

AGENDA WITH COMMENTARY
GUTHRIE PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR MONTHLY MEETING
802 EAST VILAS
GUTHRIE, OKLAHOMA

MONDAY
FEBRUARY 08, 2016
7:00 P.M.

TEACHER OF THE YEAR RECEPTION PRIOR TO BOARD MEETING
6:15 P.M.

AGENDA:

1. Call to Order
2. Roll Call
3. Establish a Quorum
4. Pledge of Allegiance
5. Kiwanis Presentations
 - A. Student Recognition
 - B. FFA Sponsorship
6. Presentation of Certified and Support Employee of the Month
7. Presentation of Guthrie Public Schools' Site Teachers of the Year and District Teacher of the Year for 2016-2017.....Page 5
8. Comments to the Board by:
 - A. Citizens registered to speak to the Board
 - B. Board Members
9. Superintendent's Reports
10. **Consent Agenda:**.....Pages 6-72
All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration and action on the following items:
 - A. Minutes of special meeting held on January 18, 2016

- B. Treasurer’s Report**
- C. Activity Fund Fundraisers as per attached list**
- D. Activity Fund Transfers as per attached list**
- E. Fuel Bid as recommended by bid committee**
- F. Encumbrances for General Fund #'s 841-902, Building Fund #'s 104-110, Child Nutrition Fund #'s 30-31 and listed change orders and Activity Fund Reports**
- G. Contracts/Agreements under \$10,000**
 - 1. Contract with Simplified Online Communication System to host the District website for 2016-2017**

Commentary:

Schoolwires is our current web site hosting company. The decision to make a change is purely financial as a cost saving measure. Schoolwires is not willing to negotiate their price. SOCS will cost us \$5,000 per year and \$650 in one time charges. The savings attained by switching to SOCS will be \$7,560. **Dee Benson or Dr. Simpson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 2. Agreement with City of Guthrie for use of Kiwanis Field for GJHS Baseball practice for the 2016 baseball season**

Commentary:

This agreement is made between the City of Guthrie and GPS for use of the field for the 2016 season ending April 30 at a total cost of \$100. **Doug Ogle or Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

11. Business Agenda:

- A. Recommendation, consideration and action upon Guthrie High School Driver’s Education Summer School 2016.....Pages 73-75**

Commentary:

This is held each summer at Guthrie High School. Class sessions are from June 1st through July 20th and driving schedules from June 1st through July 31st. A copy of the proposed class schedule and tuition fees is enclosed in your packet. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

B. Recommendation, consideration and action upon School Health Profiles Survey for secondary school level sponsored by the Oklahoma State Department of Health and the Oklahoma State Department of Education conducted by the Centers for Disease Control.....Pages 76-109

Commentary:

The purpose of this survey is to improve school health policies and practices in Oklahoma schools. The surveys will be completed by principals and lead health education teachers at the secondary level. Participation is voluntary and confidential.

Doug Ogle will answer any questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

C. Recommendation, consideration and action upon 2016-2017 STEM Academy:Pre-Engineering and Biomedical Sciences Joint Program Agreement with Meridian Technology Center.....Page 110

Commentary:

This is the second year for Meridian Technology Center to approve extending the STEM Program to high schools within the district. This joint agreement gives sophomores, juniors and seniors an opportunity to take courses in mathematics, science and pre-engineering. It also gives juniors and seniors an opportunity to take courses in biomedical sciences as well. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

D. Recommendation, consideration and action upon Memorandum of Understanding between the Oklahoma Department of Career and Technology Education and Guthrie High School for 2015-2016.....Pages 111-113

Commentary:

This nationally recognized program would be funded through a \$5,500 grant provided by Oklahoma Career Tech. The purpose of ‘High Schools That Work’ is to improve the achievement of all students and provide them with resources that will enable them to be more prepared for college and/or career upon graduation. **Doug Ogle will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

**E. Recommendation, consideration and action upon Cooperative Letter of Partnership between Guthrie Junior High School and Oklahoma State University Educational Talent Search Program for September 1, 2016-August 31, 2021
Pages 114-115**

Commentary:

This service is provided free of charge by OSU and is used to help offer assistance to those students in Junior High who plan to continue their education at a college or

university through academic counseling, ACT test preparation, career exploration, etc.
Doug Ogle 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 and discussion of Superintendent's contract, 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 116**
14. **Consideration and action upon Superintendent's contract**
15. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
16. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
17. **Adjourn**

**Dr. Mike Simpson
Superintendent**

jf

Posted by: _____

Date: _____ Time: _____

Place: _____



Guthrie Public Schools

Memo

To: Dr. Simpson

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

Date: January 22, 2016

Re: 2016 Guthrie Teachers of the Year

I am pleased to inform you that the faculty at each school site has selected a nominee for the 2016 Guthrie Teacher of the Year. The teacher nominees are:

Cotteral:	Deanna Davenport Dawn Reames
Central:	Ashley Henderson
Fogarty:	Tia Davidson Kathryn Rosenbach
G.U.E.S.	Keith Hedge Kara Walters Shari Yost
Jr. High	Ron Gillett Tara Barker
High School	Diana Meek Lisa Kroth Lori Lucas Patricia Johnson

All site nominees were required to submit a Teacher of the Year Portfolio to the District Professional Committee for consideration for District Teacher of the Year.

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
SPECIAL MEETING
JANUARY 18, 2016**

MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION SPECIAL MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON JANUARY 18, 2016

Board Members Present:

Jennifer Bennett-Johnson, Gail Davis, Tina Smedley, Terry Pennington, Janna Pierson, Travis Sallee 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
Dee Benson, Director of Technology
Jerry Gammill, Director of Facilities
Jessica Callaway, Director of Child Nutrition
Steve Cordell, Director of Transportation
John Moyer, District Legal Counsel**

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

Due to one of the recipients arriving late, Dr. Simpson asked that the Board move the Employee of the Month presentation to later in the agenda.

- 6A. President Pennington 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.

6B. President Pennington called for any comments to the Board by Board members.

Ms. Pierson complemented the staff for attaining a speaker from CRASE, regarding safety in our schools, for Professional Development Training.

President Pennington wished everyone a happy Martin Luther King, Jr. Day and insisted we should all be honored to be gathered together on that day.

7. President Pennington called for the Superintendent's Reports.

Superintendent Simpson reported on the following:

Wished everyone a happy Martin Luther King, Jr. Day. Guthrie Public Schools will return to regular classes tomorrow morning.

Reported on Professional Development Training on January 4th. A representative from an organization called CRASE, Civilian Response to Active Shooter Events, gave a presentation suggesting ways to protect yourself using practical methods that may already be in a classroom instead of lethal methods. All sessions were full. Mr. Ogle and Mr. David Ball, Logan County Emergency Manager, organized the discussion. The staff were highly engaged as were the community members that attended one of the sessions. Thanked Ms. Pierson for attending the session on behalf of the Board Members.

Last month, he reported that Delta Dental had offered to come to our sites and place sealants on some of our elementary students' teeth. They have begun the process and are having to extend the days they will be in our schools because of such high participation.

Stated we are in the midst of a School Performance Review which we have requested by the State of Oklahoma and is of no cost to the District. Part of the process is receiving input from the public. He encouraged the public to go to the District Website to complete the survey or hard copies are also available at all sites.

Discussed the current state of the budget. He was fearful that we would receive cuts before the end of the school year and that has become true. We have made incremental cuts over the last two years and have saved approximately \$576,000 in certified teaching salaries with those cuts. A reminder that prior to the 2014-2015 school year we made cuts to account for the \$300,000 loss in ad-velorum collections due to the lowering of the assessment ratio for the property of Logan County. In December, we were told of a revenue failure by the State of Oklahoma and to expect budget cuts during this year. In January, we received a mid-term adjustment reduction of state aid in the amount of \$237,657 due to the increase in the number of new students in the state with no increase in funds. This was unrelated to the revenue failure. Shortly after midterm adjustment numbers we received confirmation of our cuts in State Aid due to the revenue failure. Total revenue failure cuts to this day are \$187,615.91. The total amount of cuts up to January total just over \$425,000 for this fiscal year. We have been advised to expect more cuts this year.

Cautioned everyone with regard to the projected shortfall for next year. The amount of shortfall from the State Board of Equalization stands at \$900 million. The amount given in December 2014 was projected to be \$300 million and that amount doubled at the February

meeting. It is impossible to project the cuts for the 2016-2017 school year. The discussion will take place with the Administrative Council regarding the harsh realities in front of us and where cuts could be made. We will ask staff to participate in this planning.

Mr. Schulz added that our initial allocation this year was \$820,000 less than what we collected last year which is before any cuts were made this year. The total loss of State Aid from what we collected last year is well over \$1 million.

Dr. Simpson finished by reminding everyone the last time our District went through this situation, we received stimulus funds which will not be available this time as this is a state emergency not a national emergency.

8. President Pennington called for presentation of Certified and Support Employee of the Month.

Mr. Doug Ogle, Executive Director of Personnel and Secondary Education, announced the award winners for December: Ms. Kathryn Rosenbach, 3rd Grade Teacher, as certified employee of the month and Ms. Kendra James, Pre-K Paraprofessional, as support employee of the month. Nomination letters were read by the staff member who submitted the nominations: Ms. Marsha Todd, Principal at Fogarty Elementary, read the nomination letter submitted by Ms. Casey Anderson, Secretary at Fogarty Elementary, for Ms. Rosenbach and Ms. Shana Downs, Pre-K Teacher, for Ms. James.

Mr. Ogle presented the award winners a plaque and a \$25.00 Sonic Gift Card donated by the Guthrie Lions Club.

9. President Pennington called for item 8A to be removed from the Consent Agenda for discussion.

A motion was made by Pierson and seconded by Bennett-Johnson to approve the Consent Agenda excluding Item 8A.

The motion carried with 7 ayes and 0 nays.

President Pennington called for a motion to approve Item 8A, Minutes of regular meeting held on December 14, 2015.

A motion was made by Pierson and seconded by Sallee to approve Item 8A, Minutes of regular meeting held on December 14, 2015.

The motion carried with 6 ayes and 1 abstention-President Pennington abstaining.

10A. President Pennington called for recommendation, consideration and action upon survey request for student dissertation.

Discussion followed.

A motion was made by Watts and seconded by Smedley to approve the survey request for student dissertation.

The motion carried with 7 ayes and 0 nays.

- 11. President Pennington 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 for 2015-2016; discussing and compiling the employment evaluation of Dr. Michael Simpson, Superintendent of Schools; and, discussing and assessing the vulnerability of GPS facilities to acts of terrorism and discussing plans for deterrence or prevention of or protection from an act(s) of terrorism, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 7 and 9.**

- 11A. A motion was made by Davis and seconded by Sallee to go into executive session.**

The motion carried with 7 ayes and 0 nays. Executive session began at 7:19 p.m. District Legal Counsel, Mr. John Moyer, also participated in Executive Session.

- 11B. President Pennington acknowledged the Board's return to open session at 9:14 p.m.**

- 11C. President Pennington stated that in executive session only those items listed in Agenda Item 10 were discussed and no votes were taken.**

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

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

The motion carried with 7 ayes and 0 nays.

- 13. President Pennington called for action upon recommendation of extra-duty assignments for 2015-2016.**

Discussion followed.

Dr. Simpson stated the 2015-2016 HS Athletic Duty Assignments should state Anthony Bowie as a Basketball Asst Coach Boys HS instead of Basketball Asst Coach Girls HS.

A motion was made by Watts and seconded by Smedley to approve the extra-duty assignments with the correction of Anthony Bowie as Basketball Asst Coach Boys HS.

The motion carried with 7 ayes and 0 nays.

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

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

15. A motion was made by Sallee and seconded by Watts to adjourn the meeting.

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 9:15 p.m.

Jana Frey, Minutes Clerk

Terry Pennington, Board President

**TREASURER'S REPORT
JANUARY 31, 2016**

BANK BALANCES

FARMERS & MERCHANTS

General Fund	\$ 5,988,339.46
Building Fund	699,022.28
Sinking Fund	84,226.00
ILR Fund	64,419.04
G&E Fund	73.69
Child Nutrition Fund	215,689.54
Activity Fund	556,553.72
School Age-Care Fund	75,619.14
Bond Fund	<u>1,162,573.16</u>

TOTAL **\$ 8,846,516.03**

RECEIPTS

GENERAL FUND:

Logan County	\$ 3,175,707.09
State of Oklahoma	1,269,467.07
Okla. Tax Comm.	254,098.01
School Land Earn.	57,517.14
R.O.T.C.	5,478.85
Misc Receipts	18,613.48
General Acct. Int.	2,815.06
Minus (-) Bank Fees	<u>146.17</u>

TOTAL **\$ 4,783,550.53**

SINKING FUND:

CHILD NUTRITION FUND:
\$51,884.95

INS.LOSS RECOVERY FUND

BUILDING FUND

Logan County	\$ 399,644.35
Bldg. for Champs	<u>20.00</u>

TOTAL **\$ 399,664.35**

BOND FUND

WARRANTS PAID

GENERAL FUND:

2014-2015 \$245.00
2015-2016 \$1,737,101.79

GIFTS & ENDOWMENTS FUND:

INS. LOSS RECOVERY FUND:

BUILDING FUND:

2014-2015 \$ 0.00
2015-2016 \$ 25,293.29

CHILD NUTRITION FUND:

2014-2015 \$ 0.00
2015-2016 \$ 113,300.38

BOND FUND:

\$324,441.79

SCHOLARSHIPS:

Smithson - BancFirst

C.D. \$ 745.27

Keri Fisher – F&M Bank

Balance \$ 4,956.78

Paula Bearden – F&M Bank

Balance \$ 6,262.44

Randy Biggs - F&M Bank

Balance \$ 1,711.62

Original 89ers – F&M Bank

C.D. \$ 7,152.61

Total Monies in BancFirst	\$ 745.27	Pledged \$	250,000.00 FDIC
Total Monies in F&M Bank	\$ 8,866,599.48	Pledged \$	8,170,000.00
		\$	250,000.00 FDIC

**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND FUNDRAISER REQUEST
February 08, 2016**

- | | |
|-----------------------------|---|
| a. Soccer, 897 | Italian Dinner Night |
| b. Soccer, 897 | Concessions @ soccer home games |
| c. Fogarty, 809 | Bluejay earmuff sales |
| d. HS Stuco, 899 | United Week All Access Pass |
| e. Cotteral PTO, 804 | Duck Tape Principal |
| f. Cotteral. 805 | Scholastic Book Fair |
| g. Int. Travel, 887 | Shelton Photography Photo Session |
| h. JH FCCLA, 821 | Mpact Fundraising-Believe Kid's Food for the Soul |
| i. JH FCCLA, 821 | Mpact Fundraising-Jack Link Beef Jerky |
| j. Central, 802 | Scholastic Book Fair |
| k. Sp. Olympics, 929 | Spring Fling Dinner/Drawing |
| l. Cotteral, 805 | Southwest Fundraising catalog sales |
| m. Fogarty PTO, 808 | Sock Hop Dance student/parents |
| n. Fogarty PTO, 808 | Sock Hop Picture sales |
| o. Fogarty PTO, 808 | Class Art Auction |
| p. Fogarty, 809 | Discount Frontier City ticket sales |

- q.** Fogarty, 809 Jaguar Gourmet Snack catalog sales
- r.** Fogarty, 809 Great American Time 4 Kids
subscription booklets
- s.** HS Stuco, 899 United Week classroom concessions
- t.** FFA Booster, 876 County Fair Concessions



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

a.

JAN 11 REC'D

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 1/6/16

Account Name & Number: #897 Soccer

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Italian Night with the Soccer Team. Dinner prepared by parents and team; all food donated by parents and players.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Equipment and uniforms.

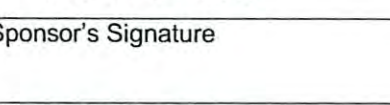


Current Unobligated Account Balance (Cash Balance less Open PO's): as of 1/11/16 3437.17

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 03/20/16-04/01/16

Profit Prediction	a - b = c	a. Estimated INCOME:	1,500.00	Notes:
		b. Less Estimated EXPENSE	100.00	
		c. Estimated PROFIT:	\$1,400.00	

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.

<u>Tina Bronk</u>	<u>1/6/16</u>	<u>Tina Bronk</u>
Sponsor's Signature	Date	Sponsor's Name Printed
		
Principal's Signature	Date	Activity Fund Custodian's Signature
		
Athletic Director's Signature (if applicable)		Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

JAN 11 REC'D

b.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 1/8/16

Account Name & Number: #897 Soccer

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Concessions for home games.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Equipment and uniforms.

Current Unobligated Account Balance (Cash Balance less Open PO's): 3437.17

as of 1/11/16
3437.17

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 3/31/16-04/29/16

Profit Prediction	a - b = c	a. Estimated INCOME:	1,000.00	Notes:
		b. Less Estimated EXPENSE	250.00	
		c. Estimated PROFIT:	\$750.00	

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.

Tina Bronk 1/8/16 Tina Bronk
Sponsor's Signature Date Sponsor's Name Printed

Principal's Signature Date Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable) Board Approval Date



JAN 13 REC'D

C.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/12/2016

Account Name & Number: Fogarty Act 809

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

BLUEJAY EAR MUFFS
FLIP OUT INC.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

This is a request to extend the dates of an existing approval

Current Unobligated Account Balance (Cash Balance less Open PO's): 8279.27 9155.78
98

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: extended through March 11, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	1,308.00	Notes: these totals are for the remainder of the product to be sold
		b. Less Estimated EXPENSE	0.00	
		c. Estimated PROFIT:	\$1,308.00	

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.

Sponsor's Signature Marsha K. Drdd Date 1/12/2016
Principal's Signature _____ Date _____

Sponsor's Name Printed DS
Activity Fund Custodian's Signature _____

Athletic Director's Signature (if applicable) _____

Board Approval Date _____

JAN 13 REC'D
JAN 11 REC'D

d.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 1/7/16

Account Name & Number: Stuco #899

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

United Week All access Pass
Pass will serve as a way to gain access to all events held during the United Week time frame.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Funds raised will be donated to the charity chosen for United Week.

Current Unobligated Account Balance (Cash Balance less Open PO's): 12094.68 ^{\$12,545.30} _{1/13/16}

Location of Sales: School Facility Community Both ₈₀

Start / End Dates of Fundraiser: MARCH 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	1,200.00	Notes:
		b. Less Estimated EXPENSE	100.00	
		c. Estimated PROFIT:	\$1,100.00	

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.

	<u>1-7-16</u> Date	<u>Matthew P...</u> Sponsor's Name Printed	
	<u>1-7-16</u> Date		DS
_____ Athletic Director's Signature (if applicable)	_____ Board Approval Date		

e.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

JAN 13 REC'D

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: 120-Cotteral Date of Request: 1/13/16

Account Name & Number: Cotteral PTO #804

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Students will be purchasing duck tape strips to tape Mr. Graham to a wall.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

To help purchase needed items and update the Cotteral gym.

Current Unobligated Account Balance (Cash Balance less Open PO's): 8196.⁹⁸₉₈ 1/13/16

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 2/22/16 - 3/4/16

Profit Prediction	a - b = c	a. Estimated INCOME:	600.00	Notes:
		b. Less Estimated EXPENSE	100.00	
		c. Estimated PROFIT:	\$500.00	

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.

Date 1/13/16

Date 1/13/16

Sponsor's Name Printed Christy McFarland

Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

f.



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Cotteral Date of Request: 01-15-16

Account Name & Number: Cotteral, 805

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Scholastic Book Fair

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Activity Fund Revenue for Books and Technology for the library and Cotteral

Current Unobligated Account Balance (Cash Balance less Open PO's): \$15,951.48 ¹⁻¹⁵⁻¹⁶

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 04-29-16 to 05-06-16

Profit Prediction	a - b = c	a. Estimated INCOME:	1,000.00	Notes:
		b. Less Estimated EXPENSE	100.00	
		c. Estimated PROFIT:	\$900.00	

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.

<u>Kathleen Jensen</u>	<u>01-15-16</u>	Kathleen Jensen
Sponsor's Signature	Date	Sponsor's Name Printed
<u>[Signature]</u>	<u>1/15/16</u>	<u>Christa Paul</u>
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable) _____ Board Approval Date _____

JAN 19 REC'D

g.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 1/15/2016

Account Name & Number: International Travel 887

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Shelton Photography, 117-1/2 N 2nd St, Guthrie, 405-282-5750
Selling Discount Photo Session: Includes Sitting Fee and 5x7 photo for \$89 (reg. \$120)
100% profit. Students keep all money from sales.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Proceeds will go toward individual student's international trip.

Current Unobligated Account Balance (Cash Balance less Open PO's): 0

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 4/1/2016-4/30/2016

Profit Prediction	a - b = c	a. Estimated INCOME:	1,000.00	Notes:
		b. Less Estimated EXPENSE	0.00	
		c. Estimated PROFIT:	\$1,000.00	

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.

	1/15/2016	Tiffany Dement
Sponsor's Signature	Date	Sponsor's Name Printed
	1-15-16	DS
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

JAN 19 REC'D

h.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Guthrie Junior High Date of Request: 1-14-16

Account Name & Number: FCCLA 821

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Mpact Fundraising; Believe Kid's Food for the Soul order book

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Money raised will be used to pay for students to attend FCCLA State Convention and FCCLA Frontier City day. It will also pay for transportation costs.

Current Unobligated Account Balance (*Cash Balance less Open PO's*): as of 1/14/16
457.58 397.58

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: Feb. 22, 2016- April. 1, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	600	Notes:
		b. Less Estimated EXPENSE	300	
		c. Estimated PROFIT:	300	

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.

	1-14-16	Jessica Petty
Sponsor's Signature	Date	Sponsor's Name Printed
	1-14-16	
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

6.
JAN 19 REC'D

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Guthrie Junior High Date of Request: 1-14-16

Account Name & Number: FCCLA 821

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Mpact Fundraising; Jack Link's Beef Jerky-Original, Teriyaki, Peppered

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Money raised will be used to pay for students to attend FCCLA State Convention and FCCLA Frontier City day. It will also pay for transportation costs.

Current Unobligated Account Balance (*Cash Balance less Open PO's*):

as of 1/14/16
~~457.58~~ 397.58

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: Feb. 22, 2016- April. 1, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	288	Notes:
		b. Less Estimated EXPENSE	144	
		c. Estimated PROFIT:	144	

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.

	1-14-16	Jessica Petty
Sponsor's Signature	Date	Sponsor's Name Printed
	1-14-16	
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

J.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Central

Date of Request: 1-21-2016

Account Name & Number: Activity 802

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Scholastic Book Fair, this will raise money and allow for free books to be disbursed to the teachers as well as the library.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Raise money to supply books for students and staff to checkout through the library.

Current Unobligated Account Balance (*Cash Balance less Open PO's*): 8300.00

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 4-22-16 to 4-29-16

Profit Prediction	$a - b = c$	a. Estimated INCOME:	3,500.00	Notes:
		b. Less Estimated EXPENSE	2,800.00	
		c. Estimated PROFIT:	\$700.00	

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.

Becca Creed
Sponsor's Signature

1-21-16
Date

Becca Creed
Sponsor's Name Printed

Dani Watson
Principal's Signature

1-21-16
Date

Clint Stone
Activity Fund Custodian's Signature

DS

Athletic Director's Signature (if applicable)

Board Approval Date



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

JAN 28 REC'D

k.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: All sites Date of Request: 01/27/2016

Account Name & Number: Special Olympics 929

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Guthrie SPecial Olympics Spring FLing: Sell of 300 tickets for \$50 each. The last ticket drawn will win the grand prize (\$2500 cash), with 14 other cash prizes won - every 25th ticket drawn is a winner. Please see example. Ticket is good for 2 dinners held at GUES . Drawing and dinner will be April 30.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Guthrie Special Olympics epenses, such as housing, meals, transportation, sub pay, uniforms, registration fees, necessities, toiletries, goody bags, snacks, drinks, prizes for fundraiser, supplies, and incidentals. This is also for coaches trainings, clinics, etc.

Current Unobligated Account Balance (Cash Balance less Open PO's): 24000.00 ^{approx 478.09} ^{1/29/16}

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: April 30

Profit Prediction	a - b = c	a. Estimated INCOME:	15,000.00	Notes:
		b. Less Estimated EXPENSE	5,000.00	
		c. Estimated PROFIT:	\$10,000.00	

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.

<i>Laura Benham</i>	01/27/2016	Laura Benham
Sponsor's Signature	Date	Sponsor's Name Printed
<i>Eldona Woodruff</i>	1/28/16	<i>Christa Lane</i> ^{DS}
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

Ticket \$50.00 Donation

Need not be present to win.
Checks payable to Guthrie Special Olympics
Return this side of stub for drawing.

Name: _____

Address: _____

City/State: _____

Phone #: _____

SAM

Ticket \$50.00 Donation

Guthrie Special Olympics Spring Fling

Drawing begins at 5:00, March 29th at GUES Cafeteria.

Spaghetti Dinner served from 5:00 to 7:00 pm.

Silent Auction from 5:00 to 6:30

14 cash prizes plus last ticket drawn is Grand Prize Winner!

1st ticket drawn---- \$300

25th ticket drawn---\$50

50th ticket drawn --\$100

75th ticket drawn---\$50

100th ticket drawn --\$100

125th ticket drawn-- \$50

150th ticket drawn-- \$100

175th ticket drawn ---\$50

200th ticket drawn---\$100

225th ticket drawn---\$50

250th ticket drawn---\$100

275th ticket drawn---\$50

298th ticket drawn---\$300

299th ticket drawn---\$500

300th ticket drawn---Grand Prize - Choice of 3 Prizes:

**Zero Turn John Deere Mower from P&K Equipment,
6x8 Slope Top Storm Shelter by Red Dirt Septic
or \$2000.00 Cash Prize**

This ticket is good for two Spaghetti Dinners at the
Guthrie Upper Elementary Cafeteria on March 29th fr **26**
5:00-7:00. Silent Auction from 5:00 to 6:30. *Keep this stub.*



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

l.
JAN 29 REC'D

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Cotteral Elementary Date of Request: 1/27/16

Account Name & Number: Cotteral Activity #805

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Southwest Fundraising
Chris Cord - (405)350-4200
Catalog sale items, desserts, food items and pizza.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Funds will be used by the classroom teacher to purchase needed items for the classroom. All items purchased will enrich daily activities.

Current Unobligated Account Balance (Cash Balance less Open PO's): \$15,510.⁶⁵ ~~\$16,000.00~~ ^{1/29/16}

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: 9/20/16 to 10/4/16

Profit Prediction	a - b = c	a. Estimated INCOME:	12,000.00	Notes:
		b. Less Estimated EXPENSE	6,000.00	
		c. Estimated PROFIT:	\$6,000.00	

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.

	1/27/16		
Sponsor's Signature	Date	Sponsor's Name Printed	
	1/27/16		
Principal's Signature	Date	Activity Fund Custodian's Signature	

Athletic Director's Signature (if applicable)

Board Approval Date

JAN 29 REC'D

M.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary

Date of Request: 1/28/2016

Account Name & Number: Fogarty PTO 808

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Sock Hop
Dance for students/parents @ Fogarty

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Teacher, classroom and building supplies, student incentives, playground equipment, instructional materials, professional development and field trip

Current Unobligated Account Balance (*Cash Balance less Open PO's*):

9,130.68
9514.00 *gg* 1/29/14

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: May 7, 2016

Profit Prediction

a - b = c

a. Estimated INCOME:	1,500.00
b. Less Estimated EXPENSE	200.00
c. Estimated PROFIT:	\$1,300.00

Notes:

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.

Tiffany Ingram
Sponsor's Signature

1/28/2016

Tiffany Ingram

Sponsor's Name Printed

Marsha Todd
Principal's Signature

1/28/2016

Date

Chita Paul DS
Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

JAN 29 REC'D *m.*

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/28/2016

Account Name & Number: Fogarty PTO 808

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Sock Hop Pictures

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Teacher, classroom and building supplies, student incentives, playground equipment, instructional materials, professional development and field trip

Current Unobligated Account Balance (*Cash Balance less Open PO's*): 9514.00 *9,130.68* *1/29/16*

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: May 7, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	300.00	Notes:
		b. Less Estimated EXPENSE	50.00	
		c. Estimated PROFIT:	\$250.00	

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.

<i>Tiffany Ingram</i>	1/28/2016	Tiffany Ingram
Sponsor's Signature	Date	Sponsor's Name Printed
<i>Marsha Todd</i>	1/28/2016	<i>Christa Sane</i> <i>DS</i>
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

9.



GUTHRIE PUBLIC SCHOOLS JAN 29 REC'D ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/28/2016

Account Name & Number: Fogarty PTO 808

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Class Art Auction / Sale

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Teacher, classroom and building supplies, student incentives, playground equipment, instructional materials, professional development and field trip

Current Unobligated Account Balance (Cash Balance less Open PO's): 9/30/15
9514.00 1/29/16

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: May 7, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	800.00	Notes:
		b. Less Estimated EXPENSE	75.00	
		c. Estimated PROFIT:	\$725.00	

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.

Tiffany Ingram
Sponsor's Signature

1/28/2016
Date

Tiffany Ingram
Sponsor's Name Printed

Marsha Todd
Principal's Signature

1/28/2016
Date

Christa Paul ^{PS}
Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

JAN 29 REC'D

P.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/27/2016

Account Name & Number: Fogarty Elementary 809

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Sale of discounted Frontier City tickets

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Teacher, classroom and building supplies, student incentives, playground equipment, instructional materials, professional development and field trips

Current Unobligated Account Balance (Cash Balance less Open PO's): \$ 7,565.01 1/29/16

Location of Sales: School Facility Community Both B

Start / End Dates of Fundraiser: April 1 - May 9

Profit Prediction	a - b = c	a. Estimated INCOME:	4,200.00	Notes:
		b. Less Estimated EXPENSE	3,200.00	
		c. Estimated PROFIT:	\$1,000.00	

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.

	1/27/2016	
Sponsor's Signature	Date	Marsha Todd
<u>Marsha Todd</u>	1/27/2016	Sponsor's Name Printed DS
Principal's Signature	Date	<u>Christa Paul</u>
		Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

JAN 29 REC'D

g.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/27/2016

Account Name & Number: Fogarty Elementary 809

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Gourmet Snacks catalog fundraiser with Light Wave Bands bracelets
Jaguar Fundraising - Christy Anderson

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

Teacher, classroom and building supplies, student incentives, playground equipment, instructional materials, professional development and field trips

Current Unobligated Account Balance (*Cash Balance less Open PO's*): \$7,565.01

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: March 21 - March 31, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	5,500.00	Notes:
		b. Less Estimated EXPENSE	3,250.00	
		c. Estimated PROFIT:	\$2,250.00	

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.

Sponsor's Signature	Date	Sponsor's Name Printed
<i>Marsha Todd</i>	1/27/2016	<i>Marsha Todd</i> ^{PS}
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

10.



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

JAN 26 REC'D

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: Fogarty Elementary Date of Request: 1/27/2016

Account Name & Number: n/a no financial revenue *Fogarty*

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Great American Opportunity - Jared Covey
Fogarty Receives free subscription to "Time for Kids" for 30 completed booklets

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

no money is taken
for 30 complete booklets Fogarty receives subscription

Current Unobligated Account Balance (Cash Balance less Open PO's): _____

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: March 21-25, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	0.00	Notes:
		b. Less Estimated EXPENSE	0.00	
		c. Estimated PROFIT:	\$0.00	

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.

<i>Lesley Cotton</i> Sponsor's Signature	<u>1/27/2016</u> Date	Lesley Cotton Sponsor's Name-Printed
<i>Marsha K Joeld</i> Principal's Signature	<u>1/27/2016</u> Date	<i>Chita Paul</i> Activity Fund Custodian's Signature <i>DS</i>

Athletic Director's Signature (if applicable)

Board Approval Date



**GUTHRIE PUBLIC SCHOOLS
ACTIVITY FUND
FUNDRAISER REQUEST**

JAN 29 REC'D

S.

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: 1/28/16

Account Name & Number: 899 Student Council

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

United Week Concessions to be sold by staff at GHS. Staff will sell items (see attached) before/after school, between class periods, at events during United Week. All items have been approved by the USDA Smart Snack agenda on July 1, 2014.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

To raise money for a charity to be determined at a later date.

Current Unobligated Account Balance (Cash Balance less Open PO's): 13,838³⁰ 1/29/16

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: March 2016/May 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	2,000.00	Notes:
		b. Less Estimated EXPENSE		
	c. Estimated PROFIT:	\$2,000.00		

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.

	1/28/16	Matthew Perring
Sponsor's Signature	Date	Sponsor's Name Printed
	1-28-16	
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST

All fundraiser requests must be **approved** by the Board of Education 45 days prior to the start date of the fundraiser. Requests to the BOE must be received by the Activity Fund Clerk in the Board Office no later than the Tuesday before a regularly scheduled meeting.

Site Name: High School Date of Request: Feb 2, 2016

Account Name & Number: FFA Booster 876

Source of Revenue (type of fundraiser); BE SPECIFIC – company name, product, etc.:

Sell food products during the county fair for money to be raised for concessions to benefit the FFA Booster Club.

Purpose of Fundraiser (types of expenditures being funded with proceeds ; BE SPECIFIC):

scholarships, trips, meals, equipment, supplies

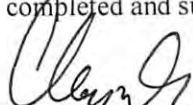
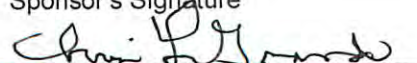

Current Unobligated Account Balance (Cash Balance less Open PO's): 37,573.⁶⁷

Location of Sales: School Facility Community Both

Start / End Dates of Fundraiser: Feb 18 through Feb 23

Profit Prediction	a - b = c	a. Estimated INCOME:	3,500.00	Notes:
		b. Less Estimated EXPENSE	1,000.00	
		c. Estimated PROFIT:	\$2,500.00	

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.

	<u>2-2-16</u>	<u>Clay Drake</u>
Sponsor's Signature	Date	Sponsor's Name Printed
	<u>2-2-16</u>	 DS
Principal's Signature	Date	Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

2015-2016 BOE Approved
Fundraisers

ACCOUNT NAME	FUNDRAISER	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	ASA	Rec'd
Central, 802	All American Catalog			2											
Central, 802	Club Choice Fundraiser								18	31					
Central, 802	Donors Choose				13										
Central, 802	Book Fair				22-30										
Central PTO, 803	Popcorn/Capri Sun		28											20	
Central PTO, 803	Spirit Ribbons			4											
Central PTO, 803	Fall Carnival			15											
Central PTO, 803	Christmas Store						30								
Central PTO, 803	Valentine Grams								1						
Cotteral PTO, 804	Popcorn/Capri Sun Weekly		20		20										
Cotteral PTO, 804	Christmas Store						7								
Cotteral, 805	Scholastic Book Fair				22-28										
Cotteral, 805	Otis Spunkmayer/Catalog						5								
Fogarty	Donor's Choose				13										30
Fogarty PTO, 808	Snack Shack			15											30
Fogarty PTO, 808	Student Store			15											30
Fogarty PTO, 808	Christmas Store							1							25
Fogarty PTO, 808	Happy Harvest Carnival						2								16
Fogarty PTO, 808	Fall Character photos						12								
Fogarty PTO, 808	Silent Auction						12								
Fogarty PTO, 808	Snack Shack				15										13
Fogarty, 809	Scholastic Book Fair										7				11
Fogarty, 809	Scholastic Book Fair				20										30
Fogarty, 809	Bluejay Ear Muffs				1										30
Fogarty, 809	Class Shirts			15											30
Fogarty, 809	BlueJay Yard Sign Sales				16										11
Fogarty, 809	Club's Choice Cookie Dough			15											30
GUES, 812	T-shirt sales				1										1
GUES, 812	Southwest Fundraising		24												9
GUES, 812	Book Fair				15										30
GUES, 812	Yearbook sales			1											15
GUES, 812	Scholastic Book Fair								18						29
GUES Faculty, 813	Snack Sales-Vending				13										20

2015-2016 BOE Approved
Fundraisers

GUES PTO, 815	Valentine Grams					27-28		
GUES PTO, 815	Boo Grams			27-28				
GUES PTO, 815	Gobble Grams			18-19				
GUES PTO, 815	Snack Shack		18					15
GUES PTO, 815	Christmas Store				1-18			
GUES PTO, 815	Field Day Concessions							10
GUES PTO, 815	School Carnival					6		
JH FCCLA, 821	Member Dues		1					30
JH FCCLA, 821	FCCLA T-shirts		16					1
JH Honor Society, 822	Club dues	1						1
JH Account, 823	GJHS T-shirt sales			1				31
JH Library, 825	Book Fair		24		2			
JH Library, 825	Book Fair					19-26		
JH Faculty Acct. 824	Teacher Lounge Vending	1						30
JH Stuco, 830	T-shirts, Sweatshirts & Hoodys		1					1
JH Stuco, 830	Boo Grams			26-30				
JH Stuco, 830	Christmas Grams				15-19			
JH Stuco, 830	Crush Grams					9-13		
JH Stuco, 830	School Dance- Spring							2
JH Stuco, 830	School Dance-Fall		15		5			
JH Stuco, 830	Leukemia/Lymphoma donations					19-29		
JH Yearbook, 832	School Pics/Yearbooks	1						30
JH Academic Team, 834	Baked Chips & Granola Bar sale		1					1
HS Academic Team, 834	Team Dues			12				20
HS Art, 851	Art Dues		15					30
HS Art, 851	Air Brush tatoos/tshirts		15					24
HS Cheer, 853	Car Wash	1			30			
HS Cheer, 853	Little Cheer Clinic		25		11			9/13/2015
HS Cheer, 853	Donation Requests	20			31			9/13/2015
Tennis, 855	Candy Bar Sales		1					31
Tennis, 855	Baked Potato Lunch			13				28
Tennis, 855	McDonald's Pancake Supper					1-28		
Library, 856	Yearbook CD's					1		30
Youth & Gov't, 857	Dues			12				20
Youth & Gov't, 857	Wal Mart bake sale					15		20

2015-2016 BOE Approved
Fundraisers

Youth & Gov't, 857	Hot Chocolate & Pretzel sales				15-----20				
HS Link Crew, 858	Student Dues	1-----31							
JH,H & GUESBand, 859	Durham Ellis Pecan Sale		22-----6						
JH & HS Band, 859	Great American Cookie Dough		27-----1						9/28/2015
Class of 2016, 860	Class Dues						1--31		
Band, 859	High School Dues	1-----30							
Class of 2017, 861	Class Dues		10-----15						
Class of 2019, 863	Class Dues		20-----30						
Class of 2018, 862	Class Dues	1-----15							
English Club, 869	Student Dues	1-----30							
English Club, 869	Water Bottle sales	1-----30							
Courtesy Comm. 870	Donation Solicitation			10-----25					
HS Courtesy Comm. 870	Jeans Permission passes		31-----25						
HS Speech, 873	Club Dues	1-----30							
Robotics/STEM, #875	Donation Solicitation		13-----30						
Robotics/STEM, #875	Club Dues		13-----30						
Robotics/STEM, #875	Shirt Sales		13-----30						
FFA Booster, 876	Pork Chop Dinner/Auctions								
FFA Booster, 876	Raffle Tickets			15-----16					
FFA Booster, 876	Baked Potato Dinner		18						
FFA Booster, 876	Pork Chop Dinner/Auctions				1--22				
FFA, 877	Sell Plants grown in greenhouse		1-----31						
FFA, 877	Sell Plants grown in greenhouse					1-----31			
FFA, 877	Meat Products	14-----30							
FFA, 877	Dodgeball Tournament			17					
FFA, 877	Apparel sales	15-----30							
HS FCCLA, 878	Yearly Dues		15-----1						
HS FCCLA, 878	FCCLA T-shirts		15-----30						
HS FCCLA, 878	Mpact Cookie Dough Brochure		1--30						
HS FCCLA, 878	Death by Chocolate Box sales		1-----31						Cancelled
HS FCCLA, 878	Pasta for Pennies			2--23					
HS FCCLA, 878	Mpact- Chocolate Pretzel sticks				11--29				
HS FCCLA, 878	Valentine Grams(soda/candy)				5--11				
HS FCCLA, 878	Death by Chocolate Box sales					1--30			
HS FCCLA, 878	Chip, Candy & Soda sales						EOI Test		
HS FCCLA, 878	Straight out of Guthrie tshirt sales				1--28				
Spanish Club, 879	Club Dues		29-----20						
Running Club, 882	Guthrie Bucket Hats		15-----20						
Running Club, 882	Dues	1-----31							

2015-2016 BOE Approved
Fundraisers

Running Club, 882	Track shirt sales	1-----30
Heritage Club, 883	Bluejay Paraphernalia sales	18-----22
Heritage Club, 883	Club Dues	1-----30
HS Account, 884	Bottled Water/Flavor Packets	15-----31
NHS, 886	Dues	15-----30
Key Club, 889	Club Dues	15-----30
JROTC, 895	Chili Dinner Cookoff	8
Soccer, 897	Snack/Drink sales	12-----23
Soccer, 897	Car Hop at Sonic	30-----7
Soccer, 897	Taco Dinner Night	1-----19
Soccer, 897	Guthrie Bluejay coat sales	1-----31
Soccer, 897	Fancloth clothing sales	26-----11
Science Club, 898	Lab Fees	1-----30
Science Club, 898	BBQ Cook-off Judges Seat	9
Science Club, 898	Club Dues	1-----30
HS Stuco, 899	Homecoming Shirt sales	1--20
HS Stuco, 899	Homecoming Parade fees	1--20
HS Stuco, 899	Pink Week T-shirt sales	1-----31
HS Stuco, 899	Pink Week pass the buckets	1-----31
HS Stuco, 899	Winter Homecoming T-shirt sale	1--30
HS Stuco, 899	Matchmakers Survey-Valentines	2--14
HS Stuco, 899	United Week T-shirt sales	1--30
HS Stuco, 899	United Week Dance	1--30
HS Stuco, 899	United Week 3on3 BB tourn.	1--30
HS Stuco, 899	United Week Dodgeball Tourn.	1--30
HS Stuco, 899	United Week Donation Cans	1--30
HS Stuco, 899	Winter Formal Dance	20
HS Stuco, 899	Faculty Shirts	1-----31
HS Stuco, 899	Pink Week Donation Cans	1-----31
HS Stuco, 899	Dues	1-----30
Campus Beautif. 900	Parking Permit sales	31-----25
JH Vocal, 902	Lab Fees	20-----20
JH Vocal, 902	Winter Musical ticket sales	1--31
JH Vocal, 902	Spring Musical ticket/donations	1--31
HS Vocal, 902	Lab Fees	20-----20
HS Vocal, 902	Spring Musical ticket/donations	1--30
HS Vocal, 902	Fall Musical ticket/doantions	1--30
HS Yearbook, 904	Yearbook & Ad Sales	15-----30
Drama, 913	Dues/Club t shirt	10-----2
Drama, 913	Water Bottle sales	15-----30

2015-2016 BOE Approved
Fundraisers

Drama, 913	Baked Chip Sales	15	30
Drama, 913	Centrury Resources Catalog	2-19	
Adm. Courtesy Comm,	Donation Requests	15	30
Transportation, 934	Vending Machines	1	30
Admin Vending, 935	Vending Machines	1	30
GUES Honor Choir, 936	Great American Holiday brochure	20	10

TRANSFERS FOR BOARD APPROVAL
February 08, 2016

TO:	FROM:	REASON	\$AMOUNT
HS Athletic, 852	HS Cheer, 853	Payment for Concessions	\$ 205.00
GUES, 812	Sp. Olympics, 929	GUES t-shirts for uniform	297.85
Cotteral PTO, 804	Central PTO, 803	Christmas store items	128.00
FFA, 877	FFA Booster, 876	Special Jays show funding	600.00

JAN 06 REC'D



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

Amount 205.00

Date Requested 1-4-2016

Transfer to: Athletic #852
Account Name & Number

Transfer from: Cheer #853
Account Name & Number

State Reason for Transfer Below

Payment for concession sales

Sponsor's Signature: Sam Johnson Fuld's

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: [Signature]

RECEIVED
Jan 4 2016
BY: _____

Transfer # _____

Board Approved _____



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

JAN 07 REC'D

Amount 297.85 Date Requested 1/06/2015

Transfer to: GUES Activity account
Account Name & Number

Transfer from: 929 Special Olympics
Account Name & Number

State Reason for Transfer Below

We want to order the GUES school t-shirt to use as Special Olympics Team shirts for GUES special olympics athletes. 37 shirts @ \$8.05 each.

Sponsor's Signature: *Lana Benham*

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: *Jeff Ball*

Transfer # _____

Board Approved _____



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

JAN 07 REC'D

Amount 128.00

Date Requested 1/7/2016

Transfer to: Cotteral 804
Account Name & Number

Transfer from: Central PTO 803
Account Name & Number


State Reason for Transfer Below

Christmas store ran short on children items. Received some from Cotteral.

Sponsor's Signature: 

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: 

Transfer # _____

Board Approved _____

JAN 19 REC'D



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

Amount 600.00

Date Requested Jan 12, 2016


Transfer to: FFA 877
Account Name & Number


Transfer from: FFA Booster 876
Account Name & Number

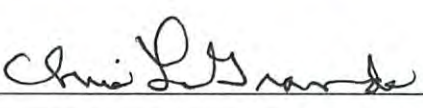
State Reason for Transfer Below

To help provide funding for the Special Jays show put on by the FFA

Sponsor's Signature: 

President / Vice-Pres. Signature: 

Treasurer/Secretary's Signature: 

Principal's Signature: 

Transfer # _____

Board Approved _____

**Transportation Department
Fuel Bids
2015-2016**

DATE: <u>1-27-16</u>	TIME BIDS BEGAN: <u>8:26</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:53</u>	DIESEL: <u>7000</u>
		UNLEADED: <u>1000</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	^{Cory} KIT, BRIAN, CODY or HARDIN	1-866-455-3835	<u>1.005</u>	<u>1.045</u>
PENLEY OIL COMPANY	MIKE, SCOTT or GEORGEANN	235-7553	<u>1.0040</u>	<u>1.0159</u>
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	<u>1.9966</u>	<u>1.0037</u>
TRUMAN ARNOLD COMPANIES	CASEY <u>Zach</u>	1-800-808-6500	<u>1.0584</u>	<u>1.0657</u>

AMOUNT OF FUEL PURCHASED: <u>8000</u>	COMPANY BID AWARDED TO: <u>Red Rock</u>
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UNLEADED FUEL: <u>1000 gal</u>	PRICE PER GALLON: <u>0.9966</u>	TOTAL AMT: <u>996.60</u>
DIESEL FUEL: <u>7000 gal</u>	PRICE PER GALLON: <u>1.0037</u>	TOTAL AMT: <u>7025.90</u>
		TOTAL PURCHASE: <u>8022.50</u>

PER TELEPHONE BIDS RECEIVED BY: <u><i>Simon Brinkley</i></u> <u><i>Steve Cahell</i></u>	COMMENTS:
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Purchase Order Register

Options: Year: 2015-2016, Fund: GEN FUND-FOR OP, Date Range: 7/1/2015 - 6/30/2016, PO Range: 841 - 902

PO No	Date	Vendor No	Vendor	Description	Amount
841	01/07/2016	17940	PROSPERITY BANK	CLASSROOM SUPPLIES/SP ED/CENTRAL	180.08
842	01/07/2016	82968	PAMELA R JOHNSON-FIELDS	MILEAGE REIMB FROM SITE TO SITE/SP ED	300.00
843	01/07/2016	83515	JULIE A BERTOLINO	MILEAGE REIMBURSEMENT FOR HOMEBOUND INSTRUCTION	300.00
844	01/07/2016	17940	PROSPERITY BANK	TRANSFER BELT/SP ED/	59.00
845	01/07/2016	82655	PATRICIA ELIZABETH CATLIN	HOMEBOUND MILEAGE REIMB./SPECIAL ED/	750.00
846	01/07/2016	15124	COOPERATIVE COUNCIL FOR OKLAHOMA	ODSS WINTER CONFERENCE REGISTRATION/WOODRUFF	260.00
847	01/07/2016	16691	PEARSON ASSESSMENTS	TESTING SUPPLIES/SP ED/DISTRICT	164.90
848	01/07/2016	15926	DELL MARKETING L.P.	PRINTER/SPECIAL ED/FOGARTY	469.97
849	01/07/2016	15157	OKLAHOMA MUSIC EDUCATORS ASSOC.	REGISTRATION//PROF DEV./K. KNAPP/FOGARTY	109.00
850	01/07/2016	82325	KRISTIN DENISE KNAPP	MILEAGE, MEALS AND LODGING/PROF. DEV/FOGARTY	320.00
851	01/07/2016	10347	BUREAU OF EDUCATION & RESEARCH, INC	REGISTRATION/PROF. DEV/J. MICK/JH	0.00
852	01/07/2016	41079	ROB BLACKBURN	MEAL PER DIEM/PROF. DEV/HS	90.00
853	01/07/2016	83897	SAMANTHA NATALIE HOFFMAN	MEAL PER DIEM/PROF. DEV/HS	90.00
854	01/07/2016	83630	CAMERON GRANT WELLS	MEAL PER DIEM/MILEAGE REIMB./PROF.DEV/HS	244.00
855	01/07/2016	12783	ARISTOTLE CORPORATION	SUPPLIES/FACS/MOORE/HS	211.37
856	01/11/2016	83781	AMANDA BETH MOORE	MILEAGE REIMB/MOORE/HS	45.00
857	01/11/2016	17756	VEX ROBOTICS, INC	SUPPLIES/CARL PERKINS/SIEBER/JH	1,991.79
858	01/11/2016	40791	APPLE, INC.	LAPTOPS/CARL PERKINS/FACS/MOORE/HS	1,895.00
859	01/11/2016	17923	SCIENTIFICS DIRECT	SUPPLIES/TECH ENG/BARKER/CARL PERKINS/JH	1,900.00
860	01/11/2016	43687	TOCH, LLC	LODGING/PROF. DEV/BAND/HS	1,369.71
861	01/11/2016	40791	APPLE, INC.	COMPUTERS/IPADS/CARL PERKINS/C DRAKE/AG/HS	3,841.00
862	01/11/2016	40791	APPLE, INC.	LAPTOP /CARL PERKINS/FACS/PETTY/JH	999.99
863	01/11/2016	43345	MIZUNI, INC	ZIS SERVER SOFTWARE AND SUPPORT	4,800.00
864	01/12/2016	15926	DELL MARKETING L.P.	POWER CORD/SPECIAL ED/GUES	129.62
865	01/12/2016	15444	SCHOOL SPECIALTY	HANGING SWING/SPECIAL ED/COTTERAL	119.24
866	01/12/2016	17124	OU CHILD STUDY CENTER	AUTISM TRAINING/M. HARMON/HS	185.00
867	01/12/2016	42601	LIGHTSPEED TECHNOLOGIES	SUPPLIES/SPECIAL ED/HS	25.00
868	01/12/2016	12897	OKLAHOMA ASSOCIATION FOR THE GIFTED	MEMBERSHIP & REGISTRATION FEES	140.00

Purchase Order Register

Options: Year: 2015-2016, Fund: GEN FUND-FOR OP, Date Range: 7/1/2015 - 6/30/2016, PO Range: 841 - 902

PO No	Date	Vendor No	Vendor	Description	Amount
869	01/12/2016	80555	CHERYL A PRATT	MILEAGE REIMB./G&T WORKSHOP	125.00
870	01/12/2016	14207	WALMART COMMUNITY	BLANKET FOR SUPPLIES/SPECIAL ED	2,500.00
871	01/13/2016	42234	CHALK'S TRUCK PARTS, INC.	BLANKET FOR PARTS/TRANSPORTATION	5,000.00
872	01/13/2016	17473	HYDROTEX PARTNERS LTD.	BLANKET FOR FLUIDS/TRANSPORTATION	5,000.00
873	01/13/2016	11631	HAC, INC.	BLANKET FOR SUPPLIES/FACS/PETTY/JH	200.00
874	01/13/2016	14207	WALMART COMMUNITY	BLANKET FOR SUPPLIES/FACS/PETTY/JH	700.00
875	01/13/2016	43692	DEPT. OF COMMUNICATION DISORDERS	REGISTRATION/SP ED/ FREDERICK	110.00
876	01/13/2016	83755	ANNA DANIELLE FREDERICK	MILEAGE REIMB./SPECIAL ED	150.00
877	01/13/2016	43693	NESSY LEARNING,LLC	ONLINE PROGRAM/SPECIAL ED/	200.00
878	01/22/2016	15408	SCHOOL SPECIALTY, INC.	ITEM # 31764 FIDGET KEEPER	43.49
879	01/22/2016	11218	EVERBIND, INC	BOOKS AS PER ATTACHED	362.88
880	01/22/2016	17940	PROSPERITY BANK	BOOKS/PERRING/HS	280.20
881	01/22/2016	43640	ROBOMATTER, INC	SOFTWARE UPGRADE/TECH ENG/DCY/JHAR	199.99
882	01/22/2016	12910	OFFICE DEPOT, INC.	CALCULATORS FOR ALGEBRA I CLASS/HS	108.48
883	01/22/2016	10599	OK DEPT OF CAREER & TECH EDUCATION	CDE AND STUDY MATERIALS/VO- AG/DRAKE/HS	207.95
884	01/22/2016	41230	THE RAILROAD YARD, INC.	METAL AND SUPPLIES/VO- AG/DRAKE/HS	500.00
885	01/22/2016	12682	MIDWEST BUS SALES	BLANKET FOR BUS PARTS/TRANSPORTATION	6,000.00
886	01/25/2016	16669	EDMENTUM, INC	STUDY ISLAND SOFTWARE/HS	1,052.00
887	01/25/2016	16475	PEARSON EDUCATION	READING KIT/FOGARTY	3,035.59
888	01/25/2016	15652	GREENWOOD PUBLISHING GROUP, INC.	READING TEACHERS GUIDES GRADE 1/CENTRAL	693.00
889	01/25/2016	42745	MAX TEACHING	MAX TEACHING PROF DEV DVD'S/GUES	209.00
890	01/25/2016	13960	NIS, INC.	PARENT RESOURCE MATERIALS	443.99
891	01/25/2016	17940	PROSPERITY BANK	PARENT RESOURCE MATERIALS	66.76
892	01/26/2016	42330	NEW EGG BUSINESS, INC	HEADPHONES WITH MIC/CENT/FOG,/GUES/JH/HS	3,239.10
893	01/26/2016	43489	PIRAINO CONSULTING, INC.	SMARTBOARDS/JH/CENT	22,586.00
894	01/26/2016	40791	APPLE, INC.	MACBOOKS AIRS AND IPADS/ HS/GUES/JH	30,065.00
895	01/26/2016	16371	TWOTREES TECHNOLOGY, LLC	VISION SOFTWARE	715.00
896	01/27/2016	40791	APPLE, INC.	LAPTOP / CARL PERKINS/FACS/PETTY/JH	999.99
897	01/27/2016	12394	LOWE'S COMPANIES, INC.	LUMBER/BUILDING SUPPLIES/FAVER	750.00
898	01/27/2016	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	8,022.50

Purchase Order Register

Options: Year: 2015-2016, Fund: GEN FUND-FOR OP, Date Range: 7/1/2015 - 6/30/2016, PO Range: 841 - 902

PO No	Date	Vendor No	Vendor	Description	Amount
899	01/28/2016	40355	LAURA BENHAM	HOMEBOUND MILEAGE REIMBURSEMENT	250.00
900	01/28/2016	41494	CARDIAC SCIENCE CORPORATON	AED BATTERIES/PADS/HS	844.62
901	01/28/2016	17940	PROSPERITY BANK	REGISTRATION/SPECIAL ED/	375.00
902	02/02/2016	43580	DIGI SECURITY SYSTEMS LLC	Blanket for Parts and Repairs	2,000.00
Non-Payroll Total:					\$118,025.21
Payroll Total:					\$0.00
Report Total:					\$118,025.21

Purchase Order Register

Options: Year: 2015-2016, Fund: Building, Date Range: 7/1/2015 - 6/30/2016, PO Range: 104 - 110

PO No	Date	Vendor No	Vendor	Description	Amount
104	01/07/2016	17152	TIME SPENT LLC	DISTRICT CARPET CLEANING	8,000.00
105	01/07/2016	15949	GREAT PLAINS, INC	HEADLIGHT FOR KUBOTA TRACTOR	112.27
106	01/12/2016	16370	QUICK SERVICE STEEL	MATERIAL FOR BRACKETS	320.00
107	01/13/2016	42632	AAA PLAYGROUNDS INC.	SWING SEATS FOR COTTERAL	216.00
108	01/13/2016	15969	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	10,000.00
109	01/22/2016	11688	INTERSTATE BATTERY SYSTEM	EXIT LIGHT BATTERIES	150.00
110	01/26/2016	12173	LAMPTON WELDING SUPPLY COMPANY, INC	WELDING SUPPLIES/MAINTENANCE	200.00

Non-Payroll Total:	\$18,998.27
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Payroll Total:	\$0.00
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Report Total:	\$18,998.27
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Purchase Order Register

Options: Year: 2015-2016, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2015 - 6/30/2016, PO Range: 30 - 31

PO No	Date	Vendor No	Vendor	Description	Amount
30	01/12/2016	42717	STEPHANIE SMITH	MEAL REFUND/MOVED	10.30
31	01/12/2016	43691	GREG CALLOWAY	MEAL REFUND/MOVED	71.45
				Non-Payroll Total:	\$81.75
				Payroll Total:	\$0.00
				Report Total:	\$81.75

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 1/6/2016 - 2/2/2016, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
497	08/24/2015	15929	RENAISSANCE LEARNING, INC.	TITLE I CURRICULUM/JH	816.00
			ACCELERATED ,MATH (INCLUDES LIVE & 2.0) SUBSCRIPTION ALIGNMENT THROUGH 12/31/15 QUOTE #: 1440621 ACCELERATED MATH (INCLUDES LIVE & 2.0) SUBSCRIPTION RENEWAL 01/01/16-12/31/16 QUOTE #1507729	12/10/2015 01/11/2016	-588.00
				01/11/2016	1,404.00
716	10/15/2015	17940	PROSPERITY BANK	ROOMS/PROF. DEV./JHI	158.49
			LODGING - ORCHID EVENT SOLUTION - NSTA CONF KANSAS CITY, MO - 12/2/15 - 12/5/15 HOLIDAY INN TINA WILKERSON	10/15/2015 01/07/2016	-564.00
				01/26/2016	722.49
745	10/28/2015	13704	BSN SPORTS, INC.	SCOREBOARD/ATHLETICS	19.00
			PORTABLE SCOREBOARD (ALL SPORTS)	10/28/2015 01/26/2016	-300.00
				01/26/2016	319.00
764	11/10/2015	12394	LOWE'S COMPANIES, INC.	SUPPLIES;/VO-AG/HS	149.33
			SUPPLIES AND MATERIALS FOR AG BUILDING AND SHOP	11/10/2015 01/07/2016	-274.38
				01/07/2016	423.71
796	11/24/2015	17940	PROSPERITY BANK	\$150/C.GUSTAFSON/GUES	7.32
			CLASSROOM SUPPLIES	11/24/2015 01/07/2016	-27.99
				01/07/2016	35.31
810	12/03/2015	14207	WALMART COMMUNITY	\$150.00/P. DAVIS/GUES	15.48
			CLASSROOM SUPPLIES	12/03/2015 01/27/2016	-102.71
				01/27/2016	118.19
821	12/14/2015	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	11.02
			7000 GALLONS DIESEL FUEL @1.4254	12/14/2015 01/13/2016	-7,964.60
				01/13/2016	7,969.98
			1000 GALLONS UNLEADED FUEL @1.1378	12/14/2015 01/13/2016	-1,425.40
				01/13/2016	1,431.04
823	12/14/2015	17940	PROSPERITY BANK	SECURE VISITOR BADGES	15.01
			SECURE VISITOR BADGES	12/14/2015 01/07/2016	-1,000.00
				01/07/2016	1,015.01
834	12/18/2015	41230	THE RAILROAD YARD, INC.	SUPPLIES/DRAKE/VO-AG/HS	19.59
			MISCELLANEOUS METAL AND MATERIALS FOR SHOP AND AG BUILDING	12/18/2015 01/13/2016	-2,000.00
				01/13/2016	2,019.59

Non-Payroll Total:	\$1,211.24
Payroll Total:	\$205,134.37
Report Total:	\$206,345.61

Project Totals		
019	FUEL	11.02
026	DIRECTOR OF TECHNOLOGY	15.01
034	\$150.00 TEACHER SUPPLIES	22.80
119	ATHLETICS	19.00
311	PROF.DEVELOPMENT ADA	722.49
412	VOC.PROG.INCENTIVE GRANTS	168.92
511	TITLE I BASIC PROGRAM	816.00
541	TITLE II, PART A/TEACHER TRAIN	-564.00

Change Order Listing

Options: Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 1/6/2016 - 2/2/2016, Include Negative Changes: False

Unit Totals		
050	DISTRICT WIDE	26.03
125	GUES	22.80
610	JR. HIGH	974.49
705	HIGH SCHOOL	187.92

Change Order Listing

Options: Fund: Building, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 1/6/2016 - 2/2/2016, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount	
9	07/01/2015	17152	TIME SPENT LLC	BLANKET FOR CARPET CLEANING	1,012.50	
				BLANKET FOR CARPET CLEANING FOR 2015-16		
		013-2620-420-000-0000-000-050		07/01/2015	01/07/2016	-427.50
		013-2620-420-000-0000-000-050		01/07/2016		1,440.00
59	08/24/2015	17447	HUNTER MECHANICAL & CONTROLS, INC.	HVAC REPAIRS AND SERVICE	1,574.97	
				HVAC REPAIRS AND SERVICE		
		013-2640-430-000-0000-000-050		08/24/2015	01/07/2016	-1,110.00
		013-2640-430-000-0000-000-050		01/07/2016		2,684.97
66	09/10/2015	15969	SOUTHWEST PAPER	DISTRICT CUSTODIAL SUPPLIES	31.06	
				DISTRICT CUSTODIAL SUPPLIES		
		013-2620-618-000-0000-000-050		09/10/2015	01/12/2016	-669.14
		013-2620-618-000-0000-000-050		01/12/2016		700.20
87	11/06/2015	41794	CARRIER CORPORATION	HVAC CONTROLS SERVICE AND REPAIRS	290.95	
				HVAC CONTROLS SERVICE AND REPAIRS		
		013-2640-430-000-0000-000-050		11/06/2015	01/07/2016	-3,000.00
		013-2640-430-000-0000-000-050		01/07/2016		3,290.95
Non-Payroll Total:					\$2,909.48	
Payroll Total:					\$0.00	
Report Total:					\$2,909.48	

Project Totals

013	MAINTENANCE/CUSTODIAL	2,909.48
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Unit Totals

050	DISTRICT WIDE	2,909.48
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ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
01/31/2016

GENERAL LEDGER ACCOUNT

BANK RECONCILIATION

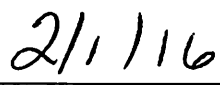
Balance (01/01/16)	\$542,940.12	Balance per bank statement as of (01/31/16)	\$556,553.72
Add Receipts	\$ 85,334.04	Add Deposits in Transit	\$ 3,316.47
Less Checks Written	\$ 89,793.82	less O/S Checks	\$ 21,389.85
Adjustments	\$	*Adjustments	\$
		Bank correction	\$
Balance per Ledger	\$538,480.34	Balance per Ledger	\$538,480.34

Adjustment/Correction explanations:

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: 1/1/2016 - 1/31/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$225.55	\$0.00	\$0.00	\$66.00	\$159.55	\$50.00	\$109.55
802 CENTRAL ACTIVITY	\$9,868.00	\$676.20	\$0.00	\$2,034.20	\$8,510.00	\$178.24	\$8,331.76
803 CENTRAL PTO	\$6,915.23	\$574.86	\$0.00	\$566.98	\$6,923.11	\$195.00	\$6,728.11
804 COTTERAL PTO	\$8,152.73	\$1,930.90	\$0.00	\$1,326.85	\$8,756.78	\$2,543.00	\$6,213.78
805 COTTERAL ACTIVITY	\$19,308.98	\$100.00	\$0.00	\$774.97	\$18,634.01	\$3,023.36	\$15,610.65
806 COTTERAL FACULTY	\$152.56	\$47.15	\$0.00	\$0.00	\$199.71	\$0.00	\$199.71
808 FOGARTY PARENTS ORG.	\$15,838.19	\$923.12	\$0.00	\$5,294.07	\$11,467.24	\$1,886.11	\$9,581.13
809 FOGARTY ACTIVITY	\$13,503.52	\$1,291.00	\$0.00	\$3,741.04	\$11,053.48	\$3,348.47	\$7,705.01
810 FOGARTY FACULTY	\$436.03	\$27.75	\$0.00	\$195.51	\$268.27	\$150.00	\$118.27
812 GUES ACTIVITY	\$27,275.18	\$6,170.59	\$0.00	\$4,654.84	\$28,790.93	\$16,488.66	\$12,302.27
813 GUES FACULTY	\$1,389.03	\$116.50	\$0.00	\$554.48	\$951.05	\$309.18	\$641.87
815 GUES PARENTS ORG.	\$18,939.29	\$1,707.91	\$0.00	\$2,840.62	\$17,806.58	\$3,217.58	\$14,589.00
816 GHS SPECIAL KIDS	\$64.65	\$0.00	\$0.00	\$0.00	\$64.65	\$0.00	\$64.65
817 ART JUNIOR HIGH	\$543.56	\$0.00	\$0.00	\$0.00	\$543.56	\$228.24	\$315.32
818 JH BUILDERS CLUB	\$577.54	\$88.00	\$0.00	\$396.00	\$269.54	\$0.00	\$269.54
819 ATHLETICS JUNIOR HIGH	\$11,008.48	\$4,313.30	\$0.00	\$3,519.23	\$11,802.55	\$10,702.05	\$1,100.50
820 GOLF JUNIOR HIGH	\$1,342.13	\$0.00	\$0.00	\$0.00	\$1,342.13	\$0.00	\$1,342.13
821 FHA JUNIOR HIGH	\$832.58	\$0.00	\$0.00	\$70.00	\$762.58	\$365.00	\$397.58
822 HONOR SOCIETY JR HIGH	\$1,939.22	\$0.00	\$0.00	\$0.00	\$1,939.22	\$648.00	\$1,291.22
823 JR HIGH ACCOUNT	\$15,606.09	\$6,550.00	\$0.00	\$5,370.77	\$16,785.32	\$2,192.70	\$14,592.62
824 JR HIGH FACULTY	\$1,126.66	\$221.90	\$0.00	\$505.44	\$843.12	\$213.64	\$629.48
825 LIBRARY JR HIGH	\$3,509.48	\$0.00	\$0.00	\$190.40	\$3,319.08	\$0.00	\$3,319.08
827 CHEERLEADERS JR HIGH	\$4,338.04	\$0.00	\$0.00	\$0.00	\$4,338.04	\$0.00	\$4,338.04
830 STUCO JH	\$5,787.97	\$0.00	\$0.00	\$39.64	\$5,748.33	\$0.00	\$5,748.33
831 T.S.A. JR HIGH	\$1,688.75	\$271.70	\$0.00	\$0.00	\$1,960.45	\$190.00	\$1,770.45
832 YEARBOOK JR HIGH	\$1,994.39	\$0.00	\$0.00	\$0.00	\$1,994.39	\$0.00	\$1,994.39
834 JR HIGH ACADEMIC TEAM	\$310.34	\$0.00	\$0.00	\$0.00	\$310.34	\$106.20	\$204.14
850 ACADEMIC TEAM HS	\$197.30	\$0.00	\$0.00	\$0.00	\$197.30	\$162.00	\$35.30
851 ART CLUB HS	\$8,389.74	\$50.00	\$0.00	\$414.32	\$8,025.42	\$597.79	\$7,427.63
852 ATHLETICS HS	\$82,034.73	\$8,645.05	\$0.00	\$10,785.15	\$79,894.63	\$31,971.79	\$47,922.84
853 HS CHEER	\$4,632.47	\$0.00	\$0.00	\$223.43	\$4,409.04	\$89.00	\$4,320.04
855 TENNIS HS	\$8,339.74	\$2,716.00	\$0.00	\$2,388.50	\$8,667.24	\$1,274.74	\$7,392.50
856 GHS LIBRARY	\$1,286.54	\$0.00	\$355.00	\$0.00	\$1,641.54	\$0.00	\$1,641.54
857 YOUTH & GOVERNMENT HS	\$563.94	\$193.91	\$0.00	\$0.00	\$757.85	\$0.00	\$757.85
858 GHS LINK CREW	\$185.99	\$0.00	\$0.00	\$0.00	\$185.99	\$0.00	\$185.99
859 BAND (OPERATING) HS	\$11,303.89	\$595.00	\$0.00	\$1,332.37	\$10,566.52	\$7,826.41	\$2,740.11
860 CLASS OF 2016 HS	\$7,260.31	\$150.00	\$0.00	\$0.00	\$7,410.31	\$750.00	\$6,660.31
861 CLASS OF 2017 HS	\$5,179.70	\$0.00	\$0.00	\$425.00	\$4,754.70	\$425.00	\$4,329.70
862 CLASS OF 2018 HS	\$4,713.76	\$0.00	\$0.00	\$0.00	\$4,713.76	\$0.00	\$4,713.76
863 CLASS OF 2019 HS	\$2,290.95	\$0.00	\$0.00	\$0.00	\$2,290.95	\$0.00	\$2,290.95
867 CLASS OF 2014 HS	\$127.28	\$0.00	\$0.00	\$0.00	\$127.28	\$0.00	\$127.28
868 CLASS OF 2015	\$999.49	\$0.00	\$0.00	\$0.00	\$999.49	\$0.00	\$999.49
869 ENGLISH CLUB	\$1,769.02	\$0.00	\$0.00	\$67.06	\$1,701.96	\$0.00	\$1,701.96
870 COURTESY COMMITTEE HS	\$1,227.18	\$20.00	\$0.00	\$245.23	\$1,001.95	\$513.00	\$488.95
873 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$100.00	\$403.25
874 FACULTY LOUNGE HS	\$1,111.13	\$64.75	\$0.00	\$0.00	\$1,175.88	\$0.00	\$1,175.88
876 FFA 4H BOOSTER CLUB HS	\$31,910.53	\$27,966.00	\$0.00	\$11,828.18	\$48,048.35	\$10,474.68	\$37,573.67
877 FFA HS	\$21,663.82	\$4,470.50	\$0.00	\$3,657.89	\$22,476.43	\$14,573.20	\$7,903.23
878 FCCLA (FHA) HS	\$1,369.32	\$2,372.00	\$0.00	\$490.61	\$3,250.71	\$2,541.00	\$709.71
879 FOREIGN LANGUAGE SPAN HS	\$2,449.32	\$1,785.00	\$0.00	\$2,411.77	\$1,822.55	\$671.58	\$1,150.97
882 GUTHRIE RUNNING CLUB HS	\$2,558.78	\$430.00	\$0.00	\$0.00	\$2,988.78	\$406.00	\$2,582.78
883 HERITAGE CLUB HS	\$923.77	\$0.00	\$0.00	\$0.00	\$923.77	\$0.00	\$923.77
884 HIGH SCHOOL ACCOUNT	\$14,449.91	\$762.24	\$0.00	\$412.93	\$14,799.22	\$1,343.52	\$13,455.70
886 HONOR SOCIETY HS	\$2,242.25	\$0.00	\$0.00	\$0.00	\$2,242.25	\$0.00	\$2,242.25

Guthrie Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2016 - 1/31/2016

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
889 KEY CLUB HS	\$355.67	\$0.00	\$0.00	\$0.00	\$355.67	\$0.00	\$355.67
893 MU ALPHA THETA HS	\$442.99	\$0.00	\$0.00	\$0.00	\$442.99	\$75.00	\$367.99
895 JROTC HS	\$6,723.11	\$88.91	\$0.00	\$0.00	\$6,812.02	\$150.00	\$6,662.02
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$9,314.97	\$487.90	\$0.00	\$4,262.00	\$5,540.87	\$3,393.79	\$2,147.08
898 SCIENCE CLUB HS	\$9,497.27	\$80.00	\$0.00	\$139.95	\$9,437.32	\$3,162.10	\$6,275.22
899 STUDENT COUNCIL HS	\$15,745.30	\$1,025.00	\$0.00	\$2,762.00	\$14,008.30	\$170.00	\$13,838.30
900 CAMPUS BEAUTIFICATION HS	\$7,856.39	\$190.00	\$0.00	\$0.00	\$8,046.39	\$62.00	\$7,984.39
902 VOCAL HS	\$3,156.00	\$0.00	\$0.00	\$1,010.88	\$2,145.12	\$3,075.00	(\$929.88)
904 YEARBOOK HS	\$10,914.57	\$1,300.00	(\$355.00)	\$59.21	\$11,800.36	\$20,623.00	(\$8,822.64)
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$440.94	\$0.00	\$0.00	\$0.00	\$440.94	\$0.00	\$440.94
911 FFA BUILDING FUND	\$32,584.92	\$1,000.00	\$0.00	\$6,833.42	\$26,751.50	\$24,551.02	\$2,200.48
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$797.32	\$292.00	\$0.00	\$205.84	\$883.48	\$619.96	\$263.52
921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
922 COURTESY COMMITTEE ADMIN	\$208.87	\$0.00	\$0.00	\$0.00	\$208.87	\$200.00	\$8.87
925 GENERAL FUND REFUND	\$6,228.55	\$88.00	\$0.00	\$0.00	\$6,316.55	\$0.00	\$6,316.55
927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
929 SPECIAL OLYMPICS	\$25,568.51	\$53.48	\$0.00	\$487.21	\$25,134.78	\$655.79	\$24,478.99
930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
932 SUMMER SCHOOL HS	\$1,625.00	\$0.00	\$0.00	\$0.00	\$1,625.00	\$0.00	\$1,625.00
933 FAVER C&C	\$126.18	\$0.00	\$0.00	\$0.00	\$126.18	\$0.00	\$126.18
934 TRANSPORTATION C&C	\$3,344.92	\$370.00	\$0.00	\$1,076.60	\$2,638.32	\$1,026.79	\$1,611.53
935 VENDING MACHINE ADMIN	\$407.48	\$59.80	\$0.00	\$5.98	\$461.30	\$544.02	(\$82.72)
936 GUES HONOR CHOIR	\$758.87	\$0.00	\$0.00	\$50.00	\$708.87	\$350.00	\$358.87
937 FAVER ACTIVITY	\$415.81	\$0.00	\$0.00	\$0.00	\$415.81	\$0.00	\$415.81
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$10,150.18	\$434.47	\$0.00	\$51.00	\$10,533.65	\$1,643.57	\$8,890.08
942 C.N. CLEARING ACCT	\$1,393.10	\$4,633.15	\$0.00	\$6,026.25	\$0.00	\$10,464.35	(\$10,464.35)
Total	\$542,940.12	\$85,334.04	\$0.00	\$89,793.82	\$538,480.34	\$190,521.53	\$347,958.81

SOCS

simplified online
communication system

License and Service Agreement

The SOCS Partner identified and signing below approves the terms and conditions of this agreement between the Partner and FES LLC.

<p>Partner:</p> <p style="text-align: center;">Guthrie Public Schools</p> <p>Address:</p> <p style="text-align: center;">802 East Vilas Ave. Guthrie, OK 73044</p> <p>Student Enrollment: 3,548</p>	<p>Agreement Term Dates:</p> <p style="text-align: center;">_____ – _____</p> <p>(Term is 1 year from date signed)</p> <hr/> <p>Special Terms:</p> <p>Includes Content Migration and the App in the Stores, see pages 6 and 7.</p>
<p>URL (web address) http://www.TBD</p> <p>Website Champion: _____ Ph: _____ Email: _____</p> <p>Network Administrator: _____ Ph: _____ Email: _____</p> <p>Superintendent: Dr. Mike Simpson Email: mike.simpson@guthriepps.net</p> <p>FES Partner Representative: Stacey Anderson Ph: 800-850-8397, ext. 6991 Email: staceya@fes.org Fax: 402-479-6691</p> <p>Partnership: _____ Contract Type: Schools</p> <p>Sales Tax Exempt: No___; Yes___ (Provide copy of exemption certificate or request form)</p> <p>Purchase Order attached: Yes___; No___</p>	

For: Guthrie Public Schools

By: _____
(Signature) (Date)

(Please print full name)

Title: _____

For: FES LLC

1300 O Street
Lincoln, NE 68508

By: _____
Dan Kunzman, Vice President (Date)

CONFIDENTIAL INFORMATION

Intended exclusively for the internal and private use of the above named SCHOOL PARTNER and FES

LICENSE AND SERVICE AGREEMENT

Simplified Online Communication System (“SOCS”)

This License and Service Agreement (the “Agreement”) made by and between FES LLC, a Nebraska nonprofit corporation located in Lincoln, Nebraska and Guthrie Public Schools (“Licensee”).

THE PARTIES AGREE AS FOLLOWS:

1. License. FES grants to Licensee a limited, nonexclusive and nontransferable license to the Simplified Online Communication System (“SOCS”) web hosting service (collectively the “Licensed Service”). Exclusive proprietary title to all rights, patents, trademarks, copyrights, source code, graphic design and images created by FES and trade secrets in the Licensed Service shall remain with FES and no title to or ownership interest in the Licensed Service shall be transferred to Licensee.
2. Installation, Training, Technical and Support Services. FES shall provide certain technical services to Licensee associated with the installation, management and administration of the Licensed Service. One time set up fee does not include graphic design services. Graphic design services are included in the license fee and limited to 3 mockup designs prior to site installation. Additional graphic services will be charged at the current hourly rate. FES shall provide updates and certain enhancements to the Licensed Service without charge during the term of this Agreement and any renewals. Basic instruction and support services shall be provided at no extra cost as a part of the initial delivery of the Licensed Service. Other technical assistance relating to subsequent technical client network support, configuration, and/or guidance, content creation and/or the transfer of existing content, or on-site training are not part of the license agreement and are subject to a separate charge. Those services and the related charges are noted on page 6 of this Agreement.
3. Charges, Payments, and Taxes. Licensee shall pay the royalty fees for the Licensed Service and related services and costs as set forth on the attached schedule. All annual royalty fees shall be due on the date identified on the Exhibit; for any exercised renewal terms, the annual fee shall be due on the anniversary date of the original payment, unless otherwise agreed to by the parties. FES shall direct bill Licensee for all royalty fees, services, and support, including additional charges for technical assistance in accordance with the terms and rates set out the attached schedule. Interest shall accrue at the rate of one and one-half percent (1.5%) per month for any invoice balance outstanding for more than thirty (30) days. Each party shall be responsible for its own obligations associated with any federal, state, local or other taxes required with the delivery of the Licensed Service.
4. Obligations of Licensee. In addition to the covenants provided by Licensee within this Agreement, Licensee specifically agrees to the following:
 - a. *Logos and Branding.* Permit FES or its designees and assigns to place a logo at a reasonable location on the site, with a link to the website of FES and/or its designee, if so requested by FES.
 - b. *Utilization of Site.* Permit FES or its designees and assigns to utilize Licensees’ site and corresponding content in sales demonstrations, marketing materials and/or other venues to highlight Licensed Service to existing and/or potential Licensees.
 - c. *Implementation Team.* Identify an initial SOCS implementation team to work directly with FES in the implementation of SOCS for Licensee.

CONFIDENTIAL INFORMATION

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5. Warranties and Representations. FES hereby warrants that the Licensed Service (including enhancements and modifications) will perform in all material respects during the term of this Agreement. FES shall, at no additional charge to Licensee, undertake to correct any Licensed Service which does not perform substantially in accordance with the representations of FES. If a defect in the Licensed Service cannot be adequately remedied, the sole and exclusive remedy for any breach of this limited warranty will be restricted to (i) the replacement of the Licensed Service by FES or (ii) refund by FES to Licensee the annual royalty payment which applies to the year in which the defect occurred.

If Licensee modifies, attempts to modify, or decompiles or attempts to decompile the Licensed Service, fails to implement the changes to the Licensed Service as supplied by FES, or in any other way abuses or tampers with the Licensed Service, the warranty obligations of FES under this section shall be null and void. The limited warranty and restricted remedy contained herein is not applicable to any Licensed Service that has been modified or misused by Licensee.

FES PROVIDES NO WARRANTIES, EXPRESS OR IMPLIED, NOR IS IT OBLIGATED FOR, AND EXPRESSLY DISCLAIMS ANY RESPONSIBILITY FOR, THE CONTENT DEVELOPED BY LICENSEE OR ITS AGENTS AS ALLOWED BY THE EDIT FEATURES AVAILABLE IN AND UTILIZED THROUGH THE LICENSED SERVICE. FURTHER, NO REPRESENTATIONS OR WARRANTIES ARE MADE CONCERNING THE ACCURACY, COMPLETENESS, TIMELINESS OR RELIABILITY OF ANY INFORMATION CONTAINED IN ANY SITE LINKED THROUGH THE LICENSED SERVICE. FES DOES NOT WARRANT OR GUARANTY UNINTERRUPTED ACCESS TO THE LICENSED SERVICE AS USED THROUGH THE WORLD WIDE WEB AND ANY SITE LINKED TO THE LICENSED SERVICE OR THE AVAILABILITY OF INTERNET E-MAIL LINKS PROVIDED THROUGH THE LICENSED SERVICE. IN NO EVENT SHALL FES, ITS OFFICERS, AFFILIATES, AGENTS, LICENSORS, EMPLOYEES OR INTERNET SERVICE PROVIDERS BE LIABLE TO LICENSEE OR ANY THIRD PARTY FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES WHATSOEVER INCLUDING, BUT NOT LIMITED TO, LOST REVENUE, LOST OR DAMAGED DATA, OR OTHER COMMERCIAL OR ECONOMICAL LOSS, WHETHER BASED IN CONTRACT, TORT, OR ANY OTHER THEORY OF LIABILITY.

FES shall use all reasonable efforts to ensure that the SOCS Service is operating and available to Customers 99% of the time in any calendar month. Downtime is considered to be time that the SOCS Network is unavailable due to a failure in the FES network. There may be periods of time that FES schedules maintenance on the SOCS network that requires an interruption of service. Customers will be notified in advance of scheduled maintenance and every effort will be made to schedule this maintenance outside the hours of 7:00 a.m. to 10:00 p.m. Central time. Scheduled maintenance is not considered downtime. FES cannot be responsible for connectivity issues arising from problems in the client's network or internet outages due to such things as environmental disaster, cyber-attack, widespread power outages and other events beyond FES' control.

To protect clients' and FES' networks, FES employs tools that vigorously filters viruses and spam. FES, at its sole discretion, reserves the right to filter content it feels poses a threat to the networks. FES uses many SPAM and virus filtering technologies including e-mail greylisting. Greylisting confirms that email is received from a valid email server. Failure of the originating email server to respond to the Greylisting request may result in a delay the delivery of email.

Confidentially: Absent the use of encryption, use of the Licensed Service through the Internet is not a secured medium and privacy cannot be assured. Internet e-mail is vulnerable to interception and manipulation of data. FES will not be responsible for any damages to Licensee or any third party suffered as a result of the transmission of information, confidential or otherwise, that may be made through Internet e-mail links provided through this Licensed Service. FES is not responsible for any errors or changes made to any transmitted information. Should Licensee or any third party user transmit information using Internet e-mail resources through the Licensed Service, such individuals do so at their own risk.

Computer Viruses: While FES makes reasonable efforts to assure that the Licensed Service as provided through the Internet does not contain computer viruses, Licensee is responsible to take precautions to scan for computer viruses and to ensure that Licensee has a complete current backup of the applicable items contained on its computer system.

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Legal Content: The Licensee agrees to comply with all digital rights, copyright, trademark and decency laws. FES reserves the right to remove content that violates these laws or when notified of an ownership dispute. It is the responsibility of the licensee to resolve such disputes.

6. Marketing and Reproduction of Licensed Materials. Licensee shall only publish, identify or make reference to FES's trade names, trademarks, logos or other identifying materials associated with SOCS or the Licensed Service as approved by FES. If such approval is given, Licensee shall provide complete recognition of FES to the Licensed Service in all forms of advertising, marketing, and related promotional materials. Licensee shall not download, offload nor reproduce, in whole or in part, the Licensed Service, except for archive emergency restart purposes, where relevant and as approved in writing by FES. Licensee shall not use any decompiler programs or devices with respect to the Licensed Service or in any way attempt to decompile the Licensed Service. Licensee shall not remove or destroy any proprietary markings or legends placed upon or contained within the Licensed Service or related materials.

7. Limitation of Liability. If FES, in its judgment, is unable to remedy any defects, failure, nonconformity or alleged breach of warranty under the Licensed Service or is otherwise unable to adequately replace the Licensed Service within ninety (90) days after receiving notice from Licensee, FES shall then refund to Licensee the annual royalty payment which applies to the year in which the alleged defect, failure, nonconformity or breach occurred. In no event shall FES be liable to Licensee for loss of profits, sales, goodwill, data or computer programs, or punitive, indirect, tort, economic, special, incidental or consequential damages. Each party agrees to indemnify and hold the other (as well as their respective affiliates, directors, officers, employees and agents) harmless from and against all liabilities, losses, damages, judgments, costs, and expenses of any kind which may be imposed on, incurred by or asserted against a party to this Agreement including, without limitation, attorney fees relating to or arising out of this Agreement or any transaction contemplated hereby, or any amendment, supplement, modification of, or any waiver or consent under or in respect of this Agreement or any transaction contemplated hereby that in each case results from a failure of a party to comply with or perform its obligation under this Agreement or from any act of negligence or willful misconduct on the part of such party.

8. Term of Agreement and Termination.

- a. Unless otherwise terminated as provided herein, this Agreement shall commence as of the beginning date and terminate on the ending date of the term stated on page one (1) of this Agreement, subject to the terms of automatic extension set out below.
- b. Notwithstanding the terms of subpart (a) above, Licensee may terminate this Agreement if FES commits a material breach defined as the inability of the system to perform critical functionality (example: article moderation) or that renders the system inoperable and fails to cure that breach within thirty (30) days after receiving written notice from Licensee of that breach; provided, however, that FES shall have thirty (30) business days to cure any defects or breaches associated with its limited warranties associated with the Licensed Service, as set out in Section 7 above.

CONFIDENTIAL INFORMATION

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- c. Notwithstanding the terms of subpart (a) above, FES may terminate this Agreement (i) if Licensee is delinquent in making any payments due under this Agreement when due and continues to fail to make any such payment for ten (10) days after written notice of such delinquency is sent from FES, or (ii) if Licensee commits any other material breach of this Agreement and fails to remedy such breach within thirty (30) days after written notice of such breach is sent from FES. In the event of such termination by FES, Licensee shall remain liable for all fees incurred to date. Such termination by FES shall be without prejudice to any other remedies FES may have at law or in equity.
 - d. The termination of this Agreement by either party for any reason contemplated herein shall terminate the rights of Licensee to the Licensed Service. Upon such termination, the license and all other rights granted to Licensee under this Agreement shall cease immediately and Licensee shall promptly (i) return all operating manuals, documentation and other material related to the Licensed Service in the possession of Licensee; (ii) purge the Licensed Service and any portion thereof from each and every computer, computer storage device, and every other medium of Licensee which such Licensed Service or any portion thereof may be on; and (iii) certify to FES that Licensee has complied with these provisions.
 - e. At Licensee's request, upon termination of this Agreement by either party, FES agrees to return a backup file of client's database plus files uploaded by the client (ie: pictures) within 30 days of termination.
 - f. So long as Licensee is not in default of any terms of this Agreement, then this Agreement shall automatically renew annually after completion of the initial term dates on the anniversary hereof, subject to Licensee's obligation to pay the annual royalty fee as provided for herein and any other obligations as contemplated by this Agreement. Either party may terminate the automatic renewal provision by providing notice to the other, no less than sixty (60) days prior to the anniversary date, of its intent to decline the automatic renewal of the contract term. In the event either party should exercise the termination right, the license rights granted to Licensee shall then cease in accordance with the terms of this section.
9. General. Any notice required under this Agreement shall be given in writing to each party at the address identified adjacent to each party's signature. Licensee shall not assign or otherwise transfer this Agreement or any interest therein without the prior written consent of FES. This Agreement shall be binding upon the parties hereto, their successors and assigns as permitted. No waiver or any breach of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provision of this Agreement. This Agreement may be originally executed in one or more counter-parts, each of which shall be deemed an original. This Agreement shall be governed by the laws of the State of Nebraska and the parties submit and consent to the jurisdiction of the Nebraska courts for any matter associated with this Agreement. No modifications to this Agreement shall be valid unless made in writing and signed by all parties hereto.
10. Compliance with State Laws. In executing this Agreement, Licensee represents that it has secured all necessary consents and approval from relevant governing or oversight boards and related entities as may be required by state or local law. Execution of this Agreement shall constitute acknowledgement of any such confirmation requirements and waiver of any subsequent claims of requiring consent, confirmation or approval as a condition precedent to the implementation or enforcement of this Agreement.

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Pricing Summary

ANNUAL ROYALTIES/FEEES:

- **SOCS Web Hosting Service** **\$4,900 per year**
 - Set-up Fee Waived \$1,000 one-time charge
- **Notifier (Text Option)**..... **\$N/A per year**
 - (Annual fee plus \$50 one-time set-up fee, see pg 7)
- **Mobile App in Stores Maintenance**..... **\$100 per year**
 - (\$100/yr plus \$350 one-time set-up fee, see pg 7)
- **Additional URL/Domain Registrations** **\$N/A per year**
 - One URL/Domain registration included
 - (# of add'l domains x \$20 per domain)

Total Annual Royalties/Fees **\$5,000 per year**

Please circle payment terms:

- \$5,000 annually **OR** \$1,250 quarterly

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OPTIONAL ONE-TIME SERVICES/FEEES:

- SOCS Web Hosting Set-up (\$1,000)..... **\$Waived**
- Notifier Set-up (\$50)..... **\$N/A**
- Mobile App in Stores Set-up (\$350)..... **\$350**
- Add'l Listserv Set-up (\$100) per 10..... **\$N/A**
 A listserv for each school building plus one for district office is included with hosting service. A district or single school within the district may purchase additional listservs (non-school building, i.e., athletics or alumni).
- Google Mail for Education Set-up (\$250/domain) **\$N/A**
- Content Migration Set-up (\$50/hr) Estimate..... **\$300**
 Migration of existing content on client website to the SOCS hosted site as part of the set-up process. SOCS will estimate hours needed based on publicly available content viewable on the client's existing sites. SOCS reserves the right to adjust this estimate if additional content is to be migrated. If over by 10% or more, client will be consulted. The client will provide a site map demonstrating where, on the SOCS site, the existing content will reside. Existing content will be migrated using copy and paste. It is the responsibility of the client to determine content that is outdated or expired. SOCS will work closely with the client throughout the process.
- On-line Payment Set-up (TBD)..... **\$N/A**
 If using on-line payment services that requires set-up, there will be a one-time set-up charge.

Total One-Time Set-up Fees..... \$650

Optional Fees:

- On-site training is negotiable
- Licensee specific customization services will be made available to Licensee at an hourly programming rate.

Special billing notes/arrangements:

- Includes the App in the Stores, \$100/year maintenance plus \$350 one-time set-up fee.
- Includes Content Migration estimate (one-time set-up fee of \$300).

Invoices and Billing Statements will be sent to the following address:

Licensee: **Guthrie Public Schools**
 c/o: Dr. Mike Simpson
 Title: Superintendent
 Street: 802 East Vilas Ave.
 City: Guthrie State: OK Zip: 73044
 Phone Number: 405-282-8900
 Fax Number: 405-282-5904
 Email Address: mike.simpson@guthrieps.net

Agreement Term Dates: From _____ – _____

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Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting February 2, 2016	Contact Bruce Johnson, City Manager
--	--	--

Agenda Item
 Consider approval of the Sports Field Use Agreement with Guthrie Public Schools for the use of Kiwanis Field.

Summary
 A Sports Field Use Agreement was approved by City Council on March 17, 2015, with the Little League Baseball Association, officially known as the Guthrie Baseball Summer League, for the use of the Kiwanis Field for FY15 baseball season. The agreement was for one (1) year with the playing season from April through July; however, the Guthrie Public Schools Junior High Baseball teams are seeking a place to hold practice from February until April. Amending the existing agreement with the Guthrie Baseball Summer League would allow the Junior High Baseball teams to use Kiwanis field during times which are unlikely to interfere with the activities of the Guthrie Baseball Summer League.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	_____	Amount	<u>\$100 Rent</u>

- Supporting documents attached:**
- Guthrie Public Schools Sports Field Use Agreement for Kiwanis Field

Recommendation
 Approve the Guthrie Public Schools Sports Field Use Agreement for Kiwanis Field.

Action Needed Public Hearing Motion Emergency Clause



SPORTS FIELD USE AGREEMENT

THIS USE AGREEMENT (the "Agreement") is made and entered into this 2nd day of February, 2016 by and between the City of Guthrie, Oklahoma, a Municipal Corporation hereinafter known as the "LESSOR", and Guthrie Public Schools, an unincorporated association, hereinafter known as the "LESSEE".

WITNESSETH:

1. PREMISES:

(a) That the LESSOR in consideration of the obligation of LESSEE to pay rent as herein provided, and in consideration of the other terms, provisions and covenants hereby leases from the LESSOR, the ball playing fields and practice fields which are collectively and commonly known as Kiwanis Field, Guthrie, Logan County, State of Oklahoma, more particularly described in "Exhibit A" attached hereto, and together with the other improvements situated or to be situated upon said premises, (the said real property, building and improvements being hereinafter referred to as the "Premises").

(b) LESSOR reserves the right of ingress and egress in, to, on, or over and across the Premises to inspect the condition of the Premises in a manner that will cause the least disruption to LESSEE'S quite enjoyment of the Premises.

TO HAVE AND TO HOLD the same for a term commencing on the 1st day of February 2016 (the "Commencement Date"), and ending on the 31st day of April, 2016, subject to termination as provided herein (the "Lease Term").

2. RENT: LESSEE will pay rent in the amount of \$100 or provide improvements equivalent to or exceeding \$100 in value. Keys shall be checked out to the LESSEE who may distribute as needed; however, keys are not be copied, and all keys must be returned at the end of the contract. If additional keys are needed, LESSOR will provide. ("Exhibit B" Key Distribution Sheet)

1/10/2014

3. **PURPOSE AND USE:** The Premises shall be used for playing Baseball, practicing Baseball, conducting Baseball games, concession stand sales and related incidental purposes including fundraisers to directly benefit LESSEE, and for no other purpose, except such as shall be from time to time permitted in writing by the LESSOR. LESSEE shall comply with all governmental laws, ordinances, regulations applicable to the uses of the Premises, and shall promptly comply with all governmental orders and directives for the correction, prevention and abatement of nuisances in or upon or in connection with the Premises, all at LESSEE'S sole expense. All existing locks, gates, doors, etc. should remain intact (will not be cut, taken down or otherwise altered). LESSEE will not permit the Premises to be used for any purpose that would render the insurance thereon void or the insurance risk more hazardous, or which would increase the cost of insurance coverage with respect to the Premises. LESSEE shall provide activities to benefit City of Guthrie residents, within age groups designated by the LESSEE and LESSEE shall not engage in any discriminatory uses of the Premises on the basis of race, creed, color, sex, national origin, religion, or handicap. LESSEE shall control all scheduling of all games and practices upon the Premises and shall provide supervision of the concession stand and restrooms at all times by adults.

4. **LESSOR PROVISIONS:** LESSOR agrees to perform bi-weekly mowing and trimming of the premises from February to April. A mowing schedule, "Exhibit C" will be provided to the LESSEE. If additional mowing is desired by LESSEE, LESSEE will be responsible.

The LESSOR agrees to replace lamps (light bulbs) for the field lights, provide the electricity, perform fence repairs, maintain the parking area, and provide water and a dumpster for trash service at no additional charge.

5. **ALTERATION:** LESSEE shall not make any alterations, improvements, changes or additions made in or to such Premises without written consent of LESSOR through the Municipal Services Director.

6. **INSURANCE:** LESSEE shall, at its own expense, keep in effect during the term of this Agreement the following general liability insurance in standard form policies with an insurance company or companies authorized to do business in Oklahoma and provide proof of insurance as "Exhibit D":

Comprehensive public liability insurance in the amount of at least One Hundred Thousand (\$100,000.00) Dollars to any one claimant for a claim arising out of a single act, occurrence or accident; and One Million Dollars (\$1,000,000.00) for any claims arising out of a single act, occurrence or accident.

The aforesaid insurance shall protect the LESSOR and THE CITY OF GUTHRIE from all liability, judgments, claims, damages, causes of action, loss, cost and expenses arising from or related to LESSEE'S use of the Premises, excluding participants who will not be covered during actual participation in practice, game or event.

7. LIABILITY: LESSOR shall not be liable to LESSEE or LESSEE'S members, officers, employees, agents, patrons, invitees, players, coaches, umpires, referees, league officials, visiting players, volunteer workers, concession workers, spectators or visitors, or to any other person whomsoever, for any injury to person or damage to property on or about the Premises, caused by the negligence or misconduct of LESSEE, or caused by the buildings and improvements located on the Premises, or due to any cause whatsoever, and LESSEE agrees to indemnify The City of Guthrie, its council-members, officers, agents, officials and employees and the LESSOR, its employees, officials, officers, council-members and agents and hold them and each of them harmless from any and all loss, cost, demands, expense, suits, actions, judgments, liability, damages, charges, causes of action of claims, including attorney's fees, arising out of or related to any such damage of whatsoever kind or nature or injury; except injury to persons or damage to property, the sole cause of which is gross negligence of Lessor.

8. HOLDING OVER: If any property not belonging to LESSOR remains on the Premises after the expiration or earlier termination of the term of this Lease, LESSEE hereby authorizes LESSOR to dispose of such property in such manner as LESSOR may desire, without liability to LESSEE. In the event that such property is the property of someone other than LESSEE, LESSEE agrees to indemnify and hold LESSOR harmless from all suits, actions, liability, loss, damages, and expenses in connection with or incidental to any removal, exercise of dominion over and/or disposition of such property by LESSOR.

9. NO WASTE OR DAMAGE: LESSEE shall not commit any waste upon or do any damage to the Premises. LESSEE shall not use or permit the use of the Premises for any unlawful purpose or in violation of the City of Guthrie zoning laws. LESSEE shall not permit any rubbish, refuse, or garbage to accumulate or create a fire hazard in or about the Premises. In connection with its occupancy of the Premises, LESSEE shall not use the demised Premises in violation of any laws, ordinances, regulations or orders of any duly constituted authorities of the City, State, or Federal government. No storage of goods or merchandise shall be permitted except within the leased Premises. LESSOR has the right to charge LESSEE (after giving written notice to LESSEE for any expense LESSOR may incur to enforce the provisions of this paragraph.)

10. INDEMNIFICATION: LESSEE agrees that it will protect the LESSOR and indemnify it against any and all penalties, damages, or charges imposed for any violation of any rules, regulations, statutes, laws or ordinances, occasioned by the neglect of LESSEE, and that LESSEE will, at all times, protect, indemnify, save, keep and hold harmless The City of Guthrie, its council-members, officers, agents, officials, and employees and the LESSOR, its employees, council-members, officials, officers, and agents against and from any and all loss, cost, charges, causes of action, damage, claims, suits, liability, judgments or expense, arising out of or from the fault or negligence of LESSEE causing injury to any person or damage to property and will protect, indemnify, save, keep and hold harmless the LESSOR against and from any failure by LESSEE in any respect to comply with and perform all the requirements and provisions of this Lease.

Provided, however, that LESSEE shall not be required to indemnify LESSOR for any damage, injury, loss, or expense arising as the result of LESSOR'S gross negligence.

11. **ASSIGNMENT AND SUBLETTING:** LESSEE shall not assign, sublease or transfer this lease, nor any portion thereof, nor any interest herein without the prior written consent of LESSOR, as given by the City Manager, of the City of Guthrie, and a consent to assign shall not be deemed to be a consent to any subsequent assignment. Any such assignment, without such consent, shall be void, and shall, at the option of LESSOR terminate this lease. Neither this lease nor the leasehold estate of LESSEE hereunder in the demised premises, or any building or improvements thereon, shall be subject to involuntary assignment, transfer or sale, or to assignment, transfer, or sale by operation of law in any manner whatsoever, and such attempted involuntary assignment, transfer, or sale shall be void and of no effect and shall, at the option of LESSOR, terminate this Lease.

Upon the occurrence of an "event of default" as hereinafter defined, if the Premises are then assigned or sublet, LESSOR, in addition to any other remedies provided by law, may at its option, collect directly from assignee or subtenant all rents that become due to LESSEE under such assignment or sublease and apply hereunder, and no such collection shall be construed to constitute a novation or release of LESSEE from the further performance of LESSEE's obligations hereunder. LESSOR shall have the right to assign the rents under this Lease, or the lease itself.

12. **EVENTS OF DEFAULT:** The following events shall be deemed to be events of default under the Lease:

- (a) LESSEE shall fail to comply with rental provisions outlined in paragraph 2, or shall fail to pay for the insurance described in paragraph 6, or any reimbursement to LESSOR required herein, and such failure shall continue for a period of fifteen (15) days from the date such installment or reimbursement was due.
- (b) LESSEE shall disband, become insolvent, or shall make transfer in fraud to creditors, or shall make an assignment for the benefit of creditors.
- (c) LESSEE shall file, or have filed against it, a petition, voluntary or involuntary, under any section or chapter of the Federal Bankruptcy Code, as amended, or under any similar law or statute of the United States or any state thereof, or LESSEE shall be adjudged bankrupt, a debtor in bankruptcy or insolvent in proceedings filed against LESSEE thereunder.
- (d) A receiver or trustee shall be appointed for all or substantially all of the assets of LESSEE and such appointment shall not be vacated within sixty (60) days thereafter.

- (e) LESSEE shall fail to comply with any term, provisions, or covenant of this Lease (other than the foregoing in this paragraph) and shall not cure such failure within fifteen (15) days after written notice thereof of LESSEE.
- (f) LESSEE shall fail to file any sales tax reports in a timely manner or fail to timely pay any sales tax receipts to the Oklahoma Tax Commission.

13. REMEDIES: Upon the occurrence of any such events of default as described in paragraph 11 hereof, LESSOR shall have the option to pursue any one or more of the following remedies without any notice or demand whatsoever:

- (a) Terminate this Lease and all rights of LESSEE hereunder, in which event LESSOR may recover from LESSEE the loss or damage which LESSOR may suffer as a result of termination of this Lease, including the expense of repossession, and any repairs or remodeling undertaken by LESSOR following repossession.
- (b) Declare any rental payments from the date of default until the end of this Lease to be immediately due and owing.
- (c) Enter upon and take possession of the Premises and expel or remove LESSEE and any other persons or property which may be occupying said Premises or any part thereof, by self-help, if necessary, without being liable for prosecution of any claim for damages therefore, and relet the Premises on such terms as LESSEE agrees to pay to LESSOR on demand for any deficiency that may arise by reason of such reletting.
- (d) Without terminating this Lease, terminate LESSEE's right to possession of the Premises.
- (e) Without terminating this Lease or the LESSEE's rights to possession hereunder, enforce all of its rights and remedies under this Lease, including the right to recover rent and other charges as they become due under the Lease.
- (f) LESSOR may perform for the account of LESSEE any term, covenant, or provision of the Lease that LESSEE has failed to perform.
- (g) Exercise any and all other remedies available to LESSOR at law or in equity, including, without limitation, injunctive relief of all varieties.

If LESSOR, at any time, is compelled to pay or elects to pay any sum of money to do any acts which would require the payment of any sum of money by reason of the failure of LESSEE to comply with any provision of this Lease, or if LESSOR is compelled to incur any expense, including reasonable attorney's fees, in instituting, securing, or defending any action or proceeding instituted by reason of any default of LESSEE hereunder, the

sum or sums so paid by LESSOR with all interest, costs, and damages, shall be deemed to be additional rent hereunder and shall be due from LESSEE to LESSOR on the first day of the month following the incurring of such respective expenses.

Election of any of the foregoing remedies shall not preclude pursuit of any of the other remedies herein provided or any other remedies provided by law or in equity, nor shall pursuit of any remedy herein provided constitute a forfeiture or waiver of any rent due to LESSOR hereunder or of any damages accruing to LESSOR by reason of the violation of any of the terms, provisions and covenants herein contained. No act or thing done by the LESSOR or its agents during the term hereby granted shall be deemed a termination of this Lease or an acceptance of the surrender of the Premises, and no agreement to terminate this Lease or to accept a surrender of said Premises shall be valid unless in writing and signed by LESSOR. No waiver by LESSOR of any violation or breach of any of the terms, provisions, and covenants herein contained shall be deemed to constitute a waiver of any future default. Forbearance by LESSOR to enforce one or more of the remedies herein provided upon an event of default shall not be deemed or construed to constitute a waiver of such default.

IN WITNESS WHEREOF, this agreement was executed by the parties hereto on the date and year first above written.

"LESSOR"
City of Guthrie

ATTEST:

By: _____

City Clerk

"LESSEE"

ATTEST:

By:

Secretary

Note: Exhibit A: Property Description
Exhibit B: Key Distribution Sheet
Exhibit C: Mowing Schedule

1/10/2014

Exhibit D: Proof of Insurance

1/10/2014

GUTHRIE HIGH SCHOOL

200 Crooks Drive
Guthrie, Oklahoma 73044

(405) 282-5906
FAX (405) 282-8823

"Home of Champions"

DR. MIKE SIMPSON
SUPERINTENDENT

CHRIS LEGRANDE
PRINCIPAL

BRET STONE
ASSISTANT PRINCIPAL

DUSTIN THROCKMORTON
ASSISTANT PRINCIPAL

JON CHAPPELL
ATHLETIC DIRECTOR

To: Dr. Simpson and Guthrie School Board

From: Chris LeGrande

Date: January 28, 2016

Re: Summer School Dates

Attached you will find the general information sheet for Driver's Education Summer School 2016 along with a student enrollment form.

Dates for Driver's Education Class Sessions are as follows:

June 6-15 (2 classes)

June 20-29 (2 classes)

July 11-20 (1 class)

Driving schedule will be determined by the head Driver's Education instructor on an individual basis. The dates for the driving schedule will be from June 1, 2016 through July 31, 2016.

If you have any questions, please don't hesitate to contact me.

Respectfully,



Chris LeGrande
Principal

**GUTHRIE HIGH SCHOOL
2016 SUMMER DRIVER'S EDUCATION
STUDENT ENROLLMENT FORM**

DEADLINE FOR ENROLLMENT IS APRIL 29, 2016

<p>CLASS DATES: Please circle the classroom session you would like to attend.</p> <p style="text-align: center;"> JUNE 6-15 (2 SESSIONS, IF NECESSARY) JUNE 20-29 (2 SESSIONS, IF NECESSARY) JULY 11-20 (1 SESSION) </p>	<p>Please list any dates you CANNOT attend! Ex. church camp, vacation, summer school, etc.</p> <p>_____</p> <p>_____</p> <p>_____</p>
--	--

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 1 THROUGH JULY 31

Please note any and all dates that you absolutely **CANNOT** attend.
We will try to accommodate your schedule, if we know in **ADVANCE**.
If you have any questions, please call (405)282-5906.

NAME _____
(Full name as printed on birth certificate)

ADDRESS _____

DATE OF BIRTH _____ AGE _____ MALE _____ FEMALE _____
(THE STUDENT **MUST** BE 15 BY JUNE 1)

PARENT/GUARDIAN _____ WORK PHONE _____

HOME PHONE _____ CELL PHONE _____

SCHOOL ATTENDED IN 2015-2016 _____

GRADE STUDENT WILL ENTER IN 2016-2017 _____

Name and complete mailing address of school where final grade should be sent:

(Out of District Students Only)

****CHECKED BY COUNSELOR OF HOME SCHOOL** _____

I understand that all rules and regulations related to the regular school year apply during summer school and that the handbook will be enforced. I also understand that if I miss more than two days of class I will not receive credit for the class.

PARENT SIGNATURE _____

STUDENT SIGNATURE _____

FOR OFFICE USE ONLY: RECEIVED BIRTH CERTIFICATE _____

DATE DEPOSIT PAID _____ DATE FULL PAYMENT MADE _____

AMOUNT PAID _____ CHECK # _____ CASH _____ ONLINE PAYMENT _____

BAL AMT PAID _____ CHECK # _____ CASH _____ ONLINE PAYMENT _____

**GENERAL INFORMATION - DRIVER'S EDUCATION
GUTHRIE HS SUMMER SCHOOL 2016**

SITE: GUTHRIE HIGH SCHOOL 200 CROOKS DRIVE GUTHRIE, OKLAHOMA 73044	CLASS DATES: 1ST SESSION ~ JUNE 6-15 (2 SESSIONS) 2ND SESSION ~ JUNE 20-29 (2 SESSIONS) 3RD SESSION ~ JULY 11-20 (1 SESSION)
---	---

DRIVING TIMES FOR ALL SESSIONS WILL VARY FROM JUNE 1 THROUGH JULY 31.

<p>TUITION: GUTHRIE SCHOOL DISTRICT RESIDENTS. \$150 OUT OF DISTRICT RESIDENTS. \$175</p> <ul style="list-style-type: none"> ● A \$50 non-refundable deposit is required with the application. ● The remainder will be due the first day of class or scheduled driving time. ● You may pay with Visa, Mastercard, Discover, Debit, or Electronic Check on the Guthrie Public School website at Payschool. (There is a convenience fee to use Payschool.) ● Make all checks payable to: Guthrie Public Schools/Summer School ● Students will not be permitted to participate in class or to continue to drive if they are not paid in full by the <u>end</u> of the <u>first week</u>.
--

ENROLLMENT:

Guthrie High School students should pick up an enrollment form in the MAIN OFFICE. **Deadline** for enrollment in Driver's Education will be April 29, 2016. Applications must be on time to allow for appropriate teacher planning. **A \$50 non-refundable deposit MUST accompany the enrollment form along with a copy of the student's birth certificate.** (If you pay online, we will have a copy of your payment at the High School.)

Out-of-district students should obtain the Summer School Enrollment Form from Guthrie High School. The completed form, signed by your teacher, counselor, or principal, should be returned with the enrollment fee to Mrs. McPeek in the Main Office at Guthrie High School, 200 Crooks Drive, Guthrie, Oklahoma, 73044. This must be received by April 29, 2016.

Students residing in the Guthrie Public School District will have first priority. A birth certificate will be required for enrollment in Driver's Education. **THE STUDENT MUST BE 15 BY JUNE 1.** Driver's Education students must complete the class work and driving requirements set forth by the OKLAHOMA STATE DEPARTMENT OF EDUCATION. Driving time will be worked out with each student individually.

REFUNDS:

There will be a 50% refund of fees for students withdrawing properly during the first week of class. No refund will be made for those withdrawing after the first week. *Please note: a receipt will be issued for all fees paid. Keep your receipt, as it will be required for any refund to be issued.*

TRANSPORTATION:

Students are required to provide their own transportation to and from the school. Students must use the main parking lot if they drive. Students must obey all traffic and parking regulations.

RULES AND REGULATIONS:

Student will be held accountable for all policies and procedures in the Parent-Student Handbook-just as during the school year. The same attendance policies will also be in effect. If you miss more than 2 days of summer school, you may not receive credit for the class. Remember, missing one summer school day is like missing four regular school year days.



Oklahoma State Department of Health
Creating a State of Health

RECEIVED

JAN 07 2016

OFFICE OF THE SUPERINTENDENT
GUTHRIE PUBLIC SCHOOLS

Date: January 4, 2015

Dear Superintendent Dr. Mike Simpson:

The purpose of this letter is to express the support of the Oklahoma State Department of Health and the Oklahoma State Department of Education for the School Health Profiles survey, which is conducted in cooperation with the Centers for Disease Control (CDC). As part of our cooperative agreement activities, we are conducting surveys of **principals** and **lead health education teachers** to assess the status of school health policies and practices at the secondary school level. The data collected and presented as School Health Profiles will be used to improve school health policies and practices in our schools.

Obtaining a high response rate on the principal and lead health educator surveys is very important. Without an accurate view of the extent of our current school health policies and program activities, we cannot plan and allocate program resources adequately. School Health Profiles is critical for designing and administering programs to meet the needs of our students and to provide a basis for future requests for funding.

Schools in your district were chosen through a random selection process to participate in this survey. Each school is receiving two emailed survey invitations — one for the principal, and one for the lead health education teacher. These individuals can complete the questionnaire on the web at their convenience beginning in January 2016. The lead health education teacher may be a school's only health education teacher, the department chair, the most senior health education teacher, or the teacher who is most knowledgeable about required instruction on health topics.

Although participation is voluntary, completed questionnaires from both the principal and lead health education teacher from selected schools will help provide a more accurate portrayal of each school. No data will be reported about individual schools, principals, teachers, or communities. The identifying information requested will be used only for contacting respondents to clarify information provided, if necessary.

No effort on your part is required; this letter is simply to inform you that this survey is being conducted. If you have any questions, please call Suanne Goodrich at the Oklahoma State Department of Health, 405-271-3619, or suanne@health.ok.gov.

Sincerely,

Terry Cline, Ph.D.
Commissioner
Secretary of Health and Human Services

Sincerely,

Joy Hofmeister
State Superintendent of Public Instruction

cc: The principal at this selected school: Guthrie High School

2016 SCHOOL HEALTH PROFILES SCHOOL PRINCIPAL QUESTIONNAIRE

This questionnaire will be used to assess school health programs and policies across your state or school district. Your cooperation is essential for making the results of this survey comprehensive, accurate, and timely. Your answers will be kept confidential.

INSTRUCTIONS

1. This questionnaire should be completed by the **principal** (or the person acting in that capacity) and concerns only activities that occur in the **school listed below for the grade span listed below**. Please consult with other people if you are not sure of an answer.
2. Please use a #2 pencil to fill in the answer circles completely. Do not fold, bend, or staple this questionnaire or mark outside the answer circles.
3. Follow the instructions for each question.
4. Return the questionnaire in the envelope provided.

Person completing this questionnaire

Name: _____
 Title: _____
 School name: _____
 District: _____
 Telephone number: _____

To be completed by the agency conducting the survey

School name: _____ Grade span: _____

Survey ID			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

**2016 SCHOOL HEALTH PROFILES
PRINCIPAL QUESTIONNAIRE**

1. Has your school ever used the School Health Index or other self-assessment tool to assess your school’s policies, activities, and programs in the following areas? (Mark yes or no for each area.)

Area	Yes	No
a. Physical activity	0	0
b. Nutrition	0	0
c. Tobacco-use prevention	0	0
d. Asthma	0	0
e. Injury and violence prevention	0	0
f. HIV, STD, and teen pregnancy prevention.....	0	0

2. The Elementary and Secondary Education Act requires certain schools to have a written School Improvement Plan (SIP). Many states and school districts also require schools to have a written SIP. Does your school’s written SIP include health-related objectives on any of the following topics? (Mark yes or no for each topic, or if your school does not have a SIP, mark “No SIP.”)

Topic	Yes	No	No SIP
a. Health education	0	0	0
b. Physical education	0	0	0
c. Physical activity	0	0	0
d. School meal programs.....	0	0	0
e. Foods and beverages available at school outside the school meal programs.....	0	0	0
f. Health services	0	0	0
g. Counseling, psychological, and social services	0	0	0
h. Physical environment.....	0	0	0
i. Social and emotional climate.....	0	0	0
j. Family engagement.....	0	0	0
k. Community involvement	0	0	0
l. Employee wellness.....	0	0	0

3. During the past year, did your school review health and safety data such as Youth Risk Behavior Survey data or fitness data as part of your school’s improvement planning process? (Mark one response.)

- Ⓐ Yes
- Ⓑ No
- Ⓒ Our school did not engage in an improvement planning process during the past year.

4. **Currently, does someone at your school oversee or coordinate school health and safety programs and activities?** (Mark one response.)

- Ⓐ Yes
- Ⓑ No

5. **Is there one or more than one group (e.g., school health council, committee, team) at your school that offers guidance on the development of policies or coordinates activities on health topics?** (Mark one response.)

- Ⓐ Yes
- Ⓑ No → **Skip to Question 7**

6. **During the past year, has any school health council, committee, or team at your school done any of the following activities?** (Mark yes or no for each activity.)

Activity	Yes	No
a. Identified student health needs based on a review of relevant data.....	0.....	0
b. Recommended new or revised health and safety policies and activities to school administrators or the school improvement team	0.....	0
c. Sought funding or leveraged resources to support health and safety priorities for students and staff	0.....	0
d. Communicated the importance of health and safety policies and activities to district administrators, school administrators, parent-teacher groups, or community members.....	0.....	0
e. Reviewed health-related curricula or instructional materials	0.....	0
f. Assessed the availability of physical activity opportunities for students.....	0.....	0
g. Developed a written plan for implementing a Comprehensive School Physical Activity Program (a multi-component approach that provides opportunities for students to be physically active before, during, and after school)	0.....	0

7. **Does your school have any clubs that give students opportunities to learn about people different from them, such as students with disabilities, homeless youth, or people from different cultures?** (Mark one response.)

- Ⓐ Yes
- Ⓑ No

8. During the past year, did your school offer each of the following activities for students to learn about people different from them, such as students with disabilities, homeless youth, or people from different cultures? (Mark yes or no for each activity.)

Activity	Yes	No
a. Lessons in class.....	0.....	0
b. Special events sponsored by the school or community organizations (e.g., multicultural week, family night)	0.....	0

SEXUAL ORIENTATION

9. Does your school have a student-led club that aims to create a safe, welcoming, and accepting school environment for all youth, regardless of sexual orientation or gender identity? These clubs sometimes are called gay/straight alliances. (Mark one response.)

- Ⓐ Yes
- Ⓑ No

10. Does your school engage in each of the following practices related to lesbian, gay, bisexual, transgender, or questioning (LGBTQ) youth? (Mark yes or no for each practice.)

Practice	Yes	No
a. Identify “safe spaces” (e.g., a counselor’s office, designated classroom, student organization) where LGBTQ youth can receive support from administrators, teachers, or other school staff	0	0
b. Prohibit harassment based on a student’s perceived or actual sexual orientation or gender identity.....	0	0
c. Encourage staff to attend professional development on safe and supportive school environments for all students, regardless of sexual orientation or gender identity	0	0
d. Facilitate access to providers not on school property who have experience in providing health services, including HIV/STD testing and counseling, to LGBTQ youth	0	0
e. Facilitate access to providers not on school property who have experience in providing social and psychological services to LGBTQ youth	0	0

BULLYING AND SEXUAL HARASSMENT

(Definitions: “Bullying” means when one or more students tease, threaten, spread rumors about, hit, shove, or hurt another student repeatedly. “Sexual harassment” means unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. “Electronic aggression,” sometimes called cyber-bullying, is a type of bullying or sexual harassment that occurs when students use a cell phone, the Internet, or other electronic communication devices to send or post text, pictures, or videos intended to threaten, harass, humiliate, or intimidate other students.)

11. During the past year, did all staff at your school receive professional development on preventing, identifying, and responding to student bullying and sexual harassment, including electronic aggression? (Mark one response.)

- (a) Yes
- (b) No

12. Does your school have a designated staff member to whom students can confidentially report student bullying and sexual harassment, including electronic aggression? (Mark one response.)

- (a) Yes
- (b) No

13. Does your school use electronic (e.g., e-mails, school web site), paper (e.g., flyers, postcards), or oral (e.g., phone calls, parent seminars) communication to publicize and disseminate policies, rules, or regulations on bullying and sexual harassment, including electronic aggression? (Mark one response.)

- (a) Yes
- (b) No

REQUIRED PHYSICAL EDUCATION

(Definition: Required physical education means instruction that helps students develop the knowledge, attitudes, skills, and confidence needed to adopt and maintain a physically active lifestyle that students must receive for graduation or promotion from your school.)

14. Is a **required physical education course** taught in each of the following grades in your school? (For each grade, mark yes or no, or if your school does not have that grade, mark “grade not taught in your school.”)

	Grade	Yes	No	Grade not taught in your school
a.	6.....	0.....	0.....	0.....
b.	7.....	0.....	0.....	0.....
c.	8.....	0.....	0.....	0.....
d.	9.....	0.....	0.....	0.....
e.	10.....	0.....	0.....	0.....
f.	11.....	0.....	0.....	0.....
g.	12.....	0.....	0.....	0.....

PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

15. During the past year, did any physical education teachers or specialists at your school receive professional development (e.g., workshops, conferences, continuing education, any other kind of in-service) on physical education or physical activity? (Mark one response.)

- (a) Yes
- (b) No

16. Are those who teach physical education at your school provided with each of the following materials? (Mark yes or no for each material.)

	Material	Yes	No
a.	Goals, objectives, and expected outcomes for physical education	0	0
b.	A chart describing the annual scope and sequence of instruction for physical education	0	0
c.	Plans for how to assess student performance in physical education	0	0
d.	A written physical education curriculum	0	0
e.	Resources for fitness testing	0	0
f.	Physical activity monitoring devices, such as pedometers or heart rate monitors, for physical education	0	0

17. **Outside of physical education, do students participate in physical activity breaks in classrooms during the school day?** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No
18. **Does your school offer opportunities for all students to participate in intramural sports programs or physical activity clubs? (Intramural sports programs or physical activity clubs are any physical activity programs that are voluntary for students, in which students are given an equal opportunity to participate regardless of physical ability.)** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No
19. **Does your school offer interscholastic sports to students?** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No
20. **Does your school offer opportunities for students to participate in physical activity before the school day through organized physical activities or access to facilities or equipment for physical activity?** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No
21. **Does your school, either directly or through the school district, have a joint use agreement for shared use of school or community physical activity or sports facilities? (A joint use agreement is a formal agreement between a school or school district and another public or private entity to jointly use either school facilities or community facilities to share costs and responsibilities.)** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No

TOBACCO-USE PREVENTION POLICIES

22. Has your school adopted a policy prohibiting tobacco use? (Mark one response.)

- Ⓐ Yes
- Ⓑ No → **Skip to Question 26**

23. Does the tobacco-use prevention policy specifically prohibit use of each type of tobacco for each of the following groups during any school-related activity? (Mark yes or no for each type of tobacco for each group.)

	Type of tobacco	<u>Students</u>		<u>Faculty/Staff</u>		<u>Visitors</u>	
		Yes	No	Yes	No	Yes	No
a.	Cigarettes	0	0	0	0	0	0
b.	Smokeless tobacco (e.g., chewing tobacco, snuff, dip, snus)	0	0	0	0	0	0
c.	Cigars	0	0	0	0	0	0
d.	Pipes	0	0	0	0	0	0
e.	Electronic vapor products (e.g., e-cigarettes, vape pipes, hookah pens)	0	0	0	0	0	0

24. Does the tobacco-use prevention policy specifically prohibit tobacco use during each of the following times for each of the following groups? (Mark yes or no for each time for each group.)

	Time	<u>Students</u>		<u>Faculty/Staff</u>		<u>Visitors</u>	
		Yes	No	Yes	No	Yes	No
a.	During school hours	0	0	0	0	0	0
b.	During non-school hours	0	0	0	0	0	0

25. Does the tobacco-use prevention policy specifically prohibit tobacco use in each of the following locations for each of the following groups? (Mark yes or no for each location for each group.)

	Location	<u>Students</u>		<u>Faculty/Staff</u>		<u>Visitors</u>	
		Yes	No	Yes	No	Yes	No
a.	In school buildings	0	0	0	0	0	0
b.	Outside on school grounds, including parking lots and playing fields	0	0	0	0	0	0
c.	On school buses or other vehicles used to transport students	0	0	0	0	0	0
d.	At off-campus, school-sponsored events	0	0	0	0	0	0

26. Does your school post signs marking a tobacco-free school zone, that is, a specified distance from school grounds where tobacco use is not allowed? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

27. Does your school provide tobacco cessation services for each of the following groups? (Mark yes or no for each group.)

	Group	Yes	No
a.	Faculty and staff.....	0	0
b.	Students.....	0	0

28. Does your school have arrangements with any organizations or health care professionals not on school property to provide tobacco cessation services for each of the following groups? (Mark yes or no for each group.)

	Group	Yes	No
a.	Faculty and staff.....	0	0
b.	Students.....	0	0

NUTRITION-RELATED POLICIES AND PRACTICES

29. When foods or beverages are offered at school celebrations, how often are fruits or non-fried vegetables offered? (Mark one response.)

- (a) Foods or beverages are not offered at school celebrations
- (b) Never
- (c) Rarely
- (d) Sometimes
- (e) Always or almost always

30. Can students purchase snack foods or beverages from one or more vending machines at the school or at a school store, canteen, or snack bar? (Mark one response.)

- (a) Yes
- (b) No → **Skip to Question 32**

31. Can students purchase each of the following snack foods or beverages from vending machines or at the school store, canteen, or snack bar? (Mark yes or no for each food or beverage.)

Food or beverage	Yes	No
a. Chocolate candy.....	0	0
b. Other kinds of candy.....	0	0
c. Salty snacks that are not low in fat (e.g., regular potato chips)	0	0
d. Low sodium or “no added salt” pretzels, crackers, or chips.....	0	0
e. Cookies, crackers, cakes, pastries, or other baked goods that are not low in fat	0	0
f. Ice cream or frozen yogurt that is not low in fat.....	0	0
g. 2% or whole milk (plain or flavored)	0	0
h. Nonfat or 1% (low-fat) milk (plain)	0	0
i. Water ices or frozen slushes that do not contain juice.....	0	0
j. Soda pop or fruit drinks that are not 100% juice	0	0
k. Sports drinks (e.g., Gatorade)	0	0
l. Energy drinks (e.g., Red Bull, Monster)	0	0
m. Bottled water	0	0
n. 100% fruit or vegetable juice.....	0	0
o. Foods or beverages containing caffeine.....	0	0
p. Fruits (not fruit juice).....	0	0
q. Non-fried vegetables (not vegetable juice).....	0	0

32. During this school year, has your school done any of the following? (Mark yes or no for each.)

		Yes	No
a.	Priced nutritious foods and beverages at a lower cost while increasing the price of less nutritious foods and beverages.....	0	0
b.	Collected suggestions from students, families, and school staff on nutritious food preferences and strategies to promote healthy eating.....	0	0
c.	Provided information to students or families on the nutrition and caloric content of foods available.....	0	0
d.	Conducted taste tests to determine food preferences for nutritious items.....	0	0
e.	Provided opportunities for students to visit the cafeteria to learn about food safety, food preparation, or other nutrition-related topics.....	0	0
f.	Served locally or regionally grown foods in the cafeteria or classrooms.....	0	0
g.	Planted a school food or vegetable garden.....	0	0
h.	Placed fruits and vegetables near the cafeteria cashier, where they are easy to access.....	0	0
i.	Used attractive displays for fruits and vegetables in the cafeteria.....	0	0
j.	Offered a self-serve salad bar to students.....	0	0
k.	Labeled healthful foods with appealing names (e.g., crunchy carrots).....	0	0
l.	Encouraged students to drink plain water.....	0	0
m.	Prohibited school staff from giving students food or food coupons as a reward for good behavior or good academic performance.....	0	0
n.	Prohibited less nutritious foods and beverages (e.g., candy, baked goods) from being sold for fundraising purposes.....	0	0

33. Does your school prohibit advertisements for candy, fast food restaurants, or soft drinks in each of the following locations? (Mark yes or no for each location.)

Location		Yes	No
a.	In school buildings.....	0	0
b.	On school grounds including on the outside of the school building, on playing fields, or other areas of the campus.....	0	0
c.	On school buses or other vehicles used to transport students.....	0	0
d.	In school publications (e.g., newsletters, newspapers, web sites, other school publications).....	0	0
e.	In curricula or other educational materials (including assignment books, school supplies, book covers, and electronic media).....	0	0

34. Are students permitted to have a drinking water bottle with them during the school day? (Mark one response.)

- Ⓐ Yes, in all locations
- Ⓑ Yes, in certain locations
- Ⓒ No

35. Does your school offer a free source of drinking water in the following locations? (Mark yes or no for each location, or mark NA if your school does not have that location.)

Location	Yes	No	NA
a. Cafeteria during breakfast.....	0	0	0
b. Cafeteria during lunch.....	0	0	0
c. Gymnasium or other indoor physical activity facilities.....	0	0	0
d. Outdoor physical activity facilities and sports fields.....	0	0	0
e. Hallways throughout the school.....	0	0	0

HEALTH SERVICES

36. Is there a full-time registered nurse who provides health services to students at your school? (A full-time nurse means that a nurse is at the school during all school hours, 5 days per week.) (Mark one response.)

- Ⓐ Yes
- Ⓑ No

37. Is there a part-time registered nurse who provides health services to students at your school? (A part-time nurse means that a nurse is at the school less than 5 days a week, less than all school hours, or both.) (Mark one response.)

- Ⓐ Yes
- Ⓑ No

38. Does your school have a school-based health center that offers health services to students? (School-based health centers are places on school campus where enrolled students can receive primary care, including diagnostic and treatment services. These services are usually provided by a nurse practitioner or physician’s assistant.) (Mark one response.)

- Ⓐ Yes
- Ⓑ No

39. Does your school provide the following services to students? (Mark yes or no for each service.)

Service	Yes	No
a. HIV testing.....	0	0
b. HIV treatment (ongoing medical care for persons living with HIV)....	0	0
c. STD testing	0	0
d. STD treatment.....	0	0
e. Pregnancy testing.....	0	0
f. Provision of condoms	0	0
g. Provision of condom-compatible lubricants (i.e., water- or silicone-based)	0	0
h. Provision of contraceptives other than condoms (e.g., birth control pill, birth control shot, intrauterine device [IUD]).....	0	0
i. Prenatal care.....	0	0
j. Human papillomavirus (HPV) vaccine administration.....	0	0

40. Does your school provide students with referrals to any organizations or health care professionals not on school property for the following services? (Mark yes or no for each service.)

Service	Yes	No
a. HIV testing.....	0	0
b. HIV treatment (ongoing medical care for persons living with HIV)....	0	0
c. nPEP (non-occupational post-exposure prophylaxis for HIV-- a short course of medication given within 72 hours of exposure to infectious bodily fluids from a person known to be HIV positive) ..	0	0
d. STD testing	0	0
e. STD treatment.....	0	0
f. Pregnancy testing.....	0	0
g. Provision of condoms	0	0
h. Provision of condom-compatible lubricants (i.e., water- or silicone-based)	0	0
i. Provision of contraceptives other than condoms (e.g., birth control pill, birth control shot, intrauterine device [IUD]).....	0	0
j. Prenatal care.....	0	0
k. Human papillomavirus (HPV) vaccine administration.....	0	0

41. Does your school have a protocol that ensures students with a chronic condition that may require daily or emergency management (e.g., asthma, diabetes, food allergies) are enrolled in private, state, or federally funded insurance programs if eligible? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

42. Does your school routinely use school records to identify and track students with a current diagnosis of the following chronic conditions? School records might include student emergency cards, medication records, health room visit information, emergency care and daily management plans, physical exam forms, or parent notes. (Mark yes or no for each condition.)

Condition	Yes	No
a. Asthma	0	0
b. Food allergies.....	0	0
c. Diabetes.....	0	0
d. Epilepsy or seizure disorder.....	0	0
e. Obesity	0	0
f. Hypertension/high blood pressure	0	0

43. Does your school provide referrals to any organizations or health care professionals not on school property for students diagnosed with or suspected to have any of the following chronic conditions? Include referrals to school-based health centers, even if they are located on school property. (Mark yes or no for each condition.)

Condition	Yes	No
a. Asthma	0	0
b. Food allergies	0	0
c. Diabetes.....	0	0
d. Epilepsy or seizure disorder.....	0	0
e. Obesity	0	0
f. Hypertension/high blood pressure	0	0

44. Which of the following best describes your school’s practices regarding parental consent and notification when sexual or reproductive health services, such as STD testing or pregnancy testing, are provided by your school? (Mark one response.)

- Ⓐ This school does **not provide** any sexual or reproductive health services.
- Ⓑ Parental consent is required before any sexual or reproductive health services are **provided**.
- Ⓒ Parental consent is **not** required for sexual or reproductive health services and parents are provided with information about services **provided** only upon request.
- Ⓓ Parental consent is **not** required for sexual or reproductive health services, but parents may be notified depending on the service **provided**.
- Ⓔ Parental consent is **not** required for sexual or reproductive health services, but parents are notified about all services **provided**.
- Ⓕ Parental consent is **not** required for sexual or reproductive health services and parents are **not** notified about any services **provided**.

45. Which of the following best describes your school's practices regarding parental consent and notification when sexual or reproductive health services, such as STD testing or pregnancy testing, are referred by your school? (Mark one response.)

- Ⓐ This school does **not refer** any sexual or reproductive health services.
- Ⓑ Parental consent is required before any sexual or reproductive health services are **referred**.
- Ⓒ Parental consent is **not** required for sexual or reproductive health services and parents are provided with information about **referrals** provided only upon request.
- Ⓓ Parental consent is **not** required for sexual or reproductive health services, but parents may be notified depending on the **referral** provided.
- Ⓔ Parental consent is **not** required for sexual or reproductive health services, but parents are notified about all **referrals** provided.
- Ⓕ Parental consent is **not** required for sexual or reproductive health services and parents are **not** notified about any **referrals** provided.

FAMILY AND COMMUNITY INVOLVEMENT

46. During this school year, has your school done any of the following activities? (Mark yes or no for each activity.)

Activity	Yes	No
a. Provided parents and families with information about how to communicate with their child about sex	0	0
b. Provided parents with information about how to monitor their child (e.g., setting parental expectations, keeping track of their child, responding when their child breaks the rules)	0	0
c. Involved parents as school volunteers in the delivery of health education activities and services.....	0	0
d. Linked parents and families to health services and programs in the community	0	0

47. Does your school use electronic (e.g., e-mails, school web site), paper (e.g., flyers, postcards), or oral (e.g., phone calls, parent seminars) communication to inform parents about school health services and programs? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

48. Does your school participate in a program in which family or community members serve as role models to students or mentor students, such as the Big Brothers Big Sisters program? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

49. Service learning is a particular type of community service that is designed to meet specific learning objectives for a course. Does your school provide service-learning opportunities for students? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

50. Does your school provide peer tutoring opportunities for students? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

51. During the past two years, have students' families helped develop or implement policies and programs related to school health? (Mark one response.)

- a Yes
- b No

Thank you for your responses. Please return this questionnaire.

2016 SCHOOL HEALTH PROFILES LEAD HEALTH EDUCATION TEACHER QUESTIONNAIRE

This questionnaire will be used to assess school health education across your state or school district. Your cooperation is essential for making the results of this survey comprehensive, accurate, and timely. Your answers will be kept confidential.

INSTRUCTIONS

1. This questionnaire should be completed by the **lead health education teacher** (or the person acting in that capacity) and concerns only activities that occur in the **school listed below**. Please consult with other people if you are not sure of an answer.
2. Please use a #2 pencil to fill in the answer circles completely. Do not fold, bend, or staple this questionnaire or mark outside the answer circles.
3. Follow the instructions for each question.
4. Write any additional comments you wish to make at the end of this questionnaire.
5. Return the questionnaire in the envelope provided.

Person completing this questionnaire

Name: _____
 Title: _____
 School name: _____
 District: _____
 Telephone number: _____

To be completed by the agency conducting the survey

School name: _____

Survey ID			
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

**2016 SCHOOL HEALTH PROFILES
LEAD HEALTH EDUCATION TEACHER QUESTIONNAIRE**

REQUIRED HEALTH EDUCATION COURSES

(Definition: A required health education course is one that students must take for graduation or promotion from your school and includes instruction about health topics such as injuries and violence, alcohol and other drug use, tobacco use, nutrition, HIV infection, and physical activity.)

1. How many required health education courses do students take in grades 6 through 12 in your school? (Mark one response.)

- Ⓐ 0 courses → **Skip to Question 4**
- Ⓑ 1 course
- Ⓒ 2 courses
- Ⓓ 3 courses
- Ⓔ 4 or more courses

2. Is a required health education course taught in each of the following grades in your school? (For each grade, mark yes or no, or if your school does not have that grade, mark “grade not taught in your school.”)

	Grade	Yes	No	Grade not taught in your school
a.	6.....	0.....	0.....	0.....
b.	7.....	0.....	0.....	0.....
c.	8.....	0.....	0.....	0.....
d.	9.....	0.....	0.....	0.....
e.	10.....	0.....	0.....	0.....
f.	11.....	0.....	0.....	0.....
g.	12.....	0.....	0.....	0.....

3. If students fail a required health education course, are they required to repeat it? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

HEALTH EDUCATION MATERIALS

The following questions apply to any instruction on health topics such as those listed above Question 1, including instruction that is not required and instruction that occurs outside of health education courses.

4. Are those who teach health education at your school provided with each of the following materials? (Mark yes or no for each material.)

Material	Yes	No
a. Goals, objectives, and expected outcomes for health education.....	0	0
b. A chart describing the annual scope and sequence of instruction for health education.....	0	0
c. Plans for how to assess student performance in health education	0	0
d. A written health education curriculum	0	0

5. Does your health education curriculum address each of the following skills? (Mark yes or no for each skill, or mark NA for each skill if your school does not have a health education curriculum.)

Skill	Yes	No	NA
a. Comprehending concepts related to health promotion and disease prevention to enhance health	0	0	0
b. Analyzing the influence of family, peers, culture, media, technology, and other factors on health behaviors.....	0	0	0
c. Accessing valid information and products and services to enhance health.....	0	0	0
d. Using interpersonal communication skills to enhance health and avoid or reduce health risks.....	0	0	0
e. Using decision-making skills to enhance health.....	0	0	0
f. Using goal-setting skills to enhance health.....	0	0	0
g. Practicing health-enhancing behaviors to avoid or reduce risks	0	0	0
h. Advocating for personal, family, and community health	0	0	0

6. **Are those who teach sexual health education at your school provided with each of the following materials?** (Mark yes or no for each material, or mark NA for each material if no one in your school teaches sexual health education.)

Material	Yes	No	NA
a. Goals, objectives, and expected outcomes for sexual health education	0	0	0
b. A written health education curriculum that includes objectives and content addressing sexual health education	0	0	0
c. A chart describing the annual scope and sequence of instruction for sexual health education	0	0	0
d. Strategies that are age-appropriate, relevant, and actively engage students in learning.....	0	0	0
e. Methods to assess student knowledge and skills related to sexual health education	0	0	0

7. **Does your school provide curricula or supplementary materials that include HIV, STD, or pregnancy prevention information that is relevant to lesbian, gay, bisexual, transgender, and questioning youth (e.g., curricula or materials that use inclusive language or terminology)?** (Mark one response.)

- Ⓐ Yes
- Ⓑ No

REQUIRED HEALTH EDUCATION

(Definition: Required health education means any classroom instruction on health topics such as those listed above Question 1, including instruction that occurs outside of health education courses that students must receive for graduation or promotion from your school.)

8. **Is health education instruction required for students in any of grades 6 through 12 in your school?** (Mark one response.)

- Ⓐ Yes
- Ⓑ No

9. **During this school year, have teachers in your school tried to increase student knowledge on each of the following topics in a required course in any of grades 6 through 12?** (Mark yes or no for each topic.)

Topic	Yes	No
a. Alcohol- or other drug-use prevention.....	0	0
b. Asthma	0	0
c. Chronic disease prevention (e.g., diabetes, obesity prevention).....	0	0
d. Emotional and mental health	0	0
e. Epilepsy or seizure disorder.....	0	0
f. Food allergies.....	0	0
g. Foodborne illness prevention.....	0	0
h. Human immunodeficiency virus (HIV) prevention.....	0	0
i. Human sexuality	0	0
j. Infectious disease prevention (e.g., influenza [flu] prevention)	0	0
k. Injury prevention and safety	0	0
l. Nutrition and dietary behavior	0	0
m. Physical activity and fitness.....	0	0
n. Pregnancy prevention.....	0	0
o. Sexually transmitted disease (STD) prevention.....	0	0
p. Suicide prevention	0	0
q. Tobacco-use prevention	0	0
r. Violence prevention (e.g., bullying, fighting, dating violence prevention)	0	0

10. During this school year, did teachers in your school teach each of the following tobacco-use prevention topics in a required course for students in any of grades 6 through 12? (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Identifying tobacco products and the harmful substances they contain.....	0	0
b.	Identifying short- and long-term health consequences of tobacco use.....	0	0
c.	Identifying social, economic, and cosmetic consequences of tobacco use	0	0
d.	Understanding the addictive nature of nicotine	0	0
e.	Effects of nicotine on the adolescent brain	0	0
f.	Effects of tobacco use on athletic performance	0	0
g.	Effects of second-hand smoke and benefits of a smoke-free environment	0	0
h.	Understanding the social influences on tobacco use, including media, family, peers, and culture	0	0
i.	Identifying reasons why students do and do not use tobacco	0	0
j.	Making accurate assessments of how many peers use tobacco	0	0
k.	Using interpersonal communication skills to avoid tobacco use (e.g., refusal skills, assertiveness).....	0	0
l.	Using goal-setting and decision-making skills related to not using tobacco	0	0
m.	Finding valid information and services related to tobacco-use prevention and cessation	0	0
n.	Supporting others who abstain from or want to quit using tobacco	0	0
o.	Identifying harmful effects of tobacco use on fetal development.....	0	0
p.	Relationship between using tobacco and alcohol or other drugs	0	0
q.	How addiction to tobacco use can be treated.....	0	0
r.	Understanding school policies and community laws related to the sale and use of tobacco products.....	0	0
s.	Benefits of tobacco cessation programs.....	0	0

11. During this school year, did teachers in your school teach each of the following sexual health topics in a required course for students in each of the grade spans below? (Mark yes or no for each topic for each grade span, or mark NA for each topic if your school does not contain grades in that grade span.)

Topic	<u>Grades 6, 7, or 8</u>			<u>Grades 9, 10, 11, or 12</u>		
	Yes	No	NA	Yes	No	NA
a. How HIV and other STDs are transmitted.....	0	0	0	0	0	0
b. Health consequences of HIV, other STDs, and pregnancy.....	0	0	0	0	0	0
c. The benefits of being sexually abstinent.....	0	0	0	0	0	0
d. How to access valid and reliable health information, products, and services related to HIV, other STDs, and pregnancy.....	0	0	0	0	0	0
e. The influences of family, peers, media, technology and other factors on sexual risk behaviors.....	0	0	0	0	0	0
f. Communication and negotiation skills related to eliminating or reducing risk for HIV, other STDs, and pregnancy.....	0	0	0	0	0	0
g. Goal-setting and decision-making skills related to eliminating or reducing risk for HIV, other STDs, and pregnancy.....	0	0	0	0	0	0
h. Influencing and supporting others to avoid or reduce sexual risk behaviors.....	0	0	0	0	0	0
i. Efficacy of condoms, that is, how well condoms work and do not work.....	0	0	0	0	0	0
j. The importance of using condoms consistently and correctly.....	0	0	0	0	0	0
k. How to obtain condoms.....	0	0	0	0	0	0
l. How to correctly use a condom.....	0	0	0	0	0	0
m. Methods of contraception other than condoms.....	0	0	0	0	0	0
n. The importance of using a condom at the same time as another form of contraception to prevent both STDs and pregnancy.....	0	0	0	0	0	0
o. How to create and sustain healthy and respectful relationships.....	0	0	0	0	0	0
p. The importance of limiting the number of sexual partners.....	0	0	0	0	0	0
q. Preventive care (such as screenings and immunizations) that is necessary to maintain reproductive and sexual health.....	0	0	0	0	0	0
r. Sexual orientation.....	0	0	0	0	0	0
s. Gender roles, gender identity, or gender expression.....	0	0	0	0	0	0

12. **During this school year, did teachers in your school assess the ability of students to do each of the following in a required course for students in each of the grade spans below? (Mark yes or no for each topic for each grade span, or mark NA for each topic if your school does not contain grades in that grade span.)**

Topic	<u>Grades</u> <u>6, 7, or 8</u>			<u>Grades</u> <u>9, 10, 11, or 12</u>		
	Yes	No	NA	Yes	No	NA
a. Comprehend concepts important to prevent HIV, other STDs and pregnancy.....	0	0	0	0	0	0
b. Analyze the influence of family, peers, culture, media, technology, and other factors on sexual risk behaviors	0	0	0	0	0	0
c. Access valid information, products, and services to prevent HIV, other STDs and pregnancy.....	0	0	0	0	0	0
d. Use interpersonal communication skills to avoid or reduce sexual risk behaviors.....	0	0	0	0	0	0
e. Use decision-making skills to prevent HIV, other STDs and pregnancy	0	0	0	0	0	0
f. Set personal goals that enhance health, take steps to achieve these goals, and monitor progress in achieving them	0	0	0	0	0	0
g. Influence and support others to avoid or reduce sexual risk behaviors.....	0	0	0	0	0	0

13. **During this school year, did teachers in your school teach each of the following nutrition and dietary behavior topics in a required course for students in any of grades 6 through 12?** (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Benefits of healthy eating	0	0
b.	Benefits of drinking plenty of water	0	0
c.	Benefits of eating breakfast every day	0	0
d.	Food guidance using the current Dietary Guidelines for Americans (e.g., MyPlate, MyPyramid)	0	0
e.	Using food labels	0	0
f.	Differentiating between nutritious and non-nutritious beverages.....	0	0
g.	Balancing food intake and physical activity	0	0
h.	Eating more fruits, vegetables, and whole grain products	0	0
i.	Choosing foods and snacks that are low in solid fat (i.e., saturated and trans fat)	0	0
j.	Choosing foods, snacks, and beverages that are low in added sugars	0	0
k.	Choosing foods and snacks that are low in sodium	0	0
l.	Eating a variety of foods that are high in calcium	0	0
m.	Eating a variety of foods that are high in iron	0	0
n.	Food safety.....	0	0
o.	Preparing healthy meals and snacks	0	0
p.	Risks of unhealthy weight control practices	0	0
q.	Accepting body size differences	0	0
r.	Signs, symptoms, and treatment for eating disorders	0	0
s.	Relationship between diet and chronic diseases	0	0
t.	Assessing body mass index (BMI)	0	0

14. **During this school year, did teachers in your school teach each of the following physical activity topics in a required course for students in any of grades 6 through 12?** (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Short-term and long-term benefits of physical activity, including reducing the risks for chronic disease	0	0
b.	Mental and social benefits of physical activity	0	0
c.	Health-related fitness (i.e., cardiorespiratory endurance, muscular endurance, muscular strength, flexibility, and body composition)	0	0
d.	Phases of a workout (i.e., warm-up, workout, and cool down)	0	0
e.	Recommended amounts and types of moderate, vigorous, muscle-strengthening, and bone-strengthening physical activity	0	0
f.	Decreasing sedentary activities (e.g., television viewing, using video games)	0	0
g.	Preventing injury during physical activity	0	0
h.	Weather-related safety (e.g., avoiding heat stroke, hypothermia, and sunburn while physically active)	0	0
i.	Dangers of using performance-enhancing drugs (e.g., steroids)	0	0
j.	Increasing daily physical activity.....	0	0
k.	Incorporating physical activity into daily life (without relying on a structured exercise plan or special equipment)	0	0
l.	Using safety equipment for specific physical activities.....	0	0
m.	Benefits of drinking water before, during, and after physical activity.....	0	0

COLLABORATION

15. During this school year, have any health education staff worked with each of the following groups on health education activities? (Mark yes or no for each group.)

Group	Yes	No
a. Physical education staff	0	0
b. Health services staff (e.g., nurses)	0	0
c. Mental health or social services staff (e.g., psychologists, counselors, social workers)	0	0
d. Nutrition or food service staff	0	0
e. School health council, committee, or team	0	0

16. During this school year, did your school provide parents and families with health information designed to increase parent and family knowledge of each of the following topics? (Mark yes or no for each topic.)

Topic	Yes	No
a. HIV prevention, STD prevention, or teen pregnancy prevention	0	0
b. Tobacco-use prevention	0	0
c. Alcohol- or other drug-use prevention	0	0
d. Physical activity	0	0
e. Nutrition and healthy eating	0	0
f. Asthma	0	0
g. Food allergies	0	0
h. Diabetes	0	0
i. Preventing student bullying and sexual harassment, including electronic aggression (i.e., cyber-bullying)	0	0

17. During this school year, have teachers in this school given students homework assignments or health education activities to do at home with their parents? (Mark one response.)

- Ⓐ Yes
- Ⓑ No

PROFESSIONAL DEVELOPMENT

18. During the past two years, did you receive professional development (e.g., workshops, conferences, continuing education, any other kind of in-service) on each of the following topics? (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Alcohol- or other drug-use prevention.....	0	0
b.	Asthma	0	0
c.	Chronic disease prevention (e.g., diabetes, obesity prevention).....	0	0
d.	Emotional and mental health	0	0
e.	Epilepsy or seizure disorder.....	0	0
f.	Food allergies.....	0	0
g.	Foodborne illness prevention.....	0	0
h.	HIV prevention	0	0
i.	Human sexuality	0	0
j.	Infectious disease prevention (e.g., flu prevention)	0	0
k.	Injury prevention and safety	0	0
l.	Nutrition and dietary behavior	0	0
m.	Physical activity and fitness.....	0	0
n.	Pregnancy prevention.....	0	0
o.	STD prevention.....	0	0
p.	Suicide prevention	0	0
q.	Tobacco-use prevention	0	0
r.	Violence prevention (e.g., bullying, fighting, dating violence prevention).....	0	0

19. During the past two years, did you receive professional development (e.g., workshops, conferences, continuing education, any other kind of in-service) on each of the following topics? (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Teaching students with physical, medical, or cognitive disabilities	0	0
b.	Teaching students of various cultural backgrounds.....	0	0
c.	Teaching students with limited English proficiency.....	0	0
d.	Teaching students of different sexual orientations or gender identities.....	0	0
e.	Using interactive teaching methods (e.g., role plays, cooperative group activities).....	0	0
f.	Encouraging family or community involvement	0	0
g.	Teaching skills for behavior change	0	0
h.	Classroom management techniques (e.g., social skills training, environmental modification, conflict resolution and mediation, behavior management).....	0	0
i.	Assessing or evaluating students in health education	0	0

20. During the past two years, did you receive professional development (e.g., workshops, conferences, continuing education, any other kind of in-service) on each of the following topics related to teaching sexual health education? (Mark yes or no for each topic. If you did not receive professional development on sexual health education, mark no for each topic.)

	Topic	Yes	No
a.	Aligning lessons and materials with the district scope and sequence for sexual health education.....	0	0
b.	Creating a comfortable and safe learning environment for students receiving sexual health education	0	0
c.	Connecting students to on-site or community-based sexual health services.....	0	0
d.	Using a variety of effective instructional strategies to deliver sexual health education	0	0
e.	Building student skills in HIV, other STD, and pregnancy prevention	0	0
f.	Assessing student knowledge and skills in sexual health education.....	0	0
g.	Understanding current district or school board policies or curriculum guidance regarding sexual health education.....	0	0

21. Would you like to receive professional development on each of the following topics? (Mark yes or no for each topic.)

	Topic	Yes	No
a.	Alcohol- or other drug-use prevention.....	0	0
b.	Asthma	0	0
c.	Chronic disease prevention (e.g., diabetes, obesity prevention).....	0	0
d.	Emotional and mental health	0	0
e.	Epilepsy or seizure disorder.....	0	0
f.	Food allergies.....	0	0
g.	Foodborne illness prevention.....	0	0
h.	HIV prevention	0	0
i.	Human sexuality	0	0
j.	Infectious disease prevention (e.g., flu prevention)	0	0
k.	Injury prevention and safety	0	0
l.	Nutrition and dietary behavior	0	0
m.	Physical activity and fitness.....	0	0
n.	Pregnancy prevention.....	0	0
o.	STD prevention.....	0	0
p.	Suicide prevention	0	0
q.	Tobacco-use prevention	0	0
r.	Violence prevention (e.g., bullying, fighting, dating violence prevention).....	0	0

22. Would you like to receive professional development on each of the following topics?
(Mark yes or no for each topic.)

Topic	Yes	No
a. Teaching students with physical, medical, or cognitive disabilities	0	0
b. Teaching students of various cultural backgrounds	0	0
c. Teaching students with limited English proficiency	0	0
d. Teaching students of different sexual orientations or gender identities	0	0
e. Using interactive teaching methods (e.g., role plays, cooperative group activities)	0	0
f. Encouraging family or community involvement	0	0
g. Teaching skills for behavior change	0	0
h. Classroom management techniques (e.g., social skills training, environmental modification, conflict resolution and mediation, behavior management)	0	0
i. Assessing or evaluating students in health education	0	0

23. Would you like to receive professional development on each of the following topics related to teaching sexual health education? (Mark yes or no for each topic.)

Topic	Yes	No
a. Aligning lessons and materials with the district scope and sequence for sexual health education	0	0
b. Creating a comfortable and safe learning environment for students receiving sexual health education	0	0
c. Connecting students to on-site or community-based sexual health services	0	0
d. Using a variety of effective instructional strategies to deliver sexual health education	0	0
e. Building student skills in HIV, other STD, and pregnancy prevention	0	0
f. Assessing student knowledge and skills in sexual health education	0	0
g. Understanding current district or school board policies or curriculum guidance regarding sexual health education	0	0

PROFESSIONAL PREPARATION

24. **What was the major emphasis of your professional preparation?** (Mark one response.)
- Ⓐ Health and physical education combined
 - Ⓑ Health education
 - Ⓒ Physical education
 - Ⓓ Other education degree
 - Ⓔ Kinesiology, exercise science, or exercise physiology
 - Ⓕ Home economics or family and consumer science
 - Ⓖ Biology or other science
 - Ⓗ Nursing
 - Ⓘ Counseling
 - Ⓝ Public health
 - Ⓚ Nutrition
 - Ⓛ Other
25. **Currently, are you certified, licensed, or endorsed by the state to teach health education in middle school or high school?** (Mark one response.)
- Ⓐ Yes
 - Ⓑ No
26. **Including this school year, how many years of experience do you have teaching health education courses or topics?** (Mark one response.)
- Ⓐ 1 year
 - Ⓑ 2 to 5 years
 - Ⓒ 6 to 9 years
 - Ⓓ 10 to 14 years
 - Ⓔ 15 years or more

Thank you for your responses. Please return this questionnaire.

**STEM Academy: Pre-Engineering and Biomedical Sciences
JOINT PROGRAM AGREEMENT
FISCAL YEAR 2017**

Guthrie High School and Meridian Technology Center, pursuant to 70 O.S. §5-117(c) enter into this Joint Program Agreement to provide Pre-Engineering and Biomedical Sciences to Guthrie High School students.

It is the intention of both parties to participate in the STEM Academy: Pre-Engineering and Biomedical Sciences, which will be taught at Meridian Technology Center. Pre-Engineering will provide an opportunity for sophomores, juniors, and seniors from Guthrie High School to attend the Academy for the purpose of taking courses in mathematics, science and pre-engineering. Biomedical Sciences will provide an opportunity for sophomores, juniors and seniors from Guthrie High School to attend the Academy for the purpose of taking courses in mathematics, science and biomedical sciences.

Students participating in either program will be jointly enrolled by Meridian Technology Center and Guthrie High School. Students who are admitted will be required to follow the rules and regulations of Meridian Technology Center as outlined in the Student Handbook.

This Agreement may only be modified or amended in writing and signed by both parties as representatives of the respective Boards of Education. This Agreement shall be subject to and interpreted according to Oklahoma law.

This Agreement shall become effective when approved by the Boards of Education of Meridian Technology Center and Guthrie Public Schools. A party may determine to terminate the Agreement at the end of the school year and shall provide written notification of such termination to the other party.

Meridian Technology Center, as the sponsoring organization, will:

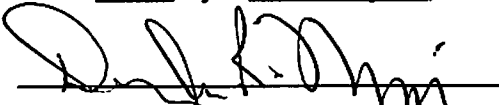
- Provide students with rigorous, relevant, reality-based knowledge necessary to pursue engineering, engineering technology or biomedical science majors in college,
- Provide hands-on, project and problem-based teaching that adds rigor to technical learning and relevance to traditional academics,
- Meet state and national standards for mathematics, science and computer education,
- Offer a complete career/technical concentration with emphasis on both mathematics and science, and
- Link demanding mathematics and science courses with quality academic/technical courses.

, as the cooperating partner, will:

- Permit qualified **sophomores, juniors and seniors** interested in the field of engineering to enroll in Pre-Engineering,
- Permit qualified **sophomores, juniors and seniors** interested in the field of bioscience and medicine to enroll in Biomedical Sciences,
- Grant credit for mathematics, science and elective courses that meet the school's graduation and/or college preparatory requirements,
- Support a plan of study that allows sophomores, juniors and seniors to include academic standards and career education options that prepare the individual for the world of work and continuing education, and
- Inform students of the opportunity to receive high school college preparatory credit and college credit through participation in Pre-Engineering and Biomedical Sciences.

Approved by the Meridian Technology Center
Board of Education

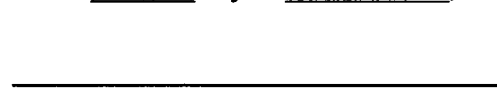
on the 5th day of January, 2016



Dr. Douglas Major, Superintendent/CEO
Meridian Technology Center
1312 S. Sangre Rd.
Stillwater, OK 74074

Approved by the Guthrie Public Schools
Board of Education

on the _____ day of _____, 2016



Dr. Mike Simpson, Superintendent
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

GUTHRIE HIGH SCHOOL

200 Crooks Drive
Guthrie, Oklahoma 73044

(405) 282-5906
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"Home of Champions"

DR. MIKE SIMPSON
SUPERINTENDENT

CHRIS LEGRANDE
PRINCIPAL

BRET STONE
ASSISTANT PRINCIPAL

DUSTIN THROCKMORTON
ASSISTANT PRINCIPAL

JON CHAPPELL
ATHLETIC DIRECTOR

To: Dr. Mike Simpson & Members of the Guthrie Board of Education

From: Chris LeGrande/ HS Principal

Date: February 2, 2016

Re: High Schools That Work

I am seeking support to initiate a nationally recognized program entitled High Schools That Work. The program is renowned for helping schools improve the achievement of all students. I am very passionate about providing resources that will enable students at Guthrie High School to be college and/or career ready upon graduation. After visiting with an administrator at a nearby school, I am convinced this program will be a catalyst for my aspirations. By focusing on several key practices such as high expectations, academic studies, career and technical studies, guidance and a culture of continuous improvement, I believe we can raise student achievement, improve graduation rates and prepare more students for postsecondary studies and careers.

Participation in The High Schools That Work program along with required attendance at the national conference will be entirely funded through a \$5,500 grant provided by Oklahoma Career Tech. We are currently partnering with Meridian Technology Center to provide career counseling for our sophomore class. In conjunction with the High Schools That Work curriculum, we are hoping to transform the culture of Guthrie High School. Thank you in advance for your consideration of this award- winning program.

High Schools That Work/Tech Centers That Work Demonstration Site Expenditure Guidelines (FY 16)

Allowable Activities:

- Participation in Oklahoma *HSTW/TCTW* Site Coordinator and Administrator Update and Networking Meeting(s). (*Site participation expected, see MOU*).
- Participation in the *HSTW/TCTW* Assessment.
- Participation in SREB sponsored *HSTW/TCTW* National Professional Development Workshops (when offered).
- Participation by at least two site team members serving on state technical assistance visits (upon request)
- Attendance at workshops, conferences, etc. to build staff development around Key Educational Practices.
- Attendance at the Annual SREB sponsored *HSTW* Staff Development Conference.

Allowable Expenditures:

- Substitute Teacher Salaries
- Professional Services
- Travel
- Conference Registration Fees
- Conduct/present at professional workshops and in-services information about your sites successful practices.
- Provide site observation opportunities to other *HSTW/TCTW* sites.
- General & Specialized Supplies (object code series 600) (i.e. Instructional Materials and Resources) **Note:** Must be pre-approved by the State *HSTW/TCTW* Coordinator.
- Administrative Expenses (*must not exceed 5% of sites total allocation and must be direct charged*)
Example: - Site Coordinator Stipend (stipend, salary and benefits, extra-duty contract, etc.)

Note: The SREB Conference is every July. Due to this date the following statements need to be followed. Airline tickets if purchased and received during FY 16, may be charged to the FY 16 budget. When the airline ticket is received, the service is deemed to be delivered. Registration (unless vendor will not accept a purchase order or there is a significant cost savings to pre-pay the registration) must be charged to FY 17. Lodging must be charged to the FY 17 but if the vendor charges a one night payment this can be charged to the FY 16. Travel expenses will be charged to the FY 17 budget because these services are not received until FY 17.

Un-allowable Expenditures:

- Equipment (\$250 or more)
- Meal functions
- Indirect cost
- T-Shirts

Reimbursement Process:

- Enter budget allocations in the Grants Monitoring System by October 1. Please attach OCAST Report and invoices for supplies and materials over two-hundred and fifty dollars (\$250.00)

High Schools That Work 2015-2016 MEMORANDUM OF UNDERSTANDING

The **Oklahoma Department of Career and Technology Education and Guthrie High School** commit jointly to the pursuit of improved academic and career technical performance for all students. The undersigned parties have reviewed this Memorandum of Understanding (MOU) and accept it as the basis for working together toward the common purpose to fully implement the *High Schools That Work* framework. This agreement is renewed annually and both parties agree to the following:

HSTW IMPLEMENTATION SITE AGREES TO:
<p>Participation in HSTW Site/Staff Leadership to:</p> <ul style="list-style-type: none"> • Utilize and share <i>HSTW</i> and school-based data to recognize the need for change and drive decisions to fully implement the <i>HSTW</i> framework and 10 Key Practices. • Implement at least two performance goals defined in the <i>HSTW</i> annual report measuring performance gains. • Identify and support a designated site coordinator in which you jointly work to plan and monitor the implementation of goals and the 10 Key Practices. • Establish a site leadership team, consisting of four subcommittees—curriculum, career development and readiness, data evaluation and professional development, to identify and organize resources necessary to achieve the defined goals in the <i>HSTW</i> site action plan. • Support academic and career-tech teachers with faculty meetings, professional development, resources, and time to work together to fully implement <i>HSTW</i>. • Incorporate the use of appropriate instructional strategies to enhance student learning and advance course content with increased rigor. • Provide a comprehensive career guidance system that ensures ALL students have an individualized career plan that includes a career pathway leading to high skill, high wage and/or high demand careers. • Participate in state and SREB networks for information and idea sharing. • Utilize available funds appropriately to ensure continued quality staff development. • Submit quarterly reimbursement claims in the impact claims processing system. • Develop and implement a site development plan utilizing two or more of the Key Educational Practices. • Attend <i>HSTW</i> Site Coordinator and Administrator Update and Network Meeting. • Attend SREB sponsored National Professional Development Workshops (when offered). • Support administrators, counselors, and academic and career and technology teachers with local and national staff development, resource materials, and joint planning time. <p>Administer at Local Site:</p> <ul style="list-style-type: none"> • Present the <i>HSTW</i> Assessment to include the SREB Teacher Survey and <i>HSTW</i> Student Transcript Study to faculty. • Graduate Follow up study as requested by SREB (year after the <i>HSTW</i> assessment). • SREB Teacher Survey as required by SREB (even years). <p>Annually complete and submit updated documents to the State <i>HSTW</i> Coordinator according to time frames:</p> <ul style="list-style-type: none"> • District MOU and Site Development Plan (Submitted by September 1, 2016) • Enter budget allocation in the Grants processing system by October 1. • Updates or changes to Site Development Plan (submit any changes by December 15 if applicable). <p>Expected Participation in <i>HSTW</i> site/staff development activities include:</p> <ul style="list-style-type: none"> • Create a local site-focused staff development plan that provides quality training accessing local, state, and national training to involve: • Participation in SREB sponsored <i>HSTW</i> National Professional Development Workshops to implement improvement goals. • Upon request, send team members (administrator, teachers, and/or counselor) to serve on 2015-2016 <i>HSTW</i> Technical Assistance Visits (TAV.) • Support administrators, counselors, and academic and career-tech teachers with local and national staff development, resources, and joint planning time. • Team attendance at the Annual <i>HSTW</i> Staff Development Conference sponsored by SREB.
OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION ACTIONS
<p>Coordinate the <i>HSTW</i> Sites and represent them with the SREB-State Vocational Education Consortium</p> <ul style="list-style-type: none"> • Provide state assistance and coordination to sites with on-site technical consultation. • Provide state/federal funding, to include the <i>HSTW</i> assessment component conducted by SREB/ETS during the even years. • Assist schools in utilizing assessment information to modify action plans and implement Key Practices. • Coordinate SREB, state-led technical assistance and follow-up review team visits. • Compile and submit reports and data collection to SREB from sites. <p>Provide Funding and Resources</p> <ul style="list-style-type: none"> • Appropriate SREB resources and publications. • Networking/Site Development reimbursement including travel for: Update meeting, technical assistance visits, annual <i>HSTW</i> staff development conference, SREB professional development conference and national workshops associated with local demonstration site goals/activities. Special requests should be made for approval of any other expenditures.

AGREEMENT

The undersigned have reviewed this Memorandum of Understanding and accept it as the basis for the 2015-2016 school year in working together toward a common purpose through the *High Schools That Work* initiative in support of the Oklahoma Department of Career and Technology Education. SREB, the state and/or the school district can dissolve their participation by notifying the other parties in writing. **The amount Guthrie High School is receiving is \$5500.00**

Superintendent

Date

High School Principal

Date

HSTW Site Coordinator

Date

Twila Green, State *HSTW/TCTW* Coordinator
Oklahoma Department of Career and Technology Education

Date

Guthrie Junior High School

705 East Oklahoma
Guthrie, Oklahoma 73044
(405) 282-5936
Fax: (405) 282-3598

Robbie Rainwater
Principal

Ryan Dayton
Assistant Principal

Teresa Barbour
Counselor

Kristi Blakemore
Counselor

Guthrie Public Schools Board of Education,

2-1-16

I would like to request your approval for Guthrie Junior High to partner with Oklahoma State University Educational Talent Search Program. This program identifies and supports young people with the potential and the desire to go to college. Its purpose is to assist youth who have the potential to succeed in higher education to (1) graduate from high school and (2) continue on to a college or university. The Educational Talent Search services includes: Academic Counseling, Career Exploration, College Campus Tours, ACT Test Preparation, College Admission Forms Assistance, Field Trips and other assistance that we see as a need for our students.

Mr. Rainwater, Ms. Chessmore (OSU Coordinator) and I feel this would be a great extension and service to our Pre-AP and Gifted Program. This is a free service (no cost) so an easy way to increase our services to our students. I have included the cooperative Letter of Partnership for your review. If you have any questions please feel free to call upon myself or Ms. Chessmore.

Respectfully,



Teresa Barbour, M.Ed.

GJHS Counselor

406-282-5936

Jennifer Chessmore

OSU Coordinator

405-744-4575

COOPERATIVE LETTER OF PARTNERSHIP

- I. Information provided in this document is intended to establish, describe, and support a cooperative partnership between the TRIO Talent Search program at Oklahoma State University, 422 Scott Hall, Stillwater, OK 74078 and _____ (name of school)
- II. The purpose of this partnership is to provide educational training for low-income, first-generation students participating in the OSU Talent Search program.
- III. Participant agreement:

_____ (name of school) will provide:

- Recruitment and referrals to the OSU Talent Search program;
- Meeting space and use of equipment for Talent Search counselor;
- Resource sharing when applicable;
- Copies of transcripts and test scores for enrolled Talent Search participants (TS program will have signed parent permission)

OSU Talent Search will provide:

- Educational assistance in the form of workshops with topics applicable to the completion of high school and continuance into higher education;
- Admission and financial aid completion assistance;
- Resource sharing when applicable;
- Follow-up tracking information on joint participants enrolled in the Talent Search program and public school, alternative education, or GED programs.

- IV. Participants also agree:
 - (A) This agreement will be in effect September 1, 2016 through August 31, 2021.
 - (B) This agreement can be amended, cancelled, or renegotiated with 30 days written notice by either party.

Principal

Date

OSU Talent Search Director

Date



Board of Education Personnel Reports

Employment Request

Classification	Certified	Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
		Vaughan, Scot	Junior High	8th Gr Science	02/03/16		6	Lorrie Wilson

Classification	Support	Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
		Wohldmann, Denis	Maintenance	Full Time Sub Custodian	02/02/16	3	8	N/A

FMLA Request

Support: 0

Certified: 5

Separation of Employment

Classification	Certified	Name	Site	Teaching Assignment	Reason for Separation	Effective Date
		Juarez, Katie	Junior High	8th Grade English	Resigning	5/20/2016

Classification	Support	Name	Site	Teaching Assignment	Reason for Separation	Effective Date
		Robinson, Noah	Maintenance	Full Time Maintenance	Resigning	1/22/2016

Guthrie Public Schools
Property Committee Meeting
February 1, 2016
5:00 p.m.

Members present: Dr. Mike Simpson, Dennis Schulz, Doug Ogle, Jerry Gammill, Jennifer Bennett-Johnson, Sharon Watts, and Linda Skinner.

Member absent: Terry Pennington

Mr. Gammill spoke on the following items:

Expenditure Reports:

- Summarized the expenses for January
- Outlined new Purchase Orders for January

Completed Projects:

- 262 Work-Orders completed in January
- Sold last 3 surplus buses

Projects in Progress:

- Currently have 104 Work-Orders in progress
- Smart Boards to install at Fogarty & High School
- Vo-Ag barns construction
- Surplus Van sold
- Roofing projects near completion
- Preparing for summer cleaning
- Obtaining quotes to replace paper towel dispensers and towels

Superintendent Discussion:

- Dr. Simpson discussed the progress on getting a sign installed on the new school site. Also discussed the Sports Field Use agreement of the use of Kiwanis field .

Guthrie Public Schools
Finance Committee Meeting Minutes

February 2, 2016

4:00 P.M.

In attendance: Dr. Mike Simpson, Dennis Schulz, Doug Ogle, Carmen Walters, Gail Davis, Tina Smedley, Janna Pierson and Jana Frey (filling in for Vicki Biggs)

Absent: Vicki Biggs

Mr. Schulz opened the meeting by informing the committee the first pages were routine financial reports and if they had questions to contact him.

Mr. Schulz spoke on the following:

Contract with SOCS

This is a new contract to replace our current web site host, Schoolwires, due to a considerable price difference.

Mr. Ogle spoke on the following:

Agreement with Meridian Technology Center for STEM Academy

This is the second year for this agreement with Meridian Technology Center to provide Pre-Engineering and Biomedical Sciences to sophomores, juniors, and seniors at Guthrie High School.

Mr. Schulz spoke on the following:

Agreement with City of Guthrie for use of Kiwanis Park

This agreement will allow the GJHS Baseball Team to practice at Kiwanis Park for the 2015-2016 season at a total cost of \$100.

Driver's Education Summer School

The general information sheet and the student enrollment form for Driver's Education Summer School 2016 was discussed.

Mr. Ogle spoke on the following:

Memorandum of Understanding between GPS and ODCTE-High Schools That Work

This grant will allow members of our High School Staff to provide additional information to sophomores regarding college and or career preparation.

Mr. Schulz announced there will be an additional fundraiser in the Board Packet that is not included in the information received for this meeting.

Mr. Ogle reported that the cost to secure the fence at GJHS by the basketball court and by the west end of the school by the flag pole is estimated to cost \$15,000.

Dr. Simpson reported on the following:

A sign will be placed at the new elementary site within the next week or two.

We have finished the District Performance Review and expect the results to be presented to the Board in May or June.

We are working on power conservation at all District sites to make staff aware of what a big financial impact little things can have.

Stated that he hasn't had a structured discussion regarding the cuts for this year because we've not received our finalized numbers from the State. We are still expecting a \$100,000 cut in our 10-17 fund. Mr. Schulz is working on finding the "true cost" of all of our extra-curricular programming.

Guthrie Public Schools
Curriculum Committee Meeting
February 2, 2016
5:00 P.M.

Members Present: Dr. Mike Simpson, Carmen Walters, Doug Ogle, Eldona Woodruff, Janna Pierson, Travis Sallee, Gail Davis and Sheryl Miles

Discussion Items:

Ms. Walters

- **2016 Guthrie Teachers of the Year Nominees**
- **Teachers of the Year Reception**
 - **February 8, 2016**
 - **6:15 Light Refreshments**
 - **6:30 Special Video For Teachers of the Year**
- **Weekly Visits to All Sites by Ms. Walters and Mr. Ogle**
- **Principal Spreadsheets**
 - **Tracking the use of Standards with Teacher Lesson Plans**

Mr. Ogle

- **High Schools That Work (HSTW) Grant**
- **STEM Academy through Meridian Technology Center**
 - **Pre-Engineering**
 - **Biomedical Sciences**
- **2016 Driver's Education Summer School**
 - **June 6 – 15, June 20 – 29, July 11 - 20**
 - **Students Pay a Tuition to Attend**
- **Oklahoma State Department of Health and the Oklahoma State Department of Education School Health Profiles Survey**
- **Financial Aid, Scholarships for Seniors' – February 11th**
- **Oklahoma Promise for Freshman – February 15th**
- **Partnership with Oklahoma State University Talent Search Program**
 - **Junior High 8th Grade Students**