

**AGENDA WITH COMMENTARY**

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

**MONDAY  
DECEMBER 12, 2016  
7:00 P.M.**

**AGENDA:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. FFA Presentation and Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Presentation of Certified and Support Employee of the Month**
- 7. Comments to the Board by:**
  - A. Citizens registered to speak to the Board**
  - B. Board Members**
- 8. Superintendent's Reports**
- 9. Architectural Update on Construction and Planning by The Stacy Group**
- 10. Consent Agenda:.....Pages 5-60**

**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 November 14, 2016**
  - B. Treasurer's Report**

- C. **New Activity Fund Account request by Fogarty Elementary**
- D. **Activity Fund Fundraisers as per attached list**
- E. **Activity Fund Transfers as per attached list**
- F. **Fuel bid as recommended by bid committee**
- G. **Encumbrances for General Fund #'s 529-594, Building Fund #'s 128-154 and Child Nutrition Fund #'s 28-31 and listed change orders and Activity Fund Reports**
- H. **Out-of-State Trip Request:  
Robert Blackburn and Taylor Steier-Guthrie Public Schools Band Directors-  
Midwest International Band and Orchestra Clinic-Chicago, IL-December 14-  
17, 2016**
- I. **Contracts/Agreements under \$10,000**
  - 1. **Agreement with Barlow Education Management Services, LLC for  
2017-2018.....Pages 59-60**

Commentary:

This is a renewal agreement with Barlow Education Management Services, LLC for them to continue as our chief negotiator in contract negotiations with the Guthrie Teachers' Association. There is no change in the service fee for this agreement. **Dennis Schulz will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**11. Business Agenda:**

- A. **Presentation of 2015-2016 audit by Putnam and Company, LLC** **Pages 61-109**

Commentary:

This is the presentation of our annual audit for school year 2015-2016 by Putnam and Company, LLC, the District's auditing firm. This is not an action item.

- B. **Recommendation, consideration and action upon appointment of Bill Hodges, Dennis Schulz and Doug Ogle as designated representatives of the Board of Education to conduct employee negotiations for the 2017-2018 school year**

Commentary:

Mr. Hodges and Mr. Schulz have been on the negotiations team as district representatives for a number of years. This will be Mr. Ogle’s third year on this team. **Dennis Schulz will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**C. Recommendation, consideration and action upon proposed school calendar for 2017-2018.....Page 110**

Commentary:

The calendar committee consisted of a staff member from each site, Doug Ogle from the Administration Office, a parent, and a site administrator. This calendar is the result of their group effort. **Doug Ogle will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**D. Recommendation, consideration and action upon agreement with ProCare Therapy for short-term Speech Language Therapy services.....Pages 111-118**

Commentary:

The approximate cost of these services which will be utilized while one of our Speech Language Therapists is on leave will be \$15,470. That amount is based on \$65 per hour plus mileage between sites. **Eldona Woodruff will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

- 12. Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of employment of temporary contract teachers as listed on Schedule A for the second semester of the 2016-2017 school year, discussion of employment of probationary contract teachers as listed on Schedule B for the second semester of the 2016-2017 school year, discussion of extra-duty assignments for 2016-2017 and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7**
  - A. Vote to go into executive session**
  - B. Acknowledge Board’s return to open session**
  - C. Statement of minutes of executive session**

- 13. **Vote on action as set out on the Personnel Reports.....Page 119**
- 14. **Action upon recommendation to employ as temporary teachers for the second semester of the 2016-2017 school year the individuals listed on Schedule A of this agenda.....Pages 120-121**
- 15. **Action upon recommendation to employ as probationary teachers for the second semester of the 2016-2017 school year the individuals listed on Schedule B of this agenda.....Page 122**
- 16. **Action upon recommendation of extra-duty assignment as listed for 2016-2017  
Page 123**
- 17. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
- 18. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
- 19. **Adjourn**

**Dr. Mike Simpson  
Superintendent**

jf

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

Date: \_\_\_\_\_ Time: \_\_\_\_\_

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



**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
REGULAR MEETING  
NOVEMBER 14, 2016**

**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 NOVEMBER 14, 2016**

**Board Members Present:** Jennifer Bennett-Johnson, Gail Davis, Terry Pennington, Janna Pierson, Travis Sallee, Tina Smedley and Sharon Watts

**District Level School Officials Present:** Dr. Mike Simpson, Superintendent  
Dennis Schulz, Ass't Superintendent  
Doug Ogle, Executive Director of Personnel/Secondary Ed  
Carmen Walters, Executive Director of Federal Programs/Elementary Ed  
Eldona Woodruff, Director of Special Education  
Cody Thompson, Director of Operations  
Dee Benson, Director of Technology  
Jessica Callaway, Director of Child Nutrition  
Jean Watts, Deputy Minutes Clerk

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

Mr. Doug Ogle, Executive Director of Personnel and Secondary Education, announced the award winners for October: Mr. Walter Chambers, head custodian at Cotteral Elementary, for support employee of the month and Ms. Tina Ogle, Science teacher at GJHS, as certified employee of the month. Nomination letters were submitted to the committee by: Ms. Allison Snow, kindergarten teacher at Cotteral, for Mr. Walter Chambers and Ms. Kathy Ice, Science teacher at GJHS, for Ms. Tina Ogle.

Mr. Ogle presented the award winners with a plaque.

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

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

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

**Mr. Pennington addressed the Board by stating he was disappointed that SQ 779 did not pass for our teachers. He also stated that he appreciated the things we do in our District, such as observing “Pink Week”, as that football game prompted his wife make an appointment for a mammogram the following Monday to which the outcome was a diagnosis of breast cancer. He thanked those students for bringing awareness to his family and our community regarding issues such as this.**

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

**Superintendent Simpson reported on the following:**

**Stated that regarding SQ 779 he hopes we can put the divisiveness behind us and can move forward to find a solution for educator funding. One thing we are thankful for here in Guthrie is the unprecedented cooperation we have with the City of Guthrie and with Logan County.**

**Reported that last Thursday a group of administrators gathered at Meridian Technology Center for a Thanksgiving luncheon prepared by the culinary students. It was great to walk through a packed room and see our students there with pride as we enjoyed the food they prepared.**

**The Guthrie Police Department has secured a grant to add an additional SRO for Guthrie Public Schools. The focus for this position will be increased support to improve attendance. He will meet with Chief Sweger to discuss the additional responsibilities for this officer in the near future.**

**Discussed the process of addressing the 77 recommendations from the Performance Review. He stated that each recommendation will be placed within a committee for discussion and review. We will be involving our staff as well as board members in coming up with possible solutions to the recommendations. We will begin prioritizing those recommendations very soon.**

**He has been informed by the County Assessor that DCP Midstream is protesting their locally assessed property. The protest was denied and DCP Midstream has filed suit against the County Assessor. Until settled, the taxes will be held in escrow and we will see a possible reduction in our 2016-2017 local collections. The challenge is to determine how much this will affect us. The location of the assets has not been revealed by DCP Midstream. We believe it will affect us significantly by possibly \$31,000. They have filed suit in 22 counties in Oklahoma.**

**Spoke about a recent situation at Cottoral Elementary regarding a family friend who came to pick up a student from school. The gentleman became unresponsive and two of our**

teachers took action by performing CPR until emergency responders arrived. Those teachers were Brenda Brandon and Jamie Mungai. Although the gentleman did not survive, he was given a chance because of the quick action of these two staff members. They have Dr. Simpson's respect and admiration for doing what they have been trained to do in helping this gentleman in need.

Announced that Dusty Throckmorton, Assistant Principal at GHS, was selected as Assistant Principal of the Year by CCOSA. This is a big deal as it is a selection by his peers and he has been recognized as someone that represents our district with distinction. The award is nice but Dr. Simpson is even more proud of the work he does with our student body every day.

9. President Watts called for the presentation of 2015-2016 A-F District Report Card and District Annual Dropout Report for Fiscal Year 2015-2016 by Ms. Carmen Walters, Executive Director of Federal Programs and Elementary Education and Mr. Doug Ogle, Executive Director of Personnel and Secondary Education.

Ms. Walters and Mr. Ogle presented and explained the District Report Card for the respective grade levels. They gave comparisons of schools close in size to our district. The overall elementary grade is a 77 or "C+", GJHS is an 85 or "B" and GHS is a 66 or "D".

Dr. Simpson announced there will be a new formula with new computations for this report card beginning next year.

10. President Watts called for presentation of Guthrie Public Schools ACE Remediation Plans for Guthrie High School and Guthrie Jr. High School for 2015-2016 by Mr. Chris LeGrande, Guthrie High School Principal, and Mr. Robbie Rainwater, Guthrie Jr. High School Principal.

Mr. LeGrande announced that there is a lot we do in advance of academics that are not on our report card. The State has done away with the requirements of EOI's so we do not have to remediate students and test in December and then again during the summer months. We will only be testing once this year and that will be in the spring. Students at the high school who failed their 8<sup>th</sup> grade Reading test are enrolled in ACE, a reading remediation class, for the first semester of their freshman year. At the end of the semester they will again retest to see if they then pass the reading test. This test is a requirement to have the opportunity to take the driver's test as well. This year the bottom 25% of the students are being taken on as a school wide effort as far as what we can do as a school to help these students even into their elective and extra-curricular classes. GHS also has pull out classes for Reading and Algebra to help them prepare for the sophomore Math test and the English II test this spring. Second semester the ACE Reading class will continue to be a remediation class for the bottom 25% for extra help for the English test in the Spring. A couple of GHS Math teachers have offered to give up their planning periods to help students with their Math skills. The staff realize what we need to do to help our students. We do more with less and will continue to do so.

Mr. Rainwater reported that they are readjusting at GJHS due to budget cuts and staff reductions. They are still keeping in place what they have found to be successful. They still have FLEX time during the first 20 minutes of class every day. This is remediation time

where teachers can pull students in for extra instruction and help. They are holding students accountable for the time they are at school in the instance there is not help at home.

They prioritize the subjects by “high stakes, low stakes, no stakes” as far as which teachers have first pics of calling students in for help. They’ve also made it intentional for all students to be in a classroom with a highly qualified teacher in all subject areas. They’ve grouped the students by strengths and weaknesses and put them with the teachers of those strengths as well. As far as changes for next year we will not have test scores until October. We are trying to place students in appropriate classes with the help of recommendations from this year’s information. We have teachers that are adamant about students being in co-taught classes for more than one semester if that is helping them so they do not fall back into the bottom quartile. Those students are also in co-taught classes for 6 hours per day. 87% of 8<sup>th</sup> grade students passed the reading test last year which tells you that we have proficiency in the bottom quartile. If they need support we are going to continue to give that to them.

11. **President Watts called for an Architectural Update on Construction and Planning by The Stacy Group.**

Mike Stacy from The Stacy Group announced that they have met with teachers and directors to get the details of the new school worked out. He presented the floor plans as they stand after meeting with those groups. He addressed that the building will have a stage and a storm shelter. There are still a few details he is waiting on but he hopes to be able to advertise for bids in January, open bids in February and be able to come to the Board Meeting in February with a recommendation.

12. **President Watts called for action on the Consent Agenda.**

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

The motion carried with 7 ayes and 0 nays.

- 13A. **President Watts called for discussion, consideration and action to adopt calendar of regularly scheduled School Board meetings for 2017.**

A motion was made by Smedley and seconded by Davis to adopt the calendar of regularly scheduled School Board meetings for 2017.

The motion carried with 7 ayes and 0 nays.

- 13B. **President Watts called for recommendation, consideration and action to call for Board Member Election to be held on February 14, 2017 and a Runoff Election, if needed, on April 4, 2017 for Board Position #2 and #6, which have 4-year terms of office.**

A motion was made by Pierson and seconded by Smedley to approve a Board Member Election to be held on February 14, 2017 and a Runoff Election, if needed, on April 4, 2017 for Board Position #2 and #6, which have 4 year terms of office.

The motion carried with 7 ayes and 0 nays.

- 13C. President Watts called for recommendation, consideration and action upon renewal agreement with Northwest Evaluation Association.**

**A motion was made by Smedley and seconded by Davis to approve renewal agreement with Northwest Evaluation Association.**

**The motion carried with 7 ayes and 0 nays.**

- 13D. President Watts called for recommendation, consideration and action upon Memorandum of Understanding between University of Oklahoma's K20 Center and Guthrie Public Schools for a collaborative partnership with intent to apply for a federal grant through the US Department of Education GEAR UP program.**

**Mr. Wilson from Oklahoma's K20 Center explained the purpose of the K20 Center and how they will be able to possibly aid us in helping our students become college-ready.**

**Discussion followed.**

**A motion was made by Smedley and seconded by Pierson to approve the Memorandum of Understanding between University of Oklahoma's K20 Center and Guthrie Public Schools for a collaborative partnership with intent to apply for a federal grant through the US Department of Education GEAR UP program.**

**Discussion followed.**

**The motion carried with 7 ayes and 0 nays.**

- 14. President Watts 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, discussion of extra-duty assignments as listed for 2016-2017 and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7.**

- 14A. A motion was made by Sallee and seconded by Bennett-Johnson to go into executive session.**

**The motion carried with 7 ayes and 0 nays. Executive session began at 8:31 p.m.**

- 14B. President Watts acknowledged the Board's return to open session at 9:20 p.m.**

- 14C. President Watts stated that in executive session only those items listed in Agenda Item 14 were discussed and no votes were taken.**

- 15. President Watts called for a vote on action as set out on the Personnel Reports.**

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

**The motion carried with 7 ayes and 0 nays.**

- 16. President Watts called for action upon recommendation of extra-duty assignments as listed for 2016-2017.**

**A motion was made by Davis and seconded by Smedley to approve the extra-duty assignments for 2016-2017.**

**The motion carried with 7 ayes and 0 nays.**

- 17. President Watts called for recommendation, consideration and action to approve the Superintendent's recommendation for a two hundred dollar stipend for all certified personnel and a one hundred dollar stipend for all support personnel.**

**Dr. Simpson made the following recommendation:**

**Madam President and members of the board, I am recommending that the Board of Education authorize a one-time stipend of \$200 to all certified staff and \$100 to all support staff to be paid in December 2016 to those currently employed with the district since the beginning of classes on August 19, 2016. This recommendation specifically excludes district level administrators.**

**Prior to receiving their stipend each qualified staff member must complete a one-time staff development targeted to educate the staff about bullying.**

**A motion was made by Smedley and seconded by Bennett-Johnson to approve the Superintendent's recommendation authorizing a one-time stipend of \$200 to all certified staff and \$100 to all support staff to be paid in December 2016 to those currently employed with the district since the beginning of classes on August 19, 2016. The recommendation specifically excludes district level administrators.**

**Prior to receiving their stipend each qualified staff member must complete a one-time staff development targeted to educate the staff about bullying.**

**The motion carried with 7 ayes and 0 nays.**

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

**Ms. Gail Davis, Deputy Board Clerk of the Board of Education, read her resignation letter which will be effective immediately.**

**A motion was made by Smedley and seconded by Bennett-Johnson to accept the resignation of Ms. Gail Davis.**

**The motion carried with 7 ayes and 0 nays.**

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

**Superintendent Simpson stated there was no new business.**

**20. A motion was made by Smedley and seconded by Davis to adjourn the meeting.**

**The motion carried with 7 ayes and 0 nays.**

**The meeting adjourned at 9:24 p.m.**

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**Jana Frey, Minutes Clerk**

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**E. Sharon Watts, Board President**





**WARRANTS PAID**

GENERAL FUND:

2015-2016 \$ 166.00  
2016-2017 \$ 1,629,452.97

GIFTS & ENDOWMENTS FUND:

2015-2016  
2016- 2017

BUILDING FUND:

2015- 2016  
2016-2017 \$ 53,701.26

INS. LOSS RECOVERY FUND:

2015-2016  
2016-2017

CHILD NUTRITION FUND:

2015-2016 \$ 154.70  
2016-2017 \$124,094.76

BOND FUND:

2015-2016  
2016-2017 \$115,934.50

**CD/INVESTMENTS:**

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

**TOTAL MONIES IN F&M BANK** \$13,842,071.01

PLEDGED – FDIC \$250,000.00  
PLEDGED – F&M BANK \$15,179,000.00

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

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



RECEIVED

11-15-16

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

Date 11/11/2016

Site Fogarty 110

Desired Name of new Account Elementary Snack Grant

Purpose of account to provide healthy snacks for hungry elementary students in kindergarten - 3rd grade

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

Source of BOE allowable income that will support this account (See page 13 of AF Handbook)  
Grant money

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

X *Connie Gallepe*

X *Marsha Todd*

Sponsor Signature

Principal/Administrator Signature

Recommended by \_\_\_\_\_

Date 11/11/2016

New Account Name \_\_\_\_\_

New Account Number \_\_\_\_\_

Board of Education Approval Date \_\_\_\_\_



The harsh reality is one in five kids in Oklahoma don't know where their next meal will come from. For many Oklahoma children the only meals they receive are at school. There is little or nothing for them to eat at home on the weekends. Communities across the state have started weekend food sack programs where the schools send packets of food home with the kids on Friday to help them over the weekend. Is there a program like that in your community? If not, does there need to be?

Kickin Childhood Hunger is a 501c-3 program established in 2014. Our mission is to engage in activities which work to eliminate childhood hunger in North Central Oklahoma and to work with organizations to accomplish that purpose. We are dedicated to raising funds and distributing 100% of those funds directly to programs which will facilitate feeding children 18 years of age and younger through food sack or equivalent type programs. If you know of an established program that can use financial assistance or would like to start a program in your area we would like to help.

2016 is the third year for Kickin Childhood Hunger coordinators to hold their annual event in August. Smaller events, including Stillwater Elks Blazathon, are held throughout the year. 100% of the funds received at these events go directly to programs to feed children. We are distributing these funds to locally organized food and backpack programs directed specifically toward childhood hunger in North Central Oklahoma (within 60 miles of Stillwater). In the first two years the funds were distributed to programs in Stillwater, Perkins, Ripley, Drumright, Sapulpa, Crescent and Mulhall. If you know of someone in your community currently running a program or thinking of starting one, please forward this information to them. Recipients are selected by the board members upon reviewing applications from established and start up programs to feed children. Upon proper board approval, the funds are distributed immediately.

Following this letter is an application for a funding request. Please complete and submit to [lynn@forman-harleydavidson.com](mailto:lynn@forman-harleydavidson.com) or [pgill@stillwatermill.com](mailto:pgill@stillwatermill.com) or mail to Kickin Childhood Hunger, 3512 S. Boomer Road, Stillwater 74074. For more information visit our website at [www.kickinchildhoodhunger.org](http://www.kickinchildhoodhunger.org).

Thank you for helping get the word out to help us feed kids in your area.

## **Application for "Kickin' Childhood Hunger" Funds**

Funds are to be used exclusively for the purchase of food for children aged 18 and under.

The Kickin' Childhood Hunger sponsors may conduct a short (5-10 minutes) interview session with each applicant. Applicants must be present in order to be considered for funding.

Email completed application to:

[Lynn@FormanHarley-Davidson.com](mailto:Lynn@FormanHarley-Davidson.com) or

[pgill@stillwatermill.com](mailto:pgill@stillwatermill.com) or fax to Pam Gill at 405-743-3730

Address the points listed on the second page to complete the application. Use as few or as many pages as you deem necessary.

### **Sponsors of the Kickin' Childhood Hunger**

Forman Harley-Davidson Motorcycles

Stillwater Milling Company

Kicker Stillwater Designs

Thunder Roads Magazine

Oklahoma Closing & Title Services Inc.

## **Kickin' Childhood Hunger Application**

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1. Name of Project:
2. Community or school to be served. Include street address and city:
3. Age range and approximate number of children to be served:
4. Describe (in a concise manner) how the project will be implemented. Include how will the project identify and connect with the children and approximate beginning and ending dates:
5. Amount of funds requested:
6. Name of Group requesting funds:
7. What are the plans to continue the proposed project after the Kickin' Childhood Hunger funds are exhausted?
8. Person (and contact information) responsible for distribution of funds and accounting of fund expenditures.
9. Person (and contact information) responsible for writing a final report (2 or 3 paragraphs) after the project is completed. Pictures of your project would be greatly appreciated.(This person may be contacted for an interview to serve as a basis for a news release.)
- 10.To whom should the check be made payable? Include a mailing address.
- 11.Date of request.

**GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST  
December 12, 2016**

- a. GUES, 812            Scholastic Book Fair
- b. GUES PTO, 815    School carnival
- c. JH Stuco, 830      Spring Dance
- d. JH Stuco, 830      Stuco T-shirts
- e. JH Stuco, 830      Pasta for Pennies, coin drive for  
Leukemia & Lymphoma Society
- f. Tennis, 855        Polar bear Tennis Classic Mixed  
Doubles Tournament
- g. HS Stuco, 899      Winter Formal
- h. HS Drama, 913     Century Resources Catalog  
sale



RECEIVED  
11-17-16

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

a.

Date of Request: 11-15-16 Site Name: G.U.E.S

Acct. Name & #: Activity 812

Current Unobligated Account Balance: 14,718.95 <sup>16,858.23 as of 11-17-16</sup> 08

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

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

Scholastic Book Fair

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

Please supply the following information:

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

Manufacturer: \_\_\_\_\_

**Purpose for which funds will be used:**

Funds will be used to purchase new books for the library, replace old or damaged books, purchase equipment, supplies, materials and computer software.

Name of Vendor: Scholastic

Address of Vendor: S.W. 44th St. OKC. 73179

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

Books for resale

- a. Estimated INCOME: 6000.00
- b. Less Estimated EXPENSE: 3,800.00
- c. Estimated PROFIT: 2,200.00

NOTES:

First day of Fundraiser: January 12, 2017 Last Day of Fundraiser: January 27, 2017

I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.

What will happen to any items that are not sold? \_\_\_\_\_

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

Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: Suban Dawson DS Date: 11/17/16

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

Board of Education Approval Date: \_\_\_\_\_

Form: AF Fundraiser Request 4/2016





b.

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 11-21-16 Site Name: G.U.E.S

Acct. Name & #: 815-PTO Current Unobligated Account Balance: 13,599.86

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

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

School carnival-Tickets will be sold for various games, booths and food /drinks

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

Please supply the following information:

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

Manufacturer: \_\_\_\_\_

**Purpose for which funds will be used:**

We will purchase student/teacher incentives, rewards, supplies, classroom materials, teacher appreciation gifts/luncheons, building and ground needs, donations, refunds, computer software.

Name of Vendor: \_\_\_\_\_

Address of Vendor: \_\_\_\_\_

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

We will be purchasing prizes for the games, food for the concession stand such as hotdogs, nachos, drinks, water etc.

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

NOTES:

First day of Fundraiser: Feb.4, 2017 Last Day of Fundraiser: Feb.4, 2017

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? \_\_\_\_\_

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

Sponsor's Signature: [Signature] Date: 11-22-16

Principal's Signature: [Signature] Date: 11/22/16

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

Board of Education Approval Date: \_\_\_\_\_





RECEIVED  
11-7-16

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

C.

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

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

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

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

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

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

Please supply the following information:

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

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

Manufacturer: Sam's Club, Coca-Cola Company

Purpose for which funds will be used:

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

Name of Vendor: Sam's Club

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

Items to be purchased in order to conduct the fundraiser:

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

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

NOTES:

First day of Fundraiser: May 1, 2017 Last Day of Fundraiser: May 5, 2017

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? Used for future StuCo events

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

Sponsor's Signature: *CB Workman* Date: 11/4/2016

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

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

Board of Education Approval Date: \_\_\_\_\_

Form: AF Fundraiser Request 4/2016



GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 11/3/2016 Site Name: GJHS

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

*d.*

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

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

Student Council tshirts for StuCo members only. Shirts will be sold to StuCo students for \$4-\$5 more than the wholesale price.

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

Please supply the following information:

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

N/A

Manufacturer: Tshirt Nerds

**Purpose for which funds will be used:**

Donation towards new curtains for the JH auditorium, donation towards Learn to Love campaign, or a Teacher Appreciation luncheon.

Name of Vendor: Tshirt Nerds

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

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

StuCo tshirts (\$10.50/shirt wholesale estimate)

- a. Estimated INCOME: \$450
- b. Less Estimated EXPENSE: \$315
- c. Estimated PROFIT: \$135

Tshirts will be prepaid by StuCo  
NOTES: members. Only paid for shirts will be ordered.

First day of Fundraiser: Jan. 5, 2016 Last Day of Fundraiser: Jan. 19, 2016

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed - and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? N/A, see notes

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

Sponsor's Signature: *C. B. Workman* Date: 11/4/2016

Principal's Signature: *Stat Seal* Date: 11/4/16

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

Board of Education Approval Date: \_\_\_\_\_



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11-7-16

RECEIVED  
11-10-16

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

e.

Date of Request: 11/4/2016

Site Name: GJHS

\$2748.35 11/11/16  
\$2,628.35

Acct. Name & #: StuCo 830

Current Unobligated Account Balance:

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

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

Pasta for Pennies - coin drive for Pasta for pennies. Students collect donations.

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

Please supply the following information:

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

N/A

Manufacturer: N/A

Purpose for which funds will be used:

Donation towards the Leukemia & Lymphoma Society

Name of Vendor: N/A

Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser:

None

- a. Estimated INCOME: \$1500.00
- b. Less Estimated EXPENSE: \$0
- c. Estimated PROFIT: \$1500.00

Profits do not go towards  
NOTES: school.

First day of Fundraiser: Feb. 27, 2017

Last Day of Fundraiser: Mar. 3, 2016

I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.

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

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

Sponsor's Signature: CB Workman

Date: 11/4/2016

Principal's Signature: [Signature]

Date: 11/4/16

Athletic Director's Signature (if applicable):

Date:

Board of Education Approval Date:

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11-18-16

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

f.

Date of Request: 11/14/2016 Site Name: HS

Acct. Name & #: Tennis 855 Current Unobligated Account Balance: 13,000 15,146<sup>83</sup> as of 11/18/16<sup>83</sup>

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

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

Polar Bear Tennis Classic (Mixed Doubles Tournament)

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

Please supply the following information:

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

Manufacturer: \_\_\_\_\_

Purpose for which funds will be used:

Substitute teachers, tennis balls, travel, equipment

Name of Vendor: \_\_\_\_\_

Address of Vendor: \_\_\_\_\_

Items to be purchased in order to conduct the fundraiser:

t-shirts

- a. Estimated INCOME: 1,500
- b. Less Estimated EXPENSE: 500.00
- c. Estimated PROFIT: 1,000

NOTES: All prizes will be donated

First day of Fundraiser: Jan. 22, 2017 Last Day of Fundraiser: Jan. 22, 2017

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

What will happen to any items that are not sold? There will not be any

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

Sponsor's Signature: Mary Hudson Date: 11-14-16

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Athletic Director's Signature (if applicable): DCH DS Date: 11/18/16

Board of Education Approval Date: \_\_\_\_\_

Form: AF Fundraiser Request 4/2016





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11-10-16

RECEIVED  
11-14-16

g.

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

Date of Request: 11/4/16 Site Name: HS

Acct. Name & #: 899 Current Unobligated Account Balance: \$11,029.83 *af*

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

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

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

Please supply the following information:  
Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies, soda)  
Water, peppermints, Hot cocoa, coffee, soda, candy

Manufacturer: n/a

Purpose for which funds will be used:  
Stuco State/district convention, materials for putting on spirit themed weeks.

Name of Vendor: Ticketprinting.com/ DJ-TBA

Address of Vendor:

Items to be purchased in order to conduct the fundraiser:  
DJ, tickets, admittance bracelets.

a. Estimated INCOME: 1500  
b. Less Estimated EXPENSE: 450  
c. Estimated PROFIT: 1050

NOTES: Event will be held on Dec. 17

First day of Fundraiser: 12/13/16 Last Day of Fundraiser: Jan. 2017

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

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

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

Sponsor's Signature: *Mark P...* Date: 11/4/16

Principal's Signature: *Chris S...* Date: 11-4-16

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

Board of Education Approval Date:

RECEIVED  
11-3-16

GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST FORM

h.

Date of Request: 11-2-16 Site Name: GHS

Acct. Name & #: Drama 913 Current Unobligated Account Balance: 874.41 1551.81  
ap

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

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

Century Resources Pamphlet Sells

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

Please supply the following information:

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

n/a

Manufacturer: Century Resources

Purpose for which funds will be used:

Props, Travel, gas, subs, costumes, lodging, contest fees, misc supplies

Name of Vendor: Century Resources

Address of Vendor: Accounts Receivable 3730 Lockbourne Road Columbus, Ohio 43207

Items to be purchased in order to conduct the fundraiser:

none

- a. Estimated INCOME: 2500.00
- b. Less Estimated EXPENSE: 1500.00
- c. Estimated PROFIT: 1000.00

NOTES:

First day of Fundraiser: Jan. 26, 2017 Last Day of Fundraiser: 2-9-17

*I understand that when this fundraiser is completed, an After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close date of the fundraiser.*

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

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

Sponsor's Signature: Shelley Berryman Date: 11/2/16

Principal's Signature: Cheri Putnam DS Date: 11-2-16

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

Board of Education Approval Date: \_\_\_\_\_

Form: AF Fundraiser Request 4/2016





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NOT SATISFIED**

**1709** **Cajun & Country Beef Sausage Duet**

*Dúo de salchicha al estilo cajún y salchicha campesina de res*

Original all-beef summer sausage paired with smoky Cajun sausage.

2—8 oz. sausages, (16 oz. total), gift box.

**1648**

**Special Recipe All-Beef Summer Sausage**

*Salchicha de verano de carne de res de receta especial*

Smoked to perfection—you'll want to enjoy our flavorful summer sausage all year long. 16 oz.

**280**

**Sausage Snack Sticks**

*Palillos de salchicha para refrigerio*

Our most popular sausage—now in minis! Perfect for a quick snack or a family road trip.

12 ct., (11 oz. total).

Serving dishes not included. Made in the U.S.A.



281

### Dynamic Duo

*Queso Cheddary salchichas Duo*

It's easy entertaining for the holidays with this pasteurized processed cheddar cheese and all-beef summer sausage duo.

8 oz. each, (16 oz. total).



New



### PASTEURIZED PROCESS CHEDDAR CHEESE SPREADS

Three cheers for cheese! Our yummy spreads don't need to be refrigerated so they're perfect to take along to any party. 12 oz., tub.

#### 1812 Smoky Bacon Cheddar

*Queso tipo cheddar de tocino*

#### 275 Spicy Jalapeño Cheddar

*Queso tipo cheddar de Jalapeño*



Smoky Bacon Cheddar

1812

275

Spicy Jalapeño Cheddar



129

### Coca-Cola® Cookbook

*Libro de cocina en forma de lata de coca cola*

Celebrate more than 125 years of the great taste of Coca-Cola® with this cookbook featuring the unique flavor of the classic beverage.

1 ct., (Approx 5-3/4" x 8-1/2", 48 pages).

New



### Amish Country Cookbook

1686

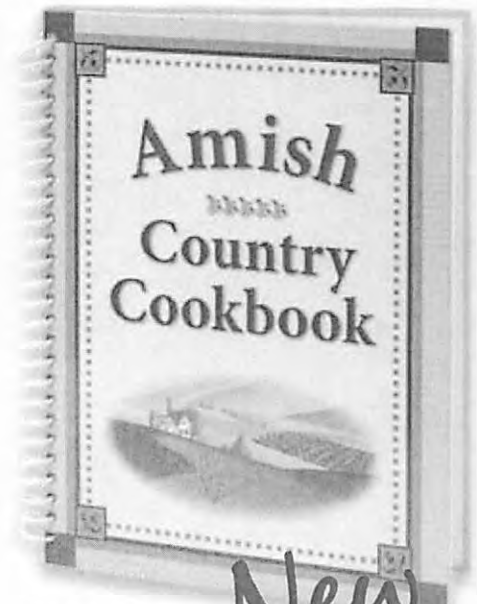
New

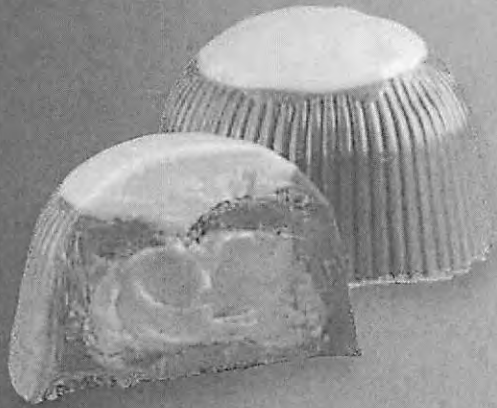
### Amish Country Cookbook

*Libro de cocina Amish*

Take home-cooking to a whole new level with these recipes for Amish country favorites.

1 ct., (6-1/2" W x 8-3/4" H).





1639

**Chocolate & Peanut Butter Buckeyes**

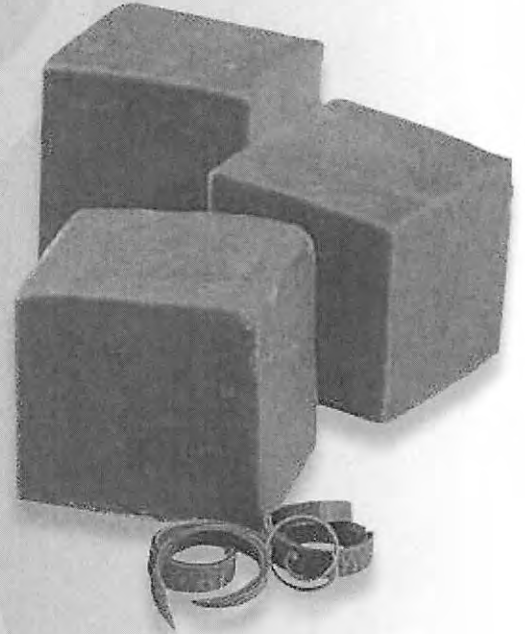
*Caramelos de mantequilla de mani cremosa y chocolate*

Nothing pairs with creamy peanut butter quite like silky milk chocolate. Buckeyes are no longer just a Midwest favorite. 18 pc., 7 oz., gift box.

115

**Chocolate Fudge**


*Dulce de azúcar de chocolate*  
Made in the old-world style with copper pots, this irresistible chocolate fudge is sure to melt in your mouth. 16 oz.

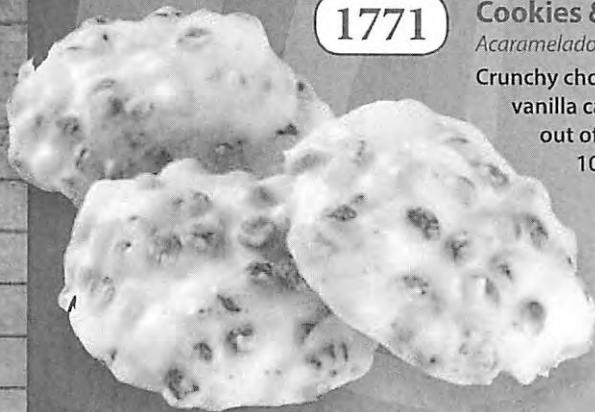


1771

**Cookies & Cream Clusters**

*Acaramelados de galletas y nata*

Crunchy chocolate cookie bits encased in rich vanilla candy are sure to create raving fans out of your guests. 10 pc., 5 oz., gift box. 



158

**Chocolate Caramel Almond Clusters**

*Grupo de almendra y caramelos en chocolate*

The perfect bite-sized treat—these clusters are made from rich milk chocolate, chewy caramel and crunchy almonds. 12 oz.

*New*




*Serving dishes not included. Made in the U.S.A.*

197

**Yogurt-Frosted Pretzels**

*Pretzels escarchados con yogur*

Sweet, creamy yogurt is the perfect complement to these salty, crunchy pretzels.

8 oz. 




more product selection at [www.centuryresources.com](http://www.centuryresources.com)

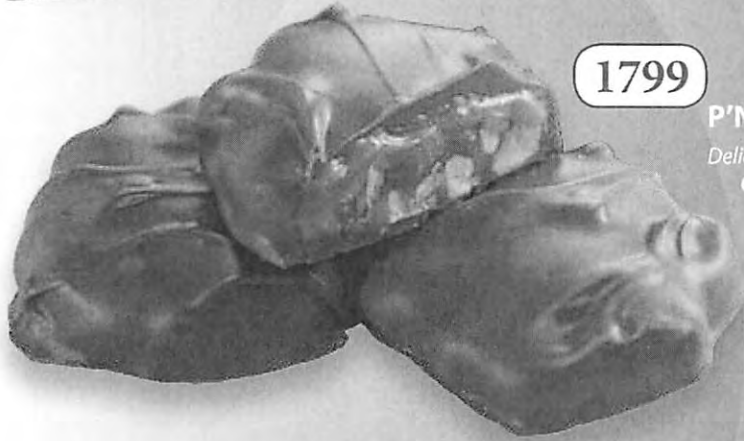
1799

**P'Nuttie Delights**

*Delicias de maní*

Creamy caramel and salty peanuts in smooth milk chocolate are guaranteed to receive five stars.

10 pc., 5 oz., gift box. 



*New*

162

**Chocolate Peanut Butter Smoothies**

*Batidos de Chocolate con leche mantequilla de maní*

The taste of a thick and creamy peanut butter smoothie wrapped in a milk chocolate shell.

12 pc., 5 oz.



252

**Peanut Butter Cup Fudge**

*Dulce de mantequilla de maní*

Creamy peanut butter fudge on top, smooth chocolate fudge on the bottom.

16 oz.





2012

**Quick CrockPot® Meals (Set of 3)**

*Libros de recetas para olla de cocción lenta –  
Juego de 3*

More than 165 recipes for toasty  
one-pot wonders.  
3 ct., (5"W x 8-1/4"H).



1541

**Trash Can Gummi Bears**

*Lata de ositos de goma en  
forma recipiente de residuos*

This trash can tin is filled  
with gummi treasure—soft,  
chewy and sweet  
12 oz., tin. Made in the U.S.A.



204

**Cinnamon Bears**

*Dulce osos de la canela*

A big burst of hot cinnamon flavor in these  
little jelly candies shaped like bears.  
16 oz. Made in the U.S.A.

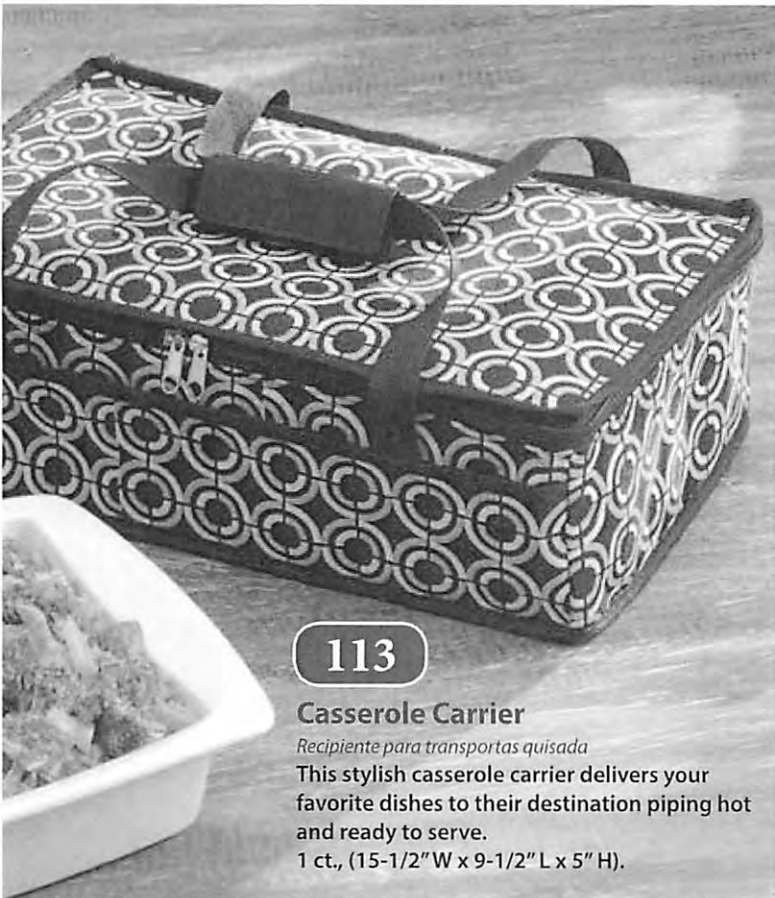
266

**Cinnamon Bun Candle**

*Vela de Canela*

Fill your home with the sweet scent of  
cinnamon buns.  
1 ct., 16 oz. Made in the U.S.A.





**113**

**Casserole Carrier**

*Recipiente para transportar quisada*

This stylish casserole carrier delivers your favorite dishes to their destination piping hot and ready to serve.

1 ct., (15-1/2" W x 9-1/2" L x 5" H).



**1565**

**All-Day Energy Trail Mix**

*Mezcla de frutos secos para tener energía todo el día*

Stay fueled with our tasty mix of nuts, dried fruit and chocolate.

10 oz. Made in the U.S.A.



**103**

**Double Chocolate Drizzle Popcorn**

*Doble Chocolate Palomitas Ilovizna*

Milk chocolate and white chocolate drizzled over sweet, crunchy caramel corn.

9 oz., 1/2 gallon bag.

Made in the U.S.A.



**1214**

**Peanut Crunch Squares**

*Crujientes cuadraditos de mani en mantequillados*

You simply can't lose with peanut brittle goodness served up in bite-sized squares.

8 oz. Made in the U.S.A.

**40% of your purchase supports educational opportunities.**



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- A responsible adult needs to assist the student when taking and delivering orders in person.
- Students should not carry cash when collecting orders.

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CENTURY RESOURCES

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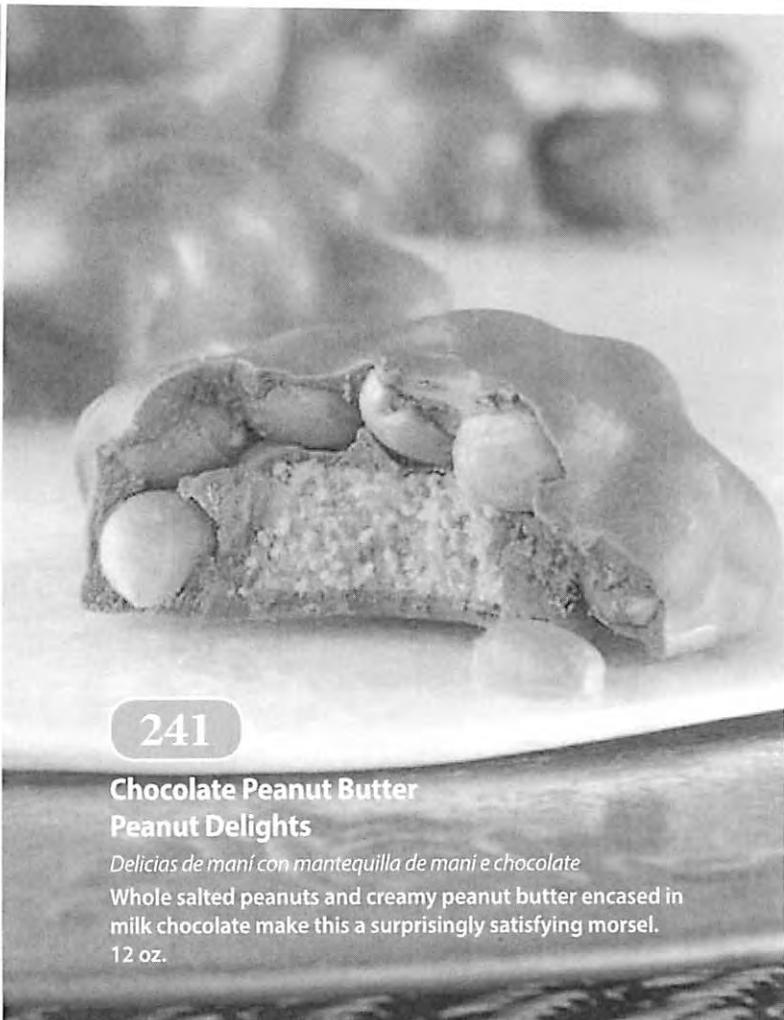




218

**Espresso Caramels with Sea Salt**

*Caramelos de café Espresso con sal de mar*  
 Smooth, chewy caramel with a hint of espresso is covered in milk chocolate and finished with sea salt.  
 10 pc., 5.5 oz., gift box.



241

**Chocolate Peanut Butter Peanut Delights**

*Delicias de maní con mantequilla de maní e chocolate*  
 Whole salted peanuts and creamy peanut butter encased in milk chocolate make this a surprisingly satisfying morsel.  
 12 oz.

1771

**Cookies & Cream Clusters**

*Racimos de galletas y crema de vainilla*  
 Crunchy chocolate cookie bits encased in rich vanilla candy are sure to make raving fans out of your guests.  
 10 pc., 5 oz., gift box.



*Serving dishes not included. Made in the U.S.A.*

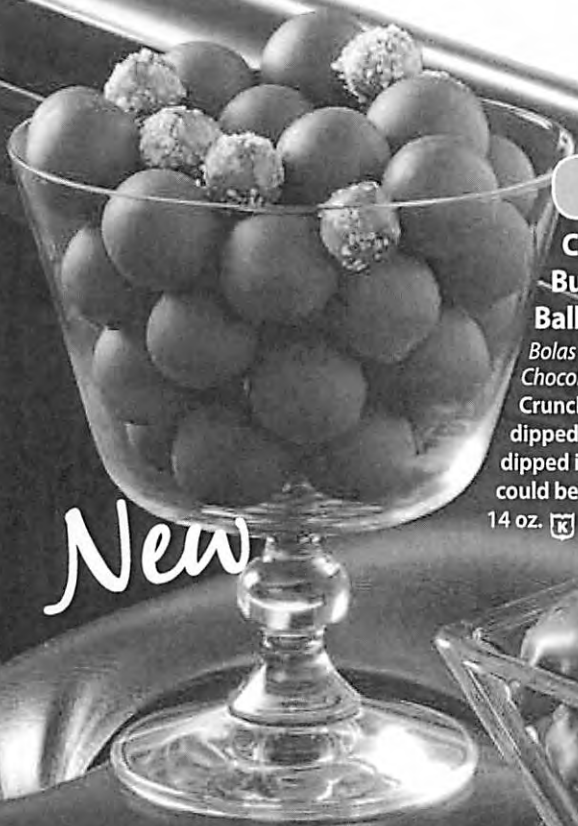
226

**Ritz® Peanut Butter Sandwich Crackers**

*Chocolate cubierto Ritz® Cracker sandwiches de mantequilla de maní*  
 Creamy peanut butter sandwiched between two buttery, salty Ritz® crackers and covered in sweet milk chocolate.  
 6 pc., 7.5 oz.



New



183

**Chocolate and Peanut Butter Dipped Pretzel Balls**

*Bolas de Pretzel, Cubierto en Chocolate de Crema de Cacahuete*

Crunchy, salty pretzel balls dipped in peanut butter then dipped in milk chocolate. What could be better?

14 oz. 



1611

**Dark Chocolate Pecan Delights**

*Delicias de pacanas acarameladas cubiertas con chocolate negro*

Flavorful pecans and caramel enveloped in sweet dark chocolate.

10 oz., gift tin.




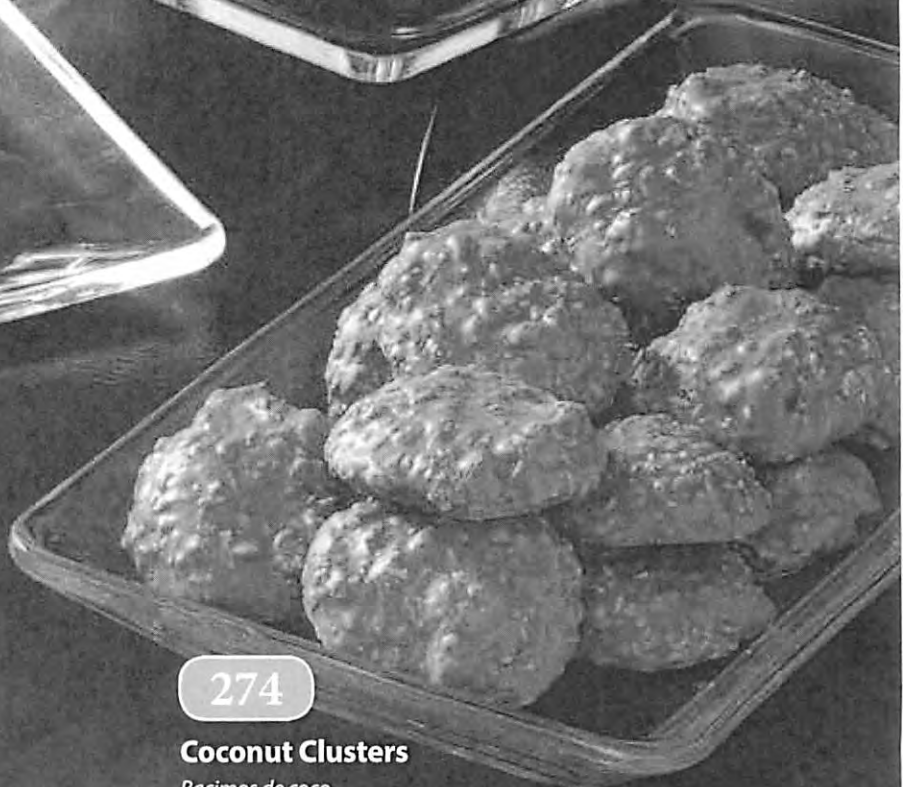
1799

**P'Nuttie Delights**

*Delicias mani con chocolate*

Creamy caramel and salty peanuts in smooth milk chocolate make a tasty snack or a much-loved gift.

10 pc., 5 oz., gift box. 




274

**Coconut Clusters**

*Racimos de coco*

Coconut toasted to perfection and blended with the richest milk chocolate.

10 pc., 5 oz., gift box. 

40% of your purchase supports educational opportunities.





New

202

**Mint Meltaways**

*Menta que derrita*

A classic combination of two all-time favorites—cool mint and milk chocolate.  
12 pc., 5 oz.



263

**Soft Caramel Melts**

*Golosinas de caramelo blando envuelto en chocolate*

These popular treats feature rich caramel tucked inside pure milk chocolate shells.  
18 pc., 6 oz., gift box.



254

**Hot Fudge Melts**

*Chocolate blando envuelto en chocolate*

This best-selling melt has a smooth fudge center enclosed in a pure milk chocolate shell.  
18 pc., 6 oz., gift box.



1624

**Mocha Espresso Melts**

*Bocaditos de café espresso moca*

The bold taste of espresso beans meets a rich coffee cream and milk chocolate coating.  
10 pc., 6 oz., gift box.



253

**Peanut Butter Melts**

*Golosinas de mantequilla de maní envuelta en chocolate*

Ultra-creamy, smooth peanut butter melts.  
36 pc., 12 oz., gift box.


Great Value  
36 Pieces

144

### Caramel Cashew Delights

*Anacardo Delicias*

Salty cashews and chewy caramel enveloped in milk chocolate.

10 pc., 5 oz., gift box. 



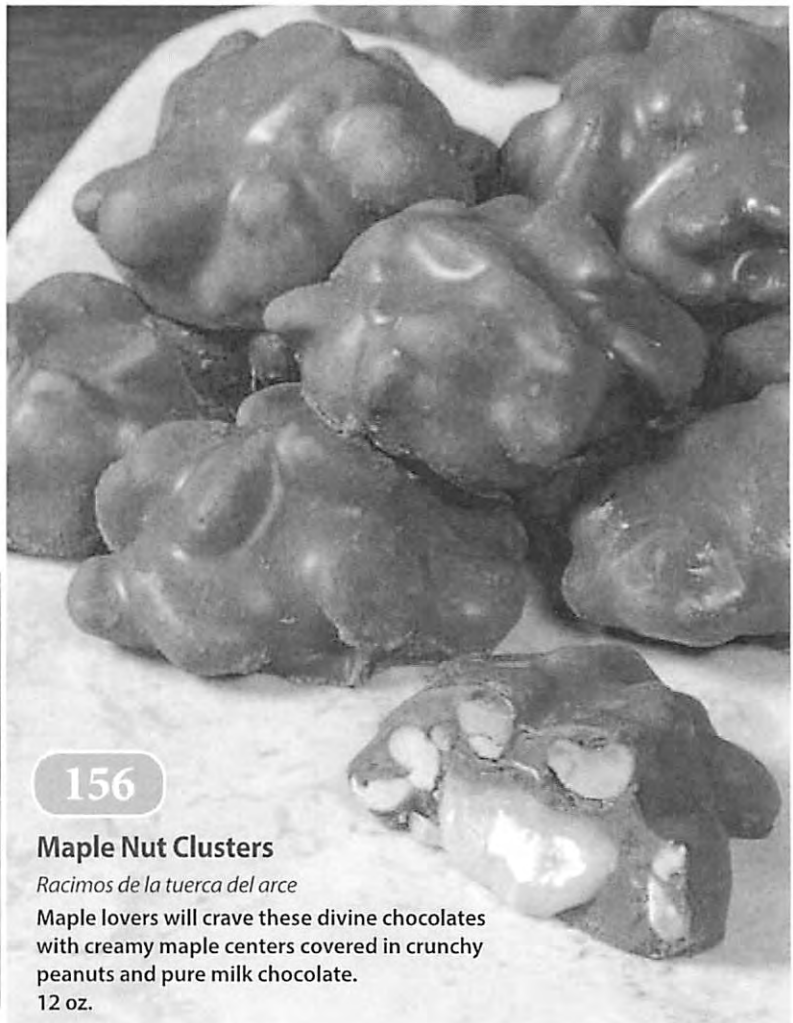
156

### Maple Nut Clusters

*Racimos de la tuerca del arce*

Maple lovers will crave these divine chocolates with creamy maple centers covered in crunchy peanuts and pure milk chocolate.

12 oz.




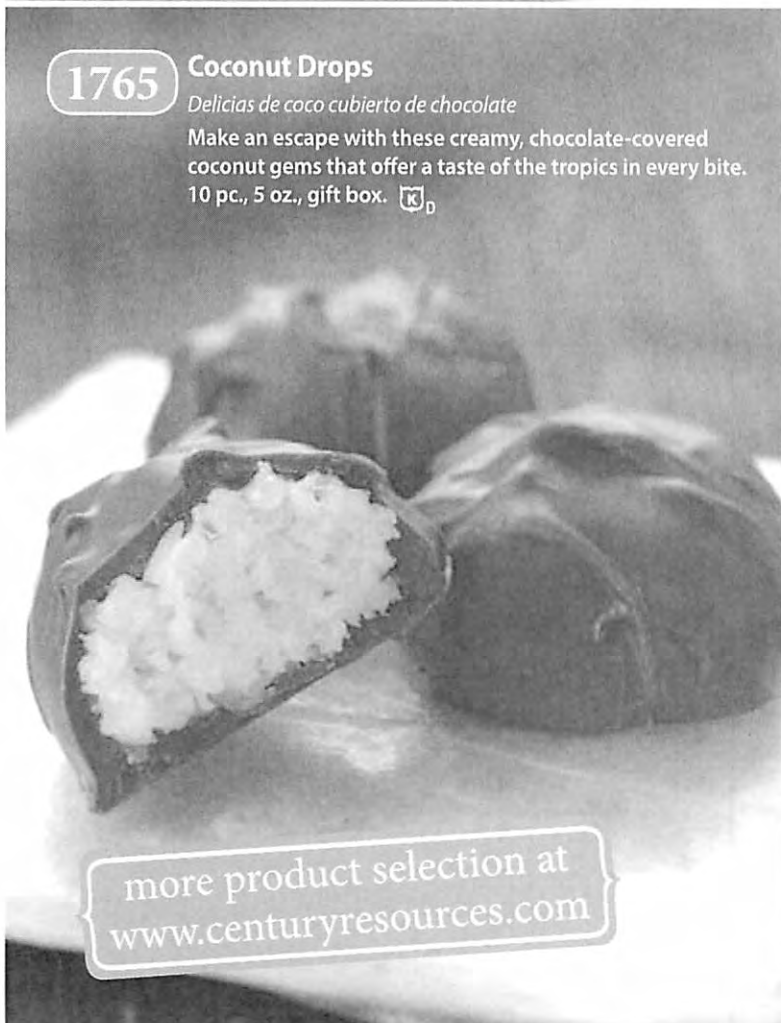
1765

### Coconut Drops

*Delicias de coco cubierto de chocolate*

Make an escape with these creamy, chocolate-covered coconut gems that offer a taste of the tropics in every bite.

10 pc., 5 oz., gift box. 




more product selection at  
[www.centuryresources.com](http://www.centuryresources.com)

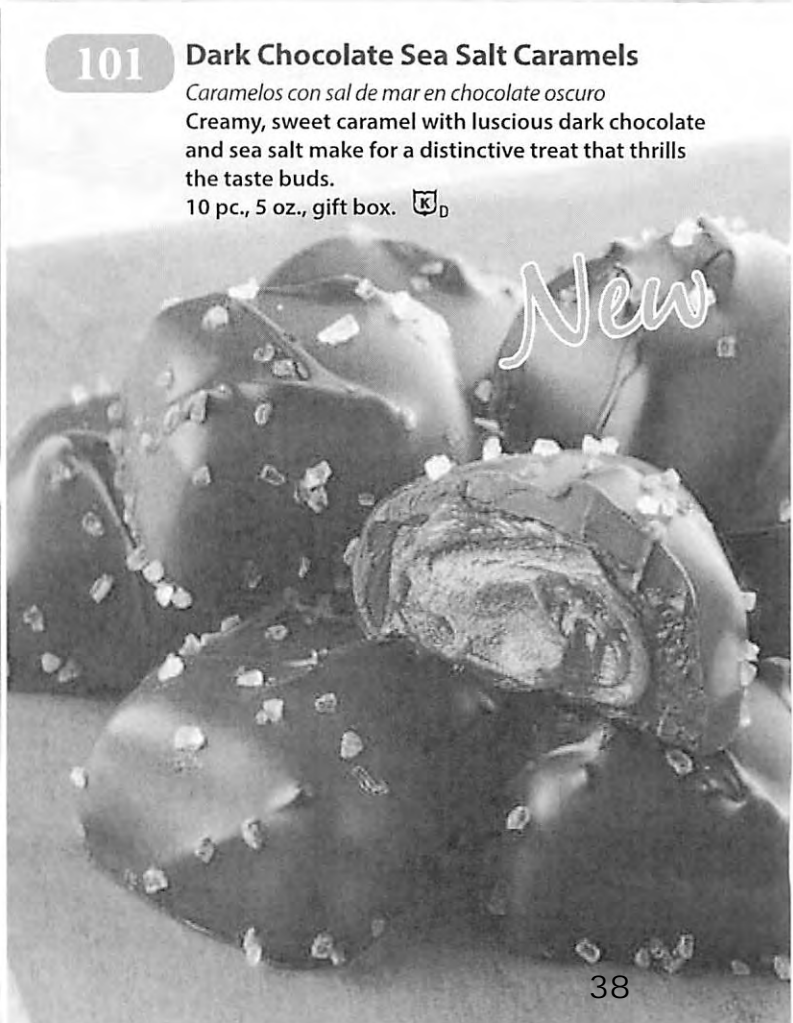
101

### Dark Chocolate Sea Salt Caramels

*Caramelos con sal de mar en chocolate oscuro*

Creamy, sweet caramel with luscious dark chocolate and sea salt make for a distinctive treat that thrills the taste buds.

10 pc., 5 oz., gift box. 






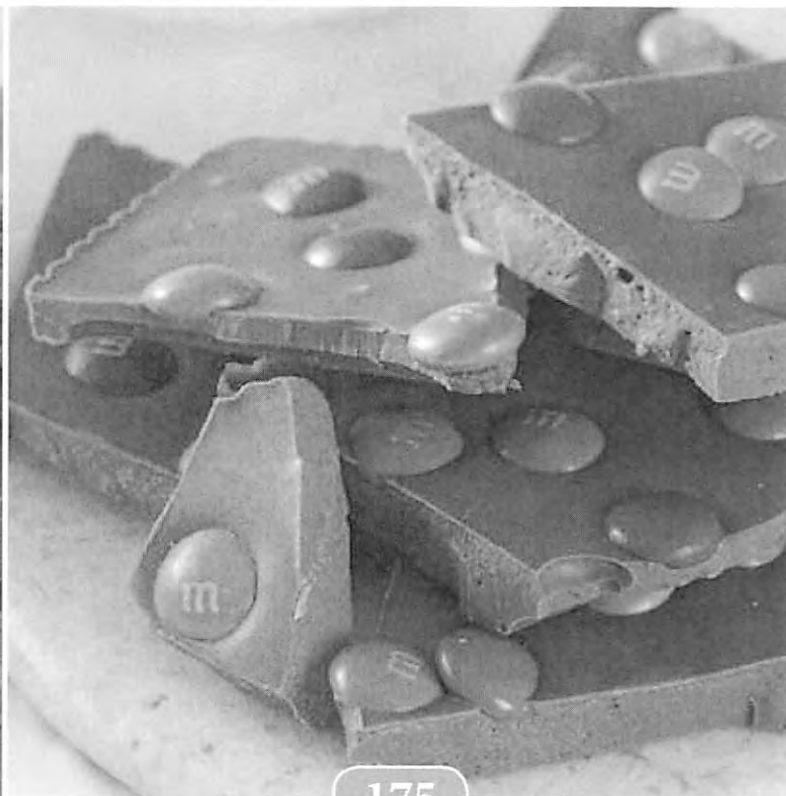
1574

### Almond Bark

*"Cortezas" de chocolate relleno de almendras*

The crunch of roasted almonds and the rich flavor of pure milk chocolate are two easy reasons to love this nutty bark.

8 oz., gift box. 




175

### M&M's® Bark

*Corteza con M&M's®*

Mounds of M&M's® give this bark double the flavor.

8 oz., gift box. 

M&M's® Brand is a registered trademark of © Mars, Incorporated.

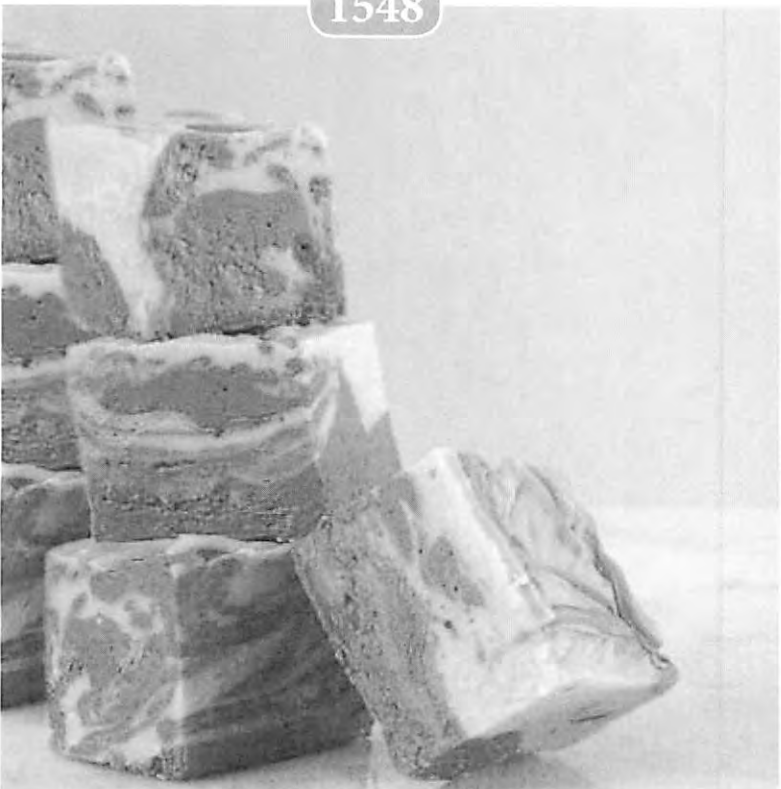
### Peanut Butter Chocolate Swirl Fudge

*Golosinas de mantequilla de maní con volutas de chocolate*

Pass around a universally-loved sweet: rich peanut butter fudge swirled with chocolate.

16 oz.

1548



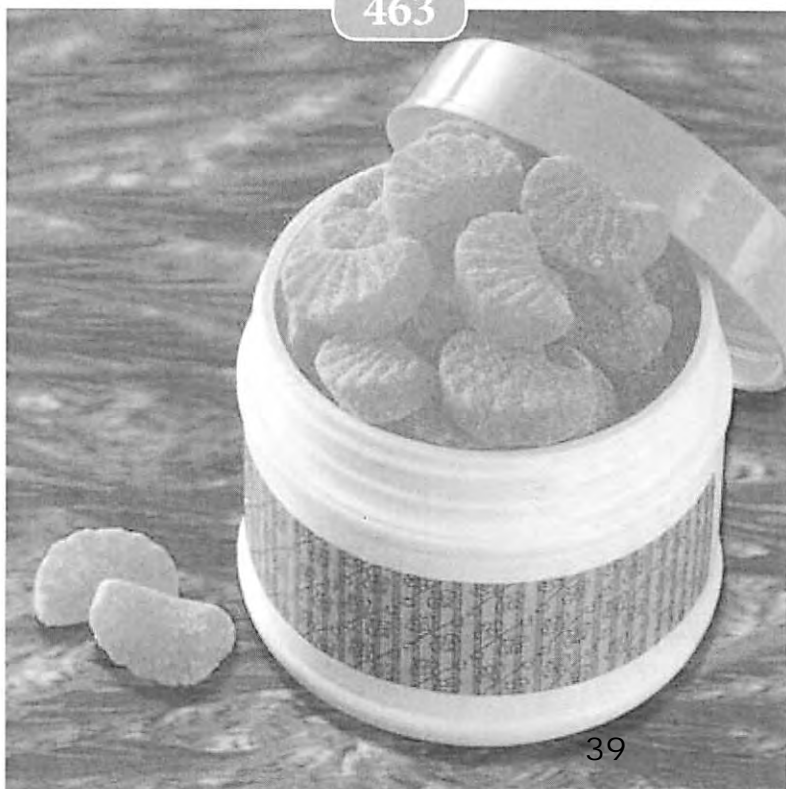
### Orange Slices

*Dulces rodaja de naranja*

Packing a powerful citrus punch, these sugar-coated orange jelly candies are a year-round favorite.

16 oz., plastic screw-top container.

463





192

### Fudge Trio

*El trio de dulce de azucar*

Fudge made in the old-world style in copper pots. Trio includes chocolate fudge with walnuts, peanut butter fudge and chocolate fudge. 3—5.33 oz. flavors, (16 oz. total).



QUALITY GUARANTEE  
1.800.444.7977  
MONEY BACK IF NOT SATISFIED

1146

### Peanut Brittle

*Crocante de mani*

Made in the traditional Southern style, this peanut brittle crunches at first bite—then melts in your mouth. 8 oz., gift tin.



120

### Chocolate Toffee Pretzels

*Lata de pretzels recubiertos con chocolate y toffee*

The perfect treat to share: crunchy pretzels covered in milk chocolate and sprinkled with buttery toffee bits. 8 oz.



40% of your purchase supports educational opportunities.



SCAN TAG FOR CREDIT CARD PURCHASES AND NUTRITION INFORMATION



- 1) Scan tag with your smartphone
- 2) A secure site will take your order
- 3) Group ID \_\_\_\_\_

DO NOT WRITE CREDIT CARD ORDERS ON THE ORDER FORM

[www.centuryresources.com](http://www.centuryresources.com)  
[info@centuryresources.com](mailto:info@centuryresources.com)

#### SAFETY FIRST

- A responsible adult needs to assist the student when taking and delivering orders in person.
- Students should not carry cash when collecting orders.

If you are dissatisfied with a Century Resources product—for whatever reason—your money will be refunded. No letter to write, no product to return—simply call the toll-free 800 number printed on every Century Resources product. The group retains its profit and the student will receive credit for the sale.

**TRANSFERS FOR BOARD APPROVAL**  
**December 12, 2016**

<b>TO:</b>	<b>FROM:</b>	<b>REASON</b>	<b>\$AMOUNT</b>
812, GUES	813. GUES Faculty	Staff T-shirts	205.40



RECEIVED  
11-18-16



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

Amount 205.40

Date Requested 11-17-16

Transfer to: 812-Activity  
Account Name & Number

Transfer from: 813-Faculty  
Account Name & Number

State Reason for Transfer Below

Offset of G.U.E.S t-shirt purchase from jean pass  
Faculty given t-shirts reimburse 812 acct from faculty  
acct.

Sponsor's Signature: Lara Drake

President / Vice-Pres. Signature: \_\_\_\_\_

Treasurer/Secretary's Signature: \_\_\_\_\_

Principal's Signature: Jeff Ball

Transfer # \_\_\_\_\_

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

**Transportation Department  
Fuel Bids  
2016-2017**

DATE: <u>12/07/16</u>	TIME BIDS BEGAN: <u>8:21 AM</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:32 AM</u>	DIESEL: <u>7000</u>
		UNLEADED: <u>1000</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<u>Scot</u>			
FUEL MASTERS	<u>KIT, BRIAN, CODY or HARDIN</u>	1-866-455-3835	<u>1.5950</u>	<u>1.6428</u>
PENLEY OIL COMPANY	<u>Josh</u> MIKE, SCOTT or GEORGEANN	235-7553	<u>1.6044</u>	<u>1.6250</u>
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	<u>1.5667</u>	<u>1.5884</u>
TRUMAN ARNOLD COMPANIES	<u>CASEY</u> <u>Kyle</u>	1-800-808-6500	<u>1.692905</u>	<u>1.710405</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:	
UNLEADED FUEL: <u>1000 gallons</u>	PRICE PER GALLON: <u>1.5667</u>	TOTAL AMT: <u>1566.70</u>
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>1.5884</u>	TOTAL AMT: <u>11,118.80</u>
		TOTAL PURCHASE: <u>12,685.50</u>

PER TELEPHONE BIDS RECEIVED BY: <u>Susan Beutel</u> <u>Veeki Biggs</u>	COMMENTS:
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## Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 529 - 594

PO No	Date	Vendor No	Vendor	Description	Amount
529	11/08/2016	17124	OU CHILD STUDY CENTER	REGISTRATION/SPECIAL ED/JH	220.00
530	11/10/2016	12910	OFFICE DEPOT, INC.	OFFICE SUPPLIES/DRAKE/VO-AG/HS	200.00
531	11/10/2016	42423	MOJO SPORTS LLC	JH- UNIFORMS (BASKETBALL)	920.08
532	11/14/2016	42234	CHALK'S TRUCK PARTS, INC.	BLANKET FOR BUS PARTS	5,000.00
533	11/15/2016	17940	PROSPERITY BANK	\$100.00/P. RITTER/FOGARTY	97.70
534	11/15/2016	12682	MIDWEST BUS SALES, INC.	SUPPLIES/PARTS/TRANSPORTATION	5,000.00
535	11/15/2016	15994	AMAZON CAPITAL SERVICES	\$100.00/G. VILLALVA/FAVER	98.87
536	11/16/2016	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	SUPPLIES/M.TODD/FOGARTY	607.91
537	11/16/2016	13229	QUILL CORPORATION	TABLES/M.TODD/FOGARTY	1,432.94
538	11/16/2016	17900	NORTHWEST EVALUATION ASSOCIATION	MAP TESTING GRADES PRK-6	20,499.50
539	11/18/2016	40791	APPLE, INC.	IPAD APP/SPECIAL ED/HS	299.99
540	11/18/2016	43642	CREATIVE NOTEBOOK SOLUTIONS, LLC	SUPPLIES/TECH ENG/PETERMAN	1,375.00
541	11/18/2016	17152	TIME SPENT LLC	DRY CLEANING/SPECIAL ED/HS	50.00
542	11/18/2016	15926	DELL MARKETING L.P.	COMPUTER/SPECIAL ED/GUES	851.80
543	11/18/2016	12910	OFFICE DEPOT, INC.	\$100.00/J. KOCH/ADMINISTRATION	100.00
544	11/18/2016	17940	PROSPERITY BANK	\$100.00/C. BROWN/GUES	100.00
545	11/18/2016	43814	WOODWORKS, LTD.	SUPPLIES/TECH ENG/PETERMAN/JH	171.00
546	11/18/2016	14207	WALMART COMMUNITY	\$100.00/C. CROCKETT/GUES	100.00
547	11/18/2016	43640	ROBOMATTER, INC	SOFTWARE LECENSCE/TECH ENG/DARCY/JH	599.00
548	11/18/2016	15994	AMAZON CAPITAL SERVICES	BOOKS/SUPPLIES/LIBRARY/CREED/CENTRAL	287.22
549	11/18/2016	17980	TRANSPAR GROUP INC.	TRANSFINDER FOR DECEMBER 2016/JANUARY 2017	1,426.00
550	11/18/2016	15408	SCHOOL SPECIALTY, SAX ARTS & CRAFTS	SUPPLIES/SPECIAL ED/GUES	202.46
551	11/18/2016	15724	COUGHLAN COMPANIES, INC.	BOOKS/LIBRARY/CREED/CENTRAL	1,230.31
552	11/18/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/CREED/CENTRAL	679.84
553	11/18/2016	42374	DISCOVERY EDUCATION	SUBSCRIPTION RENEWAL/GUES	2,082.28
554	11/18/2016	43856	TULSA EMERGENCY MEDICAL CTR, INC.	DOT TESTING POST ACCIDENT	115.00
555	11/18/2016	43362	ECKROAT SEED CO	SUPPLIES/ATHLETICS/HS	500.00
556	11/28/2016	14207	WALMART COMMUNITY	\$100.00/A. McCOY/GUES	100.00
557	11/28/2016	40239	JW PEPPER	\$100.00/C. GUSTAFSON/GUES	89.38
558	11/28/2016	12447	MARDEL, INC.	\$100.00/L. BENHAM/GUES	100.00
559	11/28/2016	15994	AMAZON CAPITAL SERVICES	\$100.00/K. JENSEN/COTTERAL	90.94
560	11/28/2016	17911	B & C BUSINESS PRODUCTS, INC	\$100.00/K. HIGGINS/GUES	100.00
561	11/29/2016	15994	AMAZON CAPITAL SERVICES	\$100.00/A. PERRING./FOGARTY	99.49
562	11/29/2016	14207	WALMART COMMUNITY	\$100.00/M. REDUS/HS	100.00
563	11/29/2016	16171	READING RENAISSANCE	TITLE I MATH SCUBSCRIPTION	2,087.00
564	11/29/2016	12447	MARDEL, INC.	\$100.00/J. STEVENSON/HS	100.00
565	11/29/2016	13229	QUILL CORPORATION	SUPPLIES/TITLE VII/FOGARTY	156.99
566	11/30/2016	17921	SCHOOL HEALTH CORPORATION	VISION KITS/SPECIAL ED/GUES/JH/HS	507.00



## Purchase Order Register

Options: Year: 2016-2017, Fund: GEN FUND-FOR OP, Date Range: 7/1/2016 - 6/30/2017, PO Range: 529 - 594

PO No	Date	Vendor No	Vendor	Description	Amount
567	11/30/2016	43860	NEW DIRECTIONS SOULUTIONS, LLC	SPEECH THERAPY SUBSTITUTE	17,500.00
568	11/30/2016	15994	AMAZON CAPITAL SERVICES	SUPPLIES/SPECIAL ED/COTTERAL	47.49
569	11/30/2016	12171	LAKESHORE LEARNING MATERIALS	\$100.00/J. OWENS/CENTRAL	100.00
570	11/30/2016	12171	LAKESHORE LEARNING MATERIALS	\$100.00/S. DOWNS/COTTERAL	99.96
571	11/30/2016	40791	APPLE, INC.	MACBOOK AIR/TITLE I/HS	4,994.00
572	11/30/2016	15994	AMAZON CAPITAL SERVICES	BOOKS/RIFE/JH	69.90
573	11/30/2016	12910	OFFICE DEPOT, INC.	\$100.00/B. PERRING/HS	100.00
574	11/30/2016	40123	SUMMIT TRUCK GROUP	REPAIRS/TRANSPORTATION	3,000.00
575	11/30/2016	16611	ACT HOLDCO	BLANKET FOR PARTS/TRANSPORTATION	5,000.00
576	11/30/2016	14207	WALMART COMMUNITY	\$100.00/J. LUDLOW/JH	100.00
577	11/30/2016	13229	QUILL CORPORATION	SUPPLIES/SPECIAL ED/HS	159.99
578	12/02/2016	14207	WALMART COMMUNITY	\$100.00/E. GODARD/GUES	100.00
579	12/02/2016	14207	WALMART COMMUNITY	\$100.00/K. WALTERS/GUES	50.00
580	12/02/2016	17940	PROSPERITY BANK	\$100.00/K. WALTERS/GUES	50.00
581	12/02/2016	42351	DELCO DIESEL SERVICES, INC.	TIRE MACHINE/TRANSPORTATION	3,695.00
582	12/02/2016	17289	A-1 RADIATOR SERVICE, INC.	SUPPLIES/TRANSPORTATION	1,879.00
583	12/02/2016	14207	WALMART COMMUNITY	\$100.00/A. PAUL/CENTRAL	100.00
584	12/02/2016	15994	AMAZON CAPITAL SERVICES	\$100.0/A. WILLIAMS/FOGARTY	94.80
585	12/02/2016	41419	HANDWRITING WITHOUT TEARS	SUPPLIES/SPECIAL ED/GUES	84.94
586	12/02/2016	42470	HAMMONS OF TULSA, LLC	ROOM FOR TRAINING/BRANDON/COTTERAL	408.00
587	12/02/2016	17473	HYDROTEX PARTNERS LTD.	FUEL ADDITIVE	1,400.00
588	12/02/2016	14207	WALMART COMMUNITY	OFFICE SUPPLIES/WEBB/JH	100.00
589	12/02/2016	12910	OFFICE DEPOT, INC.	TONER/TITLE VI/FOGARTY	899.56
590	12/05/2016	12910	OFFICE DEPOT, INC.	PRINTER INK/DRAKE/VO-AG/HS	360.00
591	12/05/2016	12910	OFFICE DEPOT, INC.	\$100.00/S. MALTZ/JH	100.00
592	12/05/2016	12910	OFFICE DEPOT, INC.	SUPPLIES/TECH ENG/DARCY/JH	76.47
593	12/05/2016	12682	MIDWEST BUS SALES, INC.	BUS CAMERAS/TRANSPORTATION	4,567.50
594	12/05/2016	83566	BRENDA DEEANN BRANDON	MEAL PER DIEM FOR WORKSHOP/COTTERAL	90.00

<b>Non-Payroll Total:</b>	<b>\$93,004.31</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$93,004.31</b>
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## Purchase Order Register

Options: Year: 2016-2017, Fund: Building, Date Range: 7/1/2016 - 6/30/2017, PO Range: 128 - 154

PO No	Date	Vendor No	Vendor	Description	Amount
128	11/10/2016	43554	ROBERTS DISPOSAL SERVICES, INC	40YD DUMPSTER FOR TRANS	800.00
129	11/10/2016	43849	DOVECOTE GLOBAL SERVICES, LLC	DISTRICT POWER WASHING	700.00
130	11/10/2016	17673	NATION WHOLESALE FENCE COMPANY	FENCING MATERIAL FOR MAINTENANCE	532.00
131	11/10/2016	11626	HOME DEPOT/GEFC	CEILING TILE FOR HIGH SCHOOL	85.44
132	11/10/2016	12394	LOWE'S COMPANIES, INC.	SURGE PROTECTORS FENCE TOP RAILS	0.00
133	11/14/2016	14674	HOMETOWN RENTAL & FEED, INC.	EQUIPMENT RENTAL	1,000.00
134	11/15/2016	43798	DENSE MECHANICAL	DISTRICT HVAC REPAIRS	4,000.00
135	11/15/2016	11626	HOME DEPOT/GEFC	SURGE PROTECTORS AND TOP RAIL	152.49
136	11/15/2016	43827	ED HUMES LOCKSMITH SERVICE, INC.	LOCK AND KEYS FOR DISTRICT	4,000.00
137	11/18/2016	15848	RICHWAY, LLC	REFRIGERATOR/FOGARTY	3,000.00
138	11/18/2016	14207	WALMART COMMUNITY	OFFICE & CUSTODIAL SUPPLIES	600.00
139	11/18/2016	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	4,000.00
140	11/18/2016	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS	5,000.00
141	11/18/2016	42501	EARTHSMART CONTROLS	HVAC CONTROLS SERVICE AND REPAIRS	4,000.00
142	11/22/2016	43783	ANDREW J FARL	ROOF REPAIRS/JH	3,485.00
143	11/22/2016	43798	DENSE MECHANICAL	HVAC REPAIRS/CENTRAL	1,500.00
144	11/28/2016	11626	HOME DEPOT/GEFC	WHIRLPOOL DRYER/CN/GUES	585.00
145	11/29/2016	17249	S. T. BOLDING III	ELECTRICAL REPAIRS/TRANSPORTATION	4,897.21
146	11/30/2016	43749	TREAT'S SOLUTIONS, LLC	BLANKE FOR CUSTODIAL SUPPLIES	6,000.00
147	11/30/2016	15994	AMAZON CAPITAL SERVICES	SUPPLIES/MAINTENANCE	74.94
148	11/30/2016	15969	SOUTHWEST PAPER	BLANKET FOR DISTRICT CUSTODIAL SUPPLIES	6,000.00
149	11/30/2016	43861	DIESEL POWER PLUS LLC	EQUIPMENT REPAIRS/MAINTENANCE	2,000.00
150	11/30/2016	11254	FEDERAL CORPORATION	HVAC PARTS/HS	2,571.00
151	12/02/2016	41794	CARRIER CORPORATION	HVAC CONTROLS REPAIRS/JH	2,000.00
152	12/02/2016	11254	FEDERAL CORPORATION	DISTRICT HVAC PARTS	4,000.00
153	12/02/2016	12967	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/MAINTENANCE	10,000.00
154	12/02/2016	42501	EARTHSMART CONTROLS	HVAC REPAIRS/HS	2,950.00
<b>Non-Payroll Total:</b>					<b>\$73,933.08</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$73,933.08</b>

## Purchase Order Register

Options: Year: 2016-2017, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2016 - 6/30/2017, PO Range: 28 - 31

PO No	Date	Vendor No	Vendor	Description	Amount
28	11/09/2016	17387	BRADFORD INDUSTRIAL SUPPLY	PARTS/FOGARTY	600.00
29	11/18/2016	43853	JENNIFER KENWORTHY	MEAL REFUND/CHANGE IN STATUS	114.70
30	11/18/2016	43852	KENDALL FRANCIS	MEAL REFUND/CHANGE IN STATUS	100.00
31	11/28/2016	43858	BRIANNA SOLIS	MEAL REFUND/CHANGE IN STATUS	31.00

<b>Non-Payroll Total:</b>	<b>\$845.70</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$845.70</b>
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**Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 528, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
7	07/01/2016	12744	MUNICIPAL ACCOUNTING SYSTEMS, INC.	DATA PROCESSING FOR 2016-17	750.00
				SUPPLIES FOR 2016-17	
		007-2511-619-000-0000-000-050		07/01/2016 12/01/2016	-500.00
		007-2511-619-000-0000-000-050		12/01/2016	829.25
		007-2511-619-000-0000-000-050		12/01/2016	420.75
33	07/01/2016	14665	OKLAHOMA STATE UNIVERSITY	REGISTRATION FOR 2016-17	170.00
				REGISTRATION FOR 2016-17	
		006-2573-860-000-0000-000-050		07/01/2016 11/28/2016	-20.00
		006-2573-860-000-0000-000-050		11/28/2016	190.00
123	07/01/2016	16611	ACT HOLDCO	BLANKET FOR PARTS AND REPAIRS FOR 2016-17	-56.89
				BLANKET FOR PARTS FOR 2016-17	
		018-2740-612-000-0000-000-070		07/01/2016 11/22/2016	-684.66
		018-2740-612-000-0000-000-070		11/22/2016	1,627.77
		018-2740-430-000-0000-000-070		07/01/2016 11/22/2016	-1,000.00
124	07/01/2016	42234	CHALK'S TRUCK PARTS, INC.	BLANKET FOR PARTS FOR 2016-17	-5.58
				BLANKET FOR PARTS FOR 2016-17	
		018-2740-612-000-0000-000-070		07/01/2016 11/14/2016	-5.58
127	07/01/2016	12682	MIDWEST BUS SALES, INC.	BLANKET FOR PARTS AND SUPPLIES FOR 2016-17	201.74
				BLANKET FOR PARTS AND SUPPLIES FOR 2016-17	
		018-2740-612-000-0000-000-070		07/01/2016 11/14/2016	-311.03
		018-2740-612-000-0000-000-070		11/14/2016	512.77
134	07/01/2016	40123	SUMMIT TRUCK GROUP	BLANKET FOR PARTS AND SUPPLIES FOR 2016-17	29.98
				BLANKET FOR PARTS AND SUPPLIES FOR 2016-17	
		018-2740-612-000-0000-000-070		12/01/2016	29.98
142	07/01/2016	40923	OKLAHOMA STATE UNIVERSITY	JOB FAIR FEES FOR 2016-2017	-50.00
				JOB FAIR FEES FOR 2016-2017	
		045-2571-810-000-0000-000-050		07/01/2016 11/22/2016	-150.00
		045-2571-810-000-0000-000-050		11/22/2016	100.00
155	07/06/2016	17980	TRANSPAR GROUP INC.	CONSULTING SERVICES TO TRANSPORTATION	1,426.00
				CONSULTING SERVICES TO TRANSPORTATION	
		018-2720-310-000-0000-000-070		07/06/2016 11/18/2016	-3,773.00
		018-2720-310-000-0000-000-070		07/06/2016 11/18/2016	-1,313.00
		018-2720-310-000-0000-000-070		07/06/2016 11/18/2016	-2,693.00
		018-2720-310-000-0000-000-070		11/18/2016	600.00
		018-2720-310-000-0000-000-070		11/18/2016	3,060.00
		018-2720-310-000-0000-000-070		11/18/2016	1,980.00
		018-2720-346-000-0000-000-070		11/18/2016	713.00
		018-2720-346-000-0000-000-070		11/18/2016	713.00
		018-2720-346-000-0000-000-070		11/18/2016	713.00
		018-2720-346-000-0000-000-070		11/21/2016	713.00
		018-2720-346-000-0000-000-070		11/21/2016	713.00
196	07/26/2016	12910	OFFICE DEPOT, INC.	\$100.00/E. WOODARD/HS	-48.89
				CLASSROOM SUPPLIES AS PER ATTACHED	
		034-1000-619-100-5000-000-705		07/26/2016 11/28/2016	-48.89
248	08/09/2016	14207	WALMART COMMUNITY	FURNITURE/FACS/MOORE/HS	-75.00
				TEACHERS' DESK CHAIR	
		412-1000-654-314-8400-000-705		08/09/2016 11/28/2016	-75.00
273	08/12/2016	42423	MOJO SPORTS LLC	BLANKET FOR SOFTBALL EQUIP./UNIFORMS/ATHLETICS/HS	44.00
				BLANKET FOR EQUIPMEN/UNIFORMS T	
		119-1000-657-831-0000-000-705		09/23/2016 11/18/2016	-1,000.00
		119-1000-657-831-0000-000-705		11/18/2016	1,044.00
				BALLS,TEES,SHIRTS,HATS,SHORTS,SCORE BOOKS, HELMETS, CATCHING GEAR	

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 528, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
328	08/23/2016	12910	OFFICE DEPOT, INC.	\$100.00/R. BLACKBURN/T. STEIER/HS	-3.83
		034-1000-619-100-3000-000-705		08/23/2016 11/29/2016	-3.83
347	08/24/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BARCODE LABELS/LIBRARY/HS	4.92
		097-2220-619-000-0000-000-705		08/24/2016 11/22/2016	-85.00
		097-2220-619-000-0000-000-705		11/22/2016	89.92
357	08/29/2016	43810	CENTRAL TRUST BANK	DISTRICT LIGHTING RETROFIT	-241.92
		048-4720-734-000-0000-000-050		08/29/2016 11/21/2016	-61,485.76
		048-4720-734-000-0000-000-050		11/21/2016	61,243.84
366	08/31/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	REFERENCE BOOKS/LIBRARY/MANN/FOGARTY	-17.95
		063-2220-641-000-0000-000-110		10/31/2016 11/18/2016	-515.60
		063-2220-641-000-0000-000-110		11/18/2016	505.60
		063-2220-641-000-0000-000-110		10/31/2016 11/18/2016	-7.95
385	09/07/2016	14000	BROOKLYN PUBLISHERS, LLC	SUPPLIES/BERRYMAN/HS	-110.00
		104-1000-619-100-4000-000-705		09/07/2016 11/28/2016	-65.00
		104-1000-810-100-4000-000-705		09/07/2016 11/28/2016	-35.00
		104-1000-619-100-4000-000-705		09/07/2016 11/28/2016	-10.00
387	09/12/2016	17836	MHS	TESTING SUPPLIES/SPECIAL ED	3.00
		044-2140-614-239-0000-000-050		11/18/2016	3.00
395	09/12/2016	80663	SHERI DAWN STEVENSON	MILEAGE REIMBURSEMENT FOR WORKSHOP	-55.72
		044-2213-580-000-0000-000-610		09/12/2016 11/21/2016	-55.72
411	09/15/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/JENSEN/COTTER AL	-104.52
		052-2220-641-000-0000-000-120		09/15/2016 11/21/2016	-104.52
424	09/22/2016	13704	BSN SPORTS, INC.	HS- BLANKET PO UNIFORMS EQUIPMENT SUPPLIES	164.85
		119-1000-657-828-0000-000-705		09/23/2016 11/10/2016	-919.00
		119-1000-681-828-0000-000-705		09/23/2016 11/10/2016	-1,000.00
		119-1000-657-828-0000-000-705		11/10/2016	2,083.85
427	09/22/2016	15124	COOPERATIVE COUNCIL FOR OKLAHOMA	REGISTRATION/WOODRUFF/SME DLEY	-240.00
		621-2573-860-239-0000-000-050		09/22/2016 11/14/2016	-280.00
		621-2573-860-239-0000-000-050		11/14/2016	40.00
444	09/29/2016	17940	PROSPERITY BANK	\$100.00/E. AVILA/CENTRAL	-0.09
		034-1000-619-100-1050-000-130		09/29/2016 11/11/2016	-0.09
449	09/30/2016	17940	PROSPERITY BANK	ROOMS FOR LIVESTOCK SHOW/VO -AG/HS	-62.16
		412-2213-580-317-8000-000-705		09/30/2016 11/11/2016	-530.00
		412-2213-580-311-8000-000-705		11/11/2016	467.84
454	10/04/2016	80663	SHERI DAWN STEVENSON	MILEAGE REIMB./SPECIAL ED/JH	-77.42
		621-2213-580-239-0000-000-050		10/04/2016 11/21/2016	-77.42

## Change Order Listing

**Options:** Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 528, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
4-5 TRANSITION WORKSHOP IN NORMAN, OK						
455	10/04/2016	81726	LISA GAYE KROTH	MILEAGE REIMB./SPECIAL ED/HS	-24.40	
				MILEAGE REIMB. TO FOR AUTISM		
		621-2213-580-239-0000-000-050		10/04/2016	11/15/2016	-100.00
				WORKSHOP IN OKCY, OCTOBER 5-6,		
		621-2213-580-239-0000-000-050		11/15/2016		75.60
				2016		
456	10/04/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/HUDSON/HS	-48.09	
				BOOKS AS PER ATTACHED		
		097-2220-641-000-0000-000-705		10/04/2016	11/18/2016	-487.07
		097-2220-641-000-0000-000-705		11/18/2016		438.98
468	10/10/2016	16959	RC SPORTS, INC	\$100.00/T. MONNAHAN/FOGARTY	-6.00	
				shipping		
		034-2620-530-907-0000-000-110		10/10/2016	11/14/2016	-6.00
470	10/10/2016	13272	REALLY GOOD STUFF, INC.	\$100.00/D. WARD/CENTRAL	-14.35	
				WHO IS THE LUCKY DUCK		
		034-1000-619-100-1050-000-130		10/11/2016	11/14/2016	-3.21
				CLASSROOM MANAGEMENT		
		034-1000-619-100-1050-000-130		10/10/2016	11/14/2016	-3.21
				RAINBOW CLOTHESPINS		
				STRATEGIES FOR MATH BANNER		
		034-1000-619-100-1050-000-130		10/10/2016	11/14/2016	-2.56
				SHIPPING		
		034-1000-619-100-1050-000-130		10/10/2016	11/14/2016	-5.37
472	10/10/2016	17756	VEX ROBOTICS, INC	SUPPLIES/TECH ENG/DARCY/JH	-36.27	
				UPS Ground \$36.27		
		412-1000-681-317-8700-000-610		10/10/2016	11/14/2016	-36.27
478	10/11/2016	13210	PRO-ED	DISTRICT TESTING	-31.80	
				SHIPPING		
		621-2150-614-239-0000-000-050		10/11/2016	11/14/2016	-31.80
483	10/11/2016	13991	THOMPSON SCHOOL BOOK	TEXTBOOKS/SCIENCE/GUES	-120.94	
				SHIPPING		
		023-1000-644-100-2250-000-125		10/11/2016	11/14/2016	-120.94
492	10/14/2016	12910	OFFICE DEPOT, INC.	OFFICE SUPPLIES/DRAKE/VO- AG/HS	-0.02	
				OFFICE SUPPLIES		
		412-1000-619-311-8000-000-705		10/31/2016	11/29/2016	-0.02
495	10/14/2016	12171	LAKESHORE LEARNING MATERIALS	SUPPLIES/SPECIAL ED/KROTH/HS	-93.02	
				SHIPPING		
		621-1000-619-239-1060-000-705		10/14/2016	11/14/2016	-93.02
497	10/18/2016	15655	MARTIN W BELLOWS	PIANO	-100.00	
				TRUCK/VOCAL/PERRING/HS		
				Grand Piano TruckIncluding Freight		
		116-1000-654-100-3000-000-705		10/18/2016	11/29/2016	-100.00
498	10/19/2016	15929	RENAISSANCE LEARNING, INC.	AR SUBSCRIPTION	-0.25	
				RENEWAL/GUES		
				AR READ SUBSCRIPTION RENEWAL		
		067-2220-653-000-0000-000-125		10/19/2016	11/17/2016	-0.25
				AND STAR READING RENEWAL		
505	10/26/2016	41078	LISA KROTH	MILEAGE	-23.68	
				REIMBURSEMENT/SPECIAL ED/HS		
				MILEAGE REIMBURSEMENT FOR		
		621-2213-580-239-0000-000-705		10/26/2016	11/15/2016	-55.00
		621-2213-580-239-0000-000-705		11/15/2016		31.32
				VISION SCREENING TRAINING		
				WORKSHOP IN OKC ON OCTOBER		
				27TH, 2016		
516	11/01/2016	12447	MARDEL, INC.	\$100.00/J. ROSS/GUES	-0.65	
				CLASSROOM SUPPLIES		
		034-1000-619-100-1050-000-125		11/01/2016	11/21/2016	-0.65
517	11/01/2016	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/MICK/JH	-4.37	
				BOOKS AS PER ATTACHED		
		073-2220-641-100-1130-000-610		11/01/2016	12/01/2016	-4.37
518	11/01/2016	15724	COUGHLAN COMPANIES, INC.	BOOKS/LIBRARY/MICK/JH	-16.00	
				BOOKS AS PER ATTACHED		
		073-2220-641-000-0000-000-610		11/01/2016	11/22/2016	-16.00
522	11/02/2016	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	-12,175.90	
				1000 GALLONS UNLEDED FUEL		
		019-2740-625-000-0000-000-070		11/02/2016	11/14/2016	-1,596.10
				@1.591		

**Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 528, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
		7000 GALLONS DIESEL FUEL @1.5114	019-2740-623-000-0000-000-070	11/02/2016	11/14/2016 -10,579.80
<b>Non-Payroll Total:</b>					<b>(\$11,051.22)</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>(\$11,051.22)</b>

**Project Totals**

006	DUES/MEMBERSHIPS/REGIST.	170.00
007	DATA PROCESSING	750.00
018	TRANSPORTATION	1,595.25
019	FUEL	-12,175.90
023	TEXTBOOKS	-120.94
034	\$100.00 TEACHER SUPPLIES	-73.81
044	SPECIAL ED. DIR.	-52.72
045	PERSONNEL DIRECTOR	-50.00
048	LEASE PURCHASE PAYMENTS	-241.92
052	COTTERAL LIBRARY BUDGET	-104.52
063	FOGARTY LIBRARY BUDGET	-17.95
067	GUES BUDGET	-0.25
073	JH LIBRARY BUDGET	-20.37
097	HS LIBRARY BUDGET	-43.17
104	HS LANG. ARTS	-110.00
116	VOCAL	-100.00
119	ATHLETICS	208.85
412	VOC.PROG.INCENTIVE GRANTS	-173.45
621	FLOW THRU P.L. 105-17 IDEA PTB	-490.32

**Unit Totals**

050	DISTRICT WIDE	257.46
070	TRANSPORTATION	-10,580.65
110	FOGARTY	-23.95
120	COTTERAL	-104.52
125	GUES	-121.84
130	CENTRAL	-14.44
610	JR. HIGH	-112.36
705	HIGH SCHOOL	-350.92

**Change Order Listing**

**Options:** Fund: Building, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 127, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
35	07/01/2016	14207	WALMART COMMUNITY	DISTRICT SUPPLIES	12.85	
				DISTRICT SUPPLIES		
		013-2620-618-000-0000-000-050		07/01/2016	11/18/2016	-166.74
		013-2620-618-000-0000-000-050		11/18/2016		179.59
44	07/01/2016	43783	ANDREW J FARL	JR HIGH ROOF REPAIRS	-805.80	
				JR HIGH ROOF REPAIRS		
		013-2620-430-000-0000-000-610		07/14/2016	11/18/2016	-805.80
54	07/21/2016	10110	HENKE & WANG PLUMBING	DISTRICT PLUMBING REPAIRS	177.50	
				DISTRICT PLUMBING REPAIRS		
		013-2620-430-000-0000-000-050		08/09/2016	11/29/2016	-242.50
		013-2620-618-000-0000-000-050		08/09/2016	11/29/2016	-265.00
		013-2620-430-000-0000-000-050		11/29/2016		50.00
		013-2620-618-000-0000-000-050		11/29/2016		635.00
74	08/09/2016	43639	KONE, INC	ELEVATOR REPAIRS/CENTRAL	2,000.00	
				ELEVATOR REPAIRS		
		013-2640-430-000-0000-000-130		12/01/2016		2,000.00
93	09/07/2016	43749	TREAT'S SOLUTIONS, LLC	DISTRICT CUSTODIAL SUPPLIES	1,414.68	
				DISTRICT CUSTODIAL SUPPLIES		
		013-2620-618-000-0000-000-050		09/07/2016	11/10/2016	-28.52
		013-2620-618-000-0000-000-050		11/10/2016		1,443.20
110	10/19/2016	42004	ROBERT BROOKE & ASSOCIATES	EXIT DEVICES FOR COTTERAL	-582.00	
				VON DUPRIN EXIT DEVICES FOR COTTERAL PORTABLE		
		013-2620-618-000-0000-000-120		10/19/2016	11/14/2016	-582.00
112	10/19/2016	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS	-7,500.00	
				DISTRICT ELECTRICAL REPAIRS		
		013-2620-430-000-0000-000-050		10/19/2016	11/14/2016	-7,500.00
113	10/19/2016	43554	ROBERTS DISPOSAL SERVICES, INC	40 YD DUMPSTER RENTAL/MAINTENANCE BLDG.	-260.00	
				40 YD DUMPSTER FOR MAINTENANCE BUILDING		
		013-2620-440-000-0000-000-002		10/19/2016	12/01/2016	-260.00
126	11/04/2016	17852	PAYNE COUNTY IMPLEMENT COMPANY	KUBOTA TRACTOR REPAIRS	-81.84	
				HOOD AND GRILL FOR KUBOTA TRACTOR		
		013-2640-430-000-0000-000-002		11/04/2016	11/18/2016	-81.84

<b>Non-Payroll Total:</b>	<b>(\$5,624.61)</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>(\$5,624.61)</b>

**Project Totals**

013	MAINTENANCE/CUSTODIAL	-5,624.61
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**Unit Totals**

002	MAINTENANCE	-341.84
050	DISTRICT WIDE	-5,894.97
120	COTTERAL	-582.00
130	CENTRAL	2,000.00
610	JR. HIGH	-805.80



**Change Order Listing**

**Options:** Fund: CHILD NUTRITION FUND, Year: 2016-2017, ReferenceDate: PO Approval Date, Date Range: 11/9/2016 - 12/5/2016, PO Range: 1 - 27, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
2	07/01/2016	42264	FARMERS AND MERCHANTS BANK	BLANKET PO FOR START UP MONEY	50.00
			BLANKET PO FOR FARMERS AND MERCHANTS BANK CASHIER START UP MONEY	000-5200-950-700-0000-000-050	
				11/14/2016	50.00

<b>Non-Payroll Total:</b>	<b>\$50.00</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$50.00</b>

Project Totals	
000	50.00

Unit Totals	
050 DISTRICT WIDE	50.00


**ACTIVITY FUND – FUND 60**  
**BANK RECONCILIATION – FARMERS & MERCHANTS BANK**  
11/30/2016

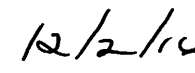
<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (11/01/16)	\$587,526.77	Balance per bank statement as of (11/30/16)	\$564,580.63
Add Receipts	\$ 79,101.40	Add Deposits in Transit	\$ 997.50
Less Checks Written	\$113,519.32	less O/S Checks	\$ 12,474.28
Adjustments	\$	*Adjustments	\$
		Bank correction	\$ +5.00
Balance per Ledger	\$553,108.85	Balance per Ledger	\$553,108.85

**Adjustment/Correction explanations:**

\$5 chargeback fee charged by bank in error will be reversed.

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

  
 \_\_\_\_\_  
 Activity Fund Clerk

  
 \_\_\_\_\_  
 Date

## Guthrie Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2016 - 11/30/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$284.06	\$18.95	\$0.00	\$0.00	\$303.01	\$0.00	\$303.01
802 CENTRAL ACTIVITY	\$28,444.61	\$449.65	\$0.00	\$13,483.32	\$15,410.94	\$3,265.25	\$12,145.69
803 CENTRAL PTO	\$7,536.36	\$529.70	\$0.00	\$916.24	\$7,149.82	\$0.00	\$7,149.82
804 COTTERAL PTO	\$6,534.30	\$2,012.21	\$0.00	\$3,605.56	\$4,940.95	\$2,258.00	\$2,682.95
805 COTTERAL ACTIVITY	\$22,468.83	\$8,897.25	\$0.00	\$8,488.37	\$22,877.71	\$5,472.25	\$17,405.46
806 COTTERAL FACULTY	\$448.16	\$17.75	\$0.00	\$0.00	\$465.91	\$0.00	\$465.91
808 FOGARTY PARENTS ORG.	\$10,294.14	\$4,691.12	\$0.00	\$3,504.03	\$11,481.23	\$4,159.58	\$7,321.65
809 FOGARTY ACTIVITY	\$21,341.53	\$4,468.03	\$0.00	\$7,977.54	\$17,832.02	\$6,050.36	\$11,781.66
810 FOGARTY FACULTY	\$300.87	\$50.75	\$0.00	\$0.00	\$351.62	\$0.00	\$351.62
812 GUES ACTIVITY	\$33,840.32	\$3,824.55	\$0.00	\$3,950.48	\$33,714.39	\$12,262.37	\$21,452.02
813 GUES FACULTY	\$1,538.06	\$117.25	\$0.00	\$130.00	\$1,525.31	\$400.00	\$1,125.31
815 GUES PARENTS ORG.	\$22,379.84	\$712.33	\$0.00	\$6,457.49	\$16,634.68	\$3,234.82	\$13,399.86
816 GHS SPECIAL KIDS	\$496.37	\$0.00	\$0.00	\$0.00	\$496.37	\$200.00	\$296.37
817 ART JUNIOR HIGH	\$309.56	\$0.00	\$0.00	\$0.00	\$309.56	\$0.00	\$309.56
818 JH BUILDERS CLUB	\$344.54	\$44.00	\$0.00	\$0.00	\$388.54	\$0.00	\$388.54
819 ATHLETICS JUNIOR HIGH	\$9,821.94	\$2,732.15	\$0.00	\$2,464.27	\$10,089.82	\$13,130.88	(\$3,041.06)
820 GOLF JUNIOR HIGH	\$1,978.31	\$0.00	\$0.00	\$0.00	\$1,978.31	\$0.00	\$1,978.31
821 FHA JUNIOR HIGH	\$2,289.85	\$333.30	\$0.00	\$700.31	\$1,922.84	\$70.00	\$1,852.84
822 HONOR SOCIETY JR HIGH	\$1,978.10	\$0.00	\$0.00	\$0.00	\$1,978.10	\$0.00	\$1,978.10
823 JR HIGH ACCOUNT	\$2,579.64	\$0.00	\$0.00	\$45.00	\$2,534.64	\$55.00	\$2,479.64
824 JR HIGH FACULTY	\$1,110.19	\$398.40	\$0.00	\$453.56	\$1,055.03	\$37.50	\$1,017.53
825 LIBRARY JR HIGH	\$3,485.14	\$2,919.04	\$0.00	\$3,301.10	\$3,103.08	\$189.13	\$2,913.95
826 LEARN 2 LOVE	\$2,466.37	\$1,285.00	\$0.00	\$175.00	\$3,576.37	\$0.00	\$3,576.37
827 CHEERLEADERS JR HIGH	\$5,547.16	\$0.00	\$0.00	\$0.00	\$5,547.16	\$0.00	\$5,547.16
830 STUCO JH	\$2,970.32	\$71.25	\$0.00	\$161.09	\$2,880.48	\$321.78	\$2,558.70
831 T.S.A. JR HIGH	\$1,870.45	\$0.00	\$0.00	\$0.00	\$1,870.45	\$0.00	\$1,870.45
832 YEARBOOK JR HIGH	\$2,467.87	\$0.00	\$0.00	\$2,300.00	\$167.87	\$0.00	\$167.87
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
850 ACADEMIC TEAM HS	\$180.10	\$20.00	\$0.00	\$0.00	\$200.10	\$0.00	\$200.10
851 ART CLUB HS	\$7,296.04	\$0.00	\$0.00	\$191.32	\$7,104.72	\$308.68	\$6,796.04
852 ATHLETICS HS	\$78,707.84	\$10,037.21	\$0.00	\$15,509.04	\$73,236.01	\$44,818.60	\$28,417.41
853 HS CHEER	\$4,087.40	\$0.00	(\$80.00)	\$85.00	\$3,922.40	\$977.50	\$2,944.90
854 FOOTBALL CAMP	\$702.25	\$0.00	\$0.00	\$0.00	\$702.25	\$0.00	\$702.25
855 TENNIS HS	\$14,286.83	\$6,729.86	\$0.00	\$220.23	\$20,796.46	\$3,750.00	\$17,046.46
856 GHS LIBRARY	\$1,681.54	\$0.00	\$0.00	\$0.00	\$1,681.54	\$0.00	\$1,681.54
857 YOUTH & GOVERNMENT HS	\$51.94	\$0.00	\$0.00	\$0.00	\$51.94	\$0.00	\$51.94
858 GHS LINK CREW	\$66.99	\$0.00	\$0.00	\$0.00	\$66.99	\$0.00	\$66.99
859 BAND (OPERATING) HS	\$13,527.29	\$6,174.84	\$0.00	\$4,472.52	\$15,229.61	\$12,958.50	\$2,271.11
861 CLASS OF 2017 HS	\$7,326.91	\$0.00	\$0.00	\$294.06	\$7,032.85	\$0.00	\$7,032.85
862 CLASS OF 2018 HS	\$7,472.78	\$0.00	(\$20.00)	\$102.10	\$7,350.68	\$100.00	\$7,250.68
863 CLASS OF 2019 HS	\$4,653.97	\$0.00	\$0.00	\$229.35	\$4,424.62	\$0.00	\$4,424.62
864 GHS ALUMNI ACCOUNT	\$2,499.32	\$0.00	\$0.00	\$0.00	\$2,499.32	\$0.00	\$2,499.32
869 ENGLISH CLUB	\$2,018.33	\$1,140.00	\$0.00	\$862.92	\$2,295.41	\$864.08	\$1,431.33
870 HS FACULTY/COURTESY ACCOUNT	\$2,380.30	\$30.35	\$0.00	\$306.62	\$2,104.03	\$257.38	\$1,846.65
871 HS STUDENT PANTRY	\$4,984.13	\$0.00	\$0.00	\$99.85	\$4,884.28	\$3,350.15	\$1,534.13
872 CLASS OF 2020	\$1,952.30	\$0.00	(\$20.00)	\$1,061.95	\$870.35	\$0.00	\$870.35
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
876 FFA 4H BOOSTER CLUB HS	\$66,021.58	\$1,715.00	\$0.00	\$4,275.58	\$63,461.00	\$3,455.72	\$60,005.28
877 FFA HS	\$20,150.26	\$1,671.00	\$0.00	\$4,794.29	\$17,026.97	\$9,351.17	\$7,675.80
878 FCCLA (FHA) HS	\$1,717.54	(\$3.00)	\$0.00	\$458.27	\$1,256.27	\$765.03	\$491.24
879 FOREIGN LANGUAGE SPAN HS	\$4,280.54	\$25.00	\$0.00	\$1,631.75	\$2,673.79	\$300.00	\$2,373.79
882 GUTHRIE RUNNING CLUB HS	\$4,227.89	\$735.00	\$0.00	\$0.00	\$4,962.89	\$1,466.30	\$3,496.59
883 HERITAGE CLUB HS	\$1,223.77	\$0.00	\$0.00	\$0.00	\$1,223.77	\$0.00	\$1,223.77
884 HIGH SCHOOL ACCOUNT	\$16,123.73	\$997.71	\$0.00	\$1,661.88	\$15,459.56	\$1,243.08	\$14,216.48

## Guthrie Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2016 - 11/30/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
886 HONOR SOCIETY HS	\$1,253.29	\$0.00	\$0.00	\$0.00	\$1,253.29	\$0.00	\$1,253.29
888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
889 KEY CLUB HS	\$604.67	\$81.20	\$0.00	\$145.20	\$540.67	\$0.00	\$540.67
892 MATH OF FINANCE	\$18.18	\$0.00	\$0.00	\$0.00	\$18.18	\$0.00	\$18.18
893 MU ALPHA THETA HS	\$662.99	\$306.00	\$0.00	\$198.78	\$770.21	\$137.22	\$632.99
895 JROTC HS	\$5,745.12	\$80.00	\$0.00	\$307.52	\$5,517.60	\$200.00	\$5,317.60
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$2,091.92	\$2,158.00	\$0.00	\$0.00	\$4,249.92	\$480.78	\$3,769.14
898 SCIENCE CLUB HS	\$8,207.61	\$40.00	\$0.00	\$407.49	\$7,840.12	\$111.00	\$7,729.12
899 STUDENT COUNCIL HS	\$13,375.83	\$2,190.00	\$140.00	\$1,889.61	\$13,816.22	\$7,673.19	\$6,143.03
900 CAMPUS BEAUTIFICATION HS	\$9,566.39	\$125.00	\$0.00	\$20.60	\$9,670.79	\$974.40	\$8,696.39
902 VOCAL HS	\$3,133.39	\$250.00	\$0.00	\$349.33	\$3,034.06	\$1,036.26	\$1,997.80
904 YEARBOOK HS	\$6,110.88	\$980.00	\$0.00	\$59.21	\$7,031.67	\$560.39	\$6,471.28
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$690.94	\$800.00	\$0.00	\$0.00	\$1,490.94	\$0.00	\$1,490.94
911 FFA BUILDING FUND	\$15,866.92	\$0.00	\$0.00	\$5,550.00	\$10,316.92	\$2,416.69	\$7,900.23
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,776.81	\$130.00	\$0.00	\$289.85	\$1,616.96	\$412.18	\$1,204.78
921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
922 COURTESY COMMITTEE ADMIN	\$313.87	\$0.00	\$0.00	\$0.00	\$313.87	\$40.00	\$273.87
925 GENERAL FUND REFUND	\$6,278.58	\$255.09	\$0.00	\$0.00	\$6,533.67	\$0.00	\$6,533.67
927 HALL OF FAME BANQUET	\$1,718.67	\$0.00	(\$20.00)	\$700.00	\$998.67	\$122.50	\$876.17
929 SPECIAL OLYMPICS	\$25,311.75	\$0.00	\$0.00	\$0.00	\$25,311.75	\$675.00	\$24,636.75
930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
932 SUMMER SCHOOL HS	\$1,525.00	\$0.00	\$0.00	\$0.00	\$1,525.00	\$0.00	\$1,525.00
933 FAVER C&C	\$86.13	\$0.00	\$0.00	\$0.00	\$86.13	\$0.00	\$86.13
934 TRANSPORTATION C&C	\$3,663.69	\$935.00	\$0.00	\$512.22	\$4,086.47	\$1,062.78	\$3,023.69
935 VENDING MACHINE ADMIN	\$496.18	\$23.50	\$0.00	\$46.79	\$472.89	\$116.01	\$356.88
936 GUES HONOR CHOIR	\$1,434.91	\$231.00	\$0.00	\$1,042.00	\$623.91	\$0.00	\$623.91
937 FAVER ACTIVITY	\$415.81	\$0.00	\$0.00	\$0.00	\$415.81	\$120.00	\$295.81
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$11,866.04	\$272.96	\$0.00	\$132.63	\$12,006.37	\$763.69	\$11,242.68
942 C.N. CLEARING ACCT	\$100.00	\$7,398.00	\$0.00	\$7,498.00	\$0.00	\$6,341.10	(\$6,341.10)
<b>Total</b>	<b>\$587,526.77</b>	<b>\$79,101.40</b>	<b>\$0.00</b>	<b>\$113,519.32</b>	<b>\$553,108.85</b>	<b>\$158,316.30</b>	<b>\$394,792.55</b>



# EMPLOYEE TRIP REQUEST

Check if Out of State

Robert Blackburn

11-28-16

Name of Employee

Date

Employee's Current Assignment High School Band Director

Title of Conference or Activity Midwest international Band and Orchestra conference

Location Chicago, IL Date(s) of Conference 12-14-16 - 12-17-16

Full Legal Name (for air travel)

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

Departure Date \_\_\_\_\_  AM  PM (check one) Return Date \_\_\_\_\_  AM  PM (check one)

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

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

This is an international band and orchestra conference that will showcase professional ensembles around the world as well as clinicians from across the country. This conference will express new ideas for instrumental instruction and our hope is to apply these ideas to our program.

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

*Costs are covered by which fund?  
BE SPECIFIC PLEASE.*

Travel*	\$	0.00	(mileage, air, ground, parking & toll) see below
Registration	\$	0.00	
Lodging	\$	0.00	
Meals	\$	90.00	(overnight stay required; calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	195.00	(calculate @ \$65 per day)
<b>Total</b>	<b>\$</b>	<b>285.00</b>	

General Fund, Title I, Staff Development, Activity Fund, etc.  
Transportation provided by Palen Music

Provided by Band Boosters

Provided by Band Boosters

Employee Pay

Band Activity Fund

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

Principal's Approval Chris Palen Signature 11-28-16 Date

Program Director's Approval \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Board of Education Approval \_\_\_\_\_ Date \_\_\_\_\_

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





# EMPLOYEE TRIP REQUEST

Check if Out of State

Taylor Steier  
Name of Employee

11/28/2016  
Date

Employee's Current Assignment Assistant Band Director

Title of Conference or Activity Midwest International Band and Orchestra Clinic

Location Chicago, IL Date(s) of Conference 12/14/2016 - 12/17/2016

Full Legal Name (for air travel) \_\_\_\_\_ Submit copy of Driver's License for flights - it must match the boarding pass.

Departure Date \_\_\_\_\_  AM  PM (check one) Return Date \_\_\_\_\_  AM  PM (check one)

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

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

This is an international band and orchestra conference that will showcase professional ensembles around the world as well as clinicians from across the country. This conference will express new ideas for instrumental instruction and our hope is to apply ideas expressed at the conference to our program.

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

Travel*	\$	0.00	(mileage, air, ground, parking & toll) see below
Registration	\$	0.00	
Lodging	\$	0.00	
Meals	\$	90.00	(overnight stay required: calculate at \$30 per day in state; \$50 out of state)
Substitute	\$	0.00	(calculate @ \$65 per day)
<b>Total</b>	<b>\$</b>	<b>90.00</b>	

**Costs are covered by which fund?  
BE SPECIFIC PLEASE.**

General Fund, Title I, Staff Development, Activity Fund, etc.  
Provided by Phi Mu Alpha Sinfonia  
Provided by Phi Mu Alpha Sinfonia  
Provided by Phi Mu Alpha Sinfonia  
Employee Paid  
No Substitute Needed

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

Principal's Approval Chris Grande Signature 11-28-16 Date

Program Director's Approval \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Board of Education Approval \_\_\_\_\_ Date \_\_\_\_\_

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

# CONTRACT

THIS AGREEMENT is made by and between Guthrie Independent School District Number One of Logan County, Oklahoma ("School District") Bill Hodges, Louis Barlow, Charles Shields, Nancy Travers and Bob Gragg of Barlow Education Management Services, LLC ("Barlow").

## RECITALS:

- A. The School District has recognized the Guthrie Teachers' Association ("Association") as the bargaining representative of the bargaining unit composed of the School District's classroom teachers.
- B. The School District desires to employ Barlow, and Barlow desires to be employed by the School District to serve as chief negotiator of the School District in contract negotiations with the Association.

Wherefore, the School District and Barlow covenant and agree to be bound as follows:

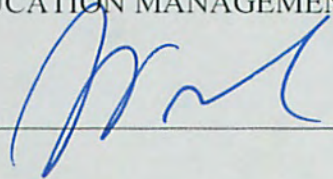
1. This Agreement shall commence on \_\_\_\_\_ and expire upon the completion of negotiations regarding the 2017-2018 Negotiated Agreement.
2. The School District agrees to compensate Barlow for services rendered as the School District's chief negotiator at an initial engagement fee rate of Five Thousand Five Hundred Dollars (\$5,500.00), plus Ninety-five Dollars (\$95.00) for each hour worked and Fifty Dollars (\$50.00) for each hour traveled. There shall be no hourly charges for the initial Board/Administrative planning sessions, telephone consultation throughout negotiations and the post negotiations Administrative/Board seminar; and a Benefits Package which includes receiving copies of the Management Team Update newsletter when published by Barlow Education Management Services, LLC; and a registration for Superintendent and Board President to attend a Collective Bargaining Conference given by Barlow.
  - a. Upon presentation of a written statement, the School District shall compensate Barlow at the rate of One Thousand One Hundred Dollars (\$1,100.00) for the first five (5) months of this Agreement. Hourly fees will be compensated upon a written statement on a monthly basis.
3. Barlow shall act as the School District's chief negotiator and perform all such duties as may be assigned by the Board and the Superintendent including but not limited to:
  - a. Meetings and conference with the Board of Education, individual Board members, members of the administrative staff and School District legal counsel.
  - b. Meetings and conferences with the members of the Board's negotiating teams.

- c. All sessions at which negotiations are conducted with the Association.
  - d. All meetings and conferences with members of the Association' negotiation teams or its representatives.
  - e. Meetings and conferences with mediators and fact finding representatives.
  - f. Research and preparation necessary to the negotiating process.
4. The School District agrees to provide direction to Barlow on all issues to be negotiated with the Association and Barlow agrees to present to the Association only those proposals and counter proposals that are consistent with the direction given by the Board of Education of the School District.
5. Barlow expenses incurred in performing the duties required by this Agreement shall be reimbursed upon presentation of a written statement on the following basis:
- a. Mileage shall be compensated at the current Internal Revenue Service rate.
  - b. Meals consumed away from Barlow's office shall be reimbursed at the actual cost of such meal, not to exceed Fifteen Dollars (\$15.00) per meal.
  - c. Lodging expenses necessary in order to perform the work outlined herein will be reimbursed at the actual cost.
  - d. Copying, duplicating, telephoning, postage and other normal and reasonable business expenses shall be reimbursed upon presentation of a statement setting forth such expenditures.

GUTHRIE INDEPENDENT SCHOOL DISTRICT  
NUMBER ONE OF LOGAN COUNTY, OKLAHOMA

BY: \_\_\_\_\_

BARLOW EDUCATION MANAGEMENT SERVICES, LLC

BY:  \_\_\_\_\_

**GUTHRIE PUBLIC SCHOOLS  
DISTRICT #1----LOGAN COUNTY**

**AUDIT REPORT-----EXECUTIVE SUMMARY**

**FOR THE YEAR ENDED JUNE 30, 2016**

**---REPORT FORMAT---**

**Auditor's Opinion:** The financial statements are fairly presented under the appropriate basis of accounting.

**Basis of Accounting:** A regulatory basis (as prescribed by the Oklahoma State Department of Education.)

**Combined Financial Statements:** The three summary statements at the beginning of the report.

**Notes to the Financial Statements:** Provide narrative information to supplement the financial statements.

**Combining Financial Statements:** Detailed schedules (to expand the coverage of items presented in the **Combined Financial Statements.**)

- Other Included Reports:**
- (1) **Internal Control and Compliance Report**
  - (2) **Major Federal Programs Report**
  - (3) **Summary of Findings and Questioned Costs—(Federal Programs)**
  - (4) **Management Letters and Comments**

**---REPORT HIGHLIGHTS---**

	<u>Year Ending Fund Balance:</u>	<u>Increase (Decrease) in the Fund Balance during the year:</u>
General Fund:	\$ 2,046,343	\$ ( 753,218)
Building Fund:	\$ 516,752	\$ 74,699
Child Nutrition Fund:	\$ 153,507	\$ 20,611
School Age Care Fund:	\$ 75,619	\$ 0
Bond Fund:	\$ 33,498	\$ 33,498
Sinking Fund:	\$ 84,226	\$ 663
Gifts & Endowment Fund:	\$ 10,216	\$ ( 10,671)
Insurance Fund:	\$ 64,348	\$ 1,171
Activity Fund:	\$ 415,372	\$ ( 61,910)

	<u>Bonds</u>	<u>Interest</u>
Long Term Debt Outstanding:	\$ 2,000,000	\$44,000

Federal Financial Assistance Receivable: prior year:	\$ 497,111.40
this year:	\$ 532,987.80

**Management Letter Comments:** (A few recommendations with regard to supporting documentation.)

**ANNUAL FINANCIAL REPORT**  
**INDEPENDENT SCHOOL DISTRICT NO. 1**  
**GUTHRIE PUBLIC SCHOOL DISTRICT**  
**LOGAN COUNTY, OKLAHOMA**  
**JULY 1, 2015 TO JUNE 30, 2016**



GUTHRIE PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
JUNE 30, 2016

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GUTHRIE PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
JULY 1, 2015 TO JUNE 30, 2016

SCHOOL DISTRICT BOARD MEMBERS

Janna Pierson  
Gail Davis  
Travis Sallee  
Sharon Watts  
Terry Pennington  
Jennifer Bennett-Johnson  
Tina Smedley

SUPERINTENDENT OF SCHOOL DISTRICT

Dr. Mike Simpson

CLERK OF THE BOARD

Tina Smedley

SCHOOL DISTRICT TREASURER

Jana Wanzer

**PUTNAM & COMPANY, PLLC**  
CERTIFIED PUBLIC ACCOUNTANTS  
169 S.E. 32<sup>ND</sup>  
EDMOND, OKLAHOMA 73013  
(405) 348-3800  
Fax (405) 348-3846

**INDEPENDENT AUDITOR'S REPORT**

November 16, 2016

The Honorable Board of Education  
Guthrie School District No. 1  
Logan County, Oklahoma

**Report on the Financial Statements**

We have audited the accompanying combined fund type and account group financial statements-regulatory basis of Guthrie School District No. 1, Logan County, Oklahoma, as of and for the year ended June 30, 2016, as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with financial reporting provisions of the Oklahoma State Department of Education. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An Audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating their overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles**

As discussed in Note 1, these financial statements were prepared by the District, on the basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to comply with the requirements of the Oklahoma State Department of Education. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonable determined, are presumed to be material.

### **Adverse Opinion of U.S. Generally Accepted Accounting Principles**

In our opinion, because the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to in the first paragraph do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the District as of June 30, 2016, the changes in its financial position, or, where applicable, its cash flows for the year then ended.

### **Unqualified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the assets, liabilities and fund balance arising from regulatory basis transactions of each fund type and account group of the District, as of June 30, 2016, and the revenues collected and expenditures paid and encumbered for the year then ended on the regulatory basis of accounting described in Note 1.

### **Other Matters**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District’s basic financial statements. The combining statement – regulatory basis, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is also not required part of the basic financial statements.

The combining statements – regulatory basis and the schedule of expenditures of federal awards are the responsibility of the management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and the other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combined statements – regulatory basis and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated November 16, 2016, on our consideration of the District’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and to other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards In considering the District’s internal control over financial reporting and compliance.

  
Putnam & Company, PLLC

**COMBINED FINANCIAL STATEMENTS**



**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINED STATEMENT OF ASSETS AND LIABILITIES  
(ALL FUND TYPES AND ACCOUNT GROUPS) - REGULATORY BASIS  
JUNE 30, 2016**

	Governmental Fund Types				Fiduciary Fund Types	Account Groups	Account Groups	Totals
	General	Special Revenue	Capital Projects	Debt Service	Trust and Agency	Fixed Assets	General Long-Term Debt	(Memorandum Only)
<b>ASSETS</b>								
Cash and Cash Equivalents	\$3,028,847	924,916	1,136,867		524,932			5,615,562
Amount available in Debt Service Fund				84,226			84,226	168,452
Amount to be provided for retirement of General Long-Term Debt							1,959,774	1,959,774
Land, Equipment, Vehicles & Buildings						25,018,224		25,018,224
Accumulated Depreciation						(12,722,646)		(12,722,646)
<b>Total Assets</b>	<b>\$3,028,847</b>	<b>924,916</b>	<b>1,136,867</b>	<b>84,226</b>	<b>524,932</b>	<b>12,295,578</b>	<b>2,044,000</b>	<b>20,039,366</b>
<b>LIABILITIES</b>								
Warrants Payable	\$679,244	63,061			24,996			767,301
Reserved for Encumbrances	303,260	115,977	1,103,369		11,000			1,533,606
General Obligation Bonds Payable							2,000,000	2,000,000
Interest Payable on Bonds							44,000	44,000
<b>Total Liabilities</b>	<b>982,504</b>	<b>179,038</b>	<b>1,103,369</b>	<b>0</b>	<b>35,996</b>	<b>0</b>	<b>2,044,000</b>	<b>4,344,907</b>
<b>FUND EQUITY</b>								
Fund Balances:								
Restricted for Building Purposes		516,752						516,752
Restricted for Child Nutrition Purposes		153,507						153,507
Restricted for School Age Care Purposes		75,619						75,619
Restricted for Capital Projects			33,498					33,498
Restricted for Debt Service				84,226				84,226
Restricted for Gifts & Endowment Purposes					10,216			10,216
Restricted for Insurance Purposes					63,348			63,348
Restricted for Student Activities					415,372			415,372
Unassigned	2,046,343					12,295,578		14,341,921
<b>Total Fund Balance</b>	<b>2,046,343</b>	<b>745,878</b>	<b>33,498</b>	<b>84,226</b>	<b>488,936</b>	<b>12,295,578</b>	<b>0</b>	<b>15,694,459</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$3,028,847</b>	<b>924,916</b>	<b>1,136,867</b>	<b>84,226</b>	<b>524,932</b>	<b>12,295,578</b>	<b>2,044,000</b>	<b>20,039,366</b>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
ALL GOVERNMENTAL FUND TYPES AND SIMILAR TRUST FUNDS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2016**

	Governmental Fund Types				Fiduciary Fund Types	Totals
	General	Special Revenue	Capital Projects	Debt Service	Trust and Agency	(Memorandum Only)
<b>REVENUES:</b>						
Local Sources	\$4,945,125	1,000,881	6,084	663	1,150,836	7,103,589
Intermediate Sources	841,000					841,000
State Sources	13,397,419	141,912				13,539,331
Federal Sources	1,591,234	1,024,498				2,615,732
<b>Total Revenues</b>	<b>20,774,778</b>	<b>2,167,291</b>	<b>6,084</b>	<b>663</b>	<b>1,150,836</b>	<b>24,099,652</b>
<b>EXPENDITURES:</b>						
Instruction	12,207,366	94,086				12,301,452
Support Services	9,377,726	507,310			57,591	9,942,627
Non-Instructional Services	166,964	1,352,446			1,165,655	2,685,065
Facilities Acquisition & Construction Services		372	1,955,147			1,955,519
Other Outlays	12,561	121,825				134,386
Other Uses						0
<b>DEBT SERVICE</b>						
Bonds Paid						0
Coupons Paid						0
<b>Total Expenditures</b>	<b>21,764,617</b>	<b>2,076,039</b>	<b>1,955,147</b>	<b>0</b>	<b>1,223,246</b>	<b>27,019,049</b>
Revenues Over (Under) Expenditures	(989,839)	91,252	(1,949,063)	663	(72,410)	(2,919,397)
<b>OTHER FINANCING SOURCES (USES):</b>						
Proceeds from Sale of Bonds			1,982,561			1,982,561
Estopped Warrants	2,899	26				2,925
Deobligation of Prior Year Funds	9,805	1,946				11,751
Return of Assets	223,917	2,086				226,003
<b>Total Other Financing Sources (Uses)</b>	<b>236,621</b>	<b>4,058</b>	<b>1,982,561</b>	<b>0</b>	<b>0</b>	<b>2,223,240</b>
Revenue and Other Sources Over (Under) Expenditures and Other Uses	(753,218)	95,310	33,498	663	(72,410)	(696,157)
Fund Balance, Beginning of Year	2,799,561	650,568	0	83,563	561,346	4,095,038
Fund Balance, End of Year	\$2,046,343	745,878	33,498	84,226	488,936	3,398,881

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - REGULATORY BASIS  
GENERAL FUND AND BUDGETED SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

	General Fund			Special Revenue Funds			
	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES:</b>							
Local Sources	\$4,266,112	4,945,125	679,013	905,365	934,968	1,000,881	65,913
Intermediate Sources	807,233	841,000	33,767				0
State Sources	13,770,268	13,397,419	(372,849)	163,386	145,804	141,912	(3,892)
Federal Sources	1,513,085	1,591,234	78,149	914,442	1,024,498	1,024,498	0
<b>Total Revenues</b>	<b>20,356,698</b>	<b>20,774,778</b>	<b>418,080</b>	<b>1,983,193</b>	<b>2,105,270</b>	<b>2,167,291</b>	<b>62,021</b>
<b>EXPENDITURES :</b>							
Instruction	12,294,413	12,207,366	87,047	95,000	95,000	94,086	914
Support Services	10,665,146	9,377,726	1,287,420	1,030,577	1,030,577	507,310	523,267
Non-Instructional Services	168,540	166,964	1,576	1,384,428	1,506,505	1,352,446	154,059
Facilities Acquisition & Construction Services	4,330	4,330	4,330	380	380	372	8
Other Outlays	23,830	12,561	11,269	123,376	123,376	121,825	1,551
<b>Total Expenditures</b>	<b>23,156,259</b>	<b>21,764,617</b>	<b>1,391,642</b>	<b>2,633,761</b>	<b>2,755,838</b>	<b>2,076,039</b>	<b>679,799</b>
Revenues Over (Under) Expenditures	(2,799,561)	(989,839)	1,809,722	(650,568)	(650,568)	91,252	741,820
<b>OTHER FINANCING SOURCES (USES):</b>							
Estopped Warrants		2,899	2,899			26	26
Deobligation of Prior Year Funds		9,805	9,805			1,946	1,946
Return of Assets		223,917	223,917			2,086	2,086
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>236,621</b>	<b>236,621</b>	<b>0</b>	<b>0</b>	<b>4,058</b>	<b>4,058</b>
Revenue and Other Sources Over (Under) Expenditures and Other Uses	(2,799,561)	(753,218)	2,046,343	(650,568)	(650,568)	95,310	745,878
Fund Balance, Beginning of Year	2,799,561	2,799,561	0	650,568	650,568	650,568	0
Fund Balance, End of Year	\$0	2,046,343	2,046,343	0	0	745,878	745,878

The notes to financial statements are an integral part of this statement.

**NOTES TO FINANCIAL STATEMENTS**

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the Guthrie Public Schools Independent District No. 1, Logan County, Oklahoma (the "District") have been prepared in conformity with an other comprehensive basis of accounting as prescribed by the Oklahoma State Department of Education. The more significant of the District's accounting policies are described below.

**A. Reporting Entity**

The District is a corporate body for public purposes created under Title 70 of the Oklahoma statutes and accordingly is a separate entity for operating and financial reporting purposes.

The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on State of Oklahoma support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70, Oklahoma Statutes.

The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District.

In evaluating how to define the district, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria established by the Governmental Accounting Standards Board (GASB). The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters.

A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the District and/or its citizens, or whether the activity is conducted within the geographic boundaries of the District and is generally available to its patrons.

A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the District is able to exercise oversight responsibilities.

Based upon the application of these criteria, there are no potential component units included in the District's reporting entity.

**B. Fund Accounting and Description of Funds**

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain district functions or activities.



**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**B. Fund Accounting and Description of Funds – (continued)**

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate “fund types.”

**Governmental Fund Types**

Governmental funds are used to account for all or most of a government’s general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

General Fund – The general fund is used to account for all financial transactions, except those required to be accounted for in another fund. Major revenue sources include state and local property taxes and state funding under the Foundation and Salary Incentive Aid program. Expenditures include all costs associated with the daily operations of the schools except for programs funded for building repairs and maintenance, school construction and debt service on bonds and other long-term debt. The general fund includes federal and state restricted monies that must be expended for specific programs.

Special Revenue Fund – The special revenue fund is the District’s Building Fund. The Building Fund consists of monies derived from property taxes levied for the purpose of erecting, remodeling, or repairing buildings and for purchasing furniture and equipment.

The Child Nutrition Fund derives monies from State, Federal and local sources.

The School Age Care Fund derives monies from State and local sources.

Debt Service Fund – The debt service fund is the District’s Sinking Fund and is used to account for the accumulation of financial resources for the payment of general long-term debt principal, interest and related costs. The primary revenue sources are local property taxes levied specifically for debt service and interest earnings from temporary investments.

Capital Projects Fund – The capital projects fund is the District’s Bond Fund and is used to account for the proceeds of bond sales to be used exclusively for acquiring school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment.

**Fiduciary Fund Types**

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District. When these assets are held under the terms of a trust agreement, trust funds are used for their accounting and reporting. Agency funds generally are used to account for assets that the District holds on behalf of others as their agent and do not involve measurement of results of operations.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

Agency Fund – The Agency fund is the School Activities fund, which is used to account for monies, collected principally through fundraising efforts of the students and District-sponsored groups. The administration is responsible, under the authority of the Board, of collecting, disbursing and accounting for these activity funds.

Account Groups

Account groups are not funds and consist of a self-balancing set of accounts used only to establish accounting control over long-term debt and general fixed assets not accounted for in proprietary funds.

General Long-Term Debt Account Group – This account group was established to account for all long-term debt of the District, which is offset by the amount available in the debt service fund and the amount to be provided in future years to complete retirement of the debt principal. It is also used to account for liabilities for compensated absences and early retirement incentives, which are to be paid from funds provided in future years.

General Fixed Asset Account Group – This account group is used to account for property, plant, and equipment of the school district.

Memorandum Only – Total Column - The total column on the general purpose financial statements is captioned “memorandum only” to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

C. Basis of Accounting and Presentation

The District prepares its financial statements in a presentation format that is prescribed by the Oklahoma State Department of Education. This format is essentially the generally accepted form of presentation used by state and local governments prior to the effective date of GASB Statement No. 34, *Basic Financial Statements-Management’s Discussion and Analysis-for State and Local Governments*. This format significantly differs from that required by GASB 34.

The basic financial statements are essentially prepared on a basis of cash receipts and disbursements modified as required by the regulations of the Oklahoma State Department of Education (OSDE) as follows:

- Encumbrances represented by purchase orders, contracts, and other commitments for the expenditure of monies and are recorded as expenditures when approved.
- Investments and inventories are recorded as assets when purchased.
- Capital assets in proprietary funds are recorded when acquired and depreciated over their useful lives.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded when incurred.
- Accrued compensated absences are recorded as an expenditure and liability when the obligation is incurred.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

C. Basis of Accounting and Presentation – (continued)

This regulatory basis of accounting differs from accounting principles generally accepted in the United States of America, which require revenues to be recognized when they become available and measurable, or when they are earned, and expenditures or expenses to be recognized when the related liabilities are incurred for governmental fund types; and, when revenues are earned and liabilities are incurred for proprietary fund types and trust funds.

D. Budgets and Budgetary Accounting

The District is required by state law to prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires an additional levy, the District must hold an election on the second Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate.

The District may upon approval by a majority of the electors of the District voting on the question make the ad valorem levy for emergency levy and local support levy permanent. Under current Oklahoma Statutes, a formal budget is required for all funds except for trust and agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories.

E. Assets, Liabilities, and Fund Equity

Cash and Cash Equivalents – For purposes of the statement of cash flows, the District considers all cash on hand, demand deposits, and highly liquid investments, with an original maturity of three months or less when purchased, to be cash and cash equivalents.

Investments – Investments consist of direct obligations of the United States Government and Agencies with maturities greater than three months when purchased. All investments are recorded at cost, which approximates market value.

Property Tax Revenues – The district is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the district. The county assessor, upon receipt of the certification of tax levies from the County Excise Board, extends the tax levies on the tax roll for submission to the County Treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes are due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 2. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid by the following October 1, the property is offered for sale for the amount of taxes due. The owner has two years to redeem the property by paying the taxes and penalty owed. If at the end of two years the owner has not done so, the purchaser is issued a deed to the property.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

E. Assets, Liabilities, and Fund Equity – (continued)

Inventories – The value of consumable inventories at June 30, 2016 is not material to the basic financial statements.

Capital Assets – The accounting treatment over capital assets (property, plant, and equipment) depends on whether the assets are used in governmental fund-type operations or proprietary fund-type operations. Fixed assets used in governmental fund-type operations (general fixed assets) are recorded for as capital outlay expenditures of the governmental fund-type upon acquisition and are recorded as property, plant, and equipment in the General Fixed Asset Account Group. Fixed assets used in proprietary fund-type operations are accounted for as property, plant, and equipment within the proprietary fund itself.

All fixed assets are valued at historical cost, or estimated cost if actual is unavailable, except for donated fixed assets, which are recorded at their estimated fair value at the date of donation.

Depreciation and accumulated depreciation are not reported against general fixed assets.

Compensated Absences – The district provides vacation and sick leave benefits in accordance with Oklahoma Statutes, which provides for annual sick leave and personal business days. Accrued vacation and sick leave benefits are not reflected in the financial statements because such statements are prepared on the regulatory basis of accounting. This practice differs from generally accepted accounting principles.

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. There are no amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources.

Long-Term Debt – Long-term debt is recognized as a liability of a governmental fund when due or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

Fund Balance – Fund balance represents the cash and investments not encumbered by purchase order, legal contracts, and outstanding warrants.

F. Revenue, Expenses, and Expenditures

State Revenues – Revenues from state sources for current operations are primarily governed by the state aid formula under the provisions of Article XVIII, Title 70, Oklahoma Statutes. The State Board of Education administers the allocation of state aid funds to school districts based on information accumulated from the districts.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

F. Revenue, Expenses, and Expenditures – (continued)

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the program for which the money is provided. These rules also require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires that categorical educational program revenues be accounted for in the general fund.

Inter-fund Transactions – Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund or expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditure/expenses in the fund that is reimbursed. All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

G. Budgets and Budgetary Accounting – Estimate of Needs

The District is required by state law and prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires additional levy, the District must hold an election on the first Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate. A budget is legally adopted by the Board of Education for the General Fund, Special Revenue Funds (Building Fund, School Age Care Fund, and Child Nutrition Fund) and the Debt Service Fund, that includes revenues and expenditures.

The Estimate of Needs was approved by the School Board and subsequently filed with the County Clerk. The Estimate of Needs was then approved by the Excise Board and the requested levies were made.

H. Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting—under which purchase orders and other commitments of resources are recorded as expenditures of the applicable fund—is utilized in all governmental funds of the District. Appropriations not used or encumbered will lapse at the end of the year.

I. Use of Estimates

The preparation of financial statements in conformity with the regulatory basis of accounting requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.



**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**2. DEPOSIT AND INVESTMENT RISKS**

***Custodial Credit Risk*** - The District's policy as it relates to custodial credit risk is to secure its uninsured deposits with collateral, valued at no more than market value, at least at a level of 100 percent of the uninsured deposits and accrued interest thereon. The investment policy and state law also limits acceptable collateral to U.S. Treasury and agency securities and direct debt obligations of the state, municipalities, counties, and school districts in the state of Oklahoma, surety bonds, and letters of credit. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the District must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2016, the District was not exposed to custodial credit risk as defined above.

***Investment Credit Risk*** - The District's investment policy limits investments to those allowed in state law applicable to school districts as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.

***Investment Credit Risk (continued)*** - Investment credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The District has no formal policy limiting investments based on credit rating, but discloses any such credit risk associated with their investments. Unless there is information to the contrary, obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

***Investment Interest Rate Risk*** - Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District's investment policy limits investments to those with a short-term maturities, as a means of managing exposure to fair value losses arising from increasing interest rates. The District discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments.

***Concentration of Investment Credit Risk*** - Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the District (any over 5 percent are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration. The District's investment policy requires diversification of investments.

At June 30, 2016, the District had no concentration of credit risk as defined above.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**3. INTER-FUND RECEIVABLES AND PAYABLES**

There were no Inter-fund receivables or payables at June 30, 2016.

**4. CAPITAL ASSETS**

The District maintains historical capital asset and depreciation records. Although this information is not required in the accompanying (regulatory basis) financial statements, it is presented below as supplemental information. The District utilizes the straight-line method to calculate annual depreciation based upon the following estimated useful lives:

	<u>Useful Life</u>
Buildings and Structures	10-45 years
Vehicles	6 years
Equipment	5-10 years

Capital asset activity for the year ended, as follows:

	Balance June 30, 2015	Additions / Disposals	Balance June 30, 2016
Buildings & Structures	\$19,317,527	1,150,302	20,467,829
Vehicles	3,509,352	(234,063)	3,275,289
Equipment	965,370	309,736	1,275,106
Accumulated Depreciation	<u>(12,517,357)</u>	<u>(205,289)</u>	<u>(12,722,646)</u>
Net Assets	<u>\$ 11,274,892</u>	<u>1,020,686</u>	<u>12,295,578</u>

**5. GENERAL LONG-TERM DEBT**

State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District's voters. Bond issues have been approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years from the date of issue.

General long-term debt of the District consists of bonds payable, obligations for compensated absences, and capital leases. Debt service requirements for bonds are payable solely from fund balance and future revenues of the debt service fund.

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2016:

	Bonds <u>Payable</u>	<u>Total</u>
Balance, July 1, 2015	\$ 0	\$ 0
Additions	2,000,000	2,000,000
Retirements	0	0
Balance, June 30, 2016	<u>\$ 2,000,000</u>	<u>\$ 2,000,000</u>

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**5. GENERAL LONG-TERM DEBT (CONTINUED)**

A brief description of the outstanding general obligation bond issues at June 30, 2016 is set forth below:

	<u>Amount Outstanding</u>
Independent School District No. 88 Building Bonds, Series 2015, original Issue \$2,000,000, interest rate of 1.10%, due in one payment of \$2,000,000 due August 1, 2017.	<u>\$ 2,000,000</u>

The annual debt service requirements for retirement of bond principal and payment of interest are as follows:

<u>Year ending June 30</u>	<u>Principle</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 2,000,000	\$ 44,000	\$ 2,044,000
	<u>\$ 2,000,000</u>	<u>\$ 44,000</u>	<u>\$ 2,044,000</u>

Interest expense on general long-term debt incurred during the current year totaled \$0.

**6. EMPLOYEE RETIREMENT SYSTEM**

Basis of Accounting

The System's financial statements are prepared in conformity with accounting principles generally accepted in the United States of America. The financial statements have also been prepared in compliance with the requirements of the Government Accounting Standards Board Statement No. 34.

The financial statements are prepared on the accrual basis of accounting, under which expenses are recorded when the liability is incurred, revenues are recorded in the accounting period they are earned and become measurable, and investment purchases and sales are recorded as of their trade dates. Member and employer contributions are recognized when due, pursuant to formal commitments. Benefits and refunds are recognized when due and payable.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**6. EMPLOYEE RETIREMENT SYSTEM -- (CONTINUED)**

Basis of Accounting

The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. Actuarial valuations are not performed on individual school districts. The non-funded pension benefit obligation of the System, as determined as part of the latest actuarial valuation indicates a significant unfunded pension benefit obligation.

Funding Policy

A participant with five years of creditable service may retire with a normal retirement allowance at the age of sixty-two (62) or with reduced benefits as early as age fifty-five (55). The normal retirement allowance paid monthly for life and then to beneficiaries, if certain options are exercised, equals two percent of the average of the highest three earning years of contributory service multiplied by the number of years of credited service. A participant leaving employment before attaining retirement age, but completing ten years of service, may elect to vest his/her accumulated contributions and defer receipt of a retirement annuity until a later date. When a participant dies in active service and has completed ten years of credited service, the beneficiary is entitled to a death benefit of \$18,000.00 and the participant's contributions plus interest. If the beneficiary is a surviving spouse, the surviving spouse may, in lieu of the death benefit elect to receive, subject to the surviving spousal options, the participant's retirement benefits accrued at the time of death. The contribution rates for the Districts, which are not actuarially determined, and its employees are established by statute and applied to the employee's earnings, plus employer-paid fringe benefits. Employers' contribution of applicable earnings was 9.5% for the fiscal year ended June 30, 2016.

Annual Pension Cost

The District's total payroll and related contributions to the System were as follows:

	<u>Total Payroll</u>	<u>Contributions</u>
2015-16	\$14,055,923.	\$ 1,344,206.
2014-15	\$14,158,812.	\$ 1,361,040.
2013-14	\$13,943,487.	\$ 1,205,348.

**7. CONTINGENCIES**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

**GUTHRIE SCHOOL DISTRICT NO. 1  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**8. RISK MANAGEMENT AND LITIGATION**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, employees' health and life, and natural disasters. The District manages these various risks of loss through the purchase of commercial insurance. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

**9. SUBSEQUENT EVENTS**

Subsequent events have been evaluated through November 16, 2016, which is the date the financial statements were issued.



**OTHER SUPPLEMENTARY INFORMATION**

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF ASSETS AND LIABILITIES - REGULATORY BASIS  
SPECIAL REVENUE FUNDS  
JUNE 30, 2016**

	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SCHOOL AGE CARE FUND</u>	<u>TOTALS (Memorandum Only)</u>
<u>ASSETS</u>				
Cash and Cash Equivalents	<u>\$648,172</u>	<u>201,125</u>	<u>75,619</u>	<u>924,916</u>
Total Assets	<u>\$648,172</u>	<u>201,125</u>	<u>75,619</u>	<u>924,916</u>
<u>LIABILITIES AND FUND EQUITY</u>				
Liabilities:				
Warrants Outstanding	\$30,429	32,632		63,061
Reserved for Encumbrances	<u>100,991</u>	<u>14,986</u>		<u>115,977</u>
Total Liabilities	<u>131,420</u>	<u>47,618</u>	<u>0</u>	<u>179,038</u>
Fund Equity:				
Restricted for Building Purposes	516,752			516,752
Restricted for Child Nutrition Purposes		153,507		153,507
Restricted for School Age Care Purposes			<u>75,619</u>	<u>75,619</u>
Total Fund Equity	<u>516,752</u>	<u>153,507</u>	<u>75,619</u>	<u>745,878</u>
Total Liabilities and Fund Equity	<u>\$648,172</u>	<u>201,125</u>	<u>75,619</u>	<u>924,916</u>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - REGULATORY BASIS  
SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SCHOOL AGE CARE FUND</u>	<u>TOTALS (Memorandum Only)</u>
Revenues:				
Local Sources	\$675,358	325,523		1,000,881
State Sources	331	141,581		141,912
Federal Sources		1,024,498		1,024,498
<b>Total Revenues Collected</b>	<u>675,689</u>	<u>1,491,602</u>	<u>0</u>	<u>675,689</u>
Expenditures:				
Instruction	94,086			94,086
Support Services	507,310			507,310
Non-Instructional Services	1,160	1,351,286		1,352,446
Facilities Acquisition	372			372
Other Outlays		121,825		121,825
<b>Total Expenditures</b>	<u>602,928</u>	<u>1,473,111</u>	<u>0</u>	<u>2,076,039</u>
<b>Excess of Revenues Over Expenditures</b>	<u>72,761</u>	<u>18,491</u>	<u>0</u>	<u>91,252</u>
Other Financing Sources (Uses):				
Return of Assets		2,086		2,086
Estopped Warrants		26		26
Deobligation of Prior Year Funds	1,938	8		1,946
<b>Total Other Financing Sources (Uses):</b>	<u>1,938</u>	<u>2,120</u>	<u>0</u>	<u>4,058</u>
<b>Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses</b>	<u>74,699</u>	<u>20,611</u>	<u>0</u>	<u>95,310</u>
<b>Fund Balance, Beginning of Year</b>	<u>442,053</u>	<u>132,896</u>	<u>75,619</u>	<u>650,568</u>
<b>Fund Balance, End of Year</b>	<u>\$516,752</u>	<u>153,507</u>	<u>75,619</u>	<u>745,878</u>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1**  
**LOGAN COUNTY, OKLAHOMA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL - BUDGETED SPECIAL REVENUE FUNDS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2016**

	Building Fund			Child Nutrition Fund				School Age Care Fund		
	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES:</b>										
Local Sources	\$609,445	675,358	65,913	295,920	325,523	325,523	0			0
State Sources		331	331	163,386	145,804	141,581	(4,223)			0
Federal Sources			0	914,442	1,024,498	1,024,498	0			0
<b>Total Revenues</b>	<b>609,445</b>	<b>675,689</b>	<b>66,244</b>	<b>1,373,748</b>	<b>1,495,825</b>	<b>1,491,602</b>	<b>(4,223)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES :</b>										
Instruction	95,000	94,086	914				0			0
Support Services	954,958	507,310	447,648				0	75,619		75,619
Operation of Non-Instructional Services	1,160	1,160	0	1,383,268	1,505,345	1,351,286	154,059			0
Facilities Acquisition & Construction Services	380	372	8				0			0
Other Outlays			0	123,376	123,376	121,825	1,551			0
<b>Total Expenditures</b>	<b>1,051,498</b>	<b>602,928</b>	<b>448,570</b>	<b>1,506,644</b>	<b>1,628,721</b>	<b>1,473,111</b>	<b>155,610</b>	<b>75,619</b>	<b>0</b>	<b>75,619</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(442,053)</b>	<b>72,761</b>	<b>514,814</b>	<b>(132,896)</b>	<b>(132,896)</b>	<b>18,491</b>	<b>151,387</b>	<b>(75,619)</b>	<b>0</b>	<b>75,619</b>
<b>OTHER FINANCING SOURCES (USES):</b>										
Return of Assets			0			2,086	2,086			0
Estopped Warrants			0			26	26			0
Deobligation of Prior Year Funds		1,938	1,938			8	8			0
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>1,938</b>	<b>1,938</b>	<b>0</b>	<b>0</b>	<b>2,120</b>	<b>2,120</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revenue and Other Sources Over (Under) Expenditures and Other Uses</b>	<b>(442,053)</b>	<b>74,699</b>	<b>516,752</b>	<b>(132,896)</b>	<b>(132,896)</b>	<b>20,611</b>	<b>153,507</b>	<b>(75,619)</b>	<b>0</b>	<b>75,619</b>
<b>Fund Balance, Beginning of Year</b>	<b>442,053</b>	<b>442,053</b>	<b>0</b>	<b>132,896</b>	<b>132,896</b>	<b>132,896</b>	<b>0</b>	<b>75,619</b>	<b>75,619</b>	<b>0</b>
<b>Fund Balance, End of Year</b>	<b>\$0</b>	<b>516,752</b>	<b>516,752</b>	<b>0</b>	<b>0</b>	<b>153,507</b>	<b>153,507</b>	<b>0</b>	<b>75,619</b>	<b>75,619</b>

The notes to financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1**  
**LOGAN COUNTY, OKLAHOMA**  
**COMBINING STATEMENT OF ASSETS AND LIABILITIES - REGULATORY BASIS**  
**CAPITAL PROJECTS FUNDS**  
**JUNE 30, 2016**

	BOND FUND #31	TOTALS (Memorandum Only)
<u>ASSETS</u>		
Cash and Cash Equivalents	\$1,136,867	1,136,867
Total Assets	1,136,867	1,136,867
<u>LIABILITIES AND FUND EQUITY</u>		
Liabilities:		
Warrants Outstanding	0	0
Reserved for Encumbrances	1,103,369	1,103,369
Total Liabilities	1,103,369	1,103,369
Fund Equity:		
Restricted for Capital Projects	33,498	33,498
Total Fund Equity	33,498	33,498
Total Liabilities and Fund Equity	\$1,136,867	1,136,867

The notes to the financial statements are an integral part of this statement.



**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - REGULATORY BASIS  
CAPITAL PROJECTS FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

	BOND FUND #31	TOTALS (Memorandum Only)
Revenues:		
Local Sources	\$6,084	6,084
Total Revenues Collected	6,084	6,084
Expenditures:		
Facilities Acquisition & Construction Services	1,955,147	1,955,147
Total Expenditures	1,955,147	1,955,147
Excess of Revenues Over Expenditures	(1,949,063)	(1,949,063)
Other Financing Sources (Uses):		
Proceeds from Sale of Bonds	1,982,561	1,982,561
Total Other Financing Sources (Uses):	1,982,561	1,982,561
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	33,498	33,498
Fund Balance, Beginning of Year	0	0
Fund Balance, End of Year	\$33,498	33,498

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF ASSETS AND LIABILITIES - REGULATORY BASIS  
TRUST AND AGENCY FUNDS  
JUNE 30, 2016**

	<u>GIFTS &amp; ENDOWMENTS FUND</u>	<u>INSURANCE FUND</u>	<u>ACTIVITY FUND</u>	<u>TOTALS (Memorandum Only)</u>
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	<u>\$21,216</u>	<u>63,348</u>	<u>440,368</u>	<u>524,932</u>
<b>Total Assets</b>	<b><u>\$21,216</u></b>	<b><u>63,348</u></b>	<b><u>440,368</u></b>	<b><u>524,932</u></b>
<b><u>LIABILITIES AND FUND EQUITY</u></b>				
Liabilities:				
Warrants Outstanding	\$0		24,996	24,996
Reserved for Encumbrances	<u>11,000</u>			<u>11,000</u>
<b>Total Liabilities</b>	<u>11,000</u>	<u>0</u>	<u>24,996</u>	<u>35,996</u>
Fund Equity:				
Restricted for Gifts & Endowments Purposes	10,216			10,216
Restricted for Insurance Purposes		63,348		63,348
Restricted for Student Activities			<u>415,372</u>	<u>415,372</u>
<b>Total Fund Equity</b>	<u>10,216</u>	<u>63,348</u>	<u>415,372</u>	<u>488,936</u>
<b>Total Liabilities and Fund Equity</b>	<b><u>\$21,216</u></b>	<b><u>63,348</u></b>	<b><u>440,368</u></b>	<b><u>524,932</u></b>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - REGULATORY BASIS  
TRUST AND AGENCY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2016**

	GIFTS & ENDOWMENTS FUND	INSURANCE FUND	ACTIVITY FUND	TOTALS (Memorandum Only)
<b>Revenues:</b>				
Local Sources	\$329	46,762	1,103,745	1,150,836
Total Revenues Collected	<u>329</u>	<u>46,762</u>	<u>1,103,745</u>	<u>1,150,836</u>
<b>Expenditures:</b>				
Support Services	11,000	46,591		57,591
Operation of Non Instructional Services			1,165,655	1,165,655
Total Expenditures	<u>11,000</u>	<u>46,591</u>	<u>1,165,655</u>	<u>1,223,246</u>
Excess of Revenues Over Expenditures	(10,671)	171	(61,910)	(72,410)
<b>Other Financing Sources (Uses):</b>				
Deobligation of Prior Year Funds				0
Total Other Financing Sources (Uses):	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	(10,671)	171	(61,910)	(72,410)
Fund Balance, Beginning of Year	<u>20,887</u>	<u>63,177</u>	<u>477,282</u>	<u>561,346</u>
Fund Balance, End of Year	<u>\$10,216</u>	<u>63,348</u>	<u>415,372</u>	<u>488,936</u>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 42  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -  
REGULATORY BASIS - ACTIVITY FUND - GUTHRIE PUBLIC SCHOOLS  
JULY 1, 2015 TO JUNE 30, 2016**

	<u>Balance</u> <u>7/01/15</u>	<u>Deposits</u>	<u>Transfers</u>	<u>Disbursed</u>	<u>Balance</u> <u>6/30/16</u>
Central Faculty	\$331.68	185.00	0.00	417.68	99.00
Central Activity	3,229.83	44,610.90	0.00	34,676.35	13,164.38
Central PTO	5,247.86	12,345.36	(128.00)	11,258.55	6,206.67
Cotteral PTO	5,012.16	13,871.15	128.00	14,494.61	4,516.70
Cotteral Activity	13,156.77	33,576.72	0.00	35,053.62	11,679.87
Cotteral Faculty	293.06	462.50	0.00	337.50	418.06
Fogarty Parents Org	10,889.87	23,090.31	0.00	23,043.19	10,936.99
Fogarty Activity	15,343.01	71,919.68	0.00	72,998.74	14,263.95
Fogarty Faculty	1,007.53	691.70	0.00	1,535.86	163.37
Gues Activity	11,652.99	60,498.98	297.85	53,841.40	18,608.42
Gues Faculty	1,422.63	1,001.80	0.00	1,748.01	676.42
Gues Parents Org	13,344.23	27,876.98	0.00	22,246.13	18,975.08
GHS Special Kids	64.65	0.00	0.00	0.00	64.65
Art Junior High	379.56	164.00	0.00	234.00	309.56
JH Builders Club	577.54	130.00	0.00	396.00	311.54
Athletics Junior High	11,691.74	19,335.35	0.00	22,947.00	8,080.09
Golf Junior High	1,342.13	3,004.00	(1,500.00)	885.82	1,960.31
FHA Junior high	550.23	4,750.50	0.00	4,103.88	1,196.85
Honor Society Jr High	1,969.22	1,100.00	0.00	1,091.12	1,978.10
Jr High Account	9,033.50	16,214.00	(5,911.37)	16,701.99	2,634.14
Jr High Faculty	1,204.01	2,819.67	0.00	3,299.32	724.36
Library Jr High	3,902.11	10,379.15	3,775.00	12,027.96	6,028.30
NJHS State President	0.00	170.00	2,111.37	0.00	2,281.37
Cheerleaders Jr High	5,373.23	4,250.00	(90.00)	2,145.19	7,388.04
Stuco Jr High	5,047.95	5,513.50	0.00	7,520.13	3,041.32
T.S.A. Jr High	2,163.27	271.70	0.00	474.52	1,960.45
Yearbook Jr High	3,113.41	3,742.46	0.00	5,359.97	1,495.90
Jr High Academic Team	448.14	140.04	0.00	417.44	170.74
Academic Team HS	214.50	100.00	(20.00)	254.40	40.10
Art Club HS	5,053.12	4,202.00	0.00	2,408.31	6,846.81
Athletics HS	35,297.28	190,439.84	2,488.00	182,142.58	46,082.54
HS Cheer	1,160.80	9,589.45	(205.00)	7,398.87	3,146.38
Football Camp	0.00	3,425.00	0.00	2,242.75	1,182.25
Tennis Booster HS	7,793.58	17,748.32	(783.00)	12,830.12	11,928.78
GHS Library	1,286.54	0.00	355.00	0.00	1,641.54
Youth & Government HS	682.34	622.22	0.00	1,252.62	51.94
GHS Link Crew	301.29	270.00	0.00	385.30	185.99
Band (Operating) HS	8,581.88	38,793.25	0.00	37,536.38	9,838.75
Class of 2016 HS	3,094.64	8,090.00	0.00	10,052.09	1,132.55
Class of 2017 HS	3,578.49	9,150.00	(20.00)	8,415.56	4,292.93

**GUTHRIE SCHOOL DISTRICT NO. 42  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -  
REGULATORY BASIS - ACTIVITY FUND - GUTHRIE PUBLIC SCHOOLS  
JULY 1, 2015 TO JUNE 30, 2016**

	<u>Balance</u> <u>7/01/15</u>	<u>Deposits</u>	<u>Transfers</u>	<u>Disbursed</u>	<u>Balance</u> <u>6/30/16</u>
Class of 2011 HS	2,394.17	3,675.00	(20.00)	1,335.41	4,713.76
Class of 2019 HS	0.00	3,800.00	(20.00)	1,464.05	2,315.95
GHS Alumni Account	0.00	0.00	1,126.77	0.00	1,126.77
Class of 2012 HS	428.87	0.00	0.00	428.87	0.00
Class of 2013 HS	1,169.15	0.00	0.00	1,169.15	0.00
Class of 2014 HS	509.26	0.00	(127.28)	381.98	0.00
Class of 2015	1,099.49	0.00	(999.49)	100.00	0.00
English Club	1,461.08	1,386.40	(205.00)	1,214.15	1,428.33
Courtesy Committee HS	802.06	2,498.30	1,036.38	2,771.44	1,565.30
HS Student Pantry	0.00	500.00	3,000.00	458.35	3,041.65
Speech HS	523.25	170.00	0.00	190.00	503.25
Faculty Lounge HS	977.94	412.75	(1,036.38)	354.31	0.00
FFA 4H Booster Clib HS	34,169.13	45,731.67	(600.00)	36,494.43	42,806.37
FFA HS	16,014.36	129,024.11	642.54	131,451.78	14,229.23
FCCLA (FHA) HS	659.39	6,079.30	0.00	6,309.55	429.14
Foreign Language Span	1,411.52	4,700.00	0.00	4,464.29	1,647.23
Guthrie Running Club HS	2,502.78	4,620.00	0.00	4,247.78	2,875.00
Heritage Club HS	900.78	245.00	0.00	202.01	943.77
High School Account	16,553.11	18,271.92	(3,455.00)	19,027.10	12,342.93
Honor Society HS	2,206.25	1,616.00	0.00	2,183.96	1,638.29
Journalism HS	387.30	0.00	0.00	0.00	387.30
Key Club HS	367.10	438.18	0.00	340.61	464.67
Math of Finance	0.00	18.18	0.00	0.00	18.18
Mu Alpha Theta HS	566.21	60.00	0.00	243.22	382.99
JROTC HS	7,736.12	3,752.86	(100.00)	4,755.06	6,633.92
S.A.D.D. HS	40.02	0.00	0.00	0.00	40.02
Soccer Booster Club HS	3,616.96	11,537.42	(20.00)	13,423.24	1,711.14
Science Club HS	5,506.98	8,164.00	0.00	7,113.71	6,557.27
Student Council HS	5,505.82	34,637.12	200.00	36,398.04	3,944.90
Campus Beautification	7,120.63	4,995.00	0.00	4,198.74	7,916.89
Vocal HS	3,604.05	14,600.00	25.00	14,319.00	3,910.05
Yearbook HS	5,027.20	20,893.00	305.00	25,426.11	799.09
Hs Memorial Fund	73.92	0.00	0.00	0.00	73.92
Vocal Trip Account HS	440.94	0.00	0.00	0.00	440.94
FFA Building Fund	116,663.00	17,600.00	0.00	116,723.33	17,539.67
GHS Business Prof of A	597.44	0.00	0.00	0.00	597.44
Drama HS	1,885.56	5,168.84	0.00	5,535.01	1,519.39
Banquet Account	309.01	0.00	0.00	0.00	309.01
Courtesy Committee Ad	148.87	130.00	0.00	170.00	108.87
General Fund Refund	0.00	7,774.13	57.46	7,831.59	0.00



**GUTHRIE SCHOOL DISTRICT NO. 42  
LOGAN COUNTY, OKLAHOMA  
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -  
REGULATORY BASIS - ACTIVITY FUND - GUTHRIE PUBLIC SCHOOLS  
JULY 1, 2015 TO JUNE 30, 2016**

	<u>Balance</u> <u>7/01/15</u>	<u>Deposits</u>	<u>Transfers</u>	<u>Disbursed</u>	<u>Balance</u> <u>6/30/16</u>
Hall of Fame Banquet	736.17	0.00	0.00	0.00	736.17
Special Olympics	26,074.39	21,452.98	(297.85)	18,363.72	28,865.80
District Elem PTO	175.34	0.00	0.00	0.00	175.34
Summer School HS	0.00	11,900.00	0.00	11,900.00	0.00
Faver C&C	315.13	69.95	(100.00)	215.00	70.08
Transportation C&C	3,789.44	8,716.13	0.00	8,538.76	3,966.81
Vending Machine Admin	318.52	591.31	0.00	516.63	393.20
Gues Honor Choir	124.00	4,337.65	0.00	3,832.74	628.91
Faver Activity	325.81	0.00	90.00	0.00	415.81
Native American Parent	205.72	0.00	0.00	0.00	205.72
Administration Misc	7,000.83	6,595.39	0.00	4,350.35	9,245.87
C.N. Clearing Acct	0.00	53,036.99	0.00	53,036.99	0.00
<b>TOTAL</b>	<u>\$477,281.84</u>	<u>1,103,745.11</u>	<u>0.00</u>	<u>1,165,655.42</u>	<u>415,371.53</u>

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED JUNE 30, 2016**

	Project Code	Federal CFDA Number	Program or Award Amount	Cash/ Beginning Balance at July 1, 2015	Federal Receipts	Federal Expenditures Direct Costs	Indirect Costs	Cash/ Ending Balance at June 30, 2016
<b>Direct Funding</b>								
Title IX Indian Education	561	84.060	\$51,081.00		50,742.00	51,081.00		(339.00)
ROTC	771	12.000	65,238.31		65,238.31	65,238.31		0.00
Sub-total			116,319.31	0.00	115,980.31	116,319.31	0.00	(339.00)
<b>U.S. Department of Education</b>								
Passed through the Department of Education:								
Title I	511	84.010	665,713.55		392,806.27	573,552.81	28,710.88	(209,457.42)
Title I - Prior Year	799	84.010		(197,198.93)	197,198.93			0.00
Title II Transferability	511	84.367	94,368.00		94,368.00	94,368.00		0.00
Title I - CAC	786	84.010	32,056.96		25,293.64	32,056.96		(6,763.32)
Title I - CAC - Prior Year	799	84.010		(11,230.16)	11,230.16			0.00
Title I Cluster			792,138.51	(208,429.09)	720,897.00	699,977.77	28,710.88	(216,220.74)
Title II, Part A	541	84.367	59,398.17		7,664.33	46,011.47	1,955.64	(40,302.78)
Title II - Prior Year	799	84.367		(25,674.35)	25,674.35			0.00
Title II - CAC	786	84.367	5,632.00		5,632.00	5,632.00		0.00
Title II Cluster			65,030.17	(25,674.35)	38,970.68	51,643.47	1,955.64	(40,302.78)
IDEA-B Flow Through	621	84.027	646,912.40		405,005.44	641,930.94		(236,925.50)
IDEA-B Flow Through - Prior Year	799	84.027		(222,845.58)	222,845.58			0.00
Early Intervening	623	84.027	29,032.93		16,258.09	27,884.35		(11,626.26)
Early Intervening - Prior Year	799	84.027		(11,502.74)	11,502.74			0.00
IDEA-B Flow Through - Private	625	84.027	2,773.12		2,507.92	2,773.12		(265.20)
IDEA-B Flow Through - Private - Prior Year	799	84.027		(3,810.76)	3,810.76			0.00
IDEA-B Pre-School	641	84.173	23,857.67		6,457.87	18,758.68		(12,300.81)
IDEA-B Pre-School - Prior Year	799	84.173		(2,546.38)	2,546.38			0.00
Preschool 3-5 (Section 619) - Prior Year	799	84.173		(1,015.47)	1,015.47			0.00
Special Education Cluster			702,576.12	(241,720.93)	671,950.25	691,347.09	0.00	(261,117.77)
Passed through Oklahoma State Department of Vocational Technical Training								
Carl Perkins - Secondary	421	84.048	43,003.00		22,148.77	41,243.70	1,759.30	(20,854.23)
Carl Perkins - Secondary - Prior Year	799	84.048		(21,287.03)	21,287.03			0.00
Sub-total			43,003.00	(21,287.03)	43,435.80	41,243.70	1,759.30	(20,854.23)
<b>U.S. Department of Agriculture</b>								
Passed Through the State Department of Education								
Food Service Programs - Lunches	763	10.555	760,279.44		760,279.44	760,279.44		0.00
Food Service Programs - Breakfasts	764	10.553	255,670.59		255,670.59	255,670.59		0.00
Food Service Programs - Summer Food	766	10.559	8,548.28		8,548.28	2,701.56		5,846.72
USDA Donated Food	385	10.550	77,059.59		77,059.59	77,059.59		0.00
Child Nutrition Cluster			1,101,557.90	0.00	1,101,557.90	1,095,711.18	0.00	5,846.72
<b>Total Federal Assistance</b>			<b>\$2,777,622.01</b>	<b>(497,111.40)</b>	<b>2,692,791.94</b>	<b>2,696,242.52</b>	<b>32,425.82</b>	<b>(532,987.80)</b>

**Note A:** Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of the Guthrie Public Schools District and is presented on another comprehensive basis of accounting conforming with the accounting practices prescribed or permitted by the Oklahoma State Department of Education which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this method, expenditures are recognized when an approved purchase order is issued.

**Note B:** Commodities representing non-cash expenditures have been included in the Schedule of Federal Awards which is an exception to the prescribed basis of accounting.

**Note C:** Federal expenditures reported above were chargeable to the respective Federal programs, however, in some instances, they may not be identical to amounts recorded under the specific OCAS project codes in the District's accounting records. Common reasons for those variances include: (1) timing differences, (2) differences in basis of accounting utilized, (3) mis-coding to other project codes, (4) refunds or reimbursements that offset expenditure data, (5) matching (or other local) expenditures that supplement or exceed Federal awarded amounts, and (6) approved indirect costs which are recorded under separate project codes.

The notes to the financial statements are an integral part of this statement.

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
SCHEDULE OF STATUTORY, FIDELITY, AND HONESTY BONDS  
FOR THE YEAR ENDED JUNE 30, 2016**

Michael Simpson - Superintendent  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057279  
\$100,000 Limit  
Effective July 1, 2015 to June 30, 2016

Jana Wanzer - Treasurer  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057390  
\$300,000 Limit  
Effective July 1, 2015 to July 1, 2016

Dennis Schulz  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057390  
\$100,000 Limit  
Effective July 1, 2015 to July 1, 2016

Sandra Savory - Payroll  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057390  
\$100,000 Limit  
Effective July 1, 2015 to July 1, 2016

Vicki Biggs – Encumbrance Clerk  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057390  
\$100,000 Limit  
Effective July 1, 2015 to July 1, 2016

Anita Paul – Activity Fund  
Employee Dishonesty Bond  
Ohio Casualty Insurance Company - Policy No. 5057390  
\$100,000 Limit  
Effective July 1, 2015 to July 1, 2016

Position Bonds  
Personnel Clerk, Clerk of the Board, Minutes Clerk, Special Education Secretary, Federal Programs  
Secretary, Administration Office Receptionist, Site Principals, Assistant Principals, Secretaries,  
Transportation Director, Maintenance Director, Athletic Director, Child Nutrition Secretary,  
Cafeteria Cashiers & Managers  
Employee Dishonesty Bond  
Dewart-Gumerson Insurance Agency - Policy No. 18308367  
\$2,000 Limit  
Effective September 25, 2015 to September 25, 2016

**INTERNAL CONTROL AND COMPLIANCE REPORTS**

## **PUTNAM & COMPANY, PLLC**

CERTIFIED PUBLIC ACCOUNTANTS  
169 S.E. 32<sup>ND</sup>  
EDMOND, OKLAHOMA 73013  
(405) 348-3800  
Fax (405) 348-3846

Independent Auditor's Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards*

November 16, 2016

The Honorable Board of Education  
Guthrie School District No. 1  
Logan County, Oklahoma

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the accompanying fund type and account group financial statements-regulatory basis within the combined financial statement of Guthrie School District No. 1, Logan County, Oklahoma as listed in the Table of Contents, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's financial statements, and have issued our report thereon dated November 16, 2016, which was adverse with respect to the presentation of the financial statements in conformity with accounting principles generally accepted in United States because the presentation followed the regulatory basis of accounting for Oklahoma school districts and did not conform to the presentation requirements of the Governmental Accounting Standards Board. However, our report was unqualified with respect to the presentation of financial statements on the regulatory basis of accounting authorized by the Oklahoma State Board of Education.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement; we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, compliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Putnam & Company*  
Putnam & Company, PLLC

**PUTNAM & COMPANY, PLLC**  
**Certified Public Accountants**  
169 E. 32<sup>ND</sup>  
EDMOND, OKLAHOMA 73013  
(405) 348-3800  
Fax (405) 348-3846

Independent Auditor's Report on Compliance for Each Major Program  
and on Internal Controls over Compliance In Accordance with  
*Office of Management and Budget Circular A-133*

November 16, 2016

The Honorable Board of Education  
Guthrie School District No. 1  
Logan County, Oklahoma

**Report on Compliance for Each Major Federal Program**

We have audited Guthrie School District No. 1, Logan County, Oklahoma, compliance with the types of compliance requirements described in the OMB Circular A-133 compliance Supplement that could have a direct material effect on each of the District's major federal programs for the year ended June 30, 2016. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the district's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

**Opinion on Each Major Federal Program**

In our opinion, the District, complied, in all material respects with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

## **Report on Internal Control Over Compliance**

Management of the District, is responsible for establishing and maintaining effective internal control over compliance the types of compliance requirements referred to above. In planning and performing our audit, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Putnam & Company  
Putnam & Company, PLLC

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**Section I – Summary of Auditors’ Results**

***Financial Statements***

Type of auditors’ report issued: Unqualified due to regulatory basis presentation, adverse with respect of GAAP conformity.

Internal control over financial reporting:

\* Material weakness(es) identified?  Yes  No

\* Significant Deficiency(ies) identified not considered to be material weakness(es)?  Yes  None Reported

Noncompliance material to financial statement noted?  Yes  No

***Federal Awards***

Internal control over major programs:

\* Material weakness(es) identified?  Yes  No

\* Significant Deficiency(ies) identified not considered to be material weakness(es)?  Yes  None Reported

Type of auditors’ report issued on compliance for Major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with section 510 (a) of OMB Circular A-133?  Yes  No

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
84.010, 84.367	Title I Cluster
10.555, 10.553, 10.550, 10.559	Food Service Cluster
84.027, 84.173	Special Education Cluster

Dollar threshold used to distinguish between type A and type B programs \$750,000

Auditee qualified as low-risk auditee?  Yes  No

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**Section II – Findings Relating to the Financial Statements**

None

**Section III – Findings and Questioned Costs for Federal Awards**

N/A

**Section IV – Status of Prior Year Audit Findings**

None related to the financial statements or questioned costs for federal awards.

**Section V – Management’s Corrective Action Plan**

N/A



**ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT**



**MANAGEMENT LETTER AND COMMENTS**

**PUTNAM & COMPANY, PLLC**

CERTIFIED PUBLIC ACCOUNTANTS  
169 S.E. 32ND  
EDMOND, OKLAHOMA 73013  
(405) 348-3800  
fax (405) 348-3846

November 16, 2016

The Honorable Board of Education  
Guthrie School District No. 1  
Logan County, Oklahoma

We have audited financial statements of Guthrie School District No. 1, Logan County, Oklahoma, as of and for the year ended June 30, 2016, as listed in the table of contents, and have issued our report thereon dated November 16, 2016. As a part of our audit, we made a study and evaluation of the District's system of internal accounting control to the extent we considered necessary solely to determine the nature, timing and extent of our auditing procedures. Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole, and we do not express such an opinion.

However, during our audit we became aware of some matters that, while not involving material weaknesses in internal accounting control, are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated November 16, 2016 on the financial statements of Guthrie School District No. 1.

We will review the status of these comments during our next audit engagement. We would be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters or to assist you in implementing the recommendations.

We also wish to express our appreciation of the courteous attention and cooperation which we received from staff members during our engagement.

Sincerely,



Jerry W. Putnam

**GUTHRIE SCHOOL DISTRICT NO. 1  
LOGAN COUNTY, OKLAHOMA  
MANAGEMENT LETTER COMMENTS  
FOR THE YEAR ENDED JUNE 30, 2016**

**PRIOR YEAR'S COMMENTS AND RECOMMENDATIONS**

The prior year's comments have been addressed and resolved.

**CURRENT YEAR'S COMMENTS AND RECOMMENDATIONS**

We reviewed expenditures from the District's General Fund, Building Fund, Child Nutrition Fund, Gift Fund, School Age Care Fund, and Insurance Fund, and we found the supporting documentation to be very good. However, we noted the following during our review:

<b><u>Finding</u></b>	<b><u>No. of Instances</u></b>
Invoice Date Before P.O. Date	3

**REVIEW OF ACTIVITY FUND TRANSACTIONS**

During our review of the Activity Fund transactions we noted that the transactions were well documented. However, we noted the following during our review:

<b><u>Finding</u></b>	<b><u>No. of Instances</u></b>
Invoice Date Before P.O. Date	1
Did Not Sign for Goods/Services	1

**DISTRICT'S RESPONSE TO AUDIT COMMENTS / CORRECTIVE ACTION PLAN**

The District is generally in agreement with the finding and recommendations above and will review current procedures in order to implement necessary changes.

**Joy Hofmeister**  
**State Superintendent of Public Instruction**  
**Oklahoma State Department of Education**  
**2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599**

**AUDIT ACKNOWLEDGMENT**

**Guthrie School District, Number 1-1**  
**Logan County, Oklahoma**  
**For The Fiscal Year Audited 2015-16**

The annual independent audit for the Guthrie Public School District, was presented to the Board of Education in an Open Board Meeting on December 12, 2016 by

Putnam & Company, PLLC  
Independent Auditor

  
Auditor's Signature

The Board acknowledges that as the governing body of the district, responsible for the districts financial and compliance operations, the audit findings and exceptions that have been presented to them.

A copy of the audit, including this acknowledgment form, will be sent to the Oklahoma State Department of Education within 30 days from its presentation, as stated in 70 O.S. 22-108:

"The district board of education shall forward a copy of the auditor's opinions and related financial statements to the State Board of Education and the State Auditor and Inspector within thirty (30) days after receipt of the audit."

\_\_\_\_\_  
Superintendent of Schools

\_\_\_\_\_  
Board of Education Vice President

\_\_\_\_\_  
Board of Education President

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

Subscribed and sworn to before me on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

My commission expires on \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public

A copy of the Board Agenda and Board Minutes where the audit was presented and approved must accompany the audit.

# Guthrie Public Schools

## School Calendar 2017-2018

**August**

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

**AUGUST**  
 15-16-17 Teacher In-Service  
 18 - First Day of Classes

**January**

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

**SEPTEMBER**  
 4 - Labor Day  
 25 - Professional Day

**September**

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

**OCTOBER**  
 6 - Homecoming (1:10 PM Dismissal)  
 13 - End of First Quarter  
 17 - P/T Conf (All Schools)  
 20 and 23 Fall Break  
 24 - P/T Conf (GHS and GJHS)  
 26 - P/T Conf (Elementaries)

**February**

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

**October**

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

**NOVEMBER**  
 20-24 Thanksgiving Break

**March**

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

**DECEMBER**  
 20 - End of 2nd Quarter  
 Dec 21 - Jan 3 Winter Break

**November**

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

**JANUARY**  
 4 - Classes Resume  
 15 - Martin Luther King Day  
 18 and 23 - P/T Conf (Elementaries)

**April**

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

**FEBRUARY**  
 19 - Professional Day

**MARCH**  
 13 and 15 - P/T Conf (GHS and GJHS)  
 15 - End of 3rd Quarter  
 16 - Snow Make-Up Day #1\*  
 19-23 Spring Break

**December**

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

**APRIL**  
 20 - Snow Make-Up Day #2\*

**May**

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

**MAY**  
 25 - Last Day of Classes  
 28 - Memorial Day

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

1st Quarter     **39+4**  
 2nd Quarter    **42**  
 3rd Quarter    **50+1**  
 4th Quarter    **44**

175 Days Taught  
 5 Professional Days  
 180 Days Total

\* School will be dismissed  
 if not used for bad weather

Professional Day

Vacation Day

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

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

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



**MEMORANDUM:**

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

**FROM:** Eldona Woodruff, Director of Special Education

**SUBJECT:** Agreement with ProCare Therapy to provide short-term Speech Language Therapy services

**DATE:** November 30, 2016

Attached is an agreement with ProCare Therapy to provide Speech Language Therapy services for December 2016 – January 2017 based on the school calendar. This agreement will cover the leave of one of our Speech Language Therapist. ProCare has agreed to provide this service for \$65 per hour plus mileage between sites. The approximate cost of this service will be \$15,470. I will approve the therapist's actual time each week before we are billed.

**Additional Quotes received:**

ProCare Therapy \$65-\$75 per hour. They have agreed to provide the service for \$65 per hour. Supplemental Health starting at \$62 per hour depending on the experience of the provider. No one is available at this time.

Solient \$67 per hour

Career Staff \$69 per hour

## CLIENT SERVICES AGREEMENT

between  
ProCare Therapy  
10151 Deerwood Park Boulevard  
Building 200, Suite 400  
Jacksonville, FL 32256  
and



Guthrie Public School District

---

802 E Vilas Ave

---

Guthrie, OK 73044

---

("Client")

ProCare Therapy, a d/b/a of New Direction Solutions, LLC ("ProCare") and Client enter into this non-exclusive Client Services Agreement ("Agreement") for the purpose of referring and placing Consultants ("Consultants") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Client Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

### 1. Scope of Services.

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

### 2. Independent Contractor.

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

### 3. Telepractice Services.

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

### 4. Insurance.

ProCare will maintain Worker's Compensation and Employer Liability insurance in accordance with state regulations. General Liability insurance will be maintained at a minimum level of two million dollars (\$2,000,000) per occurrence and four million dollars (\$4,000,000) aggregate. Excess liability insurance will be maintained at a minimum level of ten million dollars (\$10,000,000) per occurrence/aggregate. Professional Liability insurance will be maintained at a minimum level of five million dollars (\$5,000,000) per occurrence and five million dollars (\$5,000,000) aggregate.

### 5. Competency and Licensing.

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



**6. On-Site Responsibility.**

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

**7. Employment of Consultants.**

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by ProCare for a period of (12) months after the latest date of introduction, referral, or placement. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$18,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to ProCare upon start date.

**8. Equal Opportunity.**

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

**9. Payment Terms.**

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

**10. Default Charges.**

Invoices shall be considered Past Due thirty (30) days from date of invoice and begin to incur the applicable default charge of one and one-half percent (1 1/2%) per month based on unpaid balances (annual percentage rate of eighteen percent (18%)) or the maximum legal interest rate, whichever is lower. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. ProCare reserves the right, at its option, to discontinue any extension of credit.

**11. Limitation of Liability.**

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

**12. Administrative Responsibilities.**

Client shall be responsible for orienting Consultant to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. During the contracted assignment, should Consultant fail to submit paperwork as required per Client's policies and procedures, Client must notify ProCare in writing within three (3) business days of alleged failure. Failure to notify ProCare within the three (3) day period shall negate any Client claim to withhold payment due to paperwork non-compliance by Consultant. Within three (3) business days following the conclusion of a contracted assignment, Client shall conduct a final review to determine whether the completion of additional paperwork is needed from the Consultant. Failure to notify ProCare prior to the fourth (4<sup>th</sup>) day after conclusion of the assignment will negate any Client claim to withhold payment due to paperwork non-compliance by Consultant.



**13. Incident and Error Tracking.**

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

**14. Reporting of Work-Related Injuries.**

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

**15. Termination with Cause.**

Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to Consultant, behavior, and or any incident that would be considered adverse to the overall operation of Client. Client may request that ProCare facilitate the immediate removal of Consultant due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate an Consultant unless ProCare has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to ProCare's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates Consultant or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that ProCare's Consultants are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by ProCare in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 11 of this agreement. ProCare shall have five (5) business days to refill the position in the event of termination with cause. Should ProCare identify a suitable Consultant, Client agrees to original terms or extended terms of the terminated Consultants assignment.

**16. Termination without Cause.**

Client may cancel an assignment with ninety (90) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 90-day period of notice. In the event Client is unable to provide ninety (90) days notice of termination, Client will be billed for ninety (90) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by ProCare as a result of such cancellation.

**17. Guaranteed Minimum Hours.**

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

**18. Paid Sick Leave.**

Paid Sick Time will be billed back to Client at the straight-time bill rate for all hours taken by any Consultant in any jurisdiction that has passed or will pass paid sick time legislation.



**19. Unscheduled Facility Closure Policy.**

ProCare will incur fixed expenses over the entire course of a Consultant's contract assignment with Client related to the Consultant's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in an Consultant's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will be invoiced and shall pay for each such affected Consultant's services at the reduced rate of \$100/day for each day that the Consultant(s) is unable to work by virtue of such Unscheduled Closure.

**20. Multiple Locations.**

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

**21. Issue Resolution.**

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

**22. Indemnification.**

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

**23. Confidentiality.**

Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and includes bill rates, fees for permanent placements and terms and conditions of this Agreement. It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) Information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of ProCare shall include, but is not limited to, any and all unpublished information owned or controlled by ProCare and/or its Consultants, that relates to the clinical, technical, marketing, business or financial operations of ProCare and which is not generally disclosed to the public including but not limited to Consultant information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.

**24. Family Education Rights and Privacy Act.**

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

**25. Survival.**

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

**26. Governing Law.**

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



**27. Entire Agreement.**

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

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

**Guthrie Public School District**

**PROCARE THERAPY, INC.**

Client Name

DocuSigned by:

11/16/2016

Client Representative Signature

Date

*Shawn Donalty*

ProCare Representative Signature

Date

Guthrie Public School District

Shawn Donalty

Print Name

Print Name

Senior Director of Educational Resources

Title

Title





### STATE RETIREMENT SYSTEM NOTICE

This notice is intended to clarify the manner of payment in contemplation of a Contractor Employee's mandatory or permissive participation in a state teacher retirement system, school employees retirement system, and/or any similar or successor system applicable to the professionals provided by Contractor.

Client acknowledges and agrees that if formal notice is required to be given to any Contractor Employee that participation in any such retirement system/pension is either: 1) permitted by Contractor Employee's election; or 2) is required by law, then Client is solely responsible for providing such notice to Contractor Employees and fulfilling all associated administrative duties.

Client shall immediately notify Contractor if any Contractor Employee is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise Contractor of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Contractor Employee may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to the Contractor by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Contractor Employee by the Contractor.

The Client and Contractor expressly acknowledge and agree that if any Contractor Employee is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for contractor employee with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/ contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Contractor Employees' interest in retirement system/pension.

By way of example of how the invoicing/payment will be adjusted, if Contractor charges the Client \$100.00 for services rendered by Contractor's Employee, if Contractor pays the Contractor Employee \$50.00 for the provision of these services, and if Contractor Employee elects to participate in the retirement system, the Client shall withhold and remit to the appropriate system or pension 13% of the employee's pay (\$6.50) as the employee's share, and 14% of the employer's pay (\$7.00) as the employer's share (assuming employee and employer contributions are 13% and 14%, respectively). Consequently, Contractor would invoice Client for \$86.50, and Contractor would pay (subject to other applicable withholdings) \$43.50 to Contractor Employee.





# Board of Education Personnel Reports

## *Employment Request*

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Crockett, Corbin	GUES	PE	11/10/16		6	Keith Hedge

Classification						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Howard, Darroll	High School	Custodian	12/05/16	3	8	Cindy Sink
Johnson, Robert	Transportation	FT Sub Route Driver	12/05/16	13	6	Stephen Benham
Smith, Jaylene	Transportation	Route Driver	12/05/16	13	6	Luke Koball
Sweeney, Regina	GUES	Sp Ed Paraprofessional	11/15/16	3	7.5	Ruth Hildreth

## *FMLA Request*

**Support:** 1

**Certified:** 1

## *Transfer of Position Report*

Classification					
Name	Transferred From	Transferred To	Replacing	Transfer Date	
Green, Lisa	Cafeteria Mgr. Fogarty	Cafeteria Mgr. High Scho	Jackie Scannell	1/4/2017	

## *Separation of Employment*

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Williamson, Jayne	Fogarty	Reading Intv.	Resigning	12/21/2016	

Classification					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Dysinger, Christopher	Transportation	FT Sub Route Driver	Resigning	11/29/2016	
Eaves, Jessica	High School	Secretary High School	Resigning	12/13/2016	

***Teachers Recommended for Rehire on a Temporary Contract  
for the 2nd Semester of the 2016-2017 School Year***

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
<i>Central</i>			
	Avila	Emily	1st Grade
	Murray	Carly	Sp Ed Mild/Mod
	Williams	Jacklyn	1st Grade
<i>Cotteral</i>			
	Benson	Jay	Pre-K
	Walsworth	Lara	Kindergarten
<i>Faver</i>			
	Gilmore	Russ	History
	Villalva	Gina	Dir. Alternative Ed/Teacher
<i>Fogarty</i>			
	Allen	DeAnna	2nd Grade
	Bard	Jeri	Speech Language Pathologist
	Chambers	Julie	2nd Grade
	Curfman	Stephanie	3rd Grade
	Gallupe	Connie	Elementary Counselor
	Harris	Elizabeth	3rd Grade
	Hurt	Sara	3rd Grade
	Midgett	Jenea	2nd Grade
	Morgan	Tashina	3rd Grade
	Onley	Sandra	2nd Grade
	Schneider	Trier	3rd Grade
<i>GUES</i>			
	Adams Payne	Catherine	Sp Ed Mild/Mod
	Braid	Lorrie	4th Grade
	Branson	Audra	6th Grade
	Crockett	Corbin	PE
	Davis	Allyson	4th Grade
	Delaney	Mallory	5th Grade
	Dement	Adam	6th Grade
	Goddard	Evangeline	5th Grade

*Monday, November 28, 2016*

<i>Site</i>	<i>Last Name</i>	<i>First Name</i>	<i>Current Assignment</i>
	Morgan	Samantha	6th Grade
	Reynolds	Ashley	Sp Ed Mild/Mod
	Robinson	Mark	6th Grade
	Tautimer	Nohemy	Sp Ed Mild/Mod
	Wilson	Ashley	5th Grade
<i>High School</i>			
	Andrews	Stacie	Algebra II
	Edwards	Daylon	Environmental Science
	Hodge	Stephen	Algebra III/Geometry
	Jones	James	Agriculture Education
	Jordan	Jeffrey	English II
	Metz	Dusten	Sp Ed Mild/Moderate
	Palmer	Jessica	Sp Ed Mild/Mod
	Peralta	Taylor	English I/ English II
	Sanders	Thomas	History
	Simonton	Angela	English III
	Steier	Taylor	Asst. Band Director
	Tyler	Alexander	Algebra I
	Wooderson	Kylie	Agricultural Instructor
<i>Junior High</i>			
	Case	Sean	STEAM (Math)
	Darcy	Terrance	SMART Ed
	Harmon	Michael	Sp Ed Mild/Mod
	Inman	Leslie	Math 8th Gr
	Knight	Bethany	Math 7th Grade
	Lowe	Michael	Geography/History JH
	Ludlow	Janet	Sp Ed Mild/Mod
	Peterman	Scott	SMART Ed
	Petty	Jessica	Life Skills
	Vaughan	Scot	8th Gr Science
	Workman	Catherine	8th Gr Reading

*Monday, November 28, 2016*

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## ***Teacher Rehire - Probationary 2016-2017***

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<b><i>Site</i></b>	<b><i>Last Name</i></b>	<b><i>First Name</i></b>	<b><i>Current Assignment</i></b>	<b><i>In District Experience</i></b>	<b><i>Total Experience</i></b>	<b><i>Contract Type</i></b>
<i>GUES</i>	Walters	Kara	Sp. Ed. Elem. Severe/	5	5	Probationary
<i>Junior High</i>	Hooper	Kristen	Sp Ed	2	2	Probationary



Staking A Claim in Our Students' Future

Telephone: 405-282-8900

**REQUEST FOR EXTRA-DUTY POSITION**

Dr. Simpson & Guthrie Board of Education:

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

<b>Russell</b>	<b>Doug</b>	<b>S</b>
_____ Last Name	_____ First Name	_____ Middle Initial

<b>Asst. Girls Basketball</b>	<b>HS</b>
_____ Extra-Duty Position	_____ Site

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

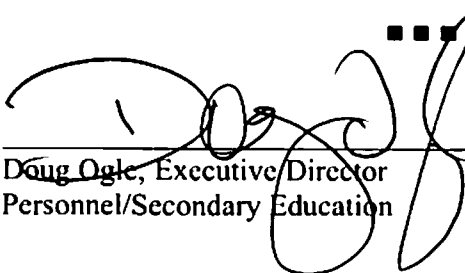
If yes, whom would this employee replace? Sherrie Simek

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

Start Date <u>11/14/16</u>	Extra-Duty Compensation <u>\$2700</u>
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Submitted By: <u>Jon Chappell</u>	<u>11/10/2016</u>
Principal or Program Director	Date

.....

	<u>11/14/16</u>
Doug Ogle, Executive Director Personnel/Secondary Education	Date

Guthrie Public Schools  
Property Committee Meeting  
December 5, 2016 5:00 p.m.

Members present: Dr. Mike Simpson, Doug Ogle, Dennis Schulz, Eldona Woodruff, Cody Thompson, Sharon Watts, Terry Pennington, Jennifer Bennett-Johnson, and Linda Skinner.

**Mr. Thompson spoke on the following items:**

**Expenditure Reports:**

- Summarized the expenses for November
- 23 new Purchase Orders for November

**Completed Projects:**

- 229 Work-Orders completed in November
- 104 Work-Orders completed at Transportation
- Electrical repairs throughout the District
- Plumbing repairs/upgrades throughout the District
- HVAC repairs/replacements throughout the District
- Replaced 4 HVAC units – 2 at Cotteral & 2 at Fogarty
- Installed 2 sewer cleanouts between High School and annex
- Repaired ONG leak at Central
- Smartboards installed at High School
- LED Lighting Projects at Central, Cotteral, and Faver

**Projects in Progress:**

- Currently have 113 Maintenance Work-Orders in progress
- Currently have 50 Transportation Work-Orders in progress
- OSIG report 95% completed
- Repairs to 3 buses involved in accidents
- Lighting project at Fogarty
- Continuing roof repairs at Cotteral, Fogarty, and Jr. High
- District HVAC repairs & High School chiller repairs upgrade
- Continuing heat checks
- Repairs being done to donated sand spreader
- Paint and stain the walkway and ramp at the Bus Barn
- Cleanup of Maintenance and Transportation areas

**Future Projects:**

- Begin making repairs/upgrades to facilities recommended in the Performance Review Report
- Install outlets at bus parking lot
- Sidewalk repairs to north west building area at the High School
- Tile floor repairs in High School classrooms
- Playground upgrades
- Master lock/key system for District
- Outside lighting – Parking lots/building lights
- Purchase of 2 new buses



- Warehouse upgrades
- Chiller Replacement/Repairs

**Performance Review:**

- Discussed the first 5 recommendations from the Performance Review which included:
- Safety inspections of all facilities, eyewash stations, first aid kits, and AEDs
- Inspect all facilities for any deficiencies and submit work orders for repairs.
- Discussed options for equipping special education classrooms with an appropriate space for de-escalating disruptive behavior
- Review the current form for daily pre-trip inspections by each bus driver

**Proposed School Calendar:**

- Discussed the proposed school calendar for year 2017-2018

**Bond Projects Discussion:**

- Discussed status of window installation at Central
- Discussed proposed design of new school showing drop-off areas

**Guthrie Public Schools**  
**Finance Committee Meeting**  
**December 6, 2016**  
**4:00 P. M.**

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

Mr. Sallee arrived late and was attending for the vacated seat.

**Mr. Schulz** opened the meeting informing the committee the first pages were routine financial reports and to contact him if they had questions. He then stated the interest rates were remaining steady and we could not get better rates for the operating accounts. He did tell the committee that the Bond monies were invested at two different banks here in Guthrie.

**Mr. Schulz** spoke on the following:

**Audit Report**

Discussed the finding in the 2015-16 audit report.

**Barlow Contract**

This is a contract renewal for negotiations for the 2017-18 school year.

**Performance Audit Review**

Dr. Simpson and Mr. Schulz had a discussion with the committee members concerning the findings and how they wanted to proceed in implementing the recommendations of the audit.

**Mr. Ogle** spoke on the following;

**Proposed 2017-18 Calendar**

He explained the reasoning of the start dates and the proposed changes to the calendar.

**Ms. Woodruff** spoke on the following:

**Procure Contract**

This contract is for a speech therapist to work during the maternity leave for the full time therapist.

Guthrie Public Schools  
Curriculum Committee Meeting  
Minutes  
October 4, 2016  
5:00 p.m.

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

Tina Smedley attended in the vacated seat

**Discussion Items:**

**Ms. Walters**

- Elementary School Improvement Designations

**Mr. Ogle**

- Secondary School Improvement Designations
- 2017-2018 School Calendar

**Ms. Woodruff**

- Special Education Update IV

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

- Discussion of Performance Review – Curriculum items, Priority 1-5
  1. Organize a task force to elicit community, parent, and school staff input and develop a detailed action plan for transitioning the district from a grade center organization to neighborhood schools. (pages 1-19)
  2. Provide transition activities and information for parents and their students as they move from one elementary grade center to the next. (pages 1-59)
  3. Strengthen the horizontal and vertical alignment process to function primarily at the teacher and classroom level. (pages 2-7)
  4. Develop a professional development program for all support staff that includes job specific training, as well as participation in the professional development for certified staff, as appropriate. (pages 1-49)
  5. Implement job-embedded training and communication processes for paraprofessionals. (pages 2-50)