD INCLUDING, BUT NOT LIMITED TO, FEDERAL, STATE AND OTHER GRANTS, GIFTS, ETC.

Lessor: Government Capita Corporation A Authorized Signature

345 Miron Dr. Southlake, TX 76092

Keith Miller Director of Operations

Witness Signature **Print Name Print Title** 

Lessee: Independent School District No. I-001 of Logan County, Oklahoma (dba Guthrie Public School District)

Dr. Mike Simpson, Superintentent 802 E. Vilas Guthrie, OK 73044

	Trees
Print Name Jana From	
Print Title Administrative	ASSISTANT TO Superintendent

# Board of Education Personnel Reports

#### Employment Request

Classification Certified			First	Pay	Hrs Per	
Name	Site	Teaching Assignment	Work Day	Grade	Day	Replacing
Davenport, Jadon	GUES	6th Grade	08/15/19		6	NP
Gibson, Rachel	GUES	5th Grade	08/15/19		6	Brianna Wellman
Gordon, Justin	High School	English	08/15/19		6	Rachel Copeland
Hurt, Sara	Fogarty	3rd Grade	08/15/19		6	Tessa Wallraven
Plagens, Chase	High School	Spec. Ed./History	08/15/19		6	Dusten Metz
Raney, Denise	Cotteral	1st Grade	08/15/19		6	NP
Rhoades, Jill	Junior High	Spec. Ed. Co-Taught	08/15/19		6	Harley Boyd
Smith, Monique	Junior High	Spec. Ed.	08/15/19		6	Michael Harmon
Classification Support			First	Pay	Hrs Per	
Name	Site	Teaching Assignment	Work Day	Grade	Day	Replacing
Murphy, Anntauer	Cotteral	Spec. Ed. Paraprofessional	08/15/19	6	7.5	NP
Pogue, Andrea	Fogarty	Spec. Ed. Paraprofessional	08/15/19	6	7.5	NP

#### Transfer of Position Report

<b>Classification</b> Cert	ified			
Name	Transfered From	Transfered To	Replacing	Tran sfer Date
Carpenter, Emily	GUES-Interventionist	GUES-Intern Asst. Princi	NP	8/15/2019
Christianson, Barbara	Central - 1st Grade	Central - Kindergarten	Marissa Mayfield	8/15/2019
Mayfield, Marissa	Central - Kindergarten	Central - 1st Grade	Barbara Christianson	8/15/2019
Russell, Donna	GUES - 6th Gr. Math	Faver - Math	NP	8/15/2019
Taylor, Elizabeth	GUES - 5th Grade	Cotteral - 4th Grade	Lorrie Braid	8/15/2019
Classification Sup	port			
Name	Transfered From	Transfered To	Replacing	Tran sfer Date
Volkert, Tristin	GHS - Para for single st	GHS - Autism Para	Lacy lakovakis	8/15/2019
Watts, Amber	GUES - SpecEd para	Central - PreK para	Monique Smith	8/15/2019

#### Separation of Employment

Classification	Certified				
Name		Site	Teaching Assignment	<b>Reason for Separation</b>	<b>Effective Date</b>
Braid, Lorrie		Cotteral	4th Grade	Resigning	5/24/2019
Heath, Kary		GUES	6th Grade ELA	Resigning	5/24/2019
Hoskins, Ryan		High School	Physical Science	Resigning	5/24/2019
Hoskins, Stacie		GUES	6th Grade	Resigning	5/24/2019
Rodgers, Nancy		Junior High	Spec. Ed. Sef-Contained	Resigning	5/23/2019
Classification	Support				
Name		Site	Teaching Assignment	<b>Reason for Separation</b>	<b>Effective Date</b>
Montgomery, Nan	су	High School	Cafeteria Worker 6.5 Hrs.	Resigning	5/31/2019



# Board of Education Personnel Reports

Peck, Christine

Transportation Route Driver

Resigning

5/31/2019

#### 2019-2020 JH Athletic Duty Assignments

Site	Assignment	Comp	Employee	Replacing	
H	Football Asst. Coach 7th Grade	\$1,600.00 Breyden Stone		Hayden Seifert	
<u>2019-</u>	2020 HS Athletic Duty Assignments				
Site	Assignment	Сотр	Employee	Replacing	
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HS

# Guthrie Public Schools Finance Committee Meeting June 3, 2019 4:00 P.M.

In Attendance: Dr. Mike Simpson, Doug Ogle, Carmen Walters, Michelle Chapple, Angie Smedley, Dee Benson, Gina Davis, Sharon Watts, and Michele Hamby

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

Ms. Chapple spoke on the following:

# Temporary Appropriations 2019-2020 Temporary appropriation amounts from Putnam & Company, to be filed at the courthouse. Increased from last year's amounts. Renewal of Property/Liability/Fleet Auto Insurance (OSIG) 2019-2020 Increase of roughly \$46,000.00, due to the addition of Charter Oak Elementary, busses and van. Renewal of Workers' Comp Insurance (OSAG) 2019-2020 Increase of roughly \$5,000.00, due to payroll costs. Renewal of Lease Purchase Agreement – LED Retrofit (Ratify) 2019-2020 Must be ratified yearly; no change in cost. Renewal of Municipal Finance Contract 2019-2020 Financial advisors for Bond; no change in cost. Renewal of Sodexo – Food Service Management Company Services \$.06 per meal increase, based on CPI index.

Mr. Ogle spoke on the following:

#### Renewal of Edgenuity Virtual Classroom, Meridian Tech 2019-2020 Renewal of service for use at GHS and Bluejay Academy, with an additional 20 seats added at a cost of \$600.00 per seat.

# Renewal of PowerSchool (formerly PeopleAdmin), School Recruiter services 2019-2020

Renewal of online recruiting services with a slight cost increase of approximately \$308.00

Ms. Walters spoke on the following:

#### **Renewal of Agreement with Aurora Learning Community Association**

Renewal of curriculum and assessment data storage service, with a decreased cost of approximately \$50.00

Ms. Smedley spoke on the following agreements:

#### Sheri Fairchild, SPED evaluations 2019-2020

Fall contract at a cost of approximately \$12,000.00

#### Marylyn Steffensen, Psychometric Services 2019-2020

Contract to provide services (if needed) at a cost of approximately \$10,000.00

#### OK Hearing Solutions, Audiological Services 2019-2020

Contract for audiological services (if needed) at a cost of no more than \$1,000.00

#### **Teresa Ewing, Physical Therapy Services 2019-2020**

Contract renewal for physical therapy services, at a cost of approximately \$65,000.00

Mr. Benson spoke on the following:

 Approval of Agreement with Follett, Library books tracking Renewal of library software service, with a 3% increase in cost
Approval of Agreement with Image Works, Copiers This is year 2 of a 4 year contract renewal.

Dr. Simpson spoke on the following:

Renewal of OSSBA Membership Dues 2019-2020 Renewal Agreement with YMCA for Facility Use 2019-2020 Changes in current contract: they will not be using Cotteral this year and they will pay us mileage for bus use.

- **Renewal Lease Agreement with NORTHchurch, Inc. at GUES, 2019-2020** Renewal of agreement with no changes.
- **Renewal Agreement with Willow Creek and Golden Age, Pre-K Program** Renewal of agreement for Intergenerational Pre-K classrooms at both facilities, at a cost of \$1/year per site.

#### **Curriculum Committee Meeting Minutes**

June 3, 2019

#### 4:30 PM

#### 802 E. Vilas Avenue

#### In Attendance:

Dr. Mike Simpson, Doug Ogle, Carmen Walters, Gina Davis, Jennifer Bennett-Johnson, Angie Smedley, Sharon Watts (attending for Travis Sallee), and Meghan Norton.

#### Agenda Items Discussed:

#### Ms. Walters:

- ALCA contract renewal: decreased cost over last year.
- Willow Creek agreement for Intergenerational PreK
- Golden Age agreement for Intergenerational PreK
- Elementary Handbook changes. GUES will have stand-alone handbook presented for approval at July's meeting.
- Centralized enrollment: at the High School in August. Discussion that GPS will continue and build on the success with this method of enrollment.
- Rookie Round Up numbers: discussion that pre-enrollment numbers are up over 2018.
- Elementary scores: Discussion and explanation of elementary sites compared with state averages.

Mr. Ogle:

- Faver graduation rates were discussed and compared to 2018 figures.
- Bluejay Academy: Discussion of updates and interest in the new program.
- Scores for GUES and Junior High discussed and explained regarding state testing scores.

#### Guthrie Public Schools Property Committee Meeting June 3, 2019 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Cody Thompson, Janna Pierson, Tina Smedley, Ron Plagg, and Linda Skinner.

#### Mr. Thompson spoke on the following items:

#### **Expenditure Reports:**

- Summarized the expenses for May
- 36 new Purchase Orders for May

#### **Completed Projects:**

- 183 Work-Orders completed by Maintenance Dept.
- HVAC projects Changed filters at Cotteral

Jr. High compressor will need to be replaced Installed window units in Jr High offices Completed 45 HVAC work orders in May

- Setup Graduation at Jelsma Stadium
- Removed hay bales from 4 entrances at the HS left by our Sr. class
- OG&E replaced a transformer and 700' of electrical line at the HS. Had power outages over Memorial Weekend at Maint., NIT, North wing of the HS, and the annex.
- Cleaned out drains at GUES serving lines
- Installed new cabinets and work area in Carmen's office.

#### **Projects in Progress & Future Projects:**

- Currently have 155 Maintenance Work-Orders in progress
- District HVAC, Electrical and Plumbing repairs
- Installation of trees, shrubs, and flowers in the front flower beds at the Jr. High
- Replace the current choir risers at the JH that are falling apart
- Repair, resurface and repaint the lines on the track/football practice field
- Replace existing seating on south side of HS gymnasium
- Begin replacing HVAC units at Fogarty
- Installation of new lighting in the Jr. High gym
- Resurface/repaint the Jr. High gym floor
- Phase II for upgrades to the fire alarm system at Fogarty
- New playground equipment being installed at Fogarty purchased by PTO funds
- Remove center wall in rooms C6/C7 at the Jr. High for the Library
- Replace the compressor to the chiller at the Jr. High
- Remove existing seating on the south side of the HS gym. Was able to save 201 seats that will be listed for sale on an online auction
- Repair existing steps on the south side of the HS
- Noble Ave Baptist Church has requested approval to raise funds to to replace the stage curtains at Faver
- Installation of Phase II consisting of 3 more pieces of playground equipment at Charter Oak
- Replace HVAC filters and clean coils at all sites

- Continue to make bus repairs and annual inspections
- Continue roof repairs where needed at all sites
- Extend the existing sidewalk on the north side of the IT building
- Carpentry/cabinet work in Administration offices
- Installing a privacy wall in ladies dressing room in BOC
- Continue changing out classroom/entry door locks at GUES to master lock system
- Replace iron fence on south side of Central playground and remove sand
- Parking lot resurfacing at the AGED hog farm
- Build and install an iron gate at Charter Oak lagoon entry
- Retile flooring in the restrooms and the front entry at the Administration
- Refinish and paint new lines on the North gym floor at the H.S.
- Repair the retaining wall on the North side of Fogarty that collapsed due to the heavy rainfall
- Install new drainage system at the Baseball locker rooms and concession stand

#### **Bond Projects Discussion:**

Charter Oak ES – Interior building-punch list items Exterior building-punch list items

- J.H.-Completed
- H.S. Phase II is underway. North gym HVAC project began June 3rd
- Other Projects H.S. gym seating replacement begins in July Track resurfacing at the practice field is underway Gym floor resurfacing at the Jr. High begins in July Gym floor lighting at the Jr. High begins in June Replacing HVAC units at Fogarty