

**AMENDED AGENDA WITH COMMENTARY**

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

**MONDAY  
JANUARY 18, 2016  
7:00 P.M.**

**AGENDA:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Presentation of Certified and Support Employee of the Month**
- 6. Comments to the Board by:**
  - A. Citizens registered to speak to the Board**
  - B. Board Members**
- 7. Superintendent's Reports**
- 8. Consent Agenda:.....Pages 4-36**

**All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The Consent Agenda consists of the discussion, consideration and action on the following items:**

  - A. Minutes of regular meeting held on December 14, 2015**
  - 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 812-840, Building Fund #'s 100-103 and listed change orders and Activity Fund Reports**
- G. Contracts/Agreements under \$10,000**
  - 1. Agreement with Oklahoma Environmental Services for monthly fuel tank inspections**

Commentary:

This is the second year we have used Oklahoma Environmental Services for our monthly fuel tank inspections. The approximate cost per year is \$500.00. **Dennis Schulz will answer any questions.**

**RECOMMENDATION ACTION:**

The Superintendent recommends approval.

- 2. Agreement with Interquest Detection Canines for contraband inspection services**

Commentary:

This agreement is for Interquest to provide contraband inspection services utilizing non-aggressive contraband detection canines. We have used this company since 2011. The campuses covered under this agreement are the High School, the Jr.High and GUES. They provide 6 full day visits per school year. There is no increase in cost. Total cost for 6 full visits is \$2,670.00. **Doug Ogle will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**9. Business Agenda:**

- A. Recommendation, consideration and action upon survey request for student dissertation.....Pages 37-44**

Commentary:

Wilmer Cooper is a doctoral student at Oral Roberts University. His research study is on exploring the classroom teachers' perceptions of the role of coping strategies in the development of resistance. Interviews would be conducted with three teachers at any grade level who have three to five years of experience. A document with complete details and a list of questions to be asked are included in your packet exactly as it was received from Mr. Cooper. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

10. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports; 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.**
  - A. **Vote to go into executive session**
  - B. **Acknowledge Board's return to open session**
  - C. **Statement of minutes of executive session**
11. **Vote on action as set out on the Personnel Reports.....Page 45**
12. **Action upon recommendation of extra-duty assignments for 2015-2016.....Page 46**
13. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
14. **Adjourn**

**Dr. Mike Simpson  
Superintendent**

**jf**

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

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

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

**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
REGULAR MEETING  
DECEMBER 14, 2015**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION REGULAR MEETING HELD AT 7:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON DECEMBER 14, 2015**

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

**Board Member Absent:** Terry Pennington

**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  
Jean Watts, Deputy Minutes Clerk

1. The meeting was called to order by Vice President Davis.
2. Members Jennifer Bennett-Johnson, Gail Davis, Janna Pierson, Travis Sallee, Tina Smedley, and Sharon Watts were present for roll call.
3. A quorum was established.
4. Vice President Davis asked everyone present to stand and join her in the Pledge of Allegiance.
5. Vice President Davis 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 November: Mr. Ron Gillett, 7<sup>th</sup> grade Reading teacher, as certified employee of the month and Ms. Michele Hamby, GHS Financial Secretary, as support employee of the month. Nomination letters were read by the staff member who submitted the nominations: Mrs. Susan Birdwell, Transportation Secretary, for Mr. Gillett and Mr. Marty Jones, GHS Ag Instructor, for Ms. Hamby.

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

- 6A. Vice President Davis 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. Vice President Davis called for any comments to the Board by Board members.**

**There were no comments to the Board by Board members.**

- 7. Vice President Davis called for the Superintendent's Reports.**

**Superintendent Simpson reported on the following:**

**He read a thank you card received from the family of Hudson Haws. Hudson is a Bethany High School student that was paralyzed during a November football game. GPS recently took up an offering during a GHS football game and presented it to that family.**

**Reported that our new roofs are virtually complete on all three buildings. The roofs were completed ahead of schedule and under budget. He gave thanks to Graco Roofing from Edmond for the work done.**

**Delta Dental of Oklahoma has offered free tooth sealants to our 2<sup>nd</sup> and 6<sup>th</sup> graders. Upon receipt of completed approved permission slips, students will receive services at his or her site free of charge.**

**Reminded everyone of the Christmas Band Concert tonight and the Christmas Choir Concert tomorrow both of which will be held at 7:00 p.m. at the Masonic Temple.**

**Spoke of recent legislation passed on the national level. Every Student Succeeds Act will replace No Child Left Behind. This Act will not be effective until the 2017-2018 school year. He spoke about the impact of this Act on School Districts.**

- 8. Vice President Davis called for action on the Consent Agenda.**

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

**The motion carried with 6 ayes and 0 nays.**

- 9A. Vice President Davis called for the presentation of the 2014-2015 audit by Putnam and Company, LLC.**

**Superintendent Simpson introduced Mr. Jerry Putnam of Putnam and Company, LLC who presented the 2014-2015 audit. Mr. Putnam stated the recommendations are listed no matter how insignificant and that we had very few findings.**

**Discussion followed.**

- 9B. Vice President Davis called for recommendation, consideration and action upon appointment of Bill Hodges, Dennis Schulz and Doug Ogle as designated representatives of the Board of Education to conduct employee negotiations for the 2016-2017 school year.**

**A motion was made by Watts and seconded by Smedley to approve the appointment of Bill Hodges, Dennis Schulz and Doug Ogle as designated representatives of the Board of Education to conduct employee negotiations for the 2016-2017 school year.**

**The motion carried with 6 ayes and 0 nays.**

- 10. Vice President Davis 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 employment of temporary contract teachers as listed on Schedule A for the second semester of the 2015-2016 school year, discussion of extra-duty assignments for 2015-2016 and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1 and 7.**

- 10A. A motion was made by Pierson and seconded by Sallee to go into executive session.**

**The motion carried with 6 ayes and 0 nays. Executive session began at 7:23 p.m.**

- 10B. Vice President Davis acknowledged the Board's return to open session at 7:41 p.m.**

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

- 11. Vice President Davis called for a vote on action as set out on the Personnel Reports.**

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

**The motion carried with 6 ayes and 0 nays.**

- 12. Vice President Davis called for action upon recommendation to employ as temporary teachers for the second semester of the 2015-2016 school year the individuals listed on Schedule A of this agenda.**

**A motion was made by Watts and seconded by Sallee to approve employment as temporary teachers for the second semester of the 2015-2016 school year the individuals listed on Schedule A of this agenda.**

**The motion passed with 6 ayes and 0 nays.**

- 13. Vice President Davis called for action upon recommendation of extra-duty assignments as listed for 2015-2016.**

**A motion was made by Sallee and seconded by Watts to approve extra-duty assignments as listed for 2015-2016.**

**The motion carried with 6 ayes and 0 nays.**

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

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

- 16. A motion was made by Watts and seconded by Smedley to adjourn the meeting.**

**The motion carried with 6 ayes and 0 nays.**

**The meeting adjourned at 7:43 p.m.**

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**Jana Frey, Minutes Clerk**

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**Gail Davis, Acting President**





**WARRANTS PAID**

GENERAL FUND:

2014-2015                    \$311.20  
2015-2016                 \$1,764,024.91

GIFTS & ENDOWMENTS FUND:

INS. LOSS RECOVERY FUND:

BUILDING FUND:

2014-2015                 \$            0.00  
2015-2016                 \$    79,686.45

CHILD NUTRITION FUND:

2014-2015                 \$            0.00  
2015-2016                 \$ 144,617.76

BOND FUND:

\$1,848.26

**SCHOLARSHIPS:**

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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	\$ 5,821,332.59	Pledged \$	8,170,000.00
		\$	250,000.00 FDIC

**GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST  
January 11, 2016**

- |                                 |  |
|---------------------------------|--|
| <b>a. Cotteral, 805</b>         | Great American Opportunities<br>Time For Kids Subscription |
| <b>b. Drama, 913</b>            | Drama Pee Wee workshop                                     |
| <b>c. GUES, 812</b>             | Yankee Candle Spring Fundraiser                            |
| <b>d. Youth &amp; Govt, 857</b> | Kiss the Pig competition                                   |

DEC 15 REC'D

a.



### 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 Elementary Date of Request: 12/15/15

Account Name & Number: Cotteral - 805

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

Great American Opportunities - Jared Covey (405) 596-7165  
Cotteral receives free subscription to "Time For Kids" after completing book.

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

\*No money is taken by student. With 30 completed books Cottéal will receive purchase certificate.

Current Unobligated Account Balance (Cash Balance less Open PO's): 16,366.<sup>95</sup>

Location of Sales: School Facility  Community  Both

Start / End Dates of Fundraiser: 1/20/16 to 1/26/16

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.

[Signature] 12/15/15 Sept Graham  
 Sponsor's Signature Date Sponsor's Name Printed DS  
[Signature] 12/15/15 [Signature]  
 Principal's Signature Date Activity Fund Custodian's Signature

Athletic Director's Signature (if applicable)

Board Approval Date

DEC 16 REC'D

b.



### 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: GHS

Date of Request: 12-15-15

Account Name & Number: Drama 913

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

Drama Pee Wee Workshop - a 3 day after school workshop for 4th through 8th graders

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

fuel, subs, scripts, food, costumes, props, lodging, paints, microphones, sound equipment, drivers, contest fees

Current Unobligated Account Balance (Cash Balance less Open PO's): \$246.84

Location of Sales: School Facility  Community  Both

Start / End Dates of Fundraiser: January 26-28, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	600.00	Notes:
		b. Less Estimated EXPENSE	75.00	
		c. Estimated PROFIT:	\$525.00	

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.

Shelley Berryman  
Sponsor's Signature

12/15/15  
Date

Shelley Berryman  
Sponsor's Name Printed

Chris [Signature]  
Principal's Signature

12-15-15  
Date

[Signature]  
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: GUES Date of Request: 1-04-16

Account Name & Number: 812- GUES Activity

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

Yankee Candle Spring Fundraiser

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

Purchase student ~~incentives~~, rewards, computers/software upgrades, classroom materials and supplies

Current Unobligated Account Balance (Cash Balance less Open PO's): 15,573.85  
~~14,208.05~~

Location of Sales: School Facility  Community  Both

Start / End Dates of Fundraiser: March 1, 2016- March 31, 2016

Profit Prediction	a - b = c	a. Estimated INCOME:	<u>10,000.00</u>	Notes:
		b. Less Estimated EXPENSE	<u>6,000.00</u>	
		c. Estimated PROFIT:	<u>\$4,000.00</u>	

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  
[Signature]  
Principal's Signature

Date  
1/4/16  
Date

Sponsor's Name Printed  
[Signature]  
Activity Fund Custodian's Signature DS

Athletic Director's Signature (if applicable)

Board Approval Date

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: 12-15-2015

Account Name & Number: Youth and Government 857

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

Kiss the Pig- A competition between teachers and coaches. The winner has to kiss a pig. During the Home Basektball game at half time. Feb. 5th, 2016.

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

State conference and hotel room fees

Current Unobligated Account Balance (Cash Balance less Open PO's): 563.94

Location of Sales: School Facility  Community  Both

Start / End Dates of Fundraiser: 01/12/2016 thur 02/02/2016

Profit Prediction	a - b = c	a. Estimated INCOME:	500.00	Notes: Not sure how much will be raised.
		b. Less Estimated EXPENSE		
		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.

[Signature] 12-15-2015 Jessica Palmer  
Sponsor's Signature Date Sponsor's Name Printed

[Signature] 1-5-16 [Signature] 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	-----	31								
Central, 802	Book Fair				22-30										
Central PTO, 803	Popcorn/Capri Sun		28	-----	-----	-----	-----	-----	-----	-----	-----	-----	20		
Central PTO, 803	Spirit Ribbons			4	-----	-----	5								
Central PTO, 803	Fall Carnival			15	-----	21									
Central PTO, 803	Christmas Store						30	----	18						
Central PTO, 803	Valentine Grams								1	-----	12				
Cotteral PTO, 804	Popcorn/Capri Sun Weekly		20	----	20										
Cotteral PTO, 804	Christmas Store						7	----	11						
Cotteral, 805	Scholastic Book Fair				22	-----	28								
Cotteral, 805	Otis Spunkmayer/Catalog					5	----	20							
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								Cancelled
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 Cllub, 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									

**END OF YEAR  
TRANSFERS FOR BOARD APPROVAL  
January 11, 2016**

<b>TO:</b>	<b>FROM:</b>	<b>REASON</b>	<b>\$AMOUNT</b>
GHS Library, 856	Yearbook, 904	Yearbook CD proceeds	\$355.00



DEC 17 REC'D

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

Amount 355.00

Date Requested 12-8-15

Transfer to: 856 - GHS Library  
Account Name & Number

Transfer from: 904 - Yearbook  
Account Name & Number

**State Reason for Transfer Below**

Proceeds from sale of yearbooks on CD - donating to library fund.

Sponsor's Signature: Rachael Strong

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

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

Principal's Signature: Chris Grande

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

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

**Transportation Department  
Fuel Bids  
2015-2016**

DATE: <u>12/14/15</u> PO#:	TIME BIDS BEGAN: <u>8:45 AM.</u> TIME BIDS CLOSED: <u>9:10 AM.</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEADED: <u>1000</u>
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COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
FUEL MASTERS	<del>KIT, BRIAN, CODY or HARDIN</del> <u>Scott</u>	1-866-455-3835	1.4384	1.1810
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	No Bid	
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	1.4254	1.1378
TRUMAN ARNOLD COMPANIES	CASEY <u>Dillion</u>	1-800-808-6500	1.4904	1.1984

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Red Rock</u>		
UNLEADED FUEL: <u>1000 gallons</u>	PRICE PER GALLON: <u>1.4254</u>	TOTAL AMT: <u>1425.40</u>	
DIESEL FUEL: <u>7000 gallons</u>	PRICE PER GALLON: <u>1.1378</u>	TOTAL AMT: <u>7964.60</u>	
		TOTAL PURCHASE: <u>\$9390.00</u>	

PER TELEPHONE BIDS RECEIVED BY: <u>Steve Cordell</u> <u>Wesley Biggs</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: 812 - 840

PO No	Date	Vendor No	Vendor	Description	Amount
812	12/09/2015	14207	WALMART COMMUNITY	\$150./K.FINNICUM/GUES	150.00
813	12/09/2015	12910	OFFICE DEPOT, INC.	CALCULATORS/JH	299.40
814	12/09/2015	12910	OFFICE DEPOT, INC.	\$150.00/J. KOCH	150.00
815	12/09/2015	12910	OFFICE DEPOT, INC.	\$150.00/M. HOLDERMAN	150.00
816	12/09/2015	14207	WALMART COMMUNITY	\$150.00/J. O'CONNOR	150.00
817	12/09/2015	12910	OFFICE DEPOT, INC.	\$150.00/A. SMEDLEY	150.00
818	12/09/2015	12910	OFFICE DEPOT, INC.	\$150.00/M. STEFFENSEN	150.00
819	12/11/2015	17762	DUNCAN SUNNY LLC	HOTEL ROOMS BOYS BASKETBALL DEC 28- 29, 2015	850.00
820	12/14/2015	14207	WALMART COMMUNITY	\$150.00/R. GILMORE/HS	150.00
821	12/14/2015	13286	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	9,390.00
822	12/14/2015	43481	SEJAL HOSPITALITY	ROOMS FOR GIRLS BASKETBALL/HS	1,246.00
823	12/14/2015	17940	PROSPERITY BANK	SECURE VISITOR BADGES	1,015.01
824	12/16/2015	12967	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/DRAKE/AG/HS	500.00
825	12/16/2015	14207	WALMART COMMUNITY	\$150.00/T. SIESS/FOGARTY	150.00
826	12/16/2015	12171	LAKESHORE LEARNING MATERIALS	\$150.00/A. PERRING/FOGARTY	143.51
827	12/16/2015	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRAYR/HUDSON/HS	551.06
828	12/16/2015	10161	BARLOW EDUCATION MANAGEMENT	NEGOTIATION CONTRACT FOR 2016-2017	7,500.00
829	12/16/2015	42404	MICROTEL-MIAMI	ROOMS FOR GIRLS & BOYS BASKETBALL/HS	2,408.00
830	12/16/2015	16371	TWOTREES TECHNOLOGY, LLC	BLANKET FOR SUPPLIES/FIREWALL	10,470.00
831	12/17/2015	14207	WALMART COMMUNITY	\$150.00/R. GILLETT/JH	150.00
832	12/17/2015	41972	CONTRACT PAPER GROUP, INC.	DITRICT COPY PAPER	14,442.00
833	12/18/2015	14207	WALMART COMMUNITY	\$150.00/M. REDUS/ HS	150.00
834	12/18/2015	41230	THE RAILROAD YARD, INC.	SUPPLIES/DRAKE/VO-AG/HS	2,000.00
835	12/18/2015	14207	WALMART COMMUNITY	\$150.00/T. DEMENT/HS	150.00
836	12/18/2015	43489	PIRAINO CONSULTING, INC.	PROJECTORS/TECHNOLOGY	14,060.00
837	12/18/2015	43688	Business Imaging Systems, Inc.	SWITCHES/TECHNOLOGY	7,695.80
838	12/18/2015	13752	BRENDA WILKINS	REPAIRS/TRANSPORTATION	100.00
839	12/18/2015	14207	WALMART COMMUNITY	\$150.00/R. HOSKINS/HS	150.00
840	12/18/2015	83835	JESSICA JANE PALMER	REIMBURSEMENT OF TEACHER RETIREMENT PAID IN ERROR	188.23

<b>Non-Payroll Total:</b>	<b>\$74,659.01</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$74,659.01</b>
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## Purchase Order Register

Options: Year: 2015-2016, Fund: Building, Date Range: 7/1/2015 - 6/30/2016, PO Range: 100 - 103

PO No	Date	Vendor No	Vendor	Description	Amount
100	12/16/2015	12434	MAKERS GLASS	REPLACE WINDOWS AND FRAMES IN FFA CLASSROOMS	2,160.00
101	12/16/2015	11626	HOME DEPOT/GEFC	24' EXTN LADDER FOR MAINTENANCE	219.00
102	12/18/2015	14189	VOSS ELECTRIC SUPPLY CO.	LIGHTING FOR CANOPY/HS	4,167.90
103	12/18/2015	11442	GOOCH SMITH ELECTRIC, INC.	ELECTRICAL WIRING/AG FARM	20,584.00
<b>Non-Payroll Total:</b>					<b>\$27,130.90</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$27,130.90</b>



## Change Order Listing

**Options:** Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 12/9/2015 - 1/5/2016, PO Range: 1 - 811, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
7	07/01/2015	12744	MUNICIPAL ACCOUNTING SYSTEMS, INC.	DATA PROCESSING FOR 2015-16	470.99
				SUPPLIES FOR 2015-16	-275.00
				DATA PROCESSING FOR NOVEMBER 2015 - JUNE 2016	-0.01
					746.00
99	07/01/2015	16371	TWOTREES TECHNOLOGY, LLC	BLANKET FOR SUPPLIES/FIREWALL	-1,530.00
				BLANKET FOR SUPPORT/SUPPLIES/INTERNET FIREWALL	-1,530.00
101	07/01/2015	82157	LISA C WOODS	MILEAGE REIMBURSEMENT	-0.48
				MILEAGE REIMBURSEMENT	-0.48
120	07/01/2015	82075	LESLEY ANNE COTTON	MILEAGE REIMB. FOR PRINCIPAL T	-120.84
				MILEAGE REIMBURSEMENT FOR TLE TRAINING IN OKC	-120.84
125	07/01/2015	12967	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES FOR 2015-	-15.03
				BLANKET FOR PURCHASE FOR SUPPLIES FOR 2015-16	-51.74
					36.71
133	07/01/2015	11849	JERRY D JONES	BLANKET FOR TOWING FOR 2015-16	240.00
				BLANKET FOR TOWING SERVICES FOR 2015-16	240.00
146	07/01/2015	40123	SUMMIT	BLANKET FOR SUPPLIES FOR 2015-	537.41
				BLANKET FOR PARTS AND SUPPLIES FOR 2015-16	-903.96
					1,441.37
156	07/01/2015	17940	PROSPERITY BANK	ROOM FOR CONFERENCE/FACS/MOORE	-175.00
				ROOM FOR CAREER TECH SUMMER CONFERENCE ON AUGUST 3-4, 2015. 2 NIGHTS	-175.00
174	07/01/2015	83627	DIANA MEEK	REGISTRATION/PER DIEM REIMBURS	-160.00
				REIMBURSEMENT FOR AP SUMMER CONFERENCE REGISTRATION	-50.00
				MEALS PER DIEM, JULY 12-16, 2015	-110.00
196	07/01/2015	14316	AHP OF OKLAHOMA	FERPA PUBLICATION FOR 2015-16	-15.55
				FERPA PUBLICATION	-15.55
260	07/22/2015	16691	PEARSON ASSESSMENTS	TESTING MATERIAL/SPECIAL ED	-228.38
				SHIPPING	-228.38
313	08/05/2015	15408	SCHOOL SPECIALTY, INC.	\$150.00/D. SHAFFER/CENTRAL	-0.88
				SUPPLIES AS PER ATTACHED	-0.88
382	08/13/2015	17756	VEX ROBOTICS, INC	SUPPLIES/TECH ENG/SIEBER/JH	-180.36
				VEX ROBOTICS	-0.04
				SHIPPING	-180.32
544	08/27/2015	17248	DAKTRONICS INC.	SCOREBOARD REPAIRS/ATHLETICS/H	-90.00
				FOOTBALL SCOREBOARD REPAIR	-90.00
562	09/02/2015	12899	O'REILLY AUTOMOTIVE INC.	BLANKET FOR SUPPLIES/TRANSPORT	253.14
				BLANKET FOR SUPPLIES	-1,278.63
					-335.24
					1,238.05
					628.96

## Change Order Listing

**Options:** Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 12/9/2015 - 1/5/2016, PO Range: 1 - 811, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
602	09/09/2015	83865	ELIZABETH CATHERINE KEIBLER	MILEAGE REIMB/PR DEV/GUES	-20.00
			MILEAGE REIMBURSEMENT FOR " GAME CHANGER" CONFERENCE IN OKCY NOVEMBER 5 & 6,2015	09/09/2015 12/15/2015	-20.00
635	09/18/2015	17258	LUBER BROTHERS, INC.	MOWER SUPPLIES/ATHLETICS/HS	-87.04
			MOWER SUPPLIES, SWING ARM, BELTS, SCREWS, ETC.	09/18/2015 12/16/2015	-87.04
656	09/25/2015	80048	LAURA K BENHAM	MILEAGE REIMBURSEMENT	0.04
			MILEAGE REIMBURSEMENT	09/25/2015 12/18/2015	-75.00
			WORKSHOP SEPT 28-29TH IN SEMINOLE OK	12/18/2015	75.04
685	09/30/2015	14207	WALMART COMMUNITY	\$150.00/P. WILSON/HS	-0.03
			SUPPLIES	034-1000-619-100-3300-000-705 09/30/2015 01/04/2016	-0.03
688	10/05/2015	14207	WALMART COMMUNITY	\$150.00/J. ALLEN/HS	-0.57
			SUPPLIES	034-1000-619-100-4000-000-705 10/05/2015 01/04/2016	-0.57
689	10/05/2015	12967	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/VO-AG/HS	30.04
			BLANKET FOR . SHOP SUPPLIES AND MATERIALS	412-1000-681-311-8000-000-705 11/11/2015 01/04/2016	-240.93
				412-1000-681-311-8000-000-705 01/04/2016	270.97
717	10/15/2015	82514	TINA DESHAYNE OGLE	TRAVEL REIMB/PROF DEV/JH	-60.16
			REIMBURSEMENT FOR MATERAILS	311-2213-683-271-2250-000-610 10/15/2015 12/11/2015	-75.00
			TRAVE REIMBURSEMENT NSTA CONF 12/2/15 - 12/5/15 MILEAGE- PARKING - TOLLS- MEALS	311-2213-580-271-2250-000-610 10/15/2015 12/11/2015	-538.20
				311-2213-580-271-2250-000-610 12/11/2015	553.04
718	10/15/2015	80176	TARA DAWN BARKER	TRAVEL REIIMB./PROV DEV./JH	-75.00
			REIMBURSEMENT MATERIALS - NAST CONF - 12/2/15 - 12/5/15 KANSAS CITY, MO	311-2213-683-271-2250-000-610 10/15/2015 12/16/2015	-75.00
719	10/15/2015	80493	RUTH CLARK CANNING	TRAVEL REIMB/PROF DEV/JH	-65.03
			MEAL REIMBURSEMENT - NSTA CONF 12/2/15 - 12/3/15 KANSAS CITY, MO	311-2213-580-271-2250-000-610 10/15/2015 12/09/2015	-15.03
			REIMBURESMENT MATERIALS	311-2213-683-271-2250-000-610 10/15/2015 12/09/2015	-50.00
721	10/15/2015	14377	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS/LIBRARY/HUDSON/HS	-16.03
			BOOKS, CATALOGING AND PROCESSING FEE AS PER ATTACHED	097-2220-641-000-0000-000-705 10/15/2015 12/16/2015	-16.03
732	10/20/2015	83737	JAMES MARTIN JONES	HOTEL REIMBURSEMENT/VO-AG/HS	-0.78
			HOTEL REIMBURSEMENT FOR 1 NIGHT STAY DURING TULSA STATE FAIR - SCHOOL CREDIT CARD WOULD NOT WORK AND PERSONAL CARD HAD TO BE USED	412-2213-580-311-8000-000-705 10/20/2015 12/10/2015	-0.78
755	10/30/2015	12447	MARDEL, INC.	\$150.00/B. WRIGHT/GUES	-12.83
			CLASSROOM SUPPLIES	034-1000-619-239-1050-000-125 10/30/2015 12/14/2015	-12.83
760	11/02/2015	14207	WALMART COMMUNITY	\$150.00/T. WRIGHT/FOGARTY	2.86
			STAPLES, HOT GLUE, TAPE, STORAGE TUBS, FELT TIP PENS, CARDSTOCK, CHART PAPER FOLDERS	034-1000-619-100-1050-000-110 11/02/2015 01/04/2016	-100.00
				034-1000-619-100-1050-000-110 01/04/2016	102.86
763	11/10/2015	14207	WALMART COMMUNITY	\$150.00/K. BEEBY/HS	-4.66
			\$150 CLASSROOOM SUPPLY - HIGH SCHOOL - K. BEEBY	034-1000-619-100-3300-000-705 11/10/2015 01/04/2016	-4.66
767	11/10/2015	16611	ACT HOLDCO/ATC FREIGHTLINER GROUP REPAIRS/TRANSPORTATION		-1,075.83

## Change Order Listing

**Options:** Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 12/9/2015 - 1/5/2016, PO Range: 1 - 811, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
				DIAGNOSTICS AND REPAIRS TO BUS 1		
		018-2740-430-000-000-070		11/10/2015	12/14/2015	-1,075.83
773	11/11/2015	13138	HERTZBERT-NEW METHOD, INC	TEXT BOOKS FOR CLASSROOM		-30.60
				6TH GRADE TEXT BOOKS FOR CLASSROOM		
		067-1000-641-100-1110-000-125		11/11/2015	12/14/2015	-30.60
774	11/11/2015	12447	MARDEL, INC.	\$150.00/FRIESE/GUES		-0.08
				CLASSROOM SUPPLIES		
		034-1000-619-100-1050-000-125		11/11/2015	12/14/2015	-0.08
775	11/11/2015	14207	WALMART COMMUNITY	\$150.00/FRIESE/GUES		-0.26
				CLASSROOM SUPPLIES		
		034-1000-619-100-1050-000-125		11/11/2015	01/04/2016	-0.26
776	11/16/2015	16185	KELVIN TECHNOLOGIES	SUPPLIES/TECH ENG./JH		12.50
				Rube Goldberg Inventors ClassPack		
		412-1000-683-317-8700-000-610		11/16/2015	12/14/2015	-125.00
		412-1000-683-317-8700-000-610		12/14/2015		137.50
779	11/17/2015	17830	BOYCE EQUIP. & PARTS CO., INC.	PARTS/TRANSPORTATOIN		-28.60
				PURCHASE PARTS FOR THE DEUCE WORK TRUCK		
		018-2650-612-000-0000-000-070		11/17/2015	12/17/2015	-28.60
780	11/17/2015	14207	WALMART COMMUNITY	\$150.00/J. O'NEILL/HS		-10.31
				\$150 CLASSROOM SUPPLY - HIGH SCHOOL - JENNIFER O'NEILL		
		034-1000-619-100-5000-000-705		11/17/2015	01/04/2016	-10.31
781	11/17/2015	12447	MARDEL, INC.	\$150 .00/J. STEVENSON/HS		-3.41
				\$150 CLASSROOM SUPPLY - HIGH SCHOOL - JENNIFER STEVENSON		
		034-1000-619-239-1060-000-705		11/17/2015	12/14/2015	-3.41
783	11/17/2015	43678	FUNNEST MADE, INC	SUPPLIES/TECH ENG/JH		21.16
				Rubber Band Stretch Tires - 40 Pack for \$1.98 each		
		412-1000-683-317-8700-000-610		11/17/2015	12/14/2015	-3.96
				Crazy Contraptions Base for 4.98 each		
		412-1000-683-317-8700-000-610		11/17/2015	12/14/2015	-24.90
				Crazy Contraptions Activity - 10 Pack for 212.98		
		412-1000-683-317-8700-000-610		11/17/2015	12/14/2015	-219.98
				Teacher Greek Reamer - New Version, Lifetime Warranty for 4.98		
		412-1000-683-317-8700-000-610		11/17/2015	12/14/2015	-24.90
				300mm (12 in.) Slide Stop Material - 5 Sections for \$2.98 each		
		412-1000-683-317-8700-000-610		11/17/2015	12/14/2015	-14.90
						309.80
784	11/18/2015	14207	WALMART COMMUNITY	\$150.00/C. LANGLEY/HS		-3.20
				\$150 CLASSROOM SUPPLY - HIGH SCHOOL - CHASE LANGLEY		
		034-1000-619-100-4400-000-705		11/18/2015	01/04/2016	-3.20
785	11/19/2015	15724	COUGHLAN COMPANIES, INC.	BOOKS/LIBRARY/CREED/CENTRAL		-14.39
				BOOKS AS PER ATTACHED		
		057-2220-641-000-0000-000-130		11/19/2015	01/04/2016	-14.39
786	11/19/2015	12910	OFFICE DEPOT, INC.	150.00/B. DEARING/JH		-5.23
				FOLDERS, STAPLES, TAPE, MANILA FOLDERS, FLASH DRIVERS, LASER POINTER, AND HAND HELD CLICKERS		
		034-1000-619-100-2300-000-610		11/19/2015	12/16/2015	-5.23
794	11/24/2015	14207	WALMART COMMUNITY	\$150.00/PRIVETTE/GUES		-10.47
				SUPPLIES AS PER ATTACHED		
		034-1000-619-100-1050-000-125		11/24/2015	01/04/2016	-10.47
797	11/24/2015	14207	WALMART COMMUNITY	\$150/C.GUSTAFSON.GUES		-12.11
				CLASSROOM SUPPLIES		
		034-1000-619-100-1050-100-125		11/24/2015	01/04/2016	-12.11
801	12/03/2015	12910	OFFICE DEPOT, INC.	\$150.00/S. MALTZ		-10.22
				Classroom 150.00 Supplies Pencil sharpener, pencils, pens, white board markers, folders, notebooks, paper, tape, paperclips, clock, calendar, misc. classroom supplies		
		034-1000-619-100-4400-000-610		12/03/2015	12/16/2015	-10.22
806	12/03/2015	17883	SCHOOLHOUSE OUTFITTERS, LLC	RUG/MUSIC ROOM/FOGARTY		135.77
				NOTE WORTHY RUG - JOY-NOTEWORTHY-G		
		062-1000-619-100-1050-000-110		12/03/2015	12/17/2015	-600.00
		062-1000-619-100-1050-000-110		12/17/2015		735.77

## Change Order Listing

**Options:** Fund: GEN FUND-FOR OP, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 12/9/2015 - 1/5/2016, PO Range: 1 - 811, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
807	12/03/2015	16611	ACT HOLDCO/ATC FREIGHTLINER GROUP BUS REPAIRS/TRANSPORTATION		2,000.00	
			REPAIRS TO BUS 5			
		018-2740-430-000-0000-000-070		12/07/2015	12/10/2015	-4,000.00
		018-2740-430-000-0000-000-070		12/10/2015		6,000.00
811	12/04/2015	16611	ACT HOLDCO/ATC FREIGHTLINER GROUP BUS REPAIRS/TRANSPORTATION		-2,718.44	
			REPAIRS TO BUS 51			
		018-2740-430-000-0000-000-070		12/04/2015	12/17/2015	-2,718.44

**Non-Payroll Total:** **(\$3,077.89)**

**Payroll Total:** **\$0.00**

**Report Total:** **(\$3,077.89)**

### Project Totals

007	DATA PROCESSING	470.99
018	TRANSPORTATION	-807.35
026	DIRECTOR OF TECHNOLOGY	-1,530.00
031	PROFESSIONAL TRAVEL	-120.84
034	\$150.00 TEACHER SUPPLIES	-71.40
044	SPECIAL ED. DIR.	-16.03
057	CENTRAL LIBRARY BUDGET	-14.39
062	FOGARTY BUDGET	135.77
067	GUES BUDGET	-30.60
097	HS LIBRARY BUDGET	-16.03
119	ATHLETICS	-177.04
311	PROF.DEVELOPMENT ADA	-220.19
369	ADV.PLACEMENT INVENT.FOR SCHOL	-160.00
412	VOC.PROG.INCENTIVE GRANTS	-292.44
621	FLOW THRU P.L. 105-17 IDEA PTB	-228.34

### Unit Totals

050	DISTRICT WIDE	-1,303.42
070	TRANSPORTATION	-807.35
110	FOGARTY	17.79
125	GUES	-86.31
130	CENTRAL	-15.27
610	JR. HIGH	-362.34
705	HIGH SCHOOL	-520.99

**Change Order Listing**

**Options:** Fund: Building, Year: 2015-2016, ReferenceDate: PO Date, Date Range: 12/9/2015 - 1/5/2016, PO Range: 1 - 99, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
38	07/01/2015	12967	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES FOR 2015-	519.20	
				BLANKET FOR PARTS AND SUPPLIES FOR 2015-16		
		013-2620-618-000-0000-000-050		11/11/2015	01/04/2016	-646.46
		013-2620-618-000-0000-000-050		01/04/2016		1,165.66
75	09/22/2015	43652	SPORTSTECH QUALITY CARDIO	REFINISH HS MAIN GYM FLOOR	598.00	
				REFINISH HS MAIN GYM FLOOR		
		013-2600-430-000-0000-000-705		09/22/2015	12/17/2015	-10,100.00
		013-2600-430-000-0000-000-705		12/17/2015		10,698.00

<b>Non-Payroll Total:</b>	<b>\$1,117.20</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$1,117.20</b>

Project Totals	
013	MAINTENANCE/CUSTODIAL 1,117.20

Unit Totals	
050	DISTRICT WIDE 519.20
705	HIGH SCHOOL 598.00

**ACTIVITY FUND – FUND 60**  
**BANK RECONCILIATION – FARMERS & MERCHANTS BANK**  
12/31/2015

**GENERAL LEDGER ACCOUNT**

**BANK RECONCILIATION**

Balance (12/01/15)	\$565,759.93	Balance per bank statement as of (12/31/15)	\$546,470.87
Add Receipts	\$ 54,990.89	Add Deposits in Transit	\$ 0.00
Less Checks Written	\$ 79,550.70	Less O/S Checks	\$ 3,530.75
Adjustments	\$ +1,740.00	*Adjustments	\$
		Bank correction	\$
Balance per Ledger	\$542,940.12	Balance per Ledger	\$542,940.12

**Adjustment/Correction explanations:**

October Receipt # 174381 for \$30 & # 264788 for \$1,710 were corrected in November and left unposted until December resulting in a \$1,740.00 difference from last months ending balance and this month's beginning balance.

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

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

1-4-16  
 \_\_\_\_\_  
 Date

## Guthrie Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 12/1/2015 - 12/31/2015

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$288.73	\$10.75	\$0.00	\$73.93	\$225.55	\$42.00	\$183.55
802 CENTRAL ACTIVITY	\$10,128.11	\$8.00	\$0.00	\$268.11	\$9,868.00	\$1,922.12	\$7,945.88
803 CENTRAL PTO	\$6,776.39	\$2,168.64	\$0.00	\$2,029.80	\$6,915.23	\$865.31	\$6,049.92
804 COTTERAL PTO	\$8,918.46	\$757.20	\$0.00	\$1,522.93	\$8,152.73	\$1,250.00	\$6,902.73
805 COTTERAL ACTIVITY	\$25,756.81	\$3,409.00	\$0.00	\$9,856.83	\$19,308.98	\$2,357.50	\$16,951.48
806 COTTERAL FACULTY	\$438.11	\$51.95	\$0.00	\$337.50	\$152.56	\$0.00	\$152.56
808 FOGARTY PARENTS ORG.	\$12,022.94	\$4,569.57	\$0.00	\$754.32	\$15,838.19	\$6,071.55	\$9,766.64
809 FOGARTY ACTIVITY	\$14,138.54	\$1,529.00	\$0.00	\$2,164.02	\$13,503.52	\$6,409.20	\$7,094.32
810 FOGARTY FACULTY	\$954.28	\$41.75	\$0.00	\$560.00	\$436.03	\$350.00	\$86.03
812 GUES ACTIVITY	\$26,890.17	\$2,224.91	\$0.00	\$1,839.90	\$27,275.18	\$13,033.57	\$14,241.61
813 GUES FACULTY	\$1,343.53	\$45.50	\$0.00	\$0.00	\$1,389.03	\$634.18	\$754.85
815 GUES PARENTS ORG.	\$13,786.96	\$7,520.01	\$0.00	\$2,367.68	\$18,939.29	\$4,768.45	\$14,170.84
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	\$0.00	\$543.56
818 JH BUILDERS CLUB	\$577.54	\$0.00	\$0.00	\$0.00	\$577.54	\$0.00	\$577.54
819 ATHLETICS JUNIOR HIGH	\$12,189.87	\$1,438.30	\$0.00	\$2,619.69	\$11,008.48	\$12,771.28	(\$1,762.80)
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	\$891.79	\$0.00	\$0.00	\$59.21	\$832.58	\$375.00	\$457.58
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	\$12,146.50	\$3,584.50	\$0.00	\$84.91	\$15,646.09	\$6,208.36	\$9,437.73
824 JR HIGH FACULTY	\$944.10	\$277.75	\$0.00	\$135.19	\$1,086.66	\$720.00	\$366.66
825 LIBRARY JR HIGH	\$3,633.67	\$0.00	\$0.00	\$124.19	\$3,509.48	\$75.00	\$3,434.48
827 CHEERLEADERS JR HIGH	\$4,428.04	\$0.00	(\$90.00)	\$0.00	\$4,338.04	\$0.00	\$4,338.04
830 STUCO JH	\$5,862.17	\$146.00	\$0.00	\$220.20	\$5,787.97	\$100.00	\$5,687.97
831 T.S.A. JR HIGH	\$1,688.75	\$0.00	\$0.00	\$0.00	\$1,688.75	\$190.00	\$1,498.75
832 YEARBOOK JR HIGH	\$1,820.39	\$174.00	\$0.00	\$0.00	\$1,994.39	\$0.00	\$1,994.39
834 JR HIGH ACADEMIC TEAM	\$528.18	\$0.00	\$0.00	\$217.84	\$310.34	\$85.20	\$225.14
850 ACADEMIC TEAM HS	\$237.30	\$0.00	\$0.00	\$40.00	\$197.30	\$75.00	\$122.30
851 ART CLUB HS	\$8,294.74	\$95.00	\$0.00	\$0.00	\$8,389.74	\$1,416.92	\$6,972.82
852 ATHLETICS HS	\$84,064.75	\$5,787.21	\$0.00	\$7,817.23	\$82,034.73	\$26,071.29	\$55,963.44
853 HS CHEER	\$4,073.37	\$559.10	\$0.00	\$0.00	\$4,632.47	\$230.00	\$4,402.47
855 TENNIS HS	\$9,283.97	\$100.00	\$0.00	\$1,044.23	\$8,339.74	\$3,823.26	\$4,516.48
856 GHS LIBRARY	\$1,286.54	\$0.00	\$0.00	\$0.00	\$1,286.54	\$0.00	\$1,286.54
857 YOUTH & GOVERNMENT HS	\$831.54	\$0.00	\$0.00	\$267.60	\$563.94	\$0.00	\$563.94
858 GHS LINK CREW	\$185.99	\$0.00	\$0.00	\$0.00	\$185.99	\$0.00	\$185.99
859 BAND (OPERATING) HS	\$20,812.13	\$1,804.00	\$0.00	\$11,312.24	\$11,303.89	\$8,477.94	\$2,825.95
860 CLASS OF 2016 HS	\$7,693.11	\$0.00	\$0.00	\$432.80	\$7,260.31	\$750.00	\$6,510.31
861 CLASS OF 2017 HS	\$5,179.70	\$0.00	\$0.00	\$0.00	\$5,179.70	\$0.00	\$5,179.70
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	\$2,265.95	\$25.00	\$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	\$2,184.09	\$104.00	\$0.00	\$519.07	\$1,769.02	\$280.00	\$1,489.02
870 COURTESY COMMITTEE HS	\$1,674.18	\$153.00	\$0.00	\$600.00	\$1,227.18	\$355.46	\$871.72
873 SPEECH HS	\$693.25	\$0.00	\$0.00	\$190.00	\$503.25	\$100.00	\$403.25
874 FACULTY LOUNGE HS	\$1,029.38	\$81.75	\$0.00	\$0.00	\$1,111.13	\$155.44	\$955.69
876 FFA 4H BOOSTER CLUB HS	\$32,528.39	\$0.00	\$0.00	\$617.86	\$31,910.53	\$13,736.97	\$18,173.56
877 FFA HS	\$20,215.39	\$2,866.00	\$0.00	\$1,417.57	\$21,663.82	\$13,220.65	\$8,443.17
878 FCCLA (FHA) HS	\$1,429.33	\$30.00	\$0.00	\$90.01	\$1,369.32	\$957.98	\$411.34
879 FOREIGN LANGUAGE SPAN HS	\$2,299.32	\$150.00	\$0.00	\$0.00	\$2,449.32	\$790.00	\$1,659.32
882 GUTHRIE RUNNING CLUB HS	\$2,558.78	\$0.00	\$0.00	\$0.00	\$2,558.78	\$56.00	\$2,502.78
883 HERITAGE CLUB HS	\$940.57	\$0.00	\$0.00	\$16.80	\$923.77	\$123.99	\$799.78
884 HIGH SCHOOL ACCOUNT	\$14,563.36	\$377.15	\$0.00	\$490.60	\$14,449.91	\$2,056.64	\$12,393.27
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: 12/1/2015 - 12/31/2015

	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	\$507.87	\$0.00	\$0.00	\$152.20	\$355.67	\$0.00	\$355.67
893 MU ALPHA THETA HS	\$507.79	\$0.00	\$0.00	\$64.80	\$442.99	\$75.00	\$367.99
895 JROTC HS	\$6,620.12	\$418.83	\$0.00	\$315.84	\$6,723.11	\$0.00	\$6,723.11
896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
897 SOCCER CLUB HS	\$8,870.99	\$661.54	\$0.00	\$217.56	\$9,314.97	\$309.98	\$9,004.99
898 SCIENCE CLUB HS	\$10,109.29	\$201.00	\$0.00	\$813.02	\$9,497.27	\$150.00	\$9,347.27
899 STUDENT COUNCIL HS	\$13,818.06	\$2,110.00	\$0.00	\$182.76	\$15,745.30	\$3,650.62	\$12,094.68
900 CAMPUS BEAUTIFICATION HS	\$7,801.39	\$55.00	\$0.00	\$0.00	\$7,856.39	\$0.00	\$7,856.39
902 VOCAL HS	\$3,313.66	\$820.00	\$0.00	\$977.66	\$3,156.00	\$2,502.40	\$653.60
904 YEARBOOK HS	\$7,627.94	\$4,147.00	\$0.00	\$860.37	\$10,914.57	\$703.00	\$10,211.57
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	\$51,584.92	\$1,000.00	\$0.00	\$20,000.00	\$32,584.92	\$28,609.44	\$3,975.48
912 GHS BUSINESS PROF OF AMERICA	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
913 DRAMA HS	\$1,027.29	\$312.00	\$0.00	\$541.97	\$797.32	\$365.10	\$432.22
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	\$250.00	(\$41.13)
925 GENERAL FUND REFUND	\$6,120.05	\$108.50	\$0.00	\$0.00	\$6,228.55	\$0.00	\$6,228.55
927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
929 SPECIAL OLYMPICS	\$25,855.71	\$0.00	\$0.00	\$287.20	\$25,568.51	\$1,398.59	\$24,169.92
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	\$2,729.02	\$615.90	\$0.00	\$0.00	\$3,344.92	\$1,995.56	\$1,349.36
935 VENDING MACHINE ADMIN	\$376.46	\$48.00	\$0.00	\$16.98	\$407.48	\$873.71	(\$466.23)
936 GUES HONOR CHOIR	\$2,571.52	\$0.00	\$0.00	\$1,812.65	\$758.87	\$0.00	\$758.87
937 FAVER ACTIVITY	\$325.81	\$0.00	\$90.00	\$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	\$10,419.63	\$255.58	\$0.00	\$525.03	\$10,150.18	\$1,594.57	\$8,555.61
942 C.N. CLEARING ACCT	(\$65.00)	\$4,148.50	\$0.00	\$2,690.40	\$1,393.10	\$20,200.70	(\$18,807.60)
<b>Total</b>	<b>\$567,499.93</b>	<b>\$54,990.89</b>	<b>\$0.00</b>	<b>\$79,550.70</b>	<b>\$542,940.12</b>	<b>\$194,232.93</b>	<b>\$348,707.19</b>





## STORAGE TANK OVERSIGHT PROGRAM (STOP) RETAINERSHIP AGREEMENT

This agreement of retainership sets forth the services to be provided by Oklahoma Environmental Services (OES) to Guthrie Public Schools (CLIENT) concerning regulated petroleum storage tank facilities, as identified in Appendix I.

- I. General Purpose It is OES's intent to assist the Client in achieving and maintaining compliance with the Oklahoma Corporation Commission "General Rules and Regulations Governing Underground and Aboveground Storage Tanks in Oklahoma."
- II. Scope of Services
  - A. Notifications
    1. OES shall notify Client in writing of pertinent changes in federal and state underground storage tank (UST) regulations in a timely manner.
  - B. Record Keeping
    1. Client shall establish and maintain on-site document files at each Location identified in Appendix I and assist in compiling all required compliance documentation as required by the above regulations.
  - C. Monthly Site Inspection
    1. Where vapor or groundwater monitoring wells have been installed to fulfill leak detection requirements, OES shall monitor the wells for the presence of hydrocarbon vapors or liquids on a monthly basis and document these findings in the on-site file.
    2. OES shall document any unusual conditions and tank system abnormalities, report the findings to Client and advise Client of Client's reporting and notification obligations under the associated AST/UST regulations. Client remains responsible for the actual notifications and no agency is conferred upon or accepted by OES.
- III. Term of Agreement
  - A. This agreement shall become effective upon signature of authorized representatives of both Client and OES and shall remain in force until terminated in accordance with Section III Part B.
  - B. Either party may terminate this agreement without cause at the end of a calendar quarter with at least 30 days advance notice; or with cause upon written notice. For the purposes of this Agreement, "cause" shall mean: (1) a breach of this Agreement that has not been cured to the satisfaction of the non-breaching party within 15 days after notification; (2) the breaching party's willful misconduct or gross or persistent negligence in the performance of its obligations under this Agreement, or (3) the breaching party's commission of an Act of dishonesty detrimental to the non-breaching party.
  - C. In the event of termination, OES shall be paid for services performed to the termination date.

IV. Fees and Payment

A. Client agrees to pay a monthly maintenance fee based on the fee schedule presented and shall be invoiced and payable quarterly or annually, in advance. The initial quarterly fee shall be prorated based on the effective date of this Agreement. Payments shall be directed to:  
Oklahoma Environmental Services, Inc.  
4415 North Classen Blvd.  
Oklahoma City, OK 73118

V. Indemnification

A. OES shall save, defend, indemnify, and hold harmless Client and its directors, officers, shareholders, and employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, actual damages, fines, attorneys' fees, in an amount not to exceed the limitation of liability set forth in Section VI, which results from, arises out of, or is in any way connected with (1) breach of any obligation of OES under this Agreement, or (2) damages or injuries to persons or property solely caused by the negligent acts of OES or any of its agents, subcontractors, or employees in performance of the Services.

B. Client shall save, defend, indemnify, and hold harmless OES and its directors, officers, shareholders, and employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, actual damages, fines, punitive damages, losses, costs, liabilities, interest, and attorneys' fees, which (1) exceed the limitation of liability provided for in Section VI, or (2) which results from, arises out of, or is in any way connected with (a) breach of any obligation of Client under this Agreement, or (b) negligent acts, errors, or omissions of Client, or Client's agents, (c) existing conditions, or any aggravation of Existing conditions not solely caused by negligent acts of OES (d) any interpretation, materials furnished, or services provided or performed by Client or a third party in connection with Services, or (e) claims and lawsuits made or filed by any person not a party to this Agreement relating to the Services performed in compliance with this Agreement.

VI. Limitation of Liability All claims for indemnification from OES shall be limited to an amount not to exceed \$5,000.00. Neither party will be responsible for any incidental, indirect, or consequential damages.

IN WITNESS WHEREOF, the authorized representatives of both parties have executed this Agreement, which supersedes any previous STOP Retainership Agreement between the parties.

Oklahoma Environmental Services, Inc.

Client Billing Information:

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: **Deanna Atkinson, President**

Name: **Dr. Mike Simpson**

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

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

Please Review Your Name and Information  
And Correct Invalid Entries

Address: 802 E. Villas

City, State, Zip: Guthrie, OK 73044

Phone: 405-282-8900

Referred by: Pat Fitter

Email/Fax: mike.simpson@guthrieeps.net

**APPENDIX I**

The following identifies the underground storage tank (UST) facilities included in the STOP Retainership

Agreement dated \_\_\_\_\_ between Guthrie Public Schools  
and Oklahoma Environmental Services. (Company name)

**IMPORTANT: PLEASE COMPLETE THE TANK PROFILE FORM AND ATTACH ALL TANK CHARTS IN USE TO VERIFY TANK DIAMETER AND LENGTH, IDENTIFY ANY MANIFOLDED TANKS. INCLUDE ANY AVAILABLE TANK TIGHTNESS TESTS.**

<u>Facility Name/Location</u>	<u>Number of Tanks</u>
Guthrie Public Schools	2 on monthly vapor monitoring
520 Crooks Dr, Guthrie, OK	

Acknowledgement:

\_\_\_\_\_  
Client

\_\_\_\_\_  
OES

**Monthly Fee Schedule**

Set up Fee	\$25.00 per location
Vapor or GW monitoring of wells:	\$15.00/tank, minimum of \$40/month
Statistical Inventory Reconciliation (SIR):	\$15.00/tank/month fax, mail service
Statistical Inventory Reconciliation (SIR):	\$11.00/tank/month email, online portal
Statistical Inventory Reconciliation (SIR):	\$9.00/tank/month with > 50 tanks

**Oklahoma Environmental Services**  
4415 North Classen Blvd.  
Oklahoma City, OK 73118  
Office: 888-584-3386 ext. 7005  
Fax: 405-524-0043  
Email: STOP@OEServices.net  
[www.OEServices.net](http://www.OEServices.net)  
Melanie Waller, Program Coordinator

Interquest Detection Canines®  
(Oklahoma)

Guthrie Public Schools  
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of August, 1 2016 through May 31, 2017. It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 6 Full day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be \$445.00 per team. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

FOR THE SCHOOL:



Misty Carson  
President

Printed: \_\_\_\_\_  
DATE: \_\_\_\_\_

Please return one (1) copy of this Agreement and your District calendar in the enclosed envelope. Retain the other copy for school files.

1/2 day GUES + 1/2 day Jr. High = 1 Day  
High School = 1 Day

Appendix A  
Consent Form and Invitation Letter

Consent Form

Classroom Teachers' Perceptions of the  
Role of Coping Strategies in the Development of Resistance

You are invited to participate in a study about the perceptions of classroom teachers, who have used coping strategies to developed resilience in the classroom. I am a doctoral student at Oral Roberts University, Tulsa, Oklahoma. This study will fulfill the requirement of my dissertation. Through this study I hope to identify and describe the perceptions of experienced classroom teachers with regards to the role of coping strategies in the development of teacher resilience. You were selected as a possible participant in this study because the focus of the research is the perception of experienced classroom teachers, who have developed resistance. You will be one of 10 subjects chosen to participate in this study.

If you decide to participate, I will contact you to set up an interview to gather information about your perceptions of the role of coping strategies in the development of teacher resilience. The interview will last approximately 45 minutes and will be audio-taped. I do not anticipate that the interview will bring any risk or discomfort to you; however, I do foresee introspective benefits for you after you share your perceptions.

Any information that is obtained in connection with this study will be solely for research purposes. Your name and that of your school will remain anonymous. All information will remain confidential. A copy of my research will be available to you so that you might share the findings with your colleagues.

You are under no obligation to participate in this study. If you decide to participate, you are free to discontinue participation at any time. Your completing and returning this form will be taken as evidence of your willingness to participate in this study. You may retain the cover letter and this explanation about the nature of your participation and the handling of the information you provide. Please return a signed copy of this form to me.

Thank you for your consideration.

Wilmer Cooper  
Signature of Investigator

Date: 9-31-15

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date\

Dear Teacher,

You are invited to participate in a study about the perceptions of classroom teachers, who have used coping strategies in the development of resilience developed resilience. I am a doctoral student at Oral Roberts University, Tulsa, Oklahoma. This study will fulfill the requirement of my dissertation. Through this study I hope to identify and describe the perceptions of experienced classroom teachers with regards to the role of coping strategies in the development of teacher resilience. You were selected as a possible participant in this study because the focus of the research is the perception of experienced classroom teachers, who have developed resistance. You will be one of 10 subjects chosen to participate in this study.

If you decide to participate, I will contact you to set up an interview to gather information about your perceptions of the role of coping strategies in the development of teacher resilience. The interview will last approximately 45 minutes and will be audio-taped. I do not anticipate that the interview will bring any risk or discomfort to you; however, I do foresee introspective benefits for you after you share your perceptions.

Any information that is obtained in connection with this study will be solely for research purposes. Your name and that of your school will remain anonymous. All information will remain confidential. A copy of my research will be available to you so that you might share the findings with your colleagues. If you decide to participate, you are free to discontinue participation at any time.\*

If you have any questions, please ask. If you have additional questions later, you may contact me, Wilmer Cooper, (wilmerecooper@yahoo.com or 580-490-1195) or my dissertation chairman, Dr. Dwight Davidson, (ddavidson@oru.edu or 918-495- 6161) who will be happy to answer them.

You will be offered a copy of this form to keep.

You are making a decision whether to participate. Your signature indicates that you have read the information provided above and have decided to participate. You may withdraw at any time after signing this form, should you choose to discontinue participation in this study.\*\*

Your positive response to participate in this study indicates that you have utilizes coping strategies to develop resilience as a classroom teacher and that you are willing to participate in the study.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

WilmerCooper

Signature of Investigator

Date: 9-30-15

\*You are under no obligation to participate in this study. Your completing and returning this form will be taken as evidence of your willingness to participate in this study.

\*\*You may retain the cover letter and this explanation about the nature of your participation and the handling of the information you supply.

Appendix C

Interview Protocol

Classroom Teachers' Perceptions of the Role of Coping  
Strategies in the Development of Resistance

Biographical Information

Date of the interview:

Location:

Time:

Name of interviewer: Wilmer Cooper\_\_\_\_\_

Name of interviewee:

Name of School:

Years of Service

Instructions:

Describe the project by telling the interviewee about (a) the purpose of the study, (b ) the qualifications of participants in the study, (c) how confidentiality of the data is assured, and (d) length of the interview. Test the tape recorder.

Question One

Identify and discuss a type of adversity that you have experienced in your career?

Notes:

Planned prompt: Can you please elaborate? What was most striking about this adversity? Was that surprising? If so, why was it? If not, why not?

Notes:

Probe: Listen for key words to ask questions that further explore the content of the answer and/or clarify points or expand on points that have already been made.

Notes:

Question Two:

What strategies did you use in an attempt to overcome this adversity?

Notes:

Planned prompt: Can you please elaborate? What was most striking about this attempted strategy to overcome adversity? Was that surprising? If so, why was it? If not, why not?

Notes

Probe: Please talk more about how you reacted to the adversity. For the purpose of this question, a coping strategy is any thought or behavior used to respond positively to adversity.



Notes

Question Three:

Describe your experiences regarding how coping strategies helped you to respond to adversity.

Notes:

Planned Prompt: Can you please elaborate? What was striking about how that coping strategy helped you overcome adversity? Was that surprising? If so, why was it? If not, why not?

Notes:

Probe: Listen for key words to ask questions that further explore the content of the answer and/or clarify points or expand on points that have already been made.

Notes:

Question Four:

Four the purpose of this question, support from your principal or other administrative staff, support from other faculty members, or your relationship with other faculty and staff, may have influenced your response to adversity. Did you utilize any of these examples as a coping strategy? Why or Why not?

Notes:

Planned prompt: Can you please elaborate? Does any specific example come to mind? If so, please describe. Was that surprising? If so, why was it? If not, why not?

Notes:

Probe: Listen for key words to ask questions that further explore the content of the answer and/or clarify points or expand on points that have already been made.

Notes:

Question Five:

Do you perceive your training through teacher preparation programs as a coping strategy against adversity? If so, does any exceptional experience come to mind regarding teacher preparation as a coping strategy?

Notes:

Planned prompt: Can you please elaborate? Does any specific component of your teacher preparation program come to mind? If so, please describe. Was that surprising? If so, why was it? If not, why not?

Notes:

Probe: Listen for key words to ask questions that further explore the content of the answer and/or clarify points or expand on points that have already been made.

Notes:

Question Six:

Have your years of service) in the classroom helped as a coping strategy in response to adversity ?

Notes:

Planned prompt: Can you please elaborate? What is most striking about your years of service as a coping strategy? Was that surprising? If so, why was it? If not, why not?

Notes:

Probe: Listen for key words to ask questions that further explore the content of the answer and/or clarify points or expand on points that have already been made.

Notes:

Question Seven:

Is there any thing else you would like to say? Please continue until you feel you have described all your perceptions of the role of coping strategies in the development of resilience.

#### Notes

Thank the individual for participating in this interview. Ask the interviewee if he or she has any questions. Assure him or her of confidentiality of the responses and potential future interviews.



# Board of Education Personnel Reports

## *Employment Request*

Classification						
Certified						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Adams Payne, Cat	Central	Sp Ed Mild/Mod	01/04/16		6	Mary Geurin
Reynolds, Ashley	GUES	Sp Ed Mild/Mod	01/08/16		6	Belinda Stone
Tautimer, Nohemy	GUES	Sp Ed Mild/Mod	01/08/16		6	Betty Wright

Classification						
Support						
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Evans, Kimberly	Fogarty	Cafeteria 7 Hrs	01/11/16	2	7	Shailah Atchison
Robinson, Noah	Maintenance	Full Time Maintenance	02/01/16	8	8	Adam Roof
Watson, Blake	Cotteral	Sp. Ed Paraprofessional	01/04/16	3	7.5	Nohemy Tautimer

## *FMLA Request*

**Support:** 1

**Certified:** 1

## *Separation of Employment*

Classification					
Certified					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Mallett, Mary	GUES	Guidance Counselor - PT	Resigning	1/11/2016	

Classification					
Support					
Name	Site	Teaching Assignment	Reason for Separation	Effective Date	
Atchison, Shailah	Fogarty	Cafeteria Worker	Resigning	1/5/2016	
East, Harold	Maintenance	Full Time Maintenance	Resigning	12/31/2015	
Simoneaux, Stepheny	Maintenance	Maintenance	Terminated	12/11/2015	

**2015-2016 GUES Academic Duty Assignments**

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
GUES	Counselor	\$313.60	Belinda Stone	Elizabeth Keibler

**2015-2016 HS Athletic Duty Assignments**

<i>Site</i>	<i>Assignment</i>	<i>Comp</i>	<i>Employee</i>	<i>Replacing</i>
HS	Basketball Asst Coach Girls HS	\$1,718.19	Anthony Bowie	Monte Myers

Guthrie Public Schools  
Property Committee Meeting  
January 4, 2016  
5:00 p.m.

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

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

**Expenditure Reports:**

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

**Completed Projects:**

- 170 Work-Orders completed in December
- High School Gym heater coils replacement
- Ice storm cleanup

**Projects in Progress:**

- Currently have 133 Work-Orders in progress
- Additional Smart Boards to install
- Vo-Ag barns construction
- Safety inspection issues
- Surplus items

**Superintendent Discussion:**

- Dr. Simpson and Jerry Gammill discussed the progress on the roofing projects.

**Guthrie Public Schools**  
**Finance Committee Meeting Minutes**  
**January 5, 2016**  
**4:00 P. M.**

In Attendance: Dr. Mike Simpson, Dennis Schulz, Carmen Walters, Janna Pierson, Gail Davis, Tina Smedley and 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 and Dr. Simpson** spoke on the following:

Mid-Term Adjustment

They discussed with the committee the latest figures on the Mid-Term adjustments and the outlook for the remainder of 2015-16 and 2016-17.

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

**Contract Renewal with Interquest Detection Canines**

This is a renewal contract for drug dogs as the High School, Jr. High and GUES.

**Contract Renewal with Oklahoma Environmental Services**

This is a renewal for tank inspections for the Transportation Department.



Guthrie Public Schools  
Curriculum Committee Meeting  
January 5, 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**

- Elementary EdCamp

**Mrs. Woodruff**

- Vertical Alignment – Special Education Teachers

**Mr. Ogle**

- Secondary EdCamp