

AGENDA WITH COMMENTARY

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

**MONDAY
MAY 12, 2014
7:00 P.M.**

AGENDA:

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Student Recognition**
- 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 7-72**

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 April 01, 2014 and regular meeting held on April 14, 2014**
 - B. Treasurer's Report**
 - C. Activity Fund Transfers as per attached list**
 - D. Fuel bid as recommended by bid committee**
 - E. Encumbrances for General Fund #'s 963-1044 and Building Fund #'s 130-140 and listed change orders and Activity Fund Reports**
 - F. Transportation request for 2 buses on June 30 and July 5 from Community Church for Youth Camp in Falls Creek**

Commentary:

We have done this for a number of years with Community Church because it involves District students. The church is charged \$10.00 per hour for drivers and \$.60 per mile. Transportation Director, Kathy Bertwell, has said we have buses and drivers available. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

G. Contracts/Agreements under \$10,000

1. Agreement with the Oklahoma State Department of Education for the 2014 Summer Food Service Program

Commentary:

The summer feeding program consists of breakfast and lunch and is available to students ages one to eighteen. The program provides meals for students during the summer months. There is no cost to the student. The District receives federal reimbursement from the USDA. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

2. Agreement with Oklahoma Hearing Solutions for Audiological Services for 2014-2015

Commentary:

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

RECOMMENDED ACTION:

The Superintendent recommends approval.

3. Agreement with Visual Senses to provide Visual Impairment and Orientation and Mobility Services for 2014-2015

Commentary:

This agreement with Nikki Keck of Visual Senses provides consultation services and orientation and mobility services for students with visual impairment during the 2014-2015 school year. The cost of this service is approximately \$3,000.00 which is the same for the last few years. The cost of the service is paid through Special Education Flow Through funds. **Eldona Woodruff will answer any questions.**

RECOMMENDATION ACTION:

The Superintendent recommends approval.

4. Agreement with Melissa Allsbrook to provide Speech Language Services for Extended School Year Services (ESY) for the month of July 2014

Commentary:

Ms. Allsbrook's current contract ends June 30, 2014. We are required to continue special education services as a part of ESY for certain students who meet eligibility requirements. The cost of this service for July will be approximately \$2,160.00 for 16 hours a week for 3 weeks. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

9. Business Agenda:

A. Recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2014-2015.....Pages 73-78

Commentary:

This agreement would extend our contract with Clearwater Enterprises and lock in our natural gas price for the 2014-2015 school year. We have contracted with Clearwater for several years and have saved significant costs by doing so. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

B. Recommendation, consideration and action to approve teachers and coordinator as listed for 2014 K-8 Remedial Summer School.....Page 79

Commentary:

Included in your packet is the list of employees recommended for the Remedial Summer School Program which was Board Approved on March 10, 2014. **Carmen Walters will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

C. Recommendation, consideration and action to approve Class of 2018 as a new Activity Account.....Pages 80-81

Commentary:

Each year a new Activity Fund account is created for the incoming freshman class. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

D. Recommendation, consideration and action upon agreement with Gallup, Inc. for TeacherInsight for 2014-2015.....Pages 82-88

Commentary:

The TeacherInsight is an automated online interview used to identify the best potential teachers. TeacherInsight gives the District a research-based, structured assessment that provides depth, ease and speed. Gallup research shows a link between high scoring teacher candidates and student achievement gains. There is no increase in cost. **Chad Wilson will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

E. Recommendation, consideration and action upon Group Purchasing Participation Agreement with American Purchasing Consortium for 2014-2015.....Pages 89-92

Commentary:

Southwest Foodservice Excellence has begun a partnership with American Purchasing Consortium (APC). The primary purpose of APC is to provide substantial savings and best value for participating agencies through established group purchasing practices. The partnership has no out of pocket direct costs associated to the district. **Dennis Schulz will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

F. Recommendation, consideration and action upon agreement with Career Staff Unlimited for Occupational Therapy for 2014-2015.....Pages 93-106

Commentary:

We have contracted with Career Staff Unlimited for a number of years for occupational therapy services. The hourly cost of this service (\$59 for a Certified Occupational Therapy Assistant or \$69 for an Occupational Therapist) is the same as the past two school years. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

G. Recommendation, consideration and action upon agreement with Teresa Ewing to provide Physical Therapy services for 2014-2015.....Pages 107-109

Commentary:

Ms. Ewing has provided Physical Therapy services for the last 6 years – 2 years through an agreement with the University of Oklahoma Health Sciences Center and 4 years as an independent contractor. After 5 years with no rate increase, Ms. Ewing’s hourly rate has an increase of \$5.00 per hour. **Eldona Woodruff will answer any questions.**

RECOMMENDED ACTION:

The Superintendent recommends approval.

H. Recommendation, consideration and action upon district staff climate survey
Pages 110-118

Commentary:

This instrument is the culmination of a cooperative effort between the Superintendent and the Board of Education President.

RECOMMENDED ACTION:

The Superintendent recommends approval.

I. Recommendation, consideration and action upon School Improvement Plan for 2014-2015

Commentary:

In order to comply with accreditation requirements of the Oklahoma State Department of Education, the local Board of Education has to complete a yearly review and approve a School Improvement Plan (previously called the Comprehensive Local Education Plan or "CLEP"). Each school site completes an annual School Improvement Plan. Because of the size of the Plan, it has already been sent to you in a separate e-mail. **Carmen Walters 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, rehiring of support personnel as listed for 2014-2015, teacher negotiations for 2014-2015, discussion of extra-duty assignment of Guthrie High School Head 9th Grade Girls Track Coach for 2013-2014 and discussion of purchase or appraisal of real property, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B) 1, 2, 3 and 7**
 - A. **Vote to go into executive session**
 - B. **Acknowledge Board's return to open session**
 - C. **Statement of minutes of executive session**
11. **Vote on action as set out on the Personnel Reports.....Page 119**
12. **Action upon recommendation to rehire support personnel as listed for 2014-2015**
Pages 120-122
13. **Action upon recommendation of Jonathan Washington as Guthrie High School Head 9th Grade Girls Track coach for 2013-2014.....Page 123**
14. **Recommendation, consideration and action to accept any resignations offered since the posting of the agenda**
15. **Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting**
16. **Adjourn**

**Dr. Mike Simpson
Superintendent**

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Posted by: _____

Date: _____ **Time:** _____

Place: _____

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
SPECIAL MEETING
APRIL 01, 2014**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION SPECIAL MEETING
HELD AT 6:00 P.M. IN THE OFFICE OF THE BOARD, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON
APRIL 01, 2014**

Board Members Present:

**Jennifer Bennett-Johnson, Gail Davis, Tom Holtz,
Terry Pennington, Janna Pierson, Sharon Watts
and Travis Sallee**

District Level School Officials Present:

**Dr. Mike Simpson, Superintendent
Dennis Schulz, Ass't Superintendent
Carmen Walters, Executive Director of
Federal Programs/Elementary Ed
Chad Wilson, Executive Director of
Personnel/Secondary Ed
Jerry Gammill, Director of Maintenance
Dee Benson, Director of Technology**

- 1. The meeting was called to order by President Sallee.**
- 2. Members Jennifer Bennett-Johnson, Gail Davis, Tom Holtz, Terry Pennington, Janna Pierson, Sharon Watts and Travis Sallee were present for roll call.**
- 3. A quorum was established.**
- 4. President Sallee asked everyone to stand and join him in the Pledge of Allegiance.**
- 5. President Sallee called for proposed executive session for the purpose of discussing the resignation agreements of Andrew J. Willhoite and Janna Melton and discussion of purchase or appraisal of real property, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to OKLA. STAT. Section 307 (B) 1, 3 and 7.**
- 5A. President Sallee called for a vote to go into executive session.**

A motion was made by Holtz and seconded by Watts to go into executive session.

The motion carried with 7 ayes and 0 nays. Executive session began at 6:02 p.m.
- 5B. President Sallee acknowledged the Board's return to open session at 6:36 p.m.**
- 5C. President Sallee stated that while in executive session only those items listed in Agenda Item 5 were discussed and no votes were taken.**

6. **President Sallee called for recommendation, consideration and action to accept resignation agreement of Andrew J. Willhoite.**

A motion was made by Holtz and seconded by Watts to accept resignation agreement of Andrew J. Willhoite.

The motion carried with 7 ayes and 0 nays.

7. **President Sallee called for recommendation, consideration and action to accept resignation agreement of Janna Melton.**

A motion was made by Bennett-Johnson and seconded by Watts to accept resignation agreement of Janna Melton.

The motion carried with 7 ayes and 0 nays.

8. **President Sallee called for discussion of Standing Committee assignments consisting of Property, Finance and Curriculum and assignment of Legislative Liason: All assignments made by the Board President.**

Standing Committee assignments were discussed and are as follows:

Curriculum	Gail Davis, Janna Pierson and Travis Sallee
Finance	Gail Davis, Janna Pierson and Sharon Watts
Property	Jennifer Bennett-Johnson, Tom Holtz and Terry Pennington

Legislative Liason Jennifer Bennett-Johnson

9. **President Sallee called for discussion on Guthrie Public Schools' Long Range Plan.**

Discussion followed including the District's Financial Advisor, Jon Wolff of Municipal Finance Services and architects Mike Stacy and Sean Willis of The Stacy Group.

The meeting recessed at 8:00 p.m. for break and reconvened at 8:11 p.m.

10. **A motion was made by Holtz and seconded by Pierson to adjourn the meeting.**

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 9:14 p.m.

Kay Gammill, Minutes Clerk

Travis Sallee, Board President

**GUTHRIE PUBLIC SCHOOLS
BOARD MINUTES
REGULAR MEETING
APRIL 14, 2014**

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 APRIL 14, 2014

Board Members Present:

Jennifer Bennett-Johnson, Gail Davis, Tom Holtz, Terry Pennington, Janna Pierson, Sharon Watts and Travis Sallee

District Level School Officials Present:

**Dr. Mike Simpson, Superintendent
Dennis Schulz, Ass't Superintendent
Chad Wilson, Executive Director of
Personnel/Secondary Ed
Carmen Walters, Executive Director of
Federal Programs/Elementary Ed
Eldona Woodruff, Director /Special Education
Jerry Gammill, Director of Maintenance
Kathy Bertwell, Director of Transportation
Dee Benson, Director of Technology
Jean Watts, Deputy Minutes Clerk**

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

Superintendent Simpson introduced Guthrie High School Principal Chris LeGrande. Mr. LeGrande introduced Miss Kaitlyn DeHart from Guthrie High School who had been named Academic All State this year. Mr. LeGrande noted this was a prestigious honor. To achieve Academic All State status, Miss DeHart had to score a certain score on the ACT, have a certain grade point and be involved in various activities and organizations. Mr. LeGrande stated the last student to achieve this honor was in 2011.

Mr. LeGrande introduced Ms. Jody Webber, Guthrie High School Family and Consumer Science teacher, who presented students from her class who had qualified for National Competition in San Antonio, Texas this summer.

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

There were no comments by Board members.

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

Superintendent Simpson reported on the following:

Wanted to remind the Board Members of 3 important dates: 1) Baccalaureate Service will be Sunday, May 11 at 4:00 p.m. in the High School Gym 2) Graduation Ceremonies will be Friday, May 16 at 7:30 p.m. at Jelsma Stadium and 3) The last day of school will be Friday, May 23.

Stated the documents he had given them were Bond Projections and potential future projects.

Gave a Legislative Update on 4 specific bills that he has been watching very closely that impacts schools districts: HB 2625, SB 1469, HB 2642 and HB 3399.

- 8. President Sallee called for any items to be removed from the Consent Agenda for discussion.**

There were no items to be removed from the agenda for discussion.

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

The motion carried with 7 ayes and 0 nays.

- 9A. President Sallee called for recommendation, consideration and action upon contract for auditing services for 2014-2015 for fiscal year 2013-2014.**

A motion was made by Holtz and seconded by Watts to approve auditing services for 2014-2015 for fiscal year 2013-2014 with Putnam & Company, PLLC.

The motion carried with 7 ayes and 0 nays.

- 9B. President Sallee called for recommendation, consideration and action upon contract with Municipal Accounting Systems, Inc. for providing software and support for financial accounting, personnel, child nutrition, student information programs including student gradebooks.**

A motion was made by Pennington and seconded by Pierson to approve contract with Municipal Accounting Systems, Inc. for providing software and support for financial accounting, personnel, child nutrition, student information programs including student gradebooks.

Discussion followed.

The motion carried with 7 ayes and 0 nays.

- 9C. President Sallee called for recommendation, consideration and action upon contract renewal with Southwest Foodservice Excellence, LLC for 2014-2015.**

A motion was made by Holtz and seconded by Davis to approve contract renewal with Southwest Foodservice Excellence, LLC for 2014-2015.

The motion carried with 7 ayes and 0 nays.

- 9D. President Sallee called for recommendation, consideration and action upon \$.10 increase for all paid student lunch meals.**

A motion was made by Holtz and seconded by Watts to approve \$.10 increase for all paid student lunch meals.

The motion carried with 7 ayes and 0 nays.

- 9E. President Sallee called for recommendation, consideration and action upon 2014 Guthrie High School Summer School and End of Instruction Test Dates.**

A motion was made by Watts and seconded by Pierson to approve 2014 Guthrie High School Summer School and End of Instruction Test Dates.

The motion carried with 7 ayes and 0 nays.

- 9F. President Sallee called for recommendation, consideration and action upon Oil and Gas Lease with Jess Harris III, L.L.C.**

A motion was made by Pennington and seconded by Bennett-Johnson to approve Oil and Gas Lease with Jess Harris III, L.L.C.

Discussion followed.

The motion carried with 7 ayes and 0 nays.

- 9G. President Sallee called for recommendation, consideration and action on closing Guthrie Public Schools' School Age Care (SAC) Program as of July 31, 2014.**

A motion was made by Pierson and seconded by Bennett-Johnson to close Guthrie Public Schools' School Age Care (SAC) Program as of July 31, 2014.

Discussion followed.

The motion carried with 7 ayes and 0 nays.

- 9H. President Sallee called for recommendation, consideration and action upon Resolution Opposing Common Core Standards.**

A motion was made by Bennett-Johnson and seconded by Watts to approve Resolution Opposing Common Core Standards.

Discussion followed.

The motion carried with 4 ayes and 3 nays – Members Holtz, Pierson and Davis voting nay.

- 10. President Sallee 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, employment of career and probationary contract teachers as listed for 2014-2015, discussion of extra-duty assignment of Guthrie High School Head Girls Softball Coach for 2014-2015, discussion of teacher negotiations for 2014-2015 and discussion of purchase or appraisal of real property, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT., Section 307 (B) 1, 2, 3 and 7**

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

The motion carried with 7 ayes and 0 nays. Executive session began at 7:50 p.m.

- 10B. President Sallee acknowledged the Board's return to open session at 8:34 p.m.**

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

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

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

The motion carried with 7 ayes and 0 nays.

- 12. President Sallee called for action upon recommendation to employ career and probationary contract teachers as listed for 2014-2015.**

A motion was made by Watts and seconded by Holtz to approve career and probationary contract teachers as listed for 2014-2015.

The motion carried with 7 ayes and 0 nays.

- 13. President Sallee called for action upon recommendation of Chase A. Langley as Guthrie High School Head Girls Softball Coach for 2014-2015.**

A motion was made by Holtz and seconded by Davis to approve Chase A. Langley as Guthrie High School Head Girls Softball Coach for 2014-2015.

The motion carried with 7 ayes and 0 nays.

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

Superintendent Simpson stated there were 2 new resignations received: Craig Smith and Becky Smith, Guthrie High School Vo-Ag teachers.

A motion was made by Davis and seconded by Holtz to approve the resignations of Craig Smith and Becky Smith.

The motion carried with 7 ayes and 0 nays.

- 15. President Sallee 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 Holtz and seconded by Watts to adjourn the meeting.**

The motion carried with 7 ayes and 0 nays.

The meeting adjourned at 8:37 p.m.

Kay Gammill, Minutes Clerk

Travis Sallee, Board President

WARRANTS PAID

GENERAL FUND:

2012-2013 \$ 00.00
2013-2014 \$ 1,678,062.80

BUILDING FUND:

2012-2013 \$ 00.00
2013-2014 \$ 13,985.57

CHILD NUTRITION FUND:

2012-2013 \$ 00.00
2013-2014 \$ 103,431.42

GIFTS & ENDOWMENTS FUND:

2013-2014 \$ 00.00

INS. LOSS RECOVERY FUND:

2013-2014 \$ 00.00

SCHOOL AGE CARE:

2012-2013 \$ 00.00
2013-2014 \$ 11,683.76

SCHOLARSHIPS:

Smithson - BancFirst

C.D. \$ 744.17

Keri Fisher – F&M Bank

Balance \$ 4,955.13

Paula Bearden – F&M Bank

Balance \$ 6,262.44

Randy Biggs - F&M Bank

Balance \$ 1,036.92

Original 89ers – F&M Bank

C.D. \$ 7,083.91

Total Monies in BancFirst	\$ 744.17	Pledged \$ 250,000.00 FDIC
Total Monies in F&M Bank	\$ 8,004,934.82	Pledged \$ 8,942,000.00
		\$ 250,000.00 FDIC

TRANSFERS FOR BOARD APPROVAL
May 12, 2014

TO:	FROM:	REASON	\$AMOUNT
FFA, #877	NHS, #886	Plants for induction ceremony	\$200.00



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

APR 23 2014

Amount 200.00 Date Requested 4-18-14

Transfer to: FFA #877
Account Name & Number

Transfer from: NHS 886
Account Name & Number

State Reason for Transfer Below

Plants for the Recognition and Induction ceremony.

Sponsor's Signature: *Juan Ben*

President / Vice-Pres. Signature: _____

Treasurer/Secretary's Signature: _____

Principal's Signature: *Chris L. ...*

Transfer # _____

Board Approved _____

17 CB

**TRANSPORTATION DEPARTMENT
FUEL BIDS
2013-2014**

DATE: <u>04/24/14</u>	TIME BIDS BEGAN: <u>9:12 AM.</u>	AMOUNT NEEDED: DIESEL: <u>7000</u> UNLEAD: <u>1000</u>
PO#:	TIME BIDS CLOSED: <u>9:40 AM.</u>	

COMPANY NAME	CONTACT PERSON	PHONE	UNLEAD	DIESEL
FUEL MASTERS	<u>KIT</u> BRIAN, CODY or HARDIN	1-866-455-3835	<u>No Bid</u>	
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	<u>3.1100</u>	<u>3.1320</u>
RED ROCK	<u>JOANIE</u> or TRICHA	677-3373	<u>3.1179</u>	<u>3.1405</u>
TRUMAN ARNOLD COMPANIES	CASEY	1-800-808-6500	<u>3.1339</u>	<u>3.1514</u>

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO: <u>Penley Oil</u>			
UNLEAD FUEL: <u>1000</u>	PRICE PER GALLON: <u>3.11</u>	TOTAL AMT:	<u>3,110.00</u>	
DIESEL FUEL: <u>7000</u>	PRICE PER GALLON: <u>3.1320</u>	TOTAL AMT:	<u>21,924.00</u>	
		TOTAL PURCHASE	<u>25,034.00</u>	

PER TELEPHONE BIDS RECEIVED BY:

Vicki Briggs

Kathy Bestwell

COMMENTS:

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	11	963	04/08/2014	FCCLA	REGISTRATION FEES FOR CONFEREI	4,760.00
2014	11	964	04/10/2014	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/GUES	299.74
2014	11	965	04/10/2014	ENGHOUSE INTERACTIVE	SOFTWARE SUPPORT/TECHNOLOGY	1,190.00
2014	11	966	04/10/2014	FOUNDATION FOR ACADEMIC EXCEL	ACADEMIC BANQUET/LEGRANDE/HS	50.00
2014	11	967	04/10/2014	APPLE	APPLE HARDWARE/TECHNOLOGY	3,961.00
2014	11	968	04/14/2014	LOVING GUIDANCE	SUPPLIES/ST. MARY'S	237.00
2014	11	969	04/14/2014	ACADEMIC THERAPY	SUPPLIES/ST. MARY'S	45.00
2014	11	970	04/14/2014	COUGHLAN COMPANIES, INC.	SOFTWARE/LIBRARY/COTTERAL	995.00
2014	11	971	04/14/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/COTTERAL	343.80
2014	11	972	04/14/2014	AMAZON/PROSPERERITY BANK	REFERENCE FOR TESTING BOOK/SP	39.98
2014	11	973	04/14/2014	CDI COMPUTER DEALERS INC.	HARDWARE/TECHNOLOYG	2,728.00
2014	11	974	04/14/2014	FOLLETT SCHOOL SOLUTIONS, INC	SUPPLIES/FOUND. GRANT/CREED/JH	1,001.59
2014	11	975	04/14/2014	ELENCO ELECTRONICS INC	SUPPLIES/TECH. GRANT/SIEBER/JH	4,160.30
2014	11	976	04/14/2014	DELL MARKETING L.P.	TONER FOR PRINTER/MILES/ADMIN	61.99
2014	11	977	04/14/2014	SUMMIT	BLANKET FOR BUS REPAIRS /PARTS	5,000.00
2014	11	978	04/15/2014	SCHOOL SPECIALTY, INC.	LAMINATING FILM/OGLE/JH	95.97
2014	11	979	04/15/2014	HERTZBERT-NEW METHOD, INC	LIBRARY BOOKS/CREED/JH	610.00
2014	11	980	04/15/2014	PROSPERTY BANK/AMERICAN AIRLIN	AIR FARE/UVA SUMMER SCHOOL	2,652.30
2014	11	981	04/15/2014	UVA DARDEN SCHOOL FOUNDATION	REGISTRATION/UVA SUMMER SCHOC	4,500.00
2014	11	982	04/15/2014	MICHAEL L SIMPSON	UVA SUMMER SCHOOL EXPENSE REI	1,350.00
2014	11	983	04/15/2014	CHAD B WILSON	UVA SUMMER SCHOOL EXPENSE REI	250.00
2014	11	984	04/15/2014	SUSAN R DAVISON	UVA SUMMER SCHOOL EXPENSE REI	250.00
2014	11	985	04/15/2014	DOUGLAS ALLEN OGLE	UVA SUMMER SCHOOL EXPENSE REI	250.00
2014	11	986	04/15/2014	CHRIS M LEGRANDE	UVA SUMMER SCHOOL EXPENSE REI	250.00
2014	11	987	04/15/2014	SCHOLASTIC INC.	BOOKS/EDUC. GRANT/GUES	1,000.00
2014	11	988	04/15/2014	ERIC ARMIN INC.	SUPPLIES/FOUND. GRANT/GUES	538.77
2014	11	989	04/16/2014	RENAISSANCE LEARNING, INC.	ACCELERATED LEARNING/FOUND. GF	724.00
2014	11	990	04/18/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/CENTRAL	1,141.26
2014	11	991	04/18/2014	KIMBERLY ANN BARRETT	MILEAGE REIMB./MEAL PER DIEM	0.00
2014	11	992	04/18/2014	PROSPERITY BANK	ROOMS FOR OAPT/TRANSPORTATIO	872.03
2014	11	993	04/18/2014	BETROLD ENTERPRISES, INC.	SUPPLIES/VOCAL/PERRING/HS	460.00
2014	11	994	04/18/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/COTTERAL	122.06
2014	11	995	04/18/2014	UVA DARDEN SCHOOL FOUNDATION	FEES - UVA	0.00
2014	11	996	04/18/2014	UVA DARDEN SCHOOL FOUNDATION	FEES - UVA	27,000.00
2014	11	997	04/18/2014	CONSTRUCTIVE PLAYTHINGS	SUPPLIES/FOUND GRANT/COTTERAL	877.94
2014	11	998	04/18/2014	SYNERGY DATACOM	BLANKE FOR PARTS/SUPPLIES/TECH	5,000.00
2014	11	999	04/18/2014	MIDWEST BUS SALES	BLANKET FOR PARTS/REPARIS/TRAN	4,000.00
2014	11	1000	04/18/2014	MHC KENWORTH	BLANKET FOR PARTS/REPAIRS/TRAN	1,000.00
2014	11	1001	04/18/2014	NAPA AUTO PARTS	BLANKET FOR PARTS/TRANSPORTAT	1,000.00
2014	11	1002	04/18/2014	STANLEY GRADUATION SERVICE	DIPLOMAS, COVERS, ETC./HS	2,726.20
2014	11	1003	04/22/2014	INSIGHT SYSTEMS EXCHANGE	REPLACEMENT MONITORS	1,835.00
2014	11	1004	04/22/2014	GPS GENERAL FUND	TRANSPORTATION	0.00
2014	11	1005	04/22/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/FOGARTY	343.80
2014	11	1006	04/22/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND. GRANT/FOGARTY	129.36
2014	11	1007	04/22/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND GRANT/FOGARTY	362.23
2014	11	1008	04/22/2014	LAKESHORE LEARNING MATERIALS	SUPPLIES/FOUND GRANT/FOGARTY	156.31
2014	11	1009	04/22/2014	LIBRARY VIDEO COMPANY, INC	VIDEOS/LIBRARY/MANN/FOGARTY	412.40
2014	11	1010	04/22/2014	APPLE	MACBOOK AIRS/READ SUF/TITLE VI	5,694.00

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
GEN FUND-FOR OP 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	11	1011	04/22/2014	COUGHLAN COMPANIES, INC.	PEBBLEGO SUBSCRIPTION/GRANT/CI	800.00
2014	11	1012	04/24/2014	AMAZON.COM	SUPPLIES/GRANT/HS	159.99
2014	11	1013	04/24/2014	PROSPERITY BANK	SEWING SUPPLIES/FACS/JH	179.55
2014	11	1014	04/24/2014	SCHOLASTIC CLASSROOM MAGAZINI	SUBSCRIPTIONS/FACS/JH	269.70
2014	11	1015	04/24/2014	OK ASSOC. FAMILY, CAREER, COMM	REGISTRATION/FACS/JH	20.00
2014	11	1016	04/24/2014	ATHLON II ENTERPRISES, INC.	TRACK/CROSS COUNTRY UNIFORMS/	1,837.00
2014	11	1017	04/24/2014	VERNIER SOFTWARE AND TECHNOLC	EQUIPMENT/SCIENCE/CRONIN/HS	1,527.43
2014	11	1018	04/24/2014	CDI COMPUTER DEALERS INC.	COMPUTERS/LEGRANDE/HS	3,995.00
2014	11	1019	04/24/2014	TWOTREES TECHNOLOGY, LLC	SOFTWARE/OPAT	68.00
2014	11	1020	04/24/2014	QUILL CORPORATION	SUPPLIES/INK/OPAT	244.17
2014	11	1021	04/24/2014	CNB COMPUTERS, INC	LAPTOP COMPUTER/OPAT	299.99
2014	11	1022	04/24/2014	PARENTS AS TEACHERS NATIONAL C	MODEL CERTIFIED SUBSCRIPTION	300.00
2014	11	1023	04/24/2014	PAUL PENLEY OIL COMPANY, INC.	FUEL/PER BIDS/TRANSPORTATION	25,034.00
2014	11	1024	04/24/2014	JAMES GIBBS	REFUND-LOST LIBRARY BOOK FOUNI	0.00
2014	11	1025	04/24/2014	VEX ROBOTICS, INC	ROBOTICS START UP KIT/LEGRANDE	1,022.10
2014	11	1026	04/24/2014	QUILL CORPORATION	OFFICE SUPPLIES/FOGARTY	191.47
2014	11	1027	04/24/2014	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/HS	937.48
2014	11	1028	04/24/2014	OFFICE DEPOT, INC.	TECHNOLOGY ENGINEERING EQUIP	659.83
2014	11	1029	04/28/2014	PITSCO, INC	SUPPLIES/TECH ENG./BARKER/JH	3,459.30
2014	11	1030	04/28/2014	OFFICE DEPOT, INC.	SUPPLIES/OGLE/JH	1,394.38
2014	11	1031	04/28/2014	NETO TECH, INC	SUPPLIES/FOUND.GRANT/HS	749.00
2014	11	1032	04/28/2014	NETO TECH, INC	SOFTWARE FOR BUSINESS CLASS	749.00
2014	11	1033	04/28/2014	OKLAHOMA HOME CENTERS, INC.	SUPPLIES FOR ARTCHERY/HS	250.00
2014	11	1034	04/28/2014	BOOKS BY THE BUSHEL	BOOKS/OPAT/COTTERAL	104.25
2014	11	1035	04/28/2014	WAL MART COMMUNITY	SUPPLIES/OPAT/COTTERAL	200.00
2014	11	1036	04/28/2014	CDI COMPUTER DEALERS INC.	COMPUTERS/FOGARTY	2,400.00
2014	11	1037	04/28/2014	TWOTREES TECHNOLOGY, LLC	MICROSOFT OFFICE/FOGARTY	210.00
2014	11	1038	04/30/2014	QUILL CORPORATION	SUMMER SCHOOL SUPPLIES	531.77
2014	11	1039	05/02/2014	EDMENTUM, INC	STUDY ISLAND/ACE/COCHRANE/J	1,716.00
2014	11	1040	05/02/2014	MELISSA ALLSBROOK	SPEECH SERVICES FOR REMAINDER	9,000.00
2014	11	1041	05/02/2014	CAREER STAFF UNLIMITED-OKLAHOM	OCCUPATIONAL THERAPY SERVICES	5,000.00
2014	11	1042	05/02/2014	EDMOND MUSIC, INC.	BAND SUPPLIES/BLACKBURN/HS	701.54
2014	11	1043	05/02/2014	B SEW INN	REGISTRATION/HEARD/FAVER	99.00
2014	11	1044	05/02/2014	FOLLETT SCHOOL SOLUTIONS, INC	BOOKS FOR LIBRARY/HS	720.14
Report Total :						155,307.12

GUTHRIE PUBLIC SCHOOLS
Purchase Order Register
Building 2013-2014

<i>Year</i>	<i>Fund</i>	<i>P.O. Number</i>	<i>Date</i>	<i>To Whom Issued</i>	<i>Description</i>	<i>Amount</i>
2014	21	130	04/10/2014	ROBERT BROOKE & ASSOCIATES	PARTS FOR DISTRICT	300.00
2014	21	131	04/10/2014	LOCKE SUPPLY	DISTRICT PLUMBING & ELECTRICAL	1,500.00
2014	21	132	04/15/2014	GEORGE VILLA	FREEZER/JH, ICE MACHINES/JH-HS	20,850.00
2014	21	133	04/15/2014	A & A MECHANICAL, INC.	REPLACE PUMP AT CENTRAL	4,500.00
2014	21	134	04/22/2014	HOMELAND OUTDOOR PRODUCTS	REPAIRS TO HS FREEZER CANOPY	112.20
2014	21	135	04/22/2014	BOWMAN'S WRECKER	MOVE PORTABLE BLDG FOR COTT	500.00
2014	21	136	04/22/2014	AMSAN	CUSTODIAL SUPPLIES	6,000.00
2014	21	137	04/28/2014	BEN CHADD	MAY & JUNE MOWINGS	15,400.00
2014	21	138	04/28/2014	JOHN HUDSON	MAY & JUNE MOWINGS	5,600.00
2014	21	139	05/02/2014	GLYNES LARUE	A/V REPAIRS AT GUES	452.00
2014	21	140	05/02/2014	SIGNS TO GO	SIGN FOR COTTERAL	60.00
Report Total :						55,274.20

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
3	07/01/2013	O.N.G.	NATURAL GAS FOR 2013-14	
		NATURAL GAS FOR 2013-14	009-2620-627-000-0000-000-050	-2,885.79
			009-2620-627-000-0000-000-050	3,765.23
			009-2620-627-000-0000-000-050	2,590.85
			125-2620-627-000-0000-000-710	529.71
			Total Purchase Order	4,000.00
4	07/01/2013	CLEARWATER ENTERPRISES	NATURAL GAS FOR 2013-14	
		NATURAL GAS FOR 2013-14	009-2620-627-000-0000-000-050	-3,361.99
			009-2620-627-000-0000-000-050	6,360.00
			009-2620-627-000-0000-000-050	2,001.99
			Total Purchase Order	5,000.00
15	07/01/2013	THE DAILY OKLAHOMAN	SUBSCRIPTION/ADS FOR 2013--14	
		ADS FOR 2013-14	045-2571-540-000-0000-000-050	-157.00
			Total Purchase Order	-157.00
19	07/01/2013	OKLAHOMA EMPLOYMENT SECURITY COMM	UNEMPLOYMENT FOR 2013-14	
		UNEMPLOYMENT EXPENSES FOR 2013-14	002-1000-271-100-0000-214-050	607.21
			002-1000-271-100-1050-210-050	-1,594.46
			002-1000-271-239-1010-210-120	-5,018.00
			002-1000-271-239-1012-210-120	5,018.00
			002-1000-271-239-1050-210-120	1,824.00
			003-1000-281-100-1010-413-120	-142.21
			003-1000-281-100-1012-413-120	142.21
			003-3120-281-000-0000-953-050	-105.27
			003-3120-281-700-0000-953-050	105.27
			Total Purchase Order	836.75
21	07/01/2013	IMAGE WORKS OF OKLAHOMA, INC	COPIER LEASE/MAINT. FOR 2013-1	
		LEASE ON COPIER FOR 2013-14	037-2319-430-000-0000-000-050	-344.00
			Total Purchase Order	-344.00
38	07/01/2013	FEDEX OFFICE AND PRINT SERVICES	PRINTING FOR 2013-14	
		PRINTING FOR 2013-14	041-2530-550-000-0000-000-050	-1,000.00
			Total Purchase Order	-1,000.00
40	07/01/2013	OKLAHOMA STATE UNIVERSITY	REGISTRATION FOR 2013-14	
		REGISTRATION FOR 2013-14	006-2573-860-000-0000-000-050	-270.00
			Total Purchase Order	-270.00
59	07/01/2013	WALKER COMPANY	BOND RENEWALS FOR 2013-14	
		BOND RENEWAL FOR 2013-14	021-2511-525-000-0000-000-050	-32.50
			Total Purchase Order	-32.50
65	07/01/2013	LOGAN CO. ELECTION BOARD	ELECTION EXPENSES	
		ELECTION EXPENSES FOR 2013-14	039-2314-340-000-0000-000-050	-16,489.22
			Total Purchase Order	-16,489.22
67	07/01/2013	CIMMARON REDI-MIX	CONCRETE WORK/FAVER	
		CEMENT	131-2630-618-000-0000-000-710	-250.00
			Total Purchase Order	-250.00
70	07/01/2013	TDS TELCOM	HOMEWORK HOTLINE FOR 2013-14	
		HOMEWORK HOTLINE FOR 2013-14	076-1000-530-100-0000-000-610	-69.30
			076-1000-530-100-0000-000-610	21.30
			076-1000-530-100-0000-000-610	42.60
			Total Purchase Order	-5.40
81	07/01/2013	APPLE	BLANKET FOR EQUIPMENT/SUPPLIES	
		BLANKET FOR PARTS AND SUPPLIES	026-2230-653-100-0000-000-050	-10.00
			Total Purchase Order	-10.00

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification		
87	07/01/2013	CNET SECURITY & CABLE	BLANKET FOR PARTS/REPAIRS		
		BLANKET FOR PARTS/REPAIRS	026-2230-653-000-0000-000-050	-573.00	
			026-2230-653-000-0000-000-050	750.00	
			Total Purchase Order	177.00	
88	07/01/2013	DELL MARKETING L.P.	BLANKET FOR PARTS/REPAIRS/TECH		
		BLANKET FOR PARTS/REPAIRS/TECH	026-2230-653-000-0000-000-050	-55.59	
			Total Purchase Order	-55.59	
94	07/01/2013	FORD AUDIO-VIDEO SYSTEMS, INC.	BLANKET FOR PARTS/REPAIRS/TECH		
		BLANKET FOR PARTS/REPAIRS/TECH	026-2640-430-000-0000-000-050	-147.00	
			Total Purchase Order	-147.00	
100	07/01/2013	NETSOLUTIONS	BLANKET FOR PARTS/REPAIRS/TECH		
		BLANKET FOR PARTS/REPAIRS/TECH	026-2230-653-000-0000-000-050	-1,000.00	
			Total Purchase Order	-1,000.00	
104	07/01/2013	ONENET	INTERNET SERVICES/TECHNOLOGY		
		INTERNET SERVICES/TECHNOLOGY	026-2230-530-000-0000-000-050	-240.00	
			Total Purchase Order	-240.00	
107	07/01/2013	PRESIDIO NETWORKED SOLUTIONS, INC	INTERNET SUPPORT/SUPPLIES/REPA		
		INTERNET SUPPORT/SUPPLIES/REPAIRS	026-2230-530-000-0000-000-050	-2,000.00	
			Total Purchase Order	-2,000.00	
109	07/01/2013	G.E. MONEY BANK	BLANKET FOR SUPPLIES/TECHNOLOG		
		BLANKET FOR SUPPLIES/TECHNOLOGY	026-2230-653-000-0000-000-050	-1,000.00	
			Total Purchase Order	-1,000.00	
112	07/01/2013	SYNERGY DATACOM	BLANKET FOR PARTS/TECHNOLOGY		
		BLANKET FOR PARTS/TECHNOLOGY	026-2230-653-000-0000-000-050	-387.24	
			026-2230-653-000-0000-000-050	564.65	
			Total Purchase Order	177.41	
116	07/01/2013	TWOTREES TECHNOLOGY, LLC	BLANKET FOR INTERNET FIREWALL		
		INTERNET FIREWALL/ERATE SERVICE	026-2230-530-000-0000-000-050	-1,070.00	
			026-2230-530-000-0000-000-050	1,266.00	
			026-2230-530-000-0000-000-050	2,532.00	
			Total Purchase Order	2,728.00	
194	07/09/2013	LAMPTON WELDING SUPPLY COMPANY, INC	BLANKET FOR SUPPLIES/LEASE/AG/		
		BOTTLE LEASE AND SUPPLIES FOR 2013-14	412-1000-681-311-8000-000-705	-34.81	
			412-1000-681-311-8000-000-705	1,034.81	
			Total Purchase Order	1,000.00	
225	07/10/2013	QUILL CORPORATION	BLANKET FOR SUPPLIES/HS		
		BLANKET FOR SUPPLIES	101-2490-619-000-0000-000-705	-213.25	
			101-2490-619-000-0000-000-705	213.25	
			105-2490-619-000-0000-000-705	42.07	
			Total Purchase Order	42.07	
226	07/10/2013	OFFICE DEPOT, INC.	BLANKET FOR SUPPLIES/HS		
		BLANKET FOR SUPPLIES	101-2490-619-000-0000-000-705	-18.71	
			101-2490-619-000-0000-000-705	79.99	
			Total Purchase Order	61.28	
227	07/10/2013	CDW DIRECT LLC	BLANKET FOR SUPPLIES/HS		23

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
227	07/10/2013	CDW DIRECT LLC	BLANKET FOR SUPPLIES/HS	
		BLANKET FOR SUPPLIES	101-2580-653-000-0000-000-705	-527.70
			Total Purchase Order	-527.70
228	07/10/2013	DELL MARKETING L.P.	PRINTER/LEGRANDE/HS	
		DELL B2360DN MONO LASER PRINTER & SHIPPING	101-2580-653-000-0000-000-705	-81.00
			Total Purchase Order	-81.00
256	07/18/2013	OKLAHOMA HOME CENTERS, INC.	BLANKET FOR SUPPLIES/BAND/HS	
		BLANKET FOR SUPPLIES	118-1000-619-100-3000-000-705	-58.68
			118-1000-619-100-3000-000-705	15.75
			Total Purchase Order	-42.93
257	07/18/2013	PALEN MUSIC CENTER, INC.	INSTRUMENT REPAIR/BAND/HS	
		BLANKET FOR INSTRUMENT REPAIRS	118-1000-430-100-3000-000-705	-438.50
			Total Purchase Order	-438.50
260	07/22/2013	MIDWEST PRINTING & PUBLISHING CO.	PRINTING FOR 2013-14/JH	
		PRINTING FOR 2013-14	076-2530-550-000-0000-000-610	-1,353.85
			Total Purchase Order	-1,353.85
315	08/07/2013	WAL MART COMMUNITY	BLANKET FOR SUPPLIES/JH	
		BLANKET FOR SUPPLIES	076-2490-619-000-0000-000-610	-128.91
			Total Purchase Order	-128.91
370	08/15/2013	WAL MART COMMUNITY	\$125.00/S FOSHEE/JH	
		CLASSROOM SUPPLIES ECT... Pencil cap erasers, pencils, red pens, post-its, cleaning supplies, pencil sharpeners, dry erase markers	034-1000-619-100-2200-000-610	-75.00
			Total Purchase Order	-75.00
374	08/15/2013	WAL MART COMMUNITY	BLANKET FOR SUPPLIES FOR 2013-	
		BLANKET FOR 2013-2014	412-1000-681-314-8400-000-610	-266.55
			412-1000-681-314-8400-000-610	295.16
			Total Purchase Order	28.61
471	08/26/2013	SHERYL D MILES	MILEAGE REIMB. FOR 2013-14	
		MILEAGE REIMB. FOR 2013-2014	031-2210-580-000-0000-000-050	-75.71
			031-2210-580-000-0000-000-050	-37.29
			031-2210-580-000-0000-000-050	-52.64
			031-2210-580-000-0000-000-050	-103.04
			031-2210-580-000-0000-000-050	-231.32
			031-2573-580-000-0000-000-050	75.71
			031-2573-580-000-0000-000-050	37.29
			031-2573-580-000-0000-000-050	52.64
			031-2573-580-000-0000-000-050	103.04
			Total Purchase Order	-231.32
472	08/26/2013	SPARKFUN ELECTRONICS, INC	SUPPLIES/TECH ENG/GRANT/JH	
		SUPPLIES AS PER ATTACHED	075-1000-681-317-8700-000-610	-6,107.69
			Total Purchase Order	-6,107.69
518	09/04/2013	UVA DARDEN SCHOOL FOUNDATION	FEEES FOR TURNAROUND PROGRAM	
		FEEES FOR TURNAROUND SPECIALIST PROGRAM	307-2213-810-000-0000-000-110	-2,589.47
			307-2213-810-000-0000-000-110	2,100.00
			307-2213-810-000-0000-000-125	-3,589.47
			307-2213-810-000-0000-000-125	2,100.00
			307-2213-810-000-0000-000-610	-3,589.46
			307-2213-810-000-0000-000-610	2,100.00
			307-2213-810-000-0000-000-610	4,168.40
			511-2213-810-000-0000-000-705	-8,526.30
			511-2213-810-494-0000-000-705	8,526.30
			511-2573-360-000-0000-000-705	-2,100.00
			511-2573-360-494-0000-000-705	2,100.00

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
518	09/04/2013	UVA DARDEN SCHOOL FOUNDATION	FEES FOR TURNAROUND PROGRAM	
			511-2573-360-494-0000-000-705	2,100.00
			511-2573-360-494-0000-000-705	4,231.60
			511-2573-810-000-0000-000-705	-4,942.10
			511-2573-810-494-0000-000-705	4,942.10
			Total Purchase Order	7,031.60
540	09/17/2013	WAL MART COMMUNITY	\$125/B. STONE/GUES	
		CLASSROOM SUPPLIES	034-1000-619-239-1050-000-125	-125.00
			Total Purchase Order	-125.00
552	09/17/2013	MIDWEST BUS SALES	BLANKET FOR BUS PARTS/TRANSP.	
		BLANKET FOR BUS PARTS	018-2740-612-000-0000-000-050	-353.86
			018-2740-612-000-0000-000-050	414.27
			Total Purchase Order	60.41
593	09/23/2013	LOWE'S COMPANIES, INC.	\$125.00/M. FUGATE/HS	
		WHITE GLOSS HARDBOARD WALL PANEL	034-1000-619-100-5000-000-705	-14.00
			Total Purchase Order	-14.00
594	09/23/2013	OFFICE DEPOT, INC.	\$125.00/M. FUGATE/HS	
		HP OFFICE JET PRO 6100 EPRINTER	034-1000-653-100-5000-000-705	-111.00
			Total Purchase Order	-111.00
614	10/02/2013	TEACHER INNOVATIONS, INC	ONLINE PLAN BOOK/FOGARTY	
		25 ONLINE SUBSCRIPTIONS FOR ONLINE PLAN BOOK @ 12.00	062-2490-530-000-0000-000-110	-300.00
			062-2490-530-000-0000-000-110	270.00
			Total Purchase Order	-30.00
652	10/16/2013	TERESA MICHELLE BARBOUR	MILEAGE FOR HOMEBOUND INSTRUCT	
		MILEAGE REIMBURSEMENT FOR HOMEBOUND INSTRUCTION	044-1000-580-239-0000-000-050	-12.94
			044-1000-580-239-0000-000-050	20.16
			Total Purchase Order	7.22
677	10/24/2013	MID-WEST PRINTING CO.	PRINTING FOR 2013-2014/HS	
		BLANKET FOR SCHOOL YEAR SUPPLIES	101-2530-550-000-0000-000-705	4.20
			101-2580-619-100-0000-000-705	-23.50
			101-2580-619-100-0000-000-705	-33.00
			104-2530-550-000-0000-000-705	19.30
			104-2530-550-000-0000-000-705	33.00
			104-2530-550-000-0000-000-705	44.00
			Total Purchase Order	44.00
701	11/04/2013	SUMMIT	BLANKET FOR BUS PARTS/TRANSPOR	
		BLANKET FOR BUS PARTS	018-2740-612-000-0000-000-050	-582.27
			018-2740-612-000-0000-000-050	907.23
			018-2740-612-000-0000-000-050	501.54
			Total Purchase Order	826.50
717	11/14/2013	WAL MART COMMUNITY	\$125.00/T.VANDERPOOL/FOGARTY	
		CLASSROOM SUPPLIES	034-1000-619-100-1050-000-110	-50.00
			034-1000-619-100-1050-000-110	63.87
		INK	034-2530-613-100-1050-000-110	-75.00
			034-2530-613-100-1050-000-110	60.94
			Total Purchase Order	-0.19
752	11/20/2013	QUILL CORPORATION	\$125/S. HOSKINS/GUES	
		COLORED PAPER	034-1000-619-100-1110-000-125	-43.71
			Total Purchase Order	-43.71
760	11/21/2013	CONTESSA DAWN WALLRAVEN	MILEAGE REIMB/ CCSS CONFERENCE	
		MILEAGE AND PARKING SDE CCSS CONFERENCE DEC 5 & 6, 2013	311-2213-580-271-0000-000-110	-70.00

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
760	11/21/2013	CONTESSA DAWN WALLRAVEN	MILEAGE REIMB/ CCSS CONFERENCE	
			Total Purchase Order	-70.00
761	11/21/2013	SUSAN R DAVISON	MILEAGE REIMB/ CCSS CONFERENCE	
		MILEAGE AND PARKING SDE CCSS CONFERENCE DEC 5 & 6, 2013	311-2213-580-271-0000-000-125	-80.00
			Total Purchase Order	-80.00
782	12/09/2013	CRYSTAL SPRINGS BOOK	SITE LICENSE COMMON CORE READ	
		SL550271 SITE LICENSE - TEACHING THE COMMON CORE:READING STANDARDS FOR LITERATURE, KINDERGARTEN	311-2213-444-271-0000-000-120	-79.95
		SL550265 SITE LICENSE COMMON CORE MATH IN ACTION	311-2213-444-271-0000-000-120	-119.75
			Total Purchase Order	-199.70
806	12/18/2013	DIXIE JANA SHAFFER	MILEAGE REIMB. FOR WORKSHOP/CE	
		MILEAGE REIMB. FOR PRACTICAL STRATEGIES TO HELP YOUR STRUGGLING READERS MEET THE RIGOROUS COMMON COMMON CORE STATE STANDARDS IN READING WORKSHOP IN OKCY JAN 15, 2014	367-2213-580-000-0000-000-130	-50.00
			Total Purchase Order	-50.00
821	01/07/2014	AMAZON/PROSPERERITY BANK	SUPPLIES/G&T/	
		MOTEL OF THE MYSTERIES	043-1000-600-251-0000-000-050	-11.48
			043-1000-619-251-1050-000-125	11.53
		ARE THEY THINING; A THINKING PROGRAM FOR ELEMENTARY GRADES	043-1000-600-251-0000-000-050	-26.95
			043-1000-619-251-1050-000-125	27.95
		BALANCE BENDERS LEVEL 2	043-1000-600-251-0000-000-050	-6.90
			043-1000-619-251-1050-000-125	9.99
		30 SECOND MYSTERIES (VOLUMES 1 & 2) SET	043-1000-600-251-0000-000-050	-37.33
			043-1000-619-251-1050-000-125	53.94
		DR. DOO RIDDLES A PLUS	043-1000-600-251-0000-000-050	-4.50
			043-1000-619-251-1050-000-125	4.67
		THINK HARDER! PUZZLES FOR CRITICAL THINKING BOOK 2	043-1000-600-251-0000-000-050	-12.10
			043-1000-619-251-1050-000-125	12.38
		ADVENTURES OF A DOT (TIN MAN PRESS) SET	043-1000-600-251-0000-000-050	-35.00
			Total Purchase Order	-13.80
822	01/07/2014	ATHLON II ENTERPRISES, INC.	UNIFORMS (FB)/HS	
		HS- (UNIFORMS) 100 GAME PANTS @\$31.90= \$3190.00	119-1000-657-805-0000-000-705	-3,250.00
		SHIPPING \$60.00	119-1000-657-805-0000-000-705	4,480.00
			Total Purchase Order	1,230.00
826	01/10/2014	B SEW INN	SUPPLIES/HEARD/FAVER	
		1 PKG. OF 24 PRE-WOUND BOBBINS	131-0000-619-430-2800-210-710	-16.25
		(HAMILTON FUND)		
			Total Purchase Order	-16.25
834	01/14/2014	WAL MART COMMUNITY	REFERENCE FOR TESTING	
		DESK REFERENCE TO THE DIAGNOSTIC CRITERIA FROM DSM-5	621-2140-641-239-0000-000-050	-69.43
		ISBN-13: 9780890425565		
		ISBN-10: 0890425566		
		WILL NEED TO ORDER THIS ONLINE AT WALMART.COM		
			Total Purchase Order	-69.43
837	01/16/2014	DONNA A RUSSELL	MILEAGE REIMB. FOR CONFERENCE	
		TRAVEL - BER CONF - PRACTICAL STRATEGIES TO IMPLEMENT THE COMMON CORE MATH STANDARDS FEB. 13, 2014	311-2213-580-271-0000-000-705	-2.45

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
837	01/16/2014	DONNA A RUSSELL	MILEAGE REIMB. FOR CONFERENCE	
			Total Purchase Order	-2.45
838	01/16/2014	OSSAA	CONTEST ENTRY FEES/BAND/HS	
		CONTEST ENTRY FEES DISTRICT AND STATE	118-1000-860-100-3000-000-705	-200.00
		MARCH 5TH 2014	118-1000-860-100-3000-000-705	140.00
		APRIL 16TH 2014		
		APRIL 24TH 2014		
			Total Purchase Order	-60.00
839	01/16/2014	CHALK'S TRUCK PARTS, INC.	BLANKET FOR BUS PARTS/TRANSPOR	
		BLANKET FOR BUS PARTS	018-2740-430-000-0000-000-050	501.25
			Total Purchase Order	501.25
847	01/22/2014	MHC KENWORTH	BLANKET FOR BUS PARTS/TRANSPOR	
		BLANKET FOR BUS PARTS	018-2740-612-000-0000-000-050	-58.43
			Total Purchase Order	-58.43
854	01/23/2014	CEREBELLUM CORPORATION	DVD'S/LIBRARY/FOGARTY	
		DVD'S	063-2220-615-000-0000-000-110	-220.00
			063-2220-615-000-0000-000-110	220.67
			Total Purchase Order	0.67
873	02/03/2014	OAGCT	REGISTRATION/PRATT/GUES	
		REGISTRATION FOR CHERYL PRATT TO ATTEDN OAGCT CONVERENCE 2014 , FEBRUARY 11, 2014	043-2213-860-251-1050-000-125	-70.00
			Total Purchase Order	-70.00
874	02/03/2014	CHERYL A PRATT	MILAGE REIMBURSEMENT FOR CONF	
		MILEAGE REIMBURSEMENT FOR GIFTED AND TALENTED TRAVEL	043-2213-580-251-1050-000-125	-100.00
			Total Purchase Order	-100.00
887	02/18/2014	HARCO ATHLETIC RECONDITIONING, INC	HS- RECONDITON HELMETS (FB)	
		HS- RECONDITON HELMETS (FOOTBALL)	119-1000-657-805-0000-000-705	-1,790.00
		(29) HELMETS- \$48.00 @ \$1392.00	119-1000-657-805-0000-000-705	1,922.05
		(7) FACE MASKS- \$39.00 @ 273.00		
		fREIGHT \$125.00		
			Total Purchase Order	132.05
888	02/24/2014	WAL MART COMMUNITY	\$125.00/BLEWETT/COTTERAL	
		3 PRINTER INK (BLACK AND COLOR) \$22.50 TOTAL \$67.50	034-2152-619-000-0000-000-120	-125.00
		1 DYMO LABEL REFILL \$7.50		
		2 LARGE INDEX \$1.25 TOTAL \$2.50		
		2 POST IT ARROWS\$3.25 TOTAL \$6.50		
		1 DESK CALENDAR \$4.00		
		1 POCKET CALENDAR \$7.00		
		2 WHITE OUT \$2.00 TOTAL \$4.00		
		2 BINDER CLIPS \$1.50 TOTAL \$3.00		
		40 FOLDERS 50 CENTS \$20.00		
		3 PAPER TOWELS \$1.00 \$3.00		
			Total Purchase Order	-125.00
890	02/24/2014	VEX ROBOTICS, INC	SUPPLIES/EQUIP./TECH ENG/JH	
		SUPPLIES AS PER ATTACHED	412-1000-683-317-8700-000-610	-288.89
			Total Purchase Order	-288.89
900	02/27/2014	PROSPERITY BANK	SUPPLIES/FAVER	
		SUPPLIES FOR HOME ECONOMICS/ART	131-1000-619-430-2800-000-710	-250.00
			131-1000-619-430-2800-000-710	163.15

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
900	02/27/2014	PROSPERITY BANK	SUPPLIES/FAVER	
			Total Purchase Order	-86.85
902	02/27/2014	FOLLETT SCHOOL SOLUTIONS, INC	BOOK ORDER/LIBRARY/HS	
38	BOOKS AS PER ATTACHED		097-2220-641-000-0000-000-705	-627.85
			097-2220-641-000-0000-000-705	570.85
			Total Purchase Order	-57.00
921	03/11/2014	RED ROCK DISTRIBUTING CO.	FUEL PER BID/TRANSPORTATION	
1012	GALLONS UNLEADED FUEL @3.0570		019-2740-625-000-0000-000-070	-3,057.00
			019-2740-625-000-0000-000-070	3,088.71
7035	GALLONS DIESEL FUEL @3.0881		019-2740-623-000-0000-000-070	-21,616.70
			019-2740-623-000-0000-000-070	21,729.01
			Total Purchase Order	144.02
922	03/11/2014	PROSPERITY BANK	ROOMS FOR OYE/OKCY/VO-AG	
COMFORT SUITES AIRPORT ON MERIDIAN			412-1000-580-311-8000-000-705	-1,344.00
2 ROOMS FOR OYE MARCH 13-21 2014			412-1000-580-311-8000-000-705	1,364.00
			Total Purchase Order	20.00
928	03/12/2014	BSN SPORTS, INC.	TRACK EQUIPMENT/JH/HS	
HS/JH TRACK EQUIPMENT \$378.00			119-1000-681-827-0000-000-705	-498.00
SHIPPING \$100.00			119-1000-681-827-0000-000-705	331.85
			Total Purchase Order	-166.15
929	03/12/2014	PORCH SCHOOL SUPPLY	CLASSROOM SUPPLIES/ART/HS	
SUPPLIES FOR CLASS AS PER ATTACHED			101-1000-619-100-2800-000-705	26.07
			109-1000-619-100-2800-000-705	-425.00
			109-1000-619-100-2800-000-705	425.00
			Total Purchase Order	26.07
937	03/25/2014	INSECT LORE PRODUCTS INC.	SUPPLIES/CENTRAL	
12) LIVE LADYBUG LAND REFILL-LARVAE #02380 \$14.99			056-1000-619-100-1050-000-130	-495.78
			056-1000-619-100-1050-000-130	464.75
4) SCHOOL KIT REFILL IWTH LIVE CATERPILLARS #123 \$42.99				
3) LIVE BUTTERFLY GARDEN HABITAT ONLY #10230 \$10.99				
3) LIVE LADYBUG LAND WITH LARVAE #02122 \$19.99				
SHIPPING ESTIMATED @ \$50.00. PLEASE ORDER. THANKS				
			Total Purchase Order	-31.03
938	03/25/2014	AMAZON/PROSPERITY BANK	BOOKS/ STUDENT INSTRUCTION	
VOCABULARYFOR THE COMMOM CORE; ROBERT MARZANO			367-1000-640-100-1130-000-110	-27.13
			367-1000-640-100-1130-000-120	-27.13
			367-1000-640-100-1130-000-130	-27.13
			367-1000-641-427-1130-000-110	27.26
			367-1000-641-427-1130-000-120	27.26
			367-1000-641-427-1130-000-130	27.26
BUILDING ACADEMIC VACABULARY TEACHER'S ,MANUAL; ROBERT MARZANO			367-1000-640-100-1130-000-110	-84.80
			367-1000-640-100-1130-000-120	-63.60
			367-1000-640-100-1130-000-130	-42.40
			367-1000-641-427-1130-000-110	85.65
			367-1000-641-427-1130-000-120	64.23
			367-1000-641-427-1130-000-130	42.81
			Total Purchase Order	2.28
947	03/28/2014	CDW DIRECT LLC	INK FOR PRINTER/JH	
INK FOR HP LASER JET PRO 300 COLOR M375NW # 2594296			076-2490-653-000-0000-000-610	-449.75
MFG. PART # CE903A#BGJ UNSPSC; 4410150			076-2490-653-000-0000-000-610	444.78
HP-305-CF370AM TONER CARTRIDGE CLOLR (CYAN, MAGENTA, YELLOW) CDW # 3055335 \$285.00				

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
947	03/28/2014	CDW DIRECT LLC	INK FOR PRINTER/JH	
		HP 305XD -- CE410X BLACK TONER CARTRIDGE		
		CDW # 2601439	\$95.00	
		SHIPPING	\$69.75	
			Total Purchase Order	-4.97
951	04/01/2014	DELL MARKETING L.P.	TONER/FOGARTY	
		TONER	062-2230-619-000-0000-000-110	-950.00
			062-2230-619-000-0000-000-110	983.20
			Total Purchase Order	33.20
954	04/08/2014	CONDE' SYSTEMS, INC.	SUPPLIES/FACS/JH	
		JT 85AAC INK JET TRANSFER PAPER 8.5 X 11 (100 SHEETS)	412-1000-681-314-8400-000-610	168.00
			424-1000-681-314-8400-000-610	-174.00
		SHIPPING	412-1000-681-314-8400-000-610	17.63
			424-1000-681-314-8400-000-610	-26.00
			Total Purchase Order	-14.37
957	04/08/2014	QUILL CORPORATION	SUPPLIES/CENTRAL	
		LESS PAID BY AF	056-1000-619-100-1050-000-130	-20.56
			Total Purchase Order	-20.56
962	04/08/2014	LABATT INSTITIONAL SUPPLY COMPANY	FOOD/SUPPLY PURCHASES/CN	
		BLANKET FOR FOOD AND SUPPLIES AS PER TRANSFER	000-3120-630-700-0000-000-050	-31,517.30
		FORM CHILD NUTRITION PO #18 IN ACCORDANCE WITH	000-3120-630-700-0000-000-050	-18,482.70
		LENDING AGREEMENT APPROVED AT JULY BOARD MEETING	000-3140-617-700-0000-000-050	-3,226.67
			000-3140-617-700-0000-000-050	-16,773.33
			033-3120-617-700-0000-000-050	16,773.33
			033-3120-617-700-0000-000-050	3,226.67
			033-3150-630-700-0000-000-050	31,517.30
			033-3150-630-700-0000-000-050	78,482.70
			Total Purchase Order	60,000.00
			Total Fund	50,214.00

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
10	07/01/2013	DEPARTMENT OF CENTRAL SERVICES	BLANKET PARTS AND SUPPLIES	
		BLANKET PARTS AND SUPPLIES	013-2620-618-000-0000-000-050	-1,000.00
			013-2620-618-000-0000-000-050	57.10
			Total Purchase Order	-942.90
16	07/01/2013	W. W. GRAINGER	BLANKET PARTS AND SUPPLIES	
		BLANKET PARTS AND SUPPLIES	013-2620-618-000-0000-000-050	-103.20
			013-2620-618-000-0000-000-050	187.89
			Total Purchase Order	84.69
20	07/01/2013	JOHN HUDSON	BLANKET FOR MOWING	
		BLANKET MOWING SERVICES	013-2630-426-000-0000-000-050	-300.00
			Total Purchase Order	-300.00
22	07/01/2013	HYDRONIC SYSTEMS, INC.	BLANKET FOR HVAC PARTS/SUPPLIE	
		HVAC PARTS AND SUPPLIES	013-2640-618-000-0000-000-125	-700.00
			Total Purchase Order	-700.00
24	07/01/2013	LOCKE SUPPLY	BLANKET FOR PARTS/SUPPLIES	
		BLANKET PLUMBING PARTS AND SUPPLIES	013-2630-618-000-0000-000-050	-181.96
			013-2630-618-000-0000-000-050	146.17
			Total Purchase Order	-35.79
28	07/01/2013	AAF-MCQUAY, INC.	BLANKET FOR HVAC REPAIRS	
		BLANKET HVAC REPAIRS	013-2640-430-000-0000-000-050	-747.51
			013-2640-430-000-0000-000-050	1,587.29
			Total Purchase Order	839.78
34	07/01/2013	THE PUBLIC GROUP, LLC	ONLINE AUCTION FEES FOR 2013-1	
		ONLINE AUCTION SERVICE FEES	013-2620-810-000-0000-000-050	-500.00
			Total Purchase Order	-500.00
55	07/17/2013	TELE HI FI COMPANY	INTERCOM REPAIRS/GUES	
		INTERCOM REPAIRS AT GUES	013-2640-430-000-0000-000-125	-1,124.16
			Total Purchase Order	-1,124.16
67	08/19/2013	CHUCK KYLE	CONCRETE & BRICK WORK	
		CONCRETE AND BRICK WORK FOR DISTRICT TO INCLUDE LABOR AND MATERIAL	013-2630-430-000-0000-000-050	-1,850.00
			Total Purchase Order	-1,850.00
71	08/22/2013	WHITTON SUPPLY	SHOP EQUIPMENT REPAIRS & PARTS	
		SHOP EQUIPMENT REPAIRS AND PARTS	013-2640-430-000-0000-000-050	-281.49
			Total Purchase Order	-281.49
74	08/30/2013	SOUTHWEST PAPER	CUSTODIAL SUPPLIES & EQUIP REP	
		CUSTODIAL SUPPLIES	013-2620-618-000-0000-000-050	-8.16
			013-2620-618-000-0000-000-050	177.00
		EQUIPMENT REPAIRS	013-2640-430-000-0000-000-050	-100.00
			Total Purchase Order	68.84
75	08/30/2013	THYSSEN KRUPP ELEVATOR	ELEVATOR & LIFT REPAIRS	
		ELEVATOR & LIFT REPAIRS FOR DISTRICT	013-2640-430-000-0000-000-050	-958.00
			Total Purchase Order	-958.00
81	09/25/2013	JACKSON MECHANICAL SERVICES	DISTRICT BOILER REPAIRS	
		DISTRICT BOILER REPAIRS	013-2640-430-000-0000-000-050	-1,104.62
			Total Purchase Order	-1,104.62
84	09/27/2013	EARTHSMART CONTROLS	HVAC CONTROLS REPAIR	
		HVAC CONTROLS REPAIRS AT HIGH SCHOOL	013-2640-430-000-0000-000-705	-415.90

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
84	09/27/2013	EARTHSMART CONTROLS	HVAC CONTROLS REPAIR	
			Total Purchase Order	-415.90
87	10/03/2013	BEN CHADD	DISTRICT MOWING & SPRAYING	
		DISTRICT MOWING AND SPRAYING	013-2630-426-000-0000-000-050	-1,075.00
			013-2630-426-000-0000-000-050	1,925.00
			Total Purchase Order	850.00
89	10/03/2013	JOHN HUDSON	MOWING SERVICES	
		MOWING DISTRICT SITES	013-2630-426-000-0000-000-050	-2,100.00
			013-2630-426-000-0000-000-050	1,625.00
			Total Purchase Order	-475.00
95	10/23/2013	HOMETOWN RENTAL & FEED, INC.	EQUIPMENT RENTAL FOR SOFTBALL	
		EQUIPMENT RENTAL FOR SOFTBALL PROJECT	014-4300-440-000-0000-000-050	-195.00
			Total Purchase Order	-195.00
103	12/08/2013	HUGH PLAGG	EQUIPMENT RENTAL/SNOW REMOVAL	
		EQUIPMENT RENTAL FOR DISTRICT SNOW REMOVAL	013-2640-440-000-0000-000-050	-1,175.00
			Total Purchase Order	-1,175.00
104	12/09/2013	FEDERAL CORPORATION	T-STATS FOR GUES	
		T-STATS & TUBE ASSEMBLIES FOR GUES	013-2640-430-000-0000-000-125	-609.54
			Total Purchase Order	-609.54
105	12/13/2013	JIM MCGEE'S BACKHOE SERVICE	HAUL SAND FOR DISTRICT	
		HAUL SAND FOR DISTRICT	013-2630-618-000-0000-000-050	-390.00
			Total Purchase Order	-390.00
111	01/28/2014	AMSAN	CUSTODIAL & MAINT SUPPLIES	
		CUSTODIAL AND MAINTENANCE SUPPLIES FOR DISTRICT	013-2620-618-000-0000-000-050	-4,289.56
			013-2620-618-000-0000-000-050	5,327.28
			Total Purchase Order	1,037.72
117	02/03/2014	BEN CHADD	DISTRICT SNOW REMOVAL	
		SNOW REMOVAL FOR DISTRICT	013-2630-427-000-0000-000-050	-2,500.00
			Total Purchase Order	-2,500.00
123	03/11/2014	QUICK SERVICE STEEL	MATERIAL FOR JR HI FREEZER	
		MATERIAL FOR JR. HIGH FREEZER	013-2620-618-000-0000-000-610	-400.00
			013-2620-618-000-0000-000-610	303.31
			Total Purchase Order	-96.69
125	04/02/2014	LOGAN COUNTY COURT CLERK	PURCHASE OF LAND	
		PURCHASE OF LAND	014-4200-710-000-0000-000-050	-40,000.00
			Total Purchase Order	-40,000.00
126	04/02/2014	WEDEL DISTRIBUTION, INC.	BATTERIES FOR GOLF CART	
		BATTERIES FOR GOLF CART	013-2640-612-000-0000-000-050	-600.00
			013-2640-612-000-0000-000-050	379.96
			Total Purchase Order	-220.04
128	04/03/2014	ROBERT BROOKE & ASSOCIATES	DOOR HARDWARE FOR DISTRICT	
		DOOR HARDWARE FOR DISTRICT	013-2620-618-000-0000-000-050	-225.00
			013-2620-618-000-0000-000-050	207.18
			Total Purchase Order	-17.82
			Total Fund	-51,010.92

BegPo 1
 EndPo 37
 Since 04/09/2014

CHILD NUTRITION FUND 2013-2014
 Detail Change Order Listing
 As of 05/06/2014

05/06/2014 9:03:18 AM
 Page 1

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
18	07/19/2013	LABATT INSTITIONAL SUPPLY COMPANY	BLANKET FOR FOOD & SUPPLIES	
		BLANKET PO FOR FOOD AND SUPPLIES	763-3120-617-700-0000-000-050	-14,880.59
			763-3120-617-700-0000-000-050	5,247.91
			763-3120-630-700-0000-000-050	-39,076.76
			763-3120-630-700-0000-000-050	-34,640.33
			763-3150-617-700-0000-000-050	-5,247.91
			763-3150-630-700-0000-000-050	39,076.76
			763-3150-630-700-0000-000-050	34,640.33
			764-3150-630-700-0000-000-050	-60,000.00
			Total Purchase Order	-74,880.59
			Total Fund	-74,880.59


ACTIVITY FUND – FUND 60
BANK RECONCILIATION – FARMERS & MERCHANTS BANK
04/30/2014

<u>GENERAL LEDGER ACCOUNT</u>		<u>BALANCE PER BANK STATEMENT</u>	
Balance (04/01/14)	\$492,582.30	Balance as of (04/30/14)	\$473,514.72
Add Receipts	\$ 82,667.03	Add Deposits in Transit	\$ 2,357.75
Less Checks Written	\$-132,555.73	less O/S Checks	\$ -33,183.87
Adjustments	\$	*Adjustments/ Bank correction	\$ 5.00
Bank Balance per	\$442,693.60	Bank Balance per	\$442,693.60

Adjustment/Correction explanations:

\$5.00 Chargeback fee charged in error. Bank notified to correct.

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



 Activity Fund Clerk

5-1-14

 Date

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FUNDS

Report Options: As Of Date: 04/2014; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 801 CENTRAL FACULTY	\$508.99	\$15.75	\$0.00	\$0.00	\$524.74	\$47.47	\$477.27
Project 802 CENTRAL ACTIVITY	\$7,472.29	\$1,287.50	\$0.00	\$2,456.67	\$6,303.12	\$3,762.00	\$2,541.12
Project 803 CENTRAL PTO	\$6,289.63	\$601.10	(\$300.00)	\$733.12	\$5,857.61	\$496.00	\$5,361.61
Project 804 COTTERAL PTO	\$8,514.62	\$678.10	\$0.00	\$5,065.48	\$4,127.24	\$1,315.70	\$2,811.54
Project 805 COTTERAL ACTIVITY	\$24,645.66	\$3,002.30	\$0.00	\$14,427.19	\$13,220.77	\$5,455.18	\$7,765.59
Project 806 COTTERAL FACULTY	\$571.01	\$24.25	\$0.00	\$0.00	\$595.26	\$0.00	\$595.26
Project 808 FOGARTY PARENTS ORG.	\$6,987.32	\$34.00	\$0.00	\$1,815.21	\$5,206.11	\$3,803.24	\$1,402.87
Project 809 FOGARTY ACTIVITY	\$35,977.99	\$2,882.56	(\$475.00)	\$12,402.55	\$25,983.00	\$12,310.69	\$13,672.31
Project 810 FOGARTY FACULTY	\$589.50	\$36.75	\$0.00	\$0.00	\$626.25	\$50.00	\$576.25
Project 812 GUES ACTIVITY	\$26,091.04	\$2,449.17	\$0.00	\$1,034.68	\$27,505.53	\$21,953.75	\$5,551.78
Project 813 GUES FACULTY	\$1,239.99	\$229.75	\$0.00	\$149.43	\$1,320.31	\$590.55	\$729.76
Project 815 GUES PARENTS ORG.	\$16,802.52	\$1,734.93	\$0.00	\$1,850.16	\$16,687.29	\$9,955.51	\$6,731.78
Project 816 GHS SPECIAL KIDS	\$18.05	\$0.00	\$0.00	\$0.00	\$18.05	\$0.00	\$18.05
Project 817 ART JUNIOR HIGH	\$477.68	\$330.00	\$0.00	\$0.00	\$807.68	\$2,268.00	(\$1,460.32)
Project 818 JH BUILDERS CLUB	\$531.18	\$0.00	\$0.00	\$0.00	\$531.18	\$0.00	\$531.18
Project 819 ATHLETICS JUNIOR HIGH	\$9,277.47	\$2,446.00	\$0.00	\$4,985.90	\$6,737.57	\$2,113.16	\$4,624.41
Project 820 GOLF JUNIOR HIGH	\$930.21	\$2,458.00	\$0.00	\$2,398.26	\$989.95	\$844.74	\$145.21
Project 821 FHA JUNIOR HIGH	\$1,195.16	\$55.00	\$0.00	\$502.70	\$747.46	\$480.00	\$267.46
Project 822 HONOR SOCIETY JR HIGH	\$2,370.52	\$25.00	\$0.00	\$220.00	\$2,175.52	\$790.80	\$1,384.72
Project 823 JR HIGH ACCOUNT	\$2,032.93	\$3,695.00	\$0.00	\$679.46	\$5,048.47	\$2,578.40	\$2,470.07
Project 824 JR HIGH FACULTY	\$1,854.46	\$729.55	\$0.00	\$653.45	\$1,930.56	\$475.03	\$1,455.53
Project 825 LIBRARY JR HIGH	\$3,542.17	\$0.00	\$0.00	\$139.92	\$3,402.25	\$40.00	\$3,362.25
Project 827 CHEERLEADERS JR HIGH	\$1,507.54	\$300.10	\$0.00	\$0.00	\$1,807.64	\$0.00	\$1,807.64
Project 830 STUCO JH	\$4,471.71	\$0.00	\$0.00	\$0.00	\$4,471.71	\$0.00	\$4,471.71
Project 831 T.S.A. JR HIGH	\$5,785.55	\$0.00	\$0.00	\$2,030.46	\$3,755.09	\$2,448.04	\$1,307.05
Project 832 YEARBOOK JR HIGH	\$4,116.26	\$0.00	\$0.00	\$0.00	\$4,116.26	\$5,018.00	(\$901.74)
Project 834 JR HIGH ACADEMIC TEAM	\$579.00	\$0.00	\$0.00	\$19.20	\$559.80	\$60.00	\$499.80
Project 850 ACADEMIC TEAM HS	\$261.70	\$0.00	\$0.00	\$50.00	\$211.70	\$0.00	\$211.70
Project 851 ART CLUB HS	\$5,711.39	\$24.99	\$0.00	\$516.23	\$5,220.15	\$684.79	\$4,535.36
Project 852 ATHLETICS HS	\$74,645.67	\$19,141.33	\$0.00	\$24,541.46	\$69,245.54	\$40,096.67	\$29,148.87
Project 853 HS CHEER	\$1,719.28	\$60.00	\$0.00	\$0.00	\$1,779.28	\$0.00	\$1,779.28
Project 855 TENNIS BOOSTER HS	\$10,921.84	\$3,578.00	\$0.00	\$6,995.05	\$7,504.79	\$4,493.58	\$3,011.21
Project 856 GHS LIBRARY	\$823.98	\$0.00	\$0.00	\$70.76	\$753.22	\$0.00	\$753.22
Project 857 YOUTH & GOVERNMENT HS	\$1,242.15	\$0.00	\$0.00	\$34.80	\$1,207.35	\$0.00	\$1,207.35
Project 858 GHS Link Crew	\$155.29	\$0.00	\$0.00	\$0.00	\$155.29	\$0.00	\$155.29
Project 859 BAND (OPERATING) HS	\$5,444.92	\$2,688.00	\$0.00	\$2,594.21	\$5,538.71	\$2,386.99	\$3,151.72
Project 860 CLASS OF 2016 HS	\$1,652.84	\$105.00	\$0.00	\$0.00	\$1,757.84	\$0.00	\$1,757.84
Project 861 CLASS OF 2017 HS	\$1,488.31	\$0.00	\$0.00	\$0.00	\$1,488.31	\$0.00	\$1,488.31
Project 865 CLASS OF 2012 HS	\$1,928.87	\$0.00	\$0.00	\$0.00	\$1,928.87	\$0.00	\$1,928.87
Project 866 CLASS OF 2013 HS	\$1,169.15	\$0.00	\$0.00	\$0.00	\$1,169.15	\$0.00	\$1,169.15
Project 867 CLASS OF 2014 HS	\$9,379.27	\$250.00	\$0.00	\$0.00	\$9,629.27	\$8,680.00	\$949.27
Project 868 CLASS OF 2015	\$6,981.92	\$3,315.00	\$0.00	\$4,748.00	\$5,548.92	\$109.50	\$5,439.42
Project 869 ENGLISH CLUB	\$1,448.97	\$125.00	\$0.00	\$160.61	\$1,413.36	\$71.39	\$1,341.97
Project 870 COURTESY COMMITTEE HS	\$304.42	\$0.00	\$0.00	\$0.00	\$304.42	\$200.00	\$104.42
Project 873 SPEECH HS	\$348.15	\$0.00	\$0.00	\$0.00	\$348.15	\$0.00	\$348.15
Project 874 FACULTY LOUNGE HS	\$911.68	\$28.75	\$0.00	\$0.00	\$940.43	\$0.00	\$940.43
Project 876 FFA 4H BOOSTER CLUB HS	\$29,709.19	\$0.00	\$0.00	\$125.00	\$29,584.19	\$1,222.00	\$28,362.19
Project 877 FFA HS	\$2,980.94	\$3,032.50	\$0.00	\$1,034.00	\$4,979.44	\$1,970.71	\$3,008.73
Project 878 FCCLA (FHA) HS	\$2,489.85	\$4,861.01	\$0.00	\$1,233.30	\$6,117.56	\$7,978.50	(\$1,860.94)
Project 879 FOREIGN LANGUAGE SPAN	\$904.72	\$0.00	\$0.00	\$44.40	\$860.32	\$300.00	\$560.32
Project 881 GHS EXTRA BASE CLUB HS	\$314.50	\$0.00	\$0.00	\$651.31	(\$336.81)	\$0.00	(\$336.81)
Project 882 GUTHRIE RUNNING CLUB H	\$3,074.21	\$0.00	\$0.00	\$703.22	\$2,370.99	\$315.14	\$2,055.85
Project 883 HERITAGE CLUB HS	\$809.98	\$175.00	\$0.00	\$411.80	\$573.18	\$334.00	\$239.18
Project 884 HIGH SCHOOL ACCOUNT	\$19,298.33	\$472.57	\$0.00	\$1,006.39	\$18,764.51	\$4,795.02	\$13,969.49
Project 886 HONOR SOCIETY HS	\$2,045.70	\$1,614.00	\$0.00	\$1,636.80	\$2,022.90	\$25.00	\$1,997.90
Project 888 JOURNALISM HS	\$387.30	\$0.00	\$0.00	\$0.00	\$387.30	\$0.00	\$387.30
Project 889 KEY CLUB HS	\$395.48	\$82.00	\$0.00	\$10.96	\$466.52	\$0.00	\$466.52
Project 893 MU ALPHA THETA HS	\$620.21	\$0.00	\$0.00	\$0.00	\$620.21	\$125.00	\$495.21
Project 895 JROTC HS	\$5,240.19	\$0.00	\$0.00	\$260.00	\$4,980.19	\$100.00	\$4,880.19
Project 896 S.A.D.D. HS	\$40.02	\$0.00	\$0.00	\$0.00	\$40.02	\$0.00	\$40.02
Project 897 SOCCER BOOSTER CLUB H	\$714.89	\$772.30	\$0.00	\$219.85	\$1,267.34	\$820.00	\$447.34
Project 898 SCIENCE CLUB HS	\$4,437.48	\$585.35	\$0.00	\$1,109.09	\$3,913.74	\$1,186.25	\$2,727.49
Project 899 STUDENT COUNCIL HS	\$29,162.94	\$143.00	\$0.00	\$14,286.78	\$15,019.16	\$1,975.85	\$13,043.51

GUTHRIE PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FNDS

Report Options: As Of Date: 04/2014; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 900 CAMPUS BEAUTIFICATION I	\$9,384.74	\$70.00	\$0.00	\$352.73	\$9,102.01	\$1,655.50	\$7,446.51
Project 902 VOCAL HS	\$3,809.27	\$0.00	\$775.00	\$2,163.64	\$2,420.63	\$1,446.20	\$974.43
Project 904 YEARBOOK HS	\$19,784.30	\$815.00	\$0.00	\$191.21	\$20,408.09	\$22,609.87	(\$2,201.78)
Project 907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
Project 908 VOCAL TRIP ACCOUNT HS	\$440.94	\$0.00	\$0.00	\$0.00	\$440.94	\$44.00	\$396.94
Project 911 FFA BUILDING FUND	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
Project 912 GHS BUSINESS PROF OF AI	\$597.44	\$0.00	\$0.00	\$0.00	\$597.44	\$0.00	\$597.44
Project 913 DRAMA HS	\$1,026.51	\$0.00	\$0.00	\$672.51	\$354.00	\$200.79	\$153.21
Project 921 BANQUET ACCOUNT	\$309.01	\$0.00	\$0.00	\$0.00	\$309.01	\$0.00	\$309.01
Project 922 COURTESY COMMITTEE AD	\$48.87	\$0.00	\$0.00	\$0.00	\$48.87	\$50.00	(\$1.13)
Project 925 GENERAL FUND REFUND	\$6,138.13	\$128.45	\$0.00	\$75.00	\$6,191.58	\$14.00	\$6,177.58
Project 927 HALL OF FAME BANQUET	\$736.17	\$0.00	\$0.00	\$0.00	\$736.17	\$0.00	\$736.17
Project 929 SPECIAL OLYMPICS	\$34,488.61	\$2,840.00	\$0.00	\$5,806.50	\$31,522.11	\$9,970.70	\$21,551.41
Project 930 DISTRICT ELEM. PTO	\$175.34	\$0.00	\$0.00	\$0.00	\$175.34	\$0.00	\$175.34
Project 932 SUMMER SCHOOL HS	\$1,450.00	\$3,740.00	\$0.00	\$0.00	\$5,190.00	\$0.00	\$5,190.00
Project 933 FAVER C&C	\$372.03	\$0.00	\$0.00	\$0.00	\$372.03	\$0.00	\$372.03
Project 934 TRANSPORTATION C&C	\$2,054.42	\$1,238.25	\$0.00	\$344.51	\$2,948.16	\$655.49	\$2,292.67
Project 935 VENDING MACHINE ADMIN	\$311.72	\$65.45	\$0.00	\$26.81	\$350.36	\$300.00	\$50.36
Project 936 GUES HONOR CHOIR	\$270.56	\$160.45	\$0.00	\$82.04	\$348.97	\$102.30	\$246.67
Project 937 FAVER ACTIVITY	\$33.00	\$8.00	\$0.00	\$0.00	\$41.00	\$0.00	\$41.00
Project 938 NATIVE AMERICAN PARENT	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
Project 940 ADMINISTRATION MISC	\$5,216.65	\$408.86	\$0.00	\$23.97	\$5,601.54	\$2,150.00	\$3,451.54
Project 941 SCHOOL AGE CARE	\$578.77	\$0.00	\$0.00	\$0.00	\$578.77	\$0.00	\$578.77
Project 942 C.N. CLEARING ACCT	\$30.00	\$7,211.46	\$0.00	\$6,896.45	\$345.01	\$7,643.55	(\$7,298.54)
Project 943 S.A.C. CLEARING ACCT	\$0.00	\$1,912.50	\$0.00	\$1,912.50	\$0.00	\$2,650.00	(\$2,650.00)
Grand Total	\$492,582.30	\$82,667.03	\$0.00	\$132,555.73	\$442,693.60	\$204,218.85	\$238,474.75

4/23/2014

Dear Guthrie School Board,

My name is Jeff Mathews and I am over our Student Ministries at Community Church located at 512 E. Seward Rd., Guthrie Oklahoma. Our youth group is attending camp at Falls Creek this year in Davis Oklahoma and we wanted to request **2 buses with drivers** for transportation from our church to Davis on the morning of June 30th, 2014 and returning from Davis to our church on the morning of July 5th, 2014.

Thank You,

Jeff Mathews
405-808-7147 (cell)
405-282-1230 (church)
jmathews10@uco.edu (email)

DRIVERS \$10.00 HR
MILEAGE .604 mile

Kathy & Beutwell



GUTHRIE PUBLIC SCHOOLS

TO: DENNIS SCHULZ
FROM: JOSH PRICE
SUBJECT: SUMMER FEEDING PROGRAM 2014
DATE: 5/2/2014
CC: SCHOOL BOARD

Mr. Schulz,

Enclosed you will find the state department of education's summer food service information.

Child Nutrition will serve students ages one to eighteen both breakfast and lunch at Guthrie Upper

Elementary School. We will also deliver meals to Cotteral Elementary for the SAC (School Age Care) program.

Dates of operation are Monday through Friday, June 2nd through June 27th.

Serving times will be;

Breakfast 8:00 am to 8:45 am

Lunch 11:30 am to 12:30 pm

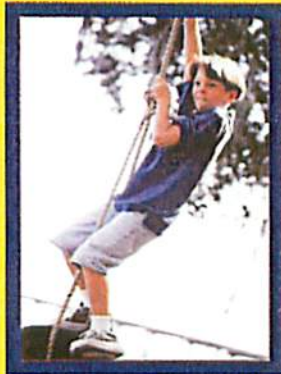
Feel free to call me if you have any questions or concerns.

We remain at your service.

The Summer Food Service Program



Where do children go for summer meals?



2014 Summer Food Service Program

**FOOD THAT'S IN
WHEN SCHOOL IS OUT**

Janet Barresi, State Superintendent of Public Instruction
Oklahoma State Department of Education

Swing into summer with healthy meals.

www.fns.usda.gov/cnd/summer/default.htm

www.sde.ok.gov
Child Nutrition Programs

Summer Food Service Program (SFSP)

SFSP is the single largest federal resource available for local sponsors who want to combine a feeding program with a summer activity program. Children in your community do not need to go hungry this summer. During the school year, nutritious meals are available through the National School Lunch and School Breakfast Programs, but those programs end when school is out for the summer. The SFSP helps fill the hunger gap.

Children need good food all year long, even when they are not in school. The SFSP provides healthy meals to children aged 18 and younger, free of charge.

The Summer Food Service Program helps:

- Low-income children have nutritious meals and organized activities.
- Low-income parents stretch food dollars and have healthy recreation for their children.
- Food service workers have summer employment.
- The sponsor receive federal money to carry out the program.

With summer meals, children get the nutrition they need to learn, play, and grow during vacation when they do not eat at school.

Sponsors receive funds that support programs serving low-income children when school is out for the summer.



Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly. "In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C., 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing-impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."

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Frequently asked questions about sponsors and their sites

1. How does the SFSP work?

SFSP is administered at the federal level by the Food and Nutrition Service (FNS), an agency of the United States Department of Agriculture (USDA). FNS decides overall program policy and publishes regulations and reimbursement rates. In Oklahoma, the State Department of Education (State Agency) approves sponsor applications, conducts training of sponsors, monitors SFSP operations, and processes program payments. Sponsors sign agreements with the State Agency to run the program. SFSP reimburses approved sponsors for serving meals that meet federal nutritional guidelines. Sponsors receive payments from USDA through the State Agency based on the number of meals they serve multiplied by the current reimbursement rate.

2. Who can sponsor SFSP?

Sponsors must be organizations that are fully capable of managing a food service program. To be a sponsor, you must follow regulations and be responsible, financially and administratively, for running your program. Which types of organizations are eligible to sponsor SFSP?

- Public or private nonprofit schools
- Units of local, municipal, county, tribal, or state government
- Faith-based organizations
- Residential or non-residential camps
- Public or private nonprofit universities or colleges

As sponsors, you will:

- Attend the State Agency's training.
- Locate eligible sites.
- Hire, train, and supervise staff.
- Arrange for meals to be prepared or delivered.
- Monitor your sites.
- Prepare claims for reimbursement.

3. What is a site?

A site is the physical location, approved by the State Agency, where you serve SFSP meals during a supervised time period. There are four common types of sites:

- **Open**
A site at which meals are made available to all children in the area and 50 percent of the children qualify for free or reduced price school meals.
- **Restricted Open Sites**
A site which is open to broad community participation, but at which the sponsor restricts or limits attendance for reasons of security, safety or control.



• Camps

A site that is a residential summer camp or nonresidential day camp which offer a regularly scheduled food service as part of an organized program for enrolled children.

• Closed Enrolled Site

A site which is open only to enrolled children, as opposed to the community at large, where at least 50 percent of the enrolled children are eligible for free or reduced price school meals.

Many SFSP sites provide not just meals, but educational, enrichment, and recreational activities that help children continue to learn and stay safe when school is not in session.

Summer meals act as an extra “magnet” to draw children to activities—and activities draw children to meals—at places like:

Schools	Homeless Shelters
Camps	21 st Century Learning Centers
Boys and Girls Clubs	National Youth Sports Programs
Kids Cafes	Upward Bound Programs
Hospitals	4H Clubs
Vacation Bible Schools	Community Action Agencies
Community Pools	Food Banks
Schools	Park and Recreation Centers
Libraries	Programs at Colleges and
Congregations	Universities
YMCA's	

4. What will your organization do as a food service site?

As a sponsored site, you will have an arrangement with another organization that is approved to administer the program.

The sponsor will have staff and management experience to help you learn how to run your food service site successfully. Your sponsor will determine if your site is eligible, train your staff, arrange for meals to be prepared

or delivered, monitor your site, and prepare claims for reimbursement.

If you operate a summer food service site, you will:

- Attend your sponsor’s training.
- Supervise activities and meal services at your site.
- Distribute meals, following SFSP guidelines.
- Keep daily records of meals served.
- Store food appropriately.
- Keep the site clean and sanitary.
- Follow SFSP guidelines.

5. Who is eligible to get free meals?

All children 18 years of age or younger who come to an approved open site or to an eligible enrolled site may receive meals. **At camps, only the children who are eligible for free and reduced-priced meals may receive SFSP meals.** People over age 18 who are enrolled in school programs for persons with disabilities may also receive meals.

6. How many reimbursable meals can be served?

Most sponsors may be approved to receive reimbursement for serving lunch and one other meal service. A small number of sponsors serve breakfast only or breakfast and snack. If your site primarily serves migrant children, or you run a residential or day camp, you may be eligible to serve up to three reimbursable meals each day. If you run a camp, you may claim reimbursement only for the meals that are served to a child who qualifies for free and reduced-priced meals.

7. How are SFSP meals prepared?

A sponsor may prepare its own meals, purchase meals through an agreement with an area school, or contract for meals with a food service management company (vendor). If your site has its own kitchen, you may want to prepare meals yourself. If your kitchen is not on the premises, you may still want to prepare your own meals and then transport them to the site. Meals that you prepare yourself receive a slightly higher rate of reimbursement. You would receive self-prepared rates, whether you prepare the meals from scratch or purchase the components and assemble the meals yourself. Many government and private nonprofit sponsors lack the kitchen facilities to prepare meals themselves. In that case, you may arrange to purchase meals from a school or another public or private food supplier with approved meal preparation facilities.

8. What kind of meals will your site serve?

The SFSP serves meals with milk, meat, fruits, vegetables, and bread. Meals have all the good things that children need to grow up strong and healthy.

All meals and snacks meet USDA’s nutrition standards.

Children might get breakfast, lunch, supper, or snack, depending on what your site serves.

Most food service sites can provide up to two meals—either breakfast and lunch, or breakfast and supper—or one meal and a snack.



Sample Menus:

Breakfast	Lunch or Supper	Snack
Milk Raisin Toast Applesauce	Milk Bean Burrito Carrot Sticks Pineapple Chunks	Blueberry Muffin Milk
Milk Cereal Orange Juice	Milk Grilled Chicken Sandwich Lettuce Peaches	Yogurt Banana

9. How much reimbursement does the government provide?

The chart below shows the combined maximum reimbursement rate per meal for Summer 2014.

10. How long has the SFSP been in

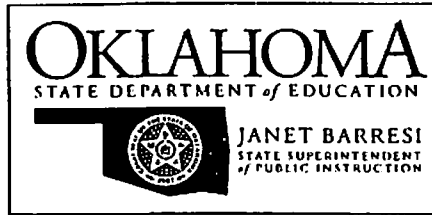
Meal	Rural or self- Prep sites	All other types Of sites
Breakfast	2.0225	1.9850
Lunch or Supper	3.5450	3.4875
Snack	0.8400	0.8225

existence?

SFSP was first created as part of a larger pilot program in 1968. It became a separate program in 1975. By 1980, 1.9 million children were participating. Participation dropped to 1.5 million in 1985 and grew to 1.7 million again by 1990. Over 2 million children participated at over 38,000 sites in the summer of 2010. A total of 133,750,334 children’s meals were served nationally.

11. What kind of participation did Oklahoma have in 2013?

Last year, Oklahoma had 158 sponsors participating with a total of 420 sites. A recorded 1,209,701 meals were served, with an average daily participation of 44,440 for the months of May, June, July, and August.



Jana Wanzer

Name of Participant

Summer Food Service Program Training

March 12, 2014

Date

12:30 - 3:30

Time

OK State Dept. Education

Presenter(s)

Debra Kirby
Signed By Stillwater Site Coordinator

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Apr-30-2014 7:52 AM

Civil Rights Compliance

GUTHRIE SCHOOL (42-1001) : FY 2014

List your efforts to assure that minority population have an equal opportunity to participate in program operations. (Minority is defined as: a person or group of persons belonging to the protected classes covered by the Title VI of the Civil Rights Act of 1964 and later specified by the Office of Management and Budget [OMB])

WE DO NOT DISCRIMINATE AGAINST ANYONE. WE MARKET THE SFSP BY USE OF A PUBLIC RELEASE, FLYERS AND SCHOOL ANNOUNCEMENTS BEFORE THE REGULAR SCHOOL YEAR ENDS.

List your efforts to contact minority and grassroots organizations about the opportunity to participate in the program. (Grassroots organization is defined as: any organization at the local level which interacts directly with potential participants or beneficiaries, such as a community action program, civic organization, migrant group, church, neighborhood council, local chapter of NAACP, or other similar group.)

PUBLIC FLYER RELEASE, TELEPHONE CONTACTS

Enter the sources used to obtain the estimated number of eligible beneficiaries.

CIVIL RIGHTS COMPLIANCE STUDENT COUNT REPORT FOR 2013-2014 SCHOOL YEAR

<u>Estimated enrollment by race</u>		<u>Estimated enrollment by ethnicity</u>	
Asian	15	Hispanic	375
White	2759	Non Hispanic	3189
Black	445		
Islander	2		
Native American	343		

(Rev. 1/09)

OKLAHOMA STATE DEPARTMENT OF EDUCATION
JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

CHILD NUTRITION PROGRAMS (CNP)
SUMMER FOOD SERVICE PROGRAM (SFSP)

POLICY STATEMENT

Authine Public Schools assures the
Name of Sponsor

State Department of Education Child Nutrition Programs that all children at the site(s) described on the Site Information Sheet(s) are served the same meal(s) at no charge, regardless of race, age, color, national origin, sex, or disability, and that there is no discrimination in the course of the meal service.

Dennis Schuy
Signature of Administrator

4/16/14
Date

NOTE: This is a nonpricing policy statement. If you charge separately for meals, contact the State Department of Education for additional information.

OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM

Sponsor

GUTHRIE SCHOOL (42-I001) : FY 2014

Administrator DENNIS SCHULTZ (ASST SUPERINTENDENT)

Authorized Rep. JANA WANZER

Sponsor Type School: Public or Private Non-Profit School Food Authority

DUNS 060772753

DUNS Expiration Date 06/18/2014

Mailing Address GUTHRIE SCHOOL

802 EAST VILAS

GUTHRIE, OK

73044 - 5228

Physical Address 200 CROOKS DR BLDG #5

GUTHRIE, OK

73044 - 5228

Phone 405-282-5952 ext: N/A

Fax 405-282-5963

Cell Phone 405-833-8237

Email JANA.WANZER@GUTHRIEPS.NET

FEI 726021131

OKLAHOMA STATE DEPARTMENT OF EDUCATION

Janet Barresi

State Superintendent of Public Instruction

CHILD NUTRITION PROGRAMS (CNP)

PERMANENT AGREEMENT

7 CFR 225.6(e)

SUMMER FOOD SERVICE PROGRAM (SFSP)

In order to effect the purpose of Section 13 of the National School Lunch Act (42 U.S.C. 1761), as amended, and the regulations governing the Summer Food Service Program for Children issued under 7 CFR Part 225, referred to as the *Program*, the State Department of Education, hereinafter referred to as the *State Agency*, and the sponsor whose name and address appear at the end of this Agreement, covenant and agree as follows:

THE STATE AGENCY AGREES THAT IT SHALL:

1. Reimburse the sponsor in connection with meals served under the Program to children at site(s) for which Site Information Sheet(s) have been submitted and approved by the State Agency.
 - a. During the period covered by this Agreement, the amount of reimbursement for meals served shall not exceed an amount equal to the number of meals, by type, served to eligible children multiplied by the applicable rates of reimbursement.
2. Provide advance payments to the sponsor to assist in meeting program costs. Procedures for advance payments will be in accordance with Section 225.9(c) of the Program regulations.

THE SPONSOR AGREES THAT IT SHALL:

1. Operate a nonprofit food service during the period specified, as follows:
 - a. From May through September for children on school vacation or at some other time or times during the year for children on school vacation:
 - b. At any time of the year, in the case of sponsors administering the Program under a continuous school calendar system; or
 - c. During the period from October through April, if it serves an area affected by an unanticipated school closure due to a natural disaster, major building repairs, court orders relating to school safety or other issues, labor-management disputes, or, when approved by the State agency, a similar cause.
2. Serve meals that meet the requirements and provisions set forth in Section 225.16 during a period designated as the meal service period by the sponsor and serve the same meal to all children.
3. Serve meals without cost to all children, except that camps may charge for meals served to children who are not served meals under the Program.

4. Issue a free meal policy statement in accordance with Section 225.6(c) of Program regulations.
5. Meet the training requirements for its administrative and site personnel as required under Section 225.15(d)(1) of Program regulations.
6. Claim reimbursement only for the type of meals specified in this Agreement and served without charge to children at approved site(s) during the approved meal service period, except that camps shall claim reimbursement only for the type or types of meals, specified in the Agreement and served without charge to children who are eligible for free or reduced-priced school meals; serve meals within the specified approved site caps of meal service for the sponsor's site(s) for which approved site caps have been established as required in Section 225.6(d)(2) of Program regulations. Sponsor shall request an adjustment in site cap, upwards or downward, via email to the State agency before additional meals are served in order for the meals to be reimbursable.
7. Submit claims for reimbursement in accordance with procedures established by the State Agency and those stated in Section 225.9 of Program regulations.
8. In the storage, preparation, and service of food, maintain proper sanitation and health standards in conformance with all applicable state and local laws and regulations.
9. Accept and use, in quantities that may be efficiently utilized in the Program, such food that may be offered as a donation by the United States Department of Agriculture (USDA).
10. Have access to facilities necessary for storing, preparing, and serving food.
11. Maintain a financial management system as prescribed by the State Agency.
12. Maintain on file documentation of site visits and reviews in accordance with Section 225.15(d)(2) and (3).
13. Upon request, make all accounts and records pertaining to the Program available to State, Federal, or their authorized officials for audit or administrative review, at a reasonable time and location. These records shall be retained for a period of three years after the end of the fiscal year to which they pertain, unless audit or investigative findings have not been resolved, in which case the records shall be retained until all issues raised by the audit or investigation have been resolved.
14. Maintain children on-site while meals are consumed.
15. Retain final financial and administrative responsibility of its Program.
16. Provide audits as outlined in Section 225.10 of Program regulations and in accordance with the provisions of the Office of Management and Budget (OMB) circular A-133. Any sponsor who expends more than \$500,000 in total federal funds in the prior fiscal year will be asked to submit a Program-specific audit. If a sponsor fails to submit an organization-wide audit to the State Agency, their claim for reimbursement will not be processed.

THE STATE AGENCY AND SPONSOR MUTUALLY AGREE THAT:

1. Summer Food Service Program sites may be deleted or added to this application as the need arises **PROVIDED**, however, that no site may be added until the State Agency issues written notice of approval.
2. No member or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this Agreement or to any benefit that may arise therefrom; but this provision shall not be construed to extend this Agreement if made with a corporation for its benefit.
3. The terms used in this Agreement have the same meaning as set forth in Section 225.2 of Program regulations.
4. The Healthy, Hunger-Free Kids Act of 2010 requires that the agreement between the State agency and SFSP sponsor be permanent. This means that once the State agency and SFSP sponsor enters into an agreement it does not need to be renewed. SFSP sponsors now operating under a permanent agreement must submit an annual budget for administrative costs that must be approved by the State agency.

It is important to understand that describing the agreement as "permanent" means only that the agreement has no predetermined expiration date. Under certain circumstances, these agreements may be amended or cancelled, and this feature of the agreement does not create contractual obligations beyond those described in the SFSP regulations.

RECORD-KEEPING REQUIREMENTS

The sponsor must keep full and accurate records respecting its food service to serve as a basis for the claim for reimbursement and for audit and review purposes. Records must include the following:

1. Records that document eligibility for the Summer Food Service Program
2. Records that support the number of meals served to children
3. Records that support food service costs
4. Records that support administrative costs
5. Records to support funds accruing to the Program
6. Other records include: agreement with schools to furnish meals; contract with a food service management company; bid procedures used; records and inventories of USDA donated foods; monitor's reports of site visits and reviews; records of training conducted; menu records; receipts, invoices, and bills for all rented or purchased items and services; bank statements and deposit slips; accounting ledgers; and sanitation and health reports.

Additionally, records that document eligibility for the SFSP such as the application to participate in the SFSP and the signed agreement with the State agency must be maintained.

**NONDISCRIMINATION
(FNS-113)**

The Program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by the regulations of the Department of Agriculture (7 CFR Part 15), Department of Justice (28 CFR Parts 42 and 50), and Food and Nutrition Service (FNS) directives or regulations issued pursuant to that Act and the regulations to the effect that no person in the United States shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity for which the Program applicant received federal financial assistance from the United State Department of Agriculture; and hereby gives assurance that it will immediately take any measures necessary to fulfill this Agreement.

This assurance is given in consideration of and for the purpose of obtaining any and all federal financial assistance, grants, and loans of federal funds, reimbursable expenditures, grants, or donations of federal property and interest in property, the detail of federal personnel, the sale and lease of, and the permission to use, federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with federal financial assistance extended to the Program applicant by USDA. This includes any federal agreement, arrangement, or other contract that has one of its purposes the provision of cash assistance for the purpose of food and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of Program operation to review such records, books, and accounts as needed to ascertain compliance with nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture Food and Nutrition Service shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from the USDA.

I certify that the site(s) has been visited and the information is true and correct to the best of my knowledge. I understand that this information is being given in connection with the receipt of federal funds and that deliberate misrepresentation may subject me to prosecution under applicable state and federal criminal statutes.

The authorized representative, whose signature appears on the Certificate of Authority/Authorized User Form, certifies that all completed information is true and correct to the best of his or her knowledge. This person signs or electronically submits and accepts final responsibility for the monthly claim for reimbursement and receives all correspondence from the State Agency.

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

**Administrative Personnel
GUTHRIE SCHOOL (42-1001) : FY 2014**

	Hours Per Day	Wages Per Hour	Days Worked	Total Salary
Position Title DIRECTOR				
Staff Name JANA WANZER				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00
<hr/>				
Position Title MONITOR/BOOKKEEPER				
Staff Name JANA WANZER				
Fund Source SFSP Program Funds	1.00	\$8.50	20	\$170.00

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Expenditures

GUTHRIE SCHOOL (42-1001) : FY 2014

Operating Costs		Administrative Costs	
Cost of Food and Milk	\$5,000.00	Administrative Salaries	\$340.00
Labor, Payroll Taxes, Benefits	\$4,200.00	Payroll Taxes and Benefits	\$0.00
Nonfood Supplies	\$500.00	Office (Maintenance, Rental)	\$0.00
Utilities	\$0.00	Utilities	\$0.00
Rental of Facility	\$0.00	Mileage	\$0.00
Rental of Equipment	\$0.00	Audit & Legal Fees	\$0.00
Use Allowance of Equipment	\$0.00	Communications (phone, postage)	\$0.00
Transportation of Children/Meals	\$0.00	Publication Fee	\$0.00
Other (specify)	\$0.00	Other (specify)	\$0.00
Operating Subtotal	\$9,700.00	Administration Subtotal	\$340.00
		Grand Subtotal	\$10,040.00

Specify Other Operating Cost :

Specify Other Admin Cost :

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Sponsor Plans and Training

GUTHRIE SCHOOL (42-1001) : FY 2014

Sponsor Plans

All new sites and sites that had problems in previous years' operations will be visited before beginning operations in order to ensure that the sites have facilities to provide meal services for the number of children expected to attend. **Yes**

All sites will be visited at least once during the first week of operation (Optional for all sites that were operated successfully in the previous year and have an experienced program staff). **Yes**

All sites will be reviewed at least once during the first four weeks of program operations and a reasonable level of monitoring will occur thereafter. **Yes**

At least one sponsor representative will attend a State Agency training. Sponsor shall ensure that the supervisory personnel responsible for the food service receives training in all areas of program administration and operations. **Yes**

SFSP training will be provided for all personnel prior to the operation of any site(s). Sponsor must maintain a copy of sponsor's training documentation for a period of three years. **Yes**

Training Dates

Purpose of the Program	5/16/2014
Site Eligibility	5/16/2014
Recordkeeping Requirements	5/16/2014
Organized Site Activity	5/16/2014
Organized Site Activity	5/16/2014
Duties Of Monitor	5/16/2014
Nondiscrimination Compliance	5/16/2014

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Miscellaneous

GUTHRIE SCHOOL (42-I001) : FY 2014

List sources and amount of income to program other than SFSP reimbursement and identify how income will be used:

ONLY SOURCING TO STUDENTS. WE DO NOT HAVE ANY ADULTS, DONATIONS, GRANTS, ETC.. (THE ONLY ADULTS WE HAVE ARE THE ONES PREPARING AND SERVING THE MEAL.

Adult Meals	
Non Program Adult Breakfast Charge	\$2.05
Non Program Adult Lunch Charge	\$3.25
Non Program Adult Snack Charge	\$1.00
Non Program Adult Supper Charge	\$3.25

Was the sponsoring organization or any of its officers ever terminated from or determined to have been seriously deficient in its operation of any federal child nutrition program? **No**
If so, explain why.

How are you collaborating with the SFA to inform eligible families of the availability and location of free meals prior to school ending?

**FLYERS HANDED OUT AT SCHOOLS
MEDIA RELEASE TO GUTHRIE NEWS LEADER**

OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM

Procedures

GUTHRIE SCHOOL (42-1001) : FY 2014

(A) Outline the procedure for collecting the daily number of children's meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL.

(B) Outline the procedure for collecting the daily number of adult meals served:

DAILY MEAL COUNT SHEET. COMPONENTS ARE CHECKED AT THE END OF THE LINE TO BE SURE ALL COMPONENTS ARE AVAILABLE FOR A REIMBURSABLE MEAL. THE ONLY ADULTS WE SERVE ARE PROGRAM ADULT MEALS

(C) Outline the procedure for collection the hours worked by site personnel:

TIME SHEET

(D) Outline the method used to collect records from each site if applicable:

RECORDS SUBMITTED WEEKLY TO CN OFFICE BY SITE SUPERVISOR

(E) Outline where SFSP records will be kept:

RECORDS WILL BE KEPT AT THE CN OFFICE, BY THE DIRECTORS DESK FROM JUNE 2014 TO AUGUST 2014.

(F) Outline procedure, including time frames, for correcting problems that could result in termination of the program at approved site(s) and the method of follow-up to ensure correction of problems:

WE WILL CORRECT ALL PROBLEMS WITHIN 24 HOURS.

Site Information

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2014

Site GUTHRIE UPPER ES : (125)

Supervisor LISA GREEN

Address GUTHRIE SCHOOL
702 CROOKS DRIVE
42: LOGAN
GUTHRIE, OK
73044 - 5228

Urban/Rural

Phone 405-260-6338

Fax 405-282-5963

Cell Phone 000-000-0000

Email JANA.WANZER@GUTHRIEPS.NET

Latitude 35.892564

Longitude -97.417462

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Personnel

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2014

Position Title / Fund Source	Number of Staff	Hours Per Day	Number Of Days
SITE SUPERVISOR SFSP Program Funds	1	6.00	20
COOK'S HELPER SFSP Program Funds	1	6.00	20

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Demographics

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2014

Type of Site : School

If 'Other' site, please describe :

Site Eligibility : Open

Data source : Your Low Income Data

Year of last determination:

If 'Other' data source, please describe :

For Camps and Closed Enrolled Sites ONLY

Projected Enrollment 0

Projected Free Enrollment 0

Projected Reduced-Price Enrollment 0

Sites that serve homeless children must provide information sufficient to demonstrate that the site is not a residential child care institution. If cash payments, SNAP benefits, or any in-kind service are required of any meal recipient at these sites, you must describe the method(s) used to ensure that no such payments or services are received for any Program meal served to children. In addition, by certifying this form you are certifying that this site employs meal counting methods which ensure that reimbursement is claimed only for meals served to children and if this site serves primarily homeless children, the primary purpose is to provide shelter and meals to homeless families.

If this is a migrant site, you certify the following:

Report specific geographic area to be served by site

GUTHRIE AREA

OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM

Site Operations

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2014

Begin Date for Site Operations : 6/2/2014

End Date for Site Operations : 6/27/2014

Meal Prep Method : Prep at Site

If 'Other', specify the method used.

Number of Operating Day in:

May : 0

June : 20

July : 0

August : 0

September : 0

Will the site serve meals on Memorial Day? No

Will the site serve meals on July 4th? No

Please indicate any other days the site will be closed.

NONE

Please indicate any planned field trips (with dates).

NONE

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Meals

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2014

Meal	<u>Begin Time</u>	<u>End Time</u>	<u>Avg. Daily Participation</u>
Breakfast	8:00 AM	8:45 AM	90
Lunch	11:30 AM	12:30 PM	90

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Site Offer vs. Serve

GUTHRIE SCHOOL (42-1001) : GUTHRIE UPPER ES (125) : FY 2014

Name of schools currently participating in Offer versus Serve in the National School Lunch Program:

FOGARTY, GUTHRIE UPPER ELEM, GUTHRIE JUNIOR HIGH, GUTHRIE HIGH SCHOOL

Will the school sponsor's approved site be participating in the Offer versus Serve for the SFSP?

Yes

If so, which meal service?

Lunch

The menu-planning option implemented by your school site

Traditional Food-Base

Will site continue with menu-planning option for SFSP sites?

Yes

If not, what menu-planning option will be used?

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Pre Operational Visit

GUTHRIE SCHOOL (42-I001) : GUTHRIE UPPER ES (125) : FY 2014

Estimated number of children the site could serve: 160
Estimated number of needy children in area: 2,054

For the estimated number of children, does the site have:

- | | |
|---|-----|
| A. Shelter for inclement weather? | Yes |
| B. Adequate cooking facilities (if applicable)? | Yes |
| C. Adequate storage for prepared or delivered food? | Yes |
| D. Storage space for records at site? | Yes |
| E. Adequate refrigeration? | Yes |
| F. Access to a telephone? | Yes |

Is another site needed in this area? Yes

Are the present facilities adequate for an organized meal service? Yes

If answer is no, comments:

What system will be used for serving meals to attending children:

- Cafeteria Style
- Family Style
- Unitized meals
- Other (Explain)

What type of organized activities are possible or planned at this site?

SUMMER SCHOOL, YMCA FOR THE MONTH OF JUNE.

Improvements or corrective actions needed before site operates:

NONE

The first week visit for a returning site that operated successfully during the previous summer may be waived. Does this site need a visit the first week?

Pre Operational Visit

Describe the delivery and holding of meals until time of service, and arrangements for storing and refrigerating any leftover meals until the next day.

REFRIGERATORS AND HOT BOXES ARE ON SITE.

Describe the arrangements for food service during periods of inclement weather.

NO MEAL SERVICE

Describe communication for making necessary adjustments in the number of meals delivered or prepared in accordance with the number of children attending daily at each site.

**OKLAHOMA STATE DEPARTMENT OF EDUCATION
SUMMER FOOD PROGRAM**

Program Information
GUTHRIE SCHOOL (42-1001) : FY 2014

Did the Sponsoring Organization expend \$500,000 or more in total federal funds in last fiscal year? Yes

Is Program Audit Annual or Biannual? Annual

Is sponsor planning to use school food service facilities for meal preparation? Yes

Is food to be prepared at a location other than the food service site? No

Does sponsor contract with a food service management company (FSMC)? No

Does sponsor provide ongoing year-round services to the community? Yes

Beginning Date of Operation: 6/2/2014

Ending Date of Operation: 6/27/2014

Number of Operating Days: 20

Number of sites to participate: 1

Does Sponsor operate sites in other states: No

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Agreement with Oklahoma Hearing Solutions for Audiological Services
for the 2014-2015 School Year

DATE: May 5, 2014

Attached is an agreement with Oklahoma Hearing Solutions, previously known as Fine Hearing Clinic, to provide audiological services for the 2014-2015 school year. The Guthrie Public School District is required to provide audiology services including evaluations and hearing aid molds for certain students with hearing impairments. Oklahoma Hearing Solutions has agreed to continue to provide these services for Guthrie Public Schools. The cost of this contract will be approximately \$1000.00.

Thank you.

Oklahoma Hearing Solutions, LLC
DBA: Fine Hearing Care
2801 S. Bryant Ave.
Edmond, OK 73013
405-340-9191 (office)
405-340-9185 (fax)

April 10, 2014

Guthrie Public Schools
Attn: Eldona Woodruff
802 E. Vilas
Guthrie, OK 73044

Re: Audiologic Services for the 2014-2015 school year


To Whom It May Concern:

Enclosed you will find the proposed Audiology Service Contract for the 2014-2015 school year. Please sign the original and return it in the stamped envelope we have enclosed for your convenience.

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

We consider it an honor to serve your district with the best hearing healthcare service available. If you have any questions or comments regarding this matter, please contact me at your convenience.

Sincerely,


Lisa L Irby, Au.D., CCC-A
Head Audiologist

**AUDIOLOGY SERVICE CONTRACT
FOR THE GUTHRIE PUBLIC SCHOOL DISTRICT**


Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2014-2015 school year in the Guthrie Public School District.

These services may include:

- | | |
|--|-------------------|
| ◆ Hearing Evaluation (in our office) | \$ 60.00 |
| ◆ Hearing Evaluation (on-site) ** | \$ 90.00 |
| ◆ Hearing Aid Evaluation | \$ 60.00 |
| ◆ Hearing Aid Evaluation (on-site) ** | \$ 90.00 |
| ◆ Central Auditory Processing (CAP) Evaluation | \$175.00 |
| ◆ Otoacoustic Emissions (OAE) | \$ 30.00 |
| ◆ FM Unit Fitting | \$ 75.00 |
| ◆ FM Unit / Equipment Check | \$ 30.00 per unit |
| ◆ Earmolds | \$ 55.00 |
| ◆ Hearing Aid Repairs (with 6 month warranty) | Cost + 30% |
| ◆ Equipment Repair and/or Parts | Cost + 30% |
| ◆ Hearing Aid Accessories and/or Parts | Cost + 30% |
| ◆ In-service Training / Consultation ** | \$ 75.00 per hour |
| ◆ Additional Visits with Students ** | \$ 75.00 per hour |
- ** Mileage added for on-site services at the rate of \$.45 per mile

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

The effective dates of this agreement are July 1, 2014 to June 30, 2015. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.


 Lisa L. Irby, Au.D., CCC-A
 Oklahoma Hearing Solutions, LLC
 DBA: Fine Hearing Care

 Name:
 Guthrie Public Schools

4-11-2014

 Date

 Date

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Contractual Agreement with Visual Senses to provide Visual Impairment
and Orientation and Mobility Services during the 2014-2015 school year.

DATE: May 5, 2014

Attached is an agreement with Nikki Keck of Visual Senses to provide consultation services and orientation and mobility services for students with Visual Impairments during the 2014-2015 school year. The fee for these services will be \$70.00 per hour for services and travel time. The cost of this service will be approximately \$3,000. The hourly rate for this service will remain the same as last school year. There has been no increase in the cost of this service for the past three school years. The cost of this service will come from Special Education Project 621 Federal Flow Through.

Thank you.

FAX COVER

May 5, 2014

TO: Director of Special Services

FROM: Nikki Keck

PO Box 204

Blanchard, OK 73010

405-615-5667

866-478-8847 (fax)

RE: Contract for Vision Services 2014-2015

Please find attached the contract for the 2014-2015 school year. If you would like for us to provide Vision/O&M services to your district, please sign and fax a copy back to me.

If you have any question, please do not hesitate to contact me. We look forward to working with your district.

Contract Agreement

This agreement is established between Guthrie Public Schools and Visual Senses (a consulting firm owned by April "Nikki" Keck), educational consultants. It is mutually agreed that Guthrie Public Schools will pay Nikki Keck for specialized services as follows:

Consultation and assistance to educational staff with duties relating to the provision of special education for students who present a visual impairment – such services may include, but not be limited to, the review and study of education/confidential records, participation in IEP meetings and other staffings, completing of forms/reports, classroom observations, functional assessments, direct intervention, procurement of materials, assistive technology recommendations, team member contact, progress monitoring of student programs, and Orientation and Mobility training/consultation.

The fee for these services is agreed upon at \$70 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Guthrie) and return to point of origin.

In order to achieve these purposes, the following general provisions apply:

1. The scope of these services will be determined by the LEA team.
2. Consultation may include review of/access to individual student records as deemed necessary by the LEA team. Nikki Keck and any affiliations hereby agree to abide by all state and federal laws and district policies regarding confidentiality and other procedural safeguards.
3. A monthly itemized billing will be furnished by Nikki Keck to Guthrie Public Schools following rendering of services. Payment shall be remitted within 30 days of date of statement to Nikki Keck, PO Box 204, Blanchard, OK 73010.
4. If scheduled meeting or consults are canceled for any reason, a reasonable notice of 24 hours must be given to Nikki Keck or servicing consultant. A one hour minimum plus drive time will be charged for lack of notice.
5. This agreement may be modified at any time by mutual consent of both parties. Services may be canceled by either party, if a request is put in writing, giving thirty (30) day notice.
6. Guthrie Public Schools declares that there are no current litigations, due processes, or any other legal actions involving any of the current students being served with a Visual Impairment that Nikki Keck and/or Visual Senses consultants will be servicing.
7. This agreement becomes effective when the proper signatures are affixed below.

This agreement shall expire on June 30, 2015 unless review and renewed by both parties prior to that date.

**Authorized Representative
Guthrie Public Schools**

Date

Nikki Keck

5-5-14

**Nikki Keck, TVI, COMS
Certification # 187920 Exp.: 6/30/2018
National O&M # 4086 Exp. 9/30/2016**

Date

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Agreement with Melissa Allsbrook to provide Speech Language
Services for Extended School Year Services (ESY) during July, 2014

DATE: May 5, 2014

Attached is an agreement with Melissa Allsbrook to provide Speech Language Services for Extended School Year Services (ESY) in July, 2014. We are required to continue special education services as a part of ESY for certain students who meet eligibility requirements. Ms. Allsbrook's current contract will end June 30, 2014. She has agreed to continue to provide Speech Language Services through the month of July for \$45.00 per hour. The cost of this service will be approximately \$2,160.00 for 16 hours a week for three weeks.

Thank you.

Contract for Speech Language Pathology Services July 2014

This contract is for speech pathology services provided by Melissa Allsbrook, M.S. CCC-SLP, ASHS #12116391.

Services:

Speech/Language services in accordance to the personnel job description provided by the Guthrie School District, including, but not limited to: providing speech and language therapy, screening, evaluations, IEP Preparation, and RtI.

Rate:

\$45/hour

Contract Terms:

Two days a week for three weeks subject to change due to the needs of students.

Termination:

This contract is for July 2014. The contract may be terminated with a 30 day written notice by either party.

Melissa Allsbrook, M.S. CCC-SLP

Superintendent

Date

Date



5637 N. Classen Blvd. ▪ Oklahoma City, OK 73118
(405) 842-9200 ▪ (405) 842-9213 Fax

Via Email: dennis.schulz@guthrie.net

If no email, Via Fax: 405-282-5904

April 29, 2014

Guthrie Public Schools
Attn: Dennis Schulz

Re: Amendment to Gas Sales Agreement (Contract #8047)

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. We would like to renew our services and offer you an Amendment to extend the term of your Agreement. This letter shall serve as the required thirty (30) day notice that we will not extend the existing Exhibit A-6 past June 30, 2014.

We are also sending an updated Exhibit C-3 which includes Clearwater's new physical address and any contact changes from your previous paperwork.

Enclosed is one (1) unexecuted original of the above referenced Amendment which covers July 1, 2014 through June 30, 2015. Should you require duplicate originals to be sent via mail, please let me know and I will send originals to you.

In order to continue service effective July 1, 2014, please return one partially executed original to the undersigned by May 20, 2014. Once fully executed, we will provide you with a copy for your files.

We appreciate this opportunity to do business with you. If you have any questions, please contact Regina Fort, Vice President of Retail Sales, at (405) 842-9200 x201.

Sincerely,

Nita Herring

Nita Herring
Supervisor, Contract Administration
nherring@clearwaterenterprises.net

AMENDMENT

This Amendment is made and entered into as of July 1, 2014 by and between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer").

WITNESSETH:

WHEREAS, Seller and Buyer made and entered into that certain Gas Sales Agreement dated July 1, 2006 (the "Agreement"); and

WHEREAS, Seller and Buyer wish to amend the Agreement in the manner specified below;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements herein provided, the Parties hereby agree to amend the Agreement in the following respects only:

- Exhibit(s) A-6, B-6, C-2, and D-2 are hereby deleted in their entirety and the attached Exhibit(s) A-7, B-7, C-3, and D-3 are substituted therefore. All references in the Agreement to Exhibit(s) A-6, B-6, C-2, and D-2 shall be amended to reference Exhibit(s) A-7, B-7, C-3, and D-3.

This Amendment is effective July 1, 2014. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Amendment is hereby executed by an authorized representative of each Party on the dates shown below.

Seller
Clearwater Enterprises, L.L.C.

Buyer
Guthrie Public Schools

By: _____
 Name: Jenny Thompson
 Title: Vice President,
 Contract Administration & Gas Control
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____

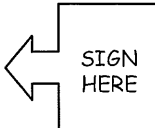


EXHIBIT A-7
TRANSACTION CONFIRMATION

Clearwater Enterprises, L.L.C. ("Seller") and **Guthrie Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2006 between Buyer and Seller as set forth below:

Term: July 1, 2014 through June 30, 2015 and year to year thereafter unless either Party notifies the other Party in writing at least thirty (30) days prior to the expiration of the stated term or the then current renewal period that the Agreement shall not be renewed.

Facility: **As listed on Exhibit B-7**

Quantity: Full Facility Requirements

Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding \$0.12/MMBtu to the Inside FERC's Gas Market Report first of the month index posting for Oneok Gas Transportation LLC, Oklahoma plus a monthly administrative fee of 50.00/month per Facility. In the event the referenced index posting for Oneok Gas Transportation LLC, Oklahoma is not published for any delivery month, the average of the index postings ANR Pipeline Co., Oklahoma, Natural Gas Pipeline Co. of America, Midcontinent zone, and Panhandle Eastern Pipe Line Co., Texas, Oklahoma (mainline) shall be substituted therefore. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Agreement at a price which is mutually agreeable to the Parties hereto.

Delivery Point/Point(s) of Sale: Oklahoma Natural Gas Company distribution system receipt point for delivery to the Facility listed above.

Local Distribution Company: Oklahoma Natural Gas Company

EVIDENCE OF AGREEMENT: This Transaction Confirmation documents an oral agreement previously reached by representatives of the Parties. Therefore, although Clearwater Enterprises, L.L.C. would prefer that either this Transaction Confirmation or some other written confirmation be signed and returned by facsimile transmission, or that written confirmation be provided in some other manner, this Transaction Confirmation will be deemed accepted if Clearwater Enterprises, L.L.C. receives no objections within two (2) business days of Clearwater's execution date shown below.

Seller
Clearwater Enterprises, L.L.C.

Buyer
Guthrie Public Schools

By: _____
Name: Jenny Thompson
Vice President,
Title: Contract Administration & Gas Control
Date: _____

By: _____
Name: _____
Title: _____
Date: _____

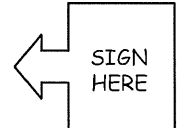


EXHIBIT B-7
Facility Listing and Estimated Monthly Usage

Clearwater Enterprises, L.L.C. ("Seller") and Guthrie Public Schools ("Buyer") agree to the purchase and sale of natural gas pursuant to any active Transaction Confirmation, this Exhibit B-7, and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2006 between Buyer and Seller as set forth below:

Facility(ies)													
ONG Contract #	Account Name					ONG Account #			Address				
<u>Estimated Monthly Usage (MMBtus)</u>													
4154	Guthrie Public Schools					210185565			2001 W Noble Ave; Guthrie, OK 73044-2171				
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	340	294	149	61	24	8	11	14	17	29	147	334	
4155	Guthrie Public Schools					211183566			902 N Wentz St; Guthrie, OK 73044-1882				
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	404	331	170	52	12	1	0	5	6	18	160	399	
4156	Guthrie Public Schools					210186651			1615 N Walnut St; Guthrie, OK 73044-3910				
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	289	228	53	31	26	9	5	16	24	25	46	216	
4157	Guthrie Public Schools					211184786			705 E Oklahoma Ave; Guthrie, OK 73044-3746				
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	297	250	133	43	7	0	0	6	12	16	120	273	
4158	Guthrie Public Schools					211185109			1602 Crooks Dr; Guthrie, OK 73044-1803				
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	830	655	360	130	57	18	15	28	46	92	269	717	

Estimated Monthly Usage is for informational purposes and defined as historical consumption as represented by Buyer's Local Distribution Company or upon information supplied by Buyer.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Agreement, effective as of the date first stated above, is hereby executed by an authorized representative of each Party on the dates shown below.

Seller
Clearwater Enterprises, L.L.C.

By: _____
 Name: Jenny Thompson
 Vice President,
 Title: Contract Administration & Gas Control
 Date: _____

Buyer
Guthrie Public Schools

By: _____
 Name: _____
 Title: _____
 Date: _____

← SIGN
 HERE

EXHIBIT C-3
Seller Addresses and Contacts

This Exhibit C-3 to the Gas Sales Agreement between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer"), dated July 1, 2006, is for all purposes made a part of said Agreement.

Main Address:

Clearwater Enterprises, L.L.C.
Address: 5637 N. Classen Blvd.
Oklahoma City, OK 73118
Phone:(405) 842-9200 Fax: (405) 842-9213

Gas Supply Representative:

Attn: Regina Fort
Phone:(405) 842-9200 x201 Fax: (405) 842-9213
Email: rfort@clearwaterenterprises.net

Contractual Notices & Correspondence:

Attn: Nita Herring
Address: Same as Main
Phone:(405) 842-9200 x203 Fax: (405) 842-9213
Email: nherring@clearwaterenterprises.net

Invoices:

Attn: Jeff Geis
Address: Same as Main
Phone:(405) 842-9200 x208 Fax: (405) 418-0129
Email: jgeis@clearwaterenterprises.net

Payments:

Attn: Jeff Geis
Phone:(405) 842-9200 x208 Fax: (405) 418-0129
Email: jgeis@clearwaterenterprises.net

Payment by Wire:

Bank: International Bank of Commerce
1200 San Bernardo St.; Laredo, TX 78040
ABA: 114902528
Account No.: 1601012268
For the Account of: Clearwater Enterprises, L.L.C.
Reference: Oklahoma Account

Payment by ACH:

Bank: International Bank of Commerce
Oklahoma City, OK
ABA: 303072793
Account No.: 1601012268
For the Account of: Clearwater Enterprises, L.L.C.

Payment by Check:

Clearwater Enterprises, L.L.C.
PO Box 26706, Section 109
Oklahoma City, OK 73126-0706

EXHIBIT D-3
Buyer Addresses and Contacts

This Exhibit D-3 to the Gas Sales Agreement between **Clearwater Enterprises, L.L.C.** ("Seller") and **Guthrie Public Schools** ("Buyer"), dated July 1, 2006, is for all purposes made a part of said Agreement.

Main Address:

Guthrie Public Schools
Address: 802 East Vilas
Guthrie, OK 73044
Phone: 405-282-8900
Fax: 405-282-5904

Marketing Representative:

Attn: Dennis Schulz
Phone: 405-282-8900
Fax: 405-282-5904
Email: dennis.schulz@guthrieeps.net

Contractual Notices & Correspondence:

Attn: Dennis Schulz
Address: 802 East Vilas
Guthrie, OK 73044
Phone: 405-282-8900
Fax: 405-282-5904
Email: dennis.schulz@guthrieeps.net

Invoices and Payments:

Attn: Vicki Biggs
Address: 802 East Vilas
Guthrie, OK 73044
Phone:
Fax:
Email: vicki.biggs@guthrieeps.net



Guthrie Public Schools

Memo

To: Dr. Mike Simpson and the Guthrie School Board

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

Date: April 22, 2014

Re: K – 8 Remedial Summer School Program

The following teachers/aides are being recommended for Summer School 2014 June 2, 2014 – June 26, 2014, Monday – Thursday, 8:30 – 11:30 a.m.

Teresa Barbour, Teacher	Kindergarten
Tonya Stansbury, Teacher	Kindergarten
Eva Cordero, Aide	Kindergarten
Tia Davidson, Teacher	1 st Grade
Carmen Brown, Teacher	1 st Grade
Sheryl McClain, Teacher	2 nd Grade
Tiffany Biggs, Teacher	2 nd Grade
Greg Friese, Teacher	3 rd Grade
Amanda Perring, Teacher	3 rd Grade
Lisa Good, Teacher	3 rd Grade
Traci Hartley, Teacher	3 rd Grade
Glenda Jarnagin, Teacher	4 th Grade
Mandi Paul, Teacher	5 th Grade
Keith Blackston, Teacher	6 th Grade
Ron Gillett, Teacher	7 th & 8 th Grade Reading
Julie Bertolino, Teacher	7 th & 8 th Grade Math
Susan Davison	Administrator
Marsha Holderman	RSA Coordinator

MAY 05 2014



Guthrie Public Schools
ACTIVITY FUND REQUEST FOR NEW ACCOUNT
Effective 1-06

Date 5/2/14

Site High School

Purpose to deposite class dues & pay expenditures incurred during the four years the student will be at the High School

Source of income Dues paid by students & donations


Sponsor Signature


Principal/Administrator Signature

Approved by _____

Date _____

New Account Name Class of 2018

New Account Number _____

Board of Education Approval Date _____

MAY 05 2014

Guthrie Public Schools Activity Fund Account

Account Name Class of 2018

Account Number _____ site High School

Purposes for which this account was created to deposit class dues and pay
expenditures incurred during the four years the student will be at
the High School

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

including activity fund operations expenses, banquet/receptions expenses & supplies, t-shirts, sweatshirts, hats
, dues & fees, fund book bags, change, club refreshments, parties, luncheons, contest entry fees, donations, ribbons trophies, awards & plaques
raising expenses, graduation expenses, homecoming festivity expenses, student transportation, substitutes & bus drivers, incentive trips
postage, printing expenses, prom expenses, refunds, registrations, reimbursements, student store, concession stand supplies, as well as any unforeseen class expense

Types of BOE allowable Revenues that will support this account (See page 13 of AF Handbook)

Bake sale on site, candy sales on site, concessions on site, dance on site, donations, dues, fees & registrations
face painting on site field trip, food sales on site, holiday grams, payments from students for
resale items, penny drives, prom fees, registration fees, scholarships, snack sales on site
supply fees, testing fees, tournament entry fees, t-shirts, sweatshirts, backpacks, hats etc. on site.

Be specific as all financial activity will be based on your response.

This form does NOT replace the fundraiser request form as required.


Sponsor Signature


Principal/Administrator Signature



CONTRACT COMPLETION INSTRUCTIONS



PLEASE RETURN THE ENTIRE DOCUMENT, NOT JUST THE SIGNATURE PAGES!!!

Your renewal documents follow this page.

1. Review the agreement. If there are no questions, please sign and date the engagement letter and the scope of services. These documents need to be returned one week prior to the renewal date listed under project pricing in the Scope of Services-Exhibit A. If they are not received, your site will shut down until we receive the renewal and billing information.
2. Complete the last page which is the billing information form. The invoice will be emailed to the individual designated on this form. Payment is due upon receipt of the invoice. If payment is not received by Gallup within 60 days, your site will be shut down until payment is received.
3. In order to process your renewal, we need to receive the entire document, not just the signature pages, along with the billing information form.

Email: melissa_kucks@gallup.com
Fax: 402-484-4250.
Mail: 1001 Gallup Drive, Omaha, NE 68102

4. Please contact your consultant if you have any questions.

***Do not mail the contract along with payment to the PO Box. That goes directly to our bank and we may not receive your contract – this will delay processing.

GALLUP

April 21, 2014

Chad Wilson
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

Dear Chad,

Thank you for choosing Gallup, Inc. ("Gallup") for TeacherInsight for Guthrie Public Schools ("Client"). This Engagement Letter is to confirm our mutual understanding with respect to the scope of services to be performed by Gallup, the respective responsibilities of Gallup and Client related to this engagement and the fees expected to be charged for the services.

SCOPE OF SERVICES

Subject to the terms and conditions set forth in this Engagement Letter, Gallup hereby accepts the assignment to perform TeacherInsight and related services. The more detailed obligations of each party for each project, including its price, payment schedule and timeline are set forth in Exhibit A. Only those services set forth in Exhibit A will be performed.

Modifications to the Services shall require a written Change Order. Such Change Order shall set forth in detail the effect of the changes on Exhibit A, including, but not limited to, with respect to the price and timeline adjustments required to modify the Services. Under no circumstances shall any Change Order be effective until it has been duly agreed to and executed by an authorized representative of each party.

ACCEPTANCE

This Engagement Letter including all exhibits, together with Gallup's General Business Terms attached hereto, constitutes the entire agreement between Client and Gallup with respect to this engagement, supersedes all other oral and written representations, understandings or agreements related to this engagement, and may not be amended except by the mutual written agreement of Client and Gallup.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to our office.

Thank you for giving Gallup the opportunity to provide the requested consulting services to your organization. If you have any questions regarding the services described in this Engagement Letter including any of the exhibits, or require any other assistance that Gallup may provide, please feel free to contact me.

Very truly yours,
Gallup, Inc.

AGREED AND ACCEPTED:
Guthrie Public Schools on behalf of itself and
its' subsidiaries and/or affiliates

BY: _____

BY: _____

Name: Allison Mixan

Name: _____

Title: Senior Manager, Gallup Education Consortium Title: _____

Date: _____

Date: _____

GENERAL BUSINESS TERMS

1. PAYMENT OF INVOICES.

1.1 Client shall pay Gallup during the term of this Agreement the fees determined for each project agreed upon by both parties and specified in the Scope of Services in accordance with the agreed upon payment schedule.

1.2 Client shall further pay all reasonable out-of pocket expenses of Gallup's personnel associated with client-approved travel (including transportation, lodging and meals) and any lists costs associated with the purchase of phone sample.

1.3 Payment shall be due upon receipt of the invoice. If Client objects to all or any portion of any invoice, Client shall notify Gallup of its objection within fifteen (15) days from the date of Client's receipt of the invoice, give reasons for the objection, and pay only that portion of the invoice not in dispute. Balances not in dispute and unpaid in excess of 30 days shall bear interest at a rate of 14% per annum. In the event that Client is delinquent in payment of any undisputed invoice beyond 45 days, Gallup may, at its option, withhold deliverables or suspend any and all services until the account is made current.

1.4 Client shall be responsible for all taxes imposed on the Services other than Gallup's income taxes, or for employment withholding or taxes imposed on Gallup's property.

2. CONFIDENTIALITY.

2.1 Each party has made and will continue to make available to the other party information that is not generally known to the public and at the time of disclosure is identified as, or would reasonably be understood by the receiving party to be, proprietary or confidential ("Confidential Information"). Confidential Information may be disclosed in oral, written, visual, electronic or other form. Confidential Information shall include all business plans, strategies, forecasts, projects, analyses, financial information, business processes, methods and models, all organizational information, system architecture, software, graphics, computer programs, design ideas, concepts, flow charts, diagrams, progress reports, methods research and any other personal or intellectual property relating to either party, its respective parent or subsidiaries and Personal Data. "Personal Data" shall mean any information related to any identified or identifiable natural or legal person, such as Client's employees, customers, partners or any other third party (including such third parties' employees) and any other additional data deemed as personal data under the applicable personal data protection laws, which are made available to Gallup for processing them on behalf of Client pursuant to this Agreement and all Statements of Work issued pursuant to said Agreement. Confidential Information as defined herein shall not include: (a) information in the public domain at the time of its communication; (b) information, which enters the public domain, through no fault of the receiving party, subsequent to the time of its communication to the receiving party; (c) information which is obtained in good faith by either party from a third party, provided such third party is not bound by a confidentiality agreement with Gallup or Client, as applicable; or (d) information independently developed by employees or agents of a party without access to the Confidential Information of the other party.

2.2 The receiving party shall, except as otherwise provided below (i) not use or reproduce the Confidential Information for any purpose other than as required to perform in connection with the applicable Scope of Services; (ii) protect the confidentiality of the Confidential Information with the same degree of care as receiving party uses for its own similar information, but in no event less than reasonable care; or (iii) not disclose the Confidential Information to any third party, without the prior written approval of the disclosing party. Notwithstanding the foregoing, the receiving party may disclose Confidential Information to the extent such information is required to be disclosed by law, including a subpoena, or to respond to a regulatory request; provided the receiving party promptly notifies the disclosing party in writing of such intention prior to any disclosure to allow the disclosing party to seek a protective order or similar relief in the disclosing party's sole and absolute discretion. Each party shall immediately advise its employees and others to whom the Confidential Information is disclosed of their obligations under this Agreement and shall take reasonable steps to ensure that the Confidential Information is securely maintained its employees and agents.

2.3 Neither party shall disclose any terms or conditions of this Agreement without the prior written consent of the other party, except as required by applicable law; provided however, that either party may disclose the terms or conditions of this Agreement to a third party under an obligation of confidentiality to such party in

connection with customary financial reporting, a proposed sale, merger, acquisition or change in control, consolidation, or other similar transaction.

2.4 Gallup agrees to the following as it relates to Personal Data:

2.4.1 To prevent unauthorized use, dissemination or publication of the Personal Data, and implement any technical and organizational measures to protect Personal Data which are required by the applicable law.

2.4.2 To implement appropriate technical and organizational measures to protect Personal Data against (i) accidental or unlawful destruction or loss, (ii) unauthorized disclosure or access, in particular where processing involves the transmission of Personal Data over a network, (iii) alteration, and (iv) all other unlawful forms of processing.

2.4.3 To inform Client promptly in writing if it becomes aware of any unauthorized use or disclosure of Personal Data by itself or others.

2.4.4 When collecting, using, storing, transferring and otherwise processing Personal Data, Gallup shall adhere to all applicable export and personal data law regulations and rules.

3. REPRESENTATIONS AND WARRANTIES.

3.1 The parties represent and warrant that: (a) each has the full power and authority to enter into this Agreement; (b) this Agreement is duly authorized by all necessary action and has been duly executed and delivered; and (c) neither party has entered into any agreement with any other entity that contains restrictive provision regarding confidentiality and/or non-competition that may impair their ability to perform their specific obligations under the terms of this Agreement.

3.2 Gallup represents and warrants that it or its personnel will perform the Services: (a) in a good, timely, efficient, professional and workmanlike manner; (b) with at least the same degree of accuracy, quality, efficiency, completeness, timeliness and responsiveness as are equal to the accepted industry standards applicable to the performance of the same or similar services; and (c) using personnel who are fully familiar with the technology processes, procedures and equipment to be used to deliver the Services.

3.3 Gallup is the lawful owner or licensee of all programs and materials used by it in the performance of the Services contemplated hereunder that have not been provided by Client; such programs and materials have been lawfully developed or acquired by Gallup and Gallup has the right to permit Client access to or use of such programs and materials. Gallup represents and warrants that none of the Services or deliverables provided under this Agreement will infringe on any patent, copyright, trademark, trade secret or other intellectual property right of any third party and agrees to defend and to indemnify and hold harmless Client, its parent, subsidiaries, affiliates, employees and representatives, for all costs and expenses associated with the defense or settlement of any claim that the Services infringe a patent, copyright, trademark, trade secret or other intellectual property right and shall pay any judgments or settlements based thereon.

3.4 In connection with the performance of services set forth in an applicable Scope of Services, Gallup shall comply, and shall cause Gallup's employees and consultants/subcontractors to comply, with all statutes, regulations, ordinances, judgments, permits and other governmental rules or restrictions, whether domestic or foreign, applicable to Gallup's execution of this Agreement.

3.5 EXCEPT AS SET FORTH IN THIS AGREEMENT OR IN ANY SCOPE OF SERVICE: NEITHER PARTY MAKES ANY OTHER REPRESENTATIONS AND WARRANTIES INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

4. TERM AND TERMINATION.

4.1 This Agreement will commence on the Effective Date and will remain in effect until terminated in accordance with the terms and conditions set forth herein.

4.2 Either party may terminate this Agreement or any Scope of Services if the other party breaches any material obligation set forth herein or in the applicable Scope of Services, which breach is incapable of cure or which, being capable of cure, has not been cured within thirty (30) days after receipt of written notice of such breach from the non-breaching party, or within such additional cure period as the non-breaching party may authorize in writing.

4.3 Either party may immediately terminate this Agreement or any Scope of Services by written notice to the other party if the other party becomes insolvent, makes a general assignment for the benefit of creditors, files a voluntary petition of bankruptcy, suffers or permits the appointment of a receiver for the its business or assets, or becomes subject to any proceeding under any bankruptcy or insolvency law, whether domestic or foreign, or has wound up or liquidated, voluntarily or otherwise. If any of the above events occurs, the affected party shall promptly notify the other party of its occurrence.

4.4 Client or Gallup may terminate this Agreement or any applicable Scope of Services without cause upon 60 days written notice. If this Agreement is terminated by Client prior to completion of services, Gallup shall be entitled to the payment of fees actually incurred through the date of termination or 25% of the annual Service Fee associated with this Agreement or the applicable Scope of Services, whichever is greater.

5. INTELLECTUAL PROPERTY RIGHTS.

5.1 Gallup Intellectual Property means any instructional materials, software programs, diagrams, copyrighted assessments or surveys and anything else that Gallup uses or distributes to Client in connection with this Agreement or an applicable Scope of Services that has already been conceived or developed by anyone other than Client before Gallup renders any Services under this Agreement or that is conceived or developed by anyone other than Client at any time wholly independent of the Services under this Agreement ("Gallup Property"). Gallup Property is not considered work product or a "work for hire" under the terms of this Agreement.

5.2 For any Gallup Property used, incorporated into, required for use of, or provided with any Services provided to Client hereunder, Gallup hereby grants Client a worldwide, perpetual, non-exclusive, nontransferable license to use Gallup Property as incorporated into or provided with the applicable Services provided hereunder within Client's organization. Client may not make, have made, sell, offer for sale, execute, reproduce, display, perform, distribute externally to any third party copies of, or prepare derivative works of Gallup Property without the written permission of Gallup.

5.3 All products, reports, documents, compilations of data and other materials produced or developed by Gallup under a Scope of Services which are either: (a) created using the funds, expertise, facilities, personnel, time, material or proprietary information of Client; or (b) are derivatives of any Client proprietary information shall be the sole property of Client. These materials do not include any Gallup Property or derivatives thereof. Gallup agrees to assist Client, or its designee, at Client's expense, in every proper way to secure Client's rights in the materials.

6. GOVERNING LAW; DISPUTE RESOLUTION.

6.1 This Agreement shall be construed and interpreted according to the laws of the State of Nebraska without regard to the conflicts of law principles in Nebraska.

6.2 In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If the parties do not reach such solution within a period of thirty (30) days, then, upon notice by either party to the other, disputes, claims, questions, or disagreements shall be settled by arbitration administered by the American Arbitration Association in accordance with the provisions of its commercial dispute resolution rules.

7. RELATIONSHIP OF PARTIES.

7.1 Gallup will act solely as an independent contractor rendering professional services. Gallup shall have no authority to execute contracts or make commitments on behalf of Client. Nothing contained herein shall be deemed to create the relationship of employer and employee, or principal and agent, joint venturer or partner between Gallup and Client.

7.2 Gallup will function as a non-exclusive consultant to Client. Client acknowledges that, during the term of this Agreement and thereafter, Gallup will offer, undertake and continue to provide Consulting Services for organizations other than Client. In no event shall Gallup be relieved of its obligation to protect Confidential Information.

8. NOTICES.

Any notice or other communication required or permitted to be made or given by either party pursuant to this Agreement shall be in writing delivered to the individual whose name appears on the signature block of the Scope of Services.

9. LIMITATION OF DAMAGES.

Neither party shall be liable to the other party for any indirect, incidental, consequential, exemplary, punitive or special damages, including lost profit; regardless of the form of the action or theory of recovery, even if that party has been advised of the possibility of those damages.

10. USE OF NAME, TRADEMARKS OR LOGOS.

Neither party shall originate any publicity, news release, or other announcement written or oral, whether to the public press, the trade, any of the other party's customers, suppliers or otherwise, relating to this Agreement or any Scope of Services, or to the existence of an arrangement between the parties without the prior written approval of the other party. Without limiting the foregoing, neither party shall use any names, trademarks or logos of the other party without the prior written consent of such party.

11. INTEGRATION.

This Agreement constitutes the entire agreement between the parties and supersedes all other prior or contemporaneous communications between the parties (whether written or oral) relating to the subject matter of this Agreement. This Agreement may be modified or amended solely in writing signed by both parties and executed by an authorized officer. Each Scope of Services attached hereto and each Addendum executed under this Agreement shall incorporate the terms and conditions of this Agreement.

12. SEVERABILITY.

The provisions of this Agreement shall be deemed severable, and the unenforceability of any one or more provisions shall not affect the enforceability of any other provisions. In addition, if any provision of this Agreement, for any reason is declared to be unenforceable, the parties shall substitute an enforceable provision that, to the maximum extent possible and in accordance with applicable law preserves the original intentions and economic positions of the parties.

13. CONFLICT OF TERMS.

If a term in a Scope of Services or Addendum conflicts with a term in this Agreement the provisions of this Agreement will prevail unless the Scope of Services or Addendum specifically states that the conflicting term will prevail.

14. WAIVER.

No failure or delay by either party in exercising any right, power or remedy shall operate as a waiver of such right, power or remedy, and no waiver shall be effective unless it is in writing and signed by the waiving party. If either party waives any right, power or remedy, such waiver shall not waive any successive or other right, power or remedy the party may have under this Agreement.

15. ASSIGNMENT.

Neither party may assign any rights in nor delegate any obligations under this Agreement or any portion thereof without the written consent of the other. Any such attempt to transfer will be deemed null and void.

16. FORCE MAJEURE.

Neither party shall be liable for any losses arising out of the delay or interruption of its performance of its obligations under this Agreement due to any act of God, war, terrorism, civil disturbance, court order or natural disaster, or any other cause beyond the reasonable control of the affected party.

17. SURVIVAL.

Sections 2, 3, and 5 shall survive the termination or expiration of this Agreement.

SCOPE OF SERVICES – Exhibit A

PROJECT OBJECTIVES: TO PROVIDE CLIENT WITH TEACHERINSIGHT, PRINCIPALINSIGHT, AND/OR SUPPORTINSIGHT SERVICES.

CLIENT PROJECT MANAGER(S): CHAD WILSON. GALLUP SHALL BE RESPONSIBLE FOR REPORTING TO CLIENT PROJECT MANAGER. GALLUP WILL NOT MAKE ANY CHANGES TO THE SCOPE OF SERVICES WITHOUT THE WRITTEN APPROVAL OF CLIENT PROJECT MANAGER. WRITTEN APPROVAL MAY BE IN THE FORM OF EMAIL, FAX OR WRITTEN CHANGE ORDER.

GALLUP PROJECT MANAGER: ALLISON MIXAN. CLIENT PROJECT MANAGER SHALL MAKE ANY REQUEST FOR CHANGES TO THE SCOPE OF SERVICES TO GALLUP PROJECT MANAGER. GALLUP SHALL NOT BE RESPONSIBLE FOR MAKING ANY CHANGES NOT DIRECTED TO GALLUP'S PROJECT MANAGER.

Gallup will provide Client Project Manager an update of the progress of the work associated with the Scope of Services on an ongoing basis to ensure that Client is aware of how many consulting hours remain and whether sufficient hours remain to complete the services.

PROJECT DELIVERABLES:

1. Gallup agrees to provide and maintain all hardware, software, programming and research for web-based TeacherInsight interviews to be used by Client during the term of this Agreement.
2. It will be the responsibility of Client to select and notify candidates that will go through the designated web-site and respond to the TeacherInsight assessment.
3. Gallup will analyze the national interview data at least once each interview year for fairness issues and report the results to the client.
4. Gallup may include, at Gallup's discretion, items to be analyzed for research purposes within the assessments. These research items may be changed at Gallup discretion.
5. The Insight data are the property of Gallup and may be used by Client during the term of this Agreement. Client may not share this data with anyone outside of Client's Schools.
6. In order to ensure continuous improvement of the Gallup instruments used by Client, Client agrees provide data on a quarterly basis. Gallup will provide an annual update and analysis of hiring.
7. The results of these interviews will be reported via the web in a confidentially held site. The result of the Insight assessments is a percentile score per applicant. A Gallup reference score will be provided to Client.
8. Gallup's assessments should not be used alone by Client in making hiring decisions and should be used in conjunction with other selection criteria already in use by Client.
9. Contract will be reviewed for annual renewal approximately three months prior to termination.
10. Client agrees to pay Gallup the following for outlined services:

I. TEACHERINSIGHT

Assessment:

- Consulting through implementation; hardware and software maintenance; technical support for district personnel and candidates.
- Teacher Insight Automated Interview – unlimited use for contract term.
- Gallup Online results reporting or electronic transfer of data. Support for one-time integration of results using Gallup's protocol including the initial contract term and any subsequent renewal periods.
- Online applicant sorting ability.
- Ongoing research and interview fairness testing.
- Annual applicant data report.

Education:

- Gallup Talent Specialist (GTS) online certification for all administrators. GTS educates school leaders on use of TeacherInsight, Talent Dimension Report, FIT interview, Clifton StrengthsFinder and Gallup Student Poll results (this certification can also be delivered in person).

Consulting:

- Client agrees to provide hiring data on a quarterly basis.
- Gallup will provide an annual update and analysis of hiring.

Gallup has relied on information provided by Client in defining the Scope of Services and determining the pricing for the above described services. Gallup will rely on this information as being accurate and complete. Any discrepancy in the information provided by Client may change the Scope of Services and/or the pricing. Gallup will notify Client upon discovering a discrepancy in the information provided by Client and inform Client of the impact on the Scope of Services, timeline and pricing of the services.

Gallup will bill for additional consulting hours required to complete the scope of services unless Client requests in writing a modification to reduce the services in order to maintain the current contract value.

PROJECT PRICING:

The pricing for the Services, exclusive of expenses and costs otherwise payable under the General Terms and Conditions, shall be as follows: \$10,000. The term of this agreement is May 23, 2014 through May 22, 2015.

TeacherInsight	\$10,000
Total:	\$10,000

PROJECT BILLING SCHEDULE:

The Service Fee shall be invoiced upon acceptance of this scope of services.



BILLING CONTACT FORM



Complete this form and fax with signed contract/statement of work to:

Melissa Kucks at 402-484-4250

(Invoice will not be generated and sent until signed contract/statement of work is received)

Please provide information on the person who should receive the invoice. Please provide an email address as this is our preferred method of delivery.

Name _____

Title _____

Organization _____

Address _____

City, State ZIP _____

Telephone _____

Fax _____

E-Mail _____

If a purchase order # is *required* by your district on Gallup's invoice, please provide number or fax copy of the PO - Purchase order # _____

Dennis Schulz

From: Ashlie Eskew
Sent: Monday, April 21, 2014 2:26 PM
To: dennis.schulz@guthriepe.net
Subject: Purchasing Intent for SY 14-15
Attachments: APC Letter to District 3-30-14.docx; Group Purchasing Participation Interlocal Agreement v.4 4.3.14.pdf

Importance: High

Dennis,

This time of year is when we begin looking at the competitive bids/vendors and determine what avenues will provide the best value and savings for our districts when it comes to food quality, availability and costs. SFE has begun a partnership with American Purchasing Consortium (APC), to provide participating districts the economic benefits of volume purchasing and reduction of costs while providing quality, nutritious meals and products for other district sponsored food service related activities. APC will facilitate compliance with state and federal bidding requirements; identify qualified vendors of commodities, goods, and services; and relieve the burdens of the governmental purchasing function. The partnership has no out of pocket direct costs associated to your district, just like the current co-ops or purchasing groups that we have participated with in the past.

What I need from you, is a replay to this email stating you have the intent to join the American Purchasing Consortium for the SY14-15 no later than Friday April 25th. Simply stating your intent doesn't do anything but begin to build purchase power for the group, but doesn't lock you into anything if you feel you need further discussion. Again, there is no financial burden on the district for being a part of this group, only cost savings passed to the district to maintain our quality, availability and costs through the purchasing power of over \$50million in purchased volume. I will be happy to answer any questions you may have, please feel free to call or email me and I will be happy to sit and discuss with you in the upcoming weeks more in detail.

Thank you for your time, I appreciate you.



Ashlie Eskew

Director of Regional Operations | Central Region

Cell Phone: 254.715.5194 | Fax: 480.551.6552

Email: ashlie.eskew@sfellc.org

9304 E Raintree Dr Ste 110 Scottsdale Az 85260

Southwest Foodservice Excellence, LLC "Putting Child Nutrition First"

The information contained in this message and any attachment may be proprietary, confidential, and privileged or subject to the work product doctrine and thus protected from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by replying to this message and deleting it and all copies and backups thereof. Thank you.



Lubbock-Cooper ISD



April 21, 2014

RE: American Purchasing Consortium (APC) Participation Agreement – ACTION REQUIRED

Lubbock-Cooper ISD, acting as the Lead Public Agency, invites your participation in the newly established American Purchasing Consortium, LLC (APC) purchasing program. APC was created to cater to the specific food service needs of school districts with no direct cost to participating agencies. Under the program, APC will use competitive bidding process to solicit contractors and negotiate prices. Lubbock-Cooper ISD will award the contracts, which will then be available to the participating agencies. If you would like to participate in this program for the 2014 - 2015 SY, immediate action is required in two ways.

First, a district representative must respond with the district's intent to participate in the purchasing program for the 2014 – 2015 school year via email to shelly.robinson@apcllc.org. This response is due by **April 25, 2014**. This will enable APC to include information pertinent to your district in the upcoming solicitation for bids. Second, the district must complete and submit the approved Interlocal Agreement for participation in APC. Please submit this documentation as indicated on the attachments by **June 1, 2014** to Lubbock-Cooper ISD, 16302 Loop 493, Lubbock, TX 79423, ATTN: American Purchasing Consortium, LLC – Shelly Robinson.

The primary purpose of APC is to provide substantial savings and best value for participating agencies through established group purchasing practices at no direct cost to the participating agency. APC is a separate entity supported through Vendor Participation Fees (VPF). All fees will be collected directly from awarded vendors. Depending on the type of solicitation, the fee may be a flat fee or a percentage of purchase price paid by Agencies for Goods and Services purchased from the Contractors. There is no direct, out of pocket expense to the district for participation in APC.

Though APC is a newly established purchasing group, there is a combined 52 years of purchasing experience between the co-directors. Moreover, two of the controlling owners of APC, Luis Benavides and Donald Gala, are also the owners of Southwest Foodservice Excellence, LLC, a widely respected school district Food Service Management Company. Beyond competitive pricing, APC will help ensure compliance with state and federal regulations and offer customer service support to facilitate the district's food service purchasing needs. APC staff is dedicated to working directly with your staff to accommodate these needs.

If you have questions related to APC, please contact Shelly Robinson at shelly.robinson@apcllc.org or 806.773.8087. Thank you for considering participation in this purchasing program. We look forward to facilitating this exciting opportunity.

Sincerely,

Shelly Robinson

Co – Director

American Purchasing Consortium, LLC

GROUP PURCHASING PARTICIPATION AGREEMENT

This Group Purchasing Participation Agreement ("Agreement") is entered into by and between Lubbock-Cooper Independent School District, 16302 Loop 493, Lubbock, Texas 79423 ("Lubbock-Cooper") and **[INSERT NAME AND ADDRESS OF PARTICIPATING SCHOOL DISTRICT]:** _____
Guthrie Public Schools 802 E. Vilas Guthrie, OK 73044

as of the _____ day of _____, 20____ ("Participating Agency"). Lead Agency and Participating Agency may be referred to herein individually as "Party" and collectively as "Parties."

1. Purpose of Agreement. Lubbock-Cooper will contract with various distributors and/or other contractors ("Contractors") for general food services and related goods and services (collectively "Goods and Services") at agreed upon prices and terms ("Agreed Upon Terms") and in compliance with all applicable laws and regulations. The Participating Agency will have the right (but not the obligation) to purchase Goods and Services directly from the Contractors at the Agreed Upon Terms. Lubbock-Cooper has separately contracted with American Purchasing Consortium, LLC ("APC") to provide procurement services. APC will receive a fee paid by the Contractors. APC will not receive or accept any direct fees or payments from Lubbock-Cooper or the Participating Agency.

2. Lubbock-Cooper's Duties. Lubbock-Cooper will:

 a. Select, approve, and award contracts to Contractors, in its sole discretion and in consultation with the Participating Agency.

 b. Solicit and review comments from the Participating Agency regarding the services provided by Contractors, the quality of Goods and Services, and whether contracts for other Goods and Services are required.

 c. Comply with all applicable Federal, State and local laws and regulations pertaining to the subject matter of this Agreement, including the awarding of contracts to Contractors.

3. Participating Agency's Duties. The Participating Agency will:

 a. Cooperate with the Lead Agency, APC, and all government agencies in all matters related to or arising from this Agreement and comply with any and all rules and regulations pertaining to the purchasing program.

 b. Have the right (but not the obligation) to purchase Goods and Services pursuant to the contracts entered into between Lubbock-Cooper and the Contractors. If a Contractor requires the Participating Agency to execute a separate agreement with them, the Participating Agency will negotiate and enter into such agreement in its own discretion, is solely responsible for performing such agreement, and will provide a copy of any such signed agreement to Lubbock-Cooper and APC

 c. Timely remit purchase orders and payments directly to Contractors in accordance with the Contractor's terms and conditions for such payments.

 d. Appoint a designee to represent the Participating Agency, to receive notices, and to bind the Participating Agency in all matters related to this Agreement, as designated below:

 Name and Title of Designee: Josh Price

 Phone No. of Designee: 405-282-5952

 Email Address of Designee: josh.price@guthrieeps.net

 e. Be solely responsible for making independent investigations of each Contractor, the Agreed Upon Terms, and the Goods and Services prior to purchasing and upon delivery.

f. Comply with all applicable Federal, State and local laws and regulations pertaining to the subject matter of this Agreement, including USDA and State requirements for school nutrition procurement.

4. Voluntary Participation. Participation in the purchasing program is voluntary. The Participating Agency is not required to purchase Goods and Services through the purchasing program, may procure like goods and services through other programs, contractors, and services, and may enter similar purchasing program agreements with other entities. Each and every purchase made by the Participating Agency through the purchasing program is for the Participating Agency's own use.

5. Disclaimer. Lubbock-Cooper and APC disclaim (1) any representations, warranties (express or implied, including the warranties of merchantability and/or fitness for a particular purpose), and/or guarantees regarding the Contractors and/or the Goods and Services; (2) any liability for claims, damages, losses, costs or expenses incurred as a result of or arising from the Contractors' acts or omissions and/or faults, problems, design flaws, delivery delays and all other matters related to the Goods and Services; and (3) any representations and warranties regarding cost savings.

6. Term and Termination. This Agreement is effective as of _____, _____ and shall remain in effect through June 30, 2015 ("Initial Term"). Following the Initial Term, this Agreement will automatically renew for additional twelve (12) month terms beginning July 1 of each year and ending on June 30 of each following year, unless either Party terminates this Agreement as provided herein. Either Party may terminate this Agreement with or without cause, by providing the other Party with ninety (90) days written notice. Additionally, in the event of a default by either Party, the non-defaulting Party shall give a written notice of default to the defaulting Party, after which the defaulting Party shall have thirty (30) calendar days within which to cure the default. If the default is not cured within the thirty (30) calendar day period, the non-defaulting Party may pursue any and all remedies available to it in law or equity and may terminate this Agreement by providing written notice of termination to the defaulting Party.

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

LUBBOCK-COOPER INDEPENDENT SCHOOL DISTRICT

By: _____
Title: _____
Printed Name: _____

PARTICIPATING AGENCY:

[Insert Name of District]: _____

By: _____
Title: _____
Printed Name: _____

MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

SUBJECT: Contractual Agreement with Career Staff Unlimited for Occupational
Therapy

DATE: May 5, 2014

Attached is an agreement with Career Staff Unlimited to provide Occupational Therapy services for the 2014-2015 school year. Career Staff Unlimited will provide a COTA (Certified Occupational Therapy Assistant) for \$59.00 per hour or an Occupational Therapist for \$69.00 per hour to perform Occupational Therapy Services. The hourly cost of this service is the same as the past two school years. There will be no increase in the hourly rate of this service. The cost of these services will be approximately \$110,000 for Occupational Therapy services including mileage at the prevailing IRS reimbursement rate.

Thank you.

April 16, 2014

Dr. Michael L. Simpson-Superintendent
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044

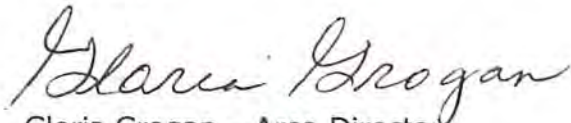
Dear Dr. Simpson:

Enclosed is the contract for CareerStaff Unlimited Therapy Services for the school year 2014-2015 for your review and appropriate signature.

Also enclosed is the CareerStaff Unlimited 2014 Certificate of Insurance for your file.

We have certainly enjoyed working with Eldona Woodruff and her staff year after year and we look forward to another mutually successful year with Guthrie Public Schools.

Regards,



Gloria Grogan – Area Director
CareerStaff Unlimited – Oklahoma

STAFFING SERVICES AGREEMENT

THIS STAFFING SERVICES AGREEMENT ("Agreement") is entered into effective **August 1, 2014 to July 31, 2015** (the "Effective Date"), by and between **CareerStaff Unlimited, Inc.** ("Company"), and **Guthrie Public Schools** ("Client").

I. SERVICES. Company, as a provider of medical staffing services, shall furnish to Client qualified professional healthcare personnel ("Personnel") on an as-needed, as-available basis and in accordance with this Agreement's terms. Qualified Personnel are those individuals who meet the state-established licensing board standards and guidelines for their respective profession, and have had criminal background checks obtained by Company. **Contract date: August 1, 2014 to July 31, 2015.**

II. TERM AND TERMINATION. This Agreement shall have an initial term of one (1) year (the "Term") commencing on the Effective Date, shall automatically renew for additional terms of one (1) year each, and may be terminated, with or without cause, at any time by either party effective upon delivery to the other of no less than thirty (30) days prior written notice of termination.

III. ADDITIONAL RIGHTS, DUTIES AND OBLIGATIONS OF COMPANY.

A. Personnel Information. Company shall maintain and provide to Client, upon written request, the following information for any Personnel:

- i. A copy of current license, registration, or certification.
- ii. Proof of completion of educational requirements, continuing education where required.
- iii. Proof of insurance coverage, as defined herein.
- iv. Confirmation that a background check was completed.
- v. Confirmation that a drug screen was completed, if applicable.
- vi. Document(s), if available, required for audit and accreditation activities.

B. Company Employees. All Personnel assigned to Client under this Agreement shall be employees of Company. Company shall assume sole and exclusive responsibility for the payment of wages to Personnel for services performed by them. Company shall be responsible for withholding federal and state income taxes, paying Social Security taxes, unemployment insurance and maintaining worker's compensation insurance coverage in an amount and under such terms as required by state law.

IV. ADDITIONAL RIGHTS, DUTIES AND OBLIGATIONS OF CLIENT.

A. Supervision and Instruction. Client is responsible for supervision and instruction of the Personnel regarding policies, procedures, and Client operation, specifically including, but not limited to all necessary Client safety procedures, equipment handling, and services to be rendered. Client shall remain solely liable for the safe working conditions and supervision of those entrusted to operate equipment and provide services hereunder.

B. Acceptance of Personnel. Client retains the right to determine, within reasonable discretion, which Personnel shall be accepted for initial or repeated service. Client shall provide Company with advance notification of Client's staffing needs.

C. Right to Dismiss. Client maintains the right, per its own policies and procedures, to require any Personnel to leave its premises immediately. Client shall immediately notify Company of any and all such actions.

D. Incident Reporting. Client shall notify Company immediately of any Client policy and procedure violation that results in potential professional liability or workplace injury incident involving Company Personnel. Additionally, Client shall notify Company of any unsatisfactory performance or conduct involving Personnel. All Client requests to have Personnel removed from an assignment shall be performed in writing with reference to specific Client policies and procedures. Client shall provide Company with performance evaluations upon the completion of, or, if requested, during each assignment.

V. NON-SOLICITATION. During the term of this Agreement and for one (1) year following termination, Client shall not, directly or indirectly (*e.g.*, by hiring or using another individual or entity that hires Company's employees or contractors, or as an owner, client, manager, partner, member or five percent (5%) or more shareholder), employ or contract with any Company employee, agent or representative who provided, managed or otherwise was involved in the provision of Services to the Client during the term of this Agreement. Client shall not induce any Company employee, agent or representative to terminate his/her relationship with Company. Client shall notify Company **in writing 15 days in advance** of its intent to hire any Company employee, agent or representative introduced to Client during the term of this Agreement or for a period of one (1) year following this Agreement's termination. Client shall pay Company a fee upon employment of any such individual. **Fee schedule is included in the attached Addendum "A"**. The fee shall be due and payable on the first day of employment of the individual with Client.

VI. COMPENSATION.

A. Billing Rates. Company's billing rates are established in the attached **Addendum A**. Billing rates may be changed upon thirty (30) days written notice by Company to Client.

B. Billing and Payment Terms. Client shall pay Company for Personnel provided and charges pursuant to this Agreement. Company shall invoice, every seven (7) days, for Personnel provided by Company to Client. Client shall pay Company within sixty (60) days from the invoice date. Any outstanding balance not paid within seventy-five (75) days of the invoice date shall be subject to a late payment charge of one and one-half percent (1.5%) per month, eighteen percent (18%) annual rate or such lesser amount as necessary to ensure that such late charge does not exceed the maximum allowable by law. **All obligations are due and payable to: CAREERSTAFF UNLIMITED, INC., P O BOX 301076, DALLAS, TX 75303-1076.** If Company assigns the account balance to a collection agency or an attorney for legal action, all subsequent collection charges and reasonable legal fees, costs, and expenses shall be paid by Client. Client acknowledges that Client's responsibility to pay Company for personnel provided under this Agreement is separate and distinct from its ability to collect payment for such personnel's services from the patients, Medicare, Medicaid, and/or any other insurance program or responsible party.

C. Termination for Non-payment. Notwithstanding any other provision in this Agreement, Company may immediately terminate this Agreement at any time without notice if payment for services is not received by the seventy fifth (75th) day after the invoice is mailed.

VII. INDEPENDENT CONTRACTOR. In the execution and performance of this Agreement, Company and Client are and shall be at all times acting as independent contractors. Nothing in this Agreement is intended or shall be construed or be deemed to create between Company and Client an employer-employee relationship, a joint venture relationship, or a partnership. Except as provided in the Agreement, neither party shall have nor exercise any control or direction over the method or means by which the other party shall perform its duties or services under this Agreement.

VIII. INSURANCE AND INDEMNIFICATION.

A. **Company's Insurance.** Company shall maintain, at Company's sole cost and expense, comprehensive professional and general liability insurance at levels required by law, but not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. In the event such coverage is provided under a "claims made" policy, such coverage shall remain in effect (or the covered party shall procure equivalent "tail coverage") for a period of not less than five (5) years following termination of this Agreement. Company shall maintain workers' compensation insurance for all of Company's staff in amounts required by the laws of the state in which Client is located, although Company may elect to self-insure for workers compensation insurance, pursuant to applicable law. Company shall cause its insurer to deliver to Client thirty (30) days prior written notice of any expiration or cancellation of such policies and, upon request, Company shall provide written proof of coverage to Client.

B. **Client's Insurance.** Client shall maintain, at Client's sole cost and expense, comprehensive professional and general liability insurance at levels required by law, but not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. In the event such coverage is provided under a "claims made" policy, such coverage shall remain in effect (or the covered party shall procure equivalent "tail coverage") for a period of not less than five (5) years following termination of this Agreement. Client shall maintain workers' compensation insurance for all of Client's staff in amounts required by the laws of the state in which Client is located, although Client may elect to self-insure for workers compensation insurance, pursuant to applicable law. Client shall cause its insurer to deliver to Company thirty (30) days prior written notice of any expiration or cancellation of such policies, and, upon request, Client shall provide written proof of coverage to Company.

C. **Mutual Indemnification.** Each of Company and Client (the "Indemnifying Party") hereby indemnify the other, its affiliates, directors, officers, and employees (the "Indemnified Party"), and hold the Indemnified Party harmless from and against any and all claims, demands, liabilities, cause or causes of action, and attorney's costs, fees, and reasonable expenses whatsoever, pertaining to all aspects of the Indemnifying Party's services, business, contracts and dealings whatsoever, except as occasioned by the act, failure to act, negligence, or breach of this Agreement by the Indemnified Party.

IX. CONFIDENTIALITY.

A. **Information.** Each party to this Agreement, by virtue of entering into this Agreement, shall have access to certain information of the other party that is confidential and constitutes valuable, special and unique property of the other party. Each party shall not, at any time, either during or subsequent to the term of this Agreement, disclose to others, use, copy or permit to be copied, any confidential or proprietary information of the other party without the other party's express prior written consent, except pursuant to its duties hereunder.

B. **Terms of this Agreement.** Except for disclosure to their legal counsel, accountants, or financial advisors, neither party shall disclose the terms of this Agreement, to any person who is not a party or signatory to this Agreement, unless disclosure thereof is required by law or otherwise authorized by this Agreement.

X. **HIPAA.** **Addendum B** is hereby incorporated into the terms of this Agreement for purposes of compliance with applicable laws and regulations with respect to confidentiality of protected health information.

XI. CIVIL RIGHTS. Each of Company and Client shall comply with Title VI of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to regulations of the U.S. Department of Health and Human Services (45 C.F.R. Part 80) issued pursuant to that Title, to the end that, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied for benefits of, or be otherwise subjected to discrimination under any program or activity for which Federal funds are used in support of either party's activities.

XII. MISCELLANEOUS.

A. Financial Assurance. Client warrants that it has sufficient assets to support the costs of this Agreement.

B. Notices. Any notices or other communications required or permitted under this Agreement shall be sufficiently given if sent by (i) registered or certified mail, postage prepaid, return receipt requested, or (ii) recognized overnight couriers addressed as follows:

Company:
CareerStaff Unlimited, Inc.
6525 N. Meridian #311
Oklahoma City, OK 73116
Attn: Gloria Grogan-Area Director
Telephone: 405-721-1115
Facsimile: 405-721-2025

Client:
Guthrie Public Schools
802 E. Vilas
Guthrie, OK 73044
Dr. Michael L. Simpson-Superintendent
Telephone: 405-282-8900
Facsimile: 405-282-5904

With copy to:
CareerStaff Unlimited, Inc.
18831 Von Karman Ave, Suite 400
Irvine, California 92612
Attn: Corporate Contracts Counsel
Telephone: 949.255.7100
Facsimile: 949.255.7057

or such other address as shall be furnished in writing by either of the Parties. Any such notice or communication shall be deemed to have been given as of three (3) business days after the date so mailed or one (1) business day after deposit with such overnight courier for next day delivery.

C. Compliance with "Do Not Fax" Regulation. Client hereby grants Company permission to deliver to Client via facsimile information concerning Company's products and services.

D. No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than Company or Client any rights, remedies, obligations, or liabilities whatsoever.

E. Assignment. This Agreement may not be assigned by either party without the written consent of the other party. Consent for one assignment does not waive the consent requirement for any subsequent assignment, but, subject to the foregoing limitation, shall inure to the benefit of and be binding on the successors and assigns of the respective parties. Notwithstanding the foregoing, Company may assign this Agreement to a parent corporation, affiliate, or successor in interest without Client's consent.

F. **Governing Law.** This Agreement shall be governed by, interpreted and enforced in accordance with the laws of the State in which services are being provided under this Agreement.

G. **Attorney's Fees.** In the event of any litigation by any party to enforce or defend itself under this Agreement, the prevailing party, in addition to all other relief, shall be entitled to reasonable attorneys fees.

H. **Waivers.** A waiver by either party of one or more terms, conditions, rights, duties, or breaches shall not constitute a waiver of any other.

I. **Open Records Requirements.** If compensation payable hereunder exceeds Ten Thousand Dollars (\$10,000) per annum, Company hereby agrees to make available to the Secretary of Health and Human Services ("HHS"), the Comptroller General of the Government Accounting Office ("GAO"), Client and Intermediary and their authorized representatives, all contracts, book, documents and records that are necessary to certify to the nature and extent of the costs hereunder for a period of four (4) years after the furnishing of services hereunder. In addition, Company hereby agrees, if services are to be provided by subcontract, to make available to the HHS, GAO, Client and Intermediary or their authorized representative, all contracts, book, documents, and records that are necessary to certify the nature and extent of the costs hereunder for a period of four (4) years after the furnishing of services hereunder within fourteen (14) days of request.

J. **Entire Agreement.** This Agreement contains the entire understanding between the parties and supersedes all prior and contemporaneous agreements, oral or written, between the parties related to the subject matter contained herein and may not be amended, modified or waived, in any respect whatsoever, except by written agreement signed by the parties.

COMPANY AND CLIENT hereby execute this Agreement effective the day and year first written above.

CAREERSTAFF UNLIMITED, INC.:

Sign Name: Gloria Grogan
Print Name: Gloria Grogan
Title: Area Director-Oklahoma

GUTHRIE PUBLIC SCHOOLS:

Sign Name: _____
Print Name: _____
Title: _____

ADDENDUM A:
CAREERSTAFF UNLIMITED, INC.
Guthrie Public Schools

Per Diem Rate Schedule
Effective Date: August 1, 2014 – July 31, 2015

THERAPY RATES:

<u>Physical Therapists</u>	<u>\$69.00/hour</u>
<u>Occupational Therapists</u>	<u>\$69.00/hour</u>
<u>Speech Therapists</u>	<u>\$69.00/hour</u>
<u>COTA</u>	<u>\$59.00/hour</u>
<u>PTA</u>	<u>\$59.00/hour</u>

MINIMUM HOURS PER DAY: Six (6.0).

MILEAGE RATE: Prevailing IRS Reimbursement Rate \$.56/MILE

Fee schedule to hire CareerStaff Personnel:

Immediate Buy Out after 15 days written notification to hire	30% of annualized salary
After 30 days of placement	20% of annualized salary
After 60 days of placement	15% of annualized salary
After 90 days of placement	10% of annualized salary
After 120 days of placement	No Fee

CANCELLATION POLICY: Facility agrees to give CareerStaff Unlimited at least thirty (30) days cancellation notice for long-term assignments (90 days or longer), five (5) days cancellation notice for assignments one (1) week to 30 days plus. Daily booked assignments require a full twenty-four (24) hour cancellation notice. A 4.0 minimum charge will be billed for failure to provide required notice for daily booked assignments. Failure to give said notice for 90 day+ and weekly booked assignments will result in Facility being charged for all remaining scheduled hours.

EXCEPTIONS: Should any assignment require an adjustment to the above listed rates, a confirmation letter shall be provided to Client confirming the adjusted rate. Said confirmation letter must be executed by both Company and Client prior to the start of the assignment.

ADDENDUM B:
BUSINESS ASSOCIATE ADDENDUM
HIPAA PRIVACY COMPLIANCE

THIS BUSINESS ASSOCIATE ADDENDUM ("Addendum") supplements and is made a part of the Staffing Services Agreement to which it is attached ("Agreement"), is entered into by and between **CareerStaff Unlimited, Inc.** (herein, "CE") and **Guthrie Public Schools**, who is or may be a business associate pursuant to HIPAA (herein, "BA"), and is made effective with the Agreement ("Addendum Effective Date").

WHEREAS, CE wishes to disclose certain information to BA pursuant to the terms of the Addendum, some of which may constitute Protected Health Information ("PHI") and/or electronic Protected Health Information ("ePHI").

WHEREAS, CE and BA intend to protect the privacy of PHI and ePHI disclosed to or created or received by BA pursuant to the Addendum in compliance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA") and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the "Privacy Rule" and the "Security Rule") and other applicable laws.

WHEREAS, the purpose of this Addendum is to satisfy certain standards and requirements of the Privacy Rule, including, but not limited to, Title 45, Section 164.504(e) of the Code of Federal Regulations ("CFR"), and the Security Rule, including but not limited to CFR Title 45 Sections 164.308(b) and 164.314(a) as the same may be amended from time to time.

IN CONSIDERATION of the mutual promises below and the exchange of information pursuant to this Addendum, the parties agree as follows:

I. DEFINITIONS.

Terms used, but not otherwise defined, in this Addendum shall have the same meaning as those terms in the Privacy Rule and Security Rule. In the event of a conflict between the definitions in this Addendum and the definitions in the Privacy Rule or Security Rule, the definitions in the conflicting rule shall be applied.

Protected Health Information ("PHI") means any information, whether oral or recorded in any form or medium, including ePHI (as defined below), that

- a. Relates to the past, present or future physical or mental health or condition of an individual, the provision of health care to an individual, or the past, present or future payment for the provision of health care to an individual; and
- b. Identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual; and
- c. Is limited to the information created or received by BA from or on behalf of CE.

Electronic Protected Health Information ("ePHI") is a subset of PHI and means PHI that is transmitted by or maintained in electronic media. References herein to PHI shall include ePHI.

Security Incident means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.

Privacy Rule means the Standards for Privacy of Individually Identifiable Health Information at 45 CFR part 160 and part 164, subparts A and E.

Security Rule means the Security Standards for the Protection of Electronic Protected Health Information at 45 CFR part 160 and part 164, subparts A and C.

Rules means both the Privacy Rule and the Security Rule.

Disclose means the release, transfer, provision of access to, or divulging in any other manner of PHI to parties outside the BA's organization.

Use means the sharing, employment, application, utilization, examination, or analysis of PHI within the BA's organization.

Secretary means the Secretary of Health and Human Services or any other officer or employee of HHS to whom the authority involved has been delegated.

Data aggregation means, with respect to PHI created or received by an BA in its capacity as a Business Associate of a CE, the combining of such PHI by the BA with the PHI received by the BA in its capacity as a Business Associate of another covered entity, to permit data analyses that relate to the health care operations of the respective covered entities.

Individual means the person who is the subject of PHI and shall include a person who qualifies as a personal representative in accordance with 45 CFR 164.502(g).

Required By Law means a mandate contained in law that compels a covered entity to make a use or disclosure of PHI and that is enforceable in a court of law.

II. OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE.

1. **Nondisclosure.** BA shall not use or disclose CE's PHI other than as permitted or required by this Addendum or as required by law.
2. **Minimum Necessary.** BA shall use or further disclose PHI only in the minimum amount and to the minimum number of individuals necessary to achieve the purpose of the services being rendered to or on behalf of CE.
3. **Safeguards.** BA shall use appropriate safeguards to prevent use or disclosure of CE's PHI otherwise than as provided for by this Addendum.
4. **Reporting of Unauthorized Disclosures.** BA shall report to CE any use or disclosure of CE's PHI not provided for by this Addendum of which BA becomes aware.
5. **Mitigation.** BA shall mitigate, to the extent practicable, any harmful effect that is known to BA of a use or disclosure of PHI by BA in violation of the requirements of this Addendum.
6. **BA's Agents.** BA shall ensure that any agents, including subcontractors, to whom it provides PHI received from, or created or received by BA on behalf of, CE agree to the same restrictions and conditions that apply to BA through this Addendum with respect to such PHI.
7. **Access to PHI.** BA shall provide access to CE, at the request of CE, and in the time and manner designated by CE, to PHI or, as directed by CE, to an Individual in order to meet the requirements under 45 CFR 164.524. This provision shall apply if BA possesses PHI in any form.
8. **Documentation of Disclosures.** BA shall document such disclosures of PHI and information related to such disclosures as would be required for CE to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.
9. **Accounting of Disclosures.** BA shall provide to CE or an individual, in time and manner designated by CE, information collected pursuant to this Addendum, to permit CE to respond to a request by an individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.
10. **Amendment of PHI.** BA shall make any amendment(s) to PHI that the CE directs or agrees to pursuant to 45 CFR 164.526 at the request of CE or an Individual, and in the time and manner designated by CE. This provision shall apply if BA possesses PHI in any form.
11. **Internal Practices.** BA shall make its internal practices, books and records relating to the use and disclosure of PHI received from CE, or created or received by BA on behalf of CE, available to the CE, or to the Secretary, for purposes of the Secretary determining CE's compliance with the Rules.
12. **Security of ePHI and Reporting of Security Incidents.** BA shall maintain ePHI in a fashion that preserves:
 - a. **Availability,** i.e. the property that data or information is accessible and useable upon demand by an authorized person; and
 - b. **Confidentiality,** i.e. the property that data or information is not made available or disclosed to unauthorized persons or processes; and
 - c. **Integrity,** i.e. the property that data or information have not been altered or destroyed in an unauthorized manner.

BA shall develop, implement, maintain, and use administrative, technical, and physical safeguards that reasonably and appropriately protect the Confidentiality, Integrity, and Availability of ePHI that BA creates, receives, maintains, or transmits on CE's behalf as required by the Security Rule. BA shall report to CE any attempted or successful (A) unauthorized access, use, disclosure, modification, or destruction of CE's Electronic Protected Health Information or (B) interference with BA's system operations in BA's information systems, of which BA becomes aware.

III. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE.

1. **Permitted Uses and Disclosures.** Except as otherwise limited in this Addendum, BA may use or disclose PHI to perform functions, activities, or services for, or on behalf of CE as specified in the Agreement provided such use or disclosure does not violate the Rules if done by the CE.

2. **Use for Management and Administration.** Except as otherwise limited in this Addendum, BA may use PHI for the proper management and administration of the BA or to carry out the legal responsibilities of the BA.
3. **Disclosure for Management and Administration.** Except as otherwise limited in this Addendum, BA may disclose PHI for the proper management and administration of the BA or to carry out the legal responsibilities of the BA, provided that:
 - a. Disclosures are required by law or
 - b. BA obtains reasonable assurances from the person to whom the information is disclosed that it shall remain confidential and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and
 - c. The person notifies the BA of any instances of which it is aware in which the confidentiality of the information has been breached.
4. **Data Aggregation.** Except as otherwise limited in this Addendum, BA may use PHI to provide Data Aggregation services to CE relating to the health care operations of the CE.
5. **Report Violations of Law.** Except as otherwise limited in this Addendum, BA may use PHI to report violations of law appropriate to Federal and State authorities consistent with 45 CFR §164.502(j)(1).

IV. OBLIGATIONS OF COVERED ENTITY.

1. **Notice of Privacy Practices.** CE shall provide BA with the notice of privacy practices that CE produces in accordance with 45 CFR 164.520, as well as any changes to such notice.
2. **Changes in permission.** CE shall notify BA of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect BA's use or disclosure of PHI.
3. **Notification of Restrictions.** CE shall notify BA of any restriction to the use or disclosure of PHI that CE has agreed to in accordance with 45 CFR 164.522, to the extent that such restriction may affect BA's use or disclosure of PHI.

V. PERMISSIBLE REQUESTS BY COVERED ENTITY. CE shall not request BA to use or disclose PHI in any manner that would not be permissible under the Rules if done by CE.

VI. TERM AND TERMINATION.

1. **Term.** The Term of this Addendum shall be effective as of the Addendum Effective Date, and shall terminate when all of the PHI provided by CE to BA, or created or received by BA on behalf of CE, is destroyed or returned to the CE, or if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance the termination provisions in this Section.
2. **Termination for Cause.** Upon CE's knowledge of a material breach by BA, CE shall either:
 - a. Provide an opportunity for BA to cure the breach or end the violation and if BA does not cure the breach or end the violation within the time specified by CE, terminate this Addendum and the underlying Agreement;
 - b. Immediately terminate this Addendum and the underlying Agreement if BA has breached a material term of this Addendum and cure is not possible; or,
 - c. Report the violation to the Secretary if neither cure of the breach nor termination of this Addendum is feasible.
3. **Effect of Termination.** Except as provided in paragraph (4) of this section, upon termination of this Addendum, for any reason, BA shall return or destroy all PHI received from CE, or created or received by BA on behalf of CE. This provision shall apply to PHI that is in the possession of subcontractors or agents of BA. BA shall retain no copies of the PHI.
4. **Inability to Return or Destroy upon Termination.** In the event that BA determines that returning or destroying PHI is not feasible, BA shall notify CE in writing of the conditions that make return or destruction infeasible. If return or destruction of the PHI is infeasible, BA shall extend the protections of this Addendum to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as BA maintains such PHI.

VII. INDEMNIFICATION. BA shall indemnify and hold CE harmless from and against all claims, damages, liabilities, judgments, fines, assessments, penalties, awards, or other expenses, of any kind or nature whatsoever, including, without limitation, attorney's fees, costs and expenses relating to or arising out of any breach or alleged breach of this Addendum or disclosure of PHI in violation of applicable law or regulation.

VIII. MISCELLANEOUS.

1. **Regulatory References.** A reference in this Addendum to a section in the Rules means the section as in effect or as amended, and for which compliance is required.
2. **Amendment.** The Parties shall take such action as is necessary to amend this Addendum from time to time for CE to comply with the requirements of the Rules.
3. **Survival.** The respective rights and obligations of BA under Section VI.3, VI.4 and VII of this Addendum shall survive the termination of this Addendum.
4. **Interpretation.** This Addendum shall be interpreted as broadly as necessary to implement and comply with the Privacy Rule, Security Rule, and applicable state laws. Any ambiguity in this Addendum shall be resolved in favor of a meaning that permits CE to comply with the Privacy Rule, Security Rule, and applicable state laws.
5. **Assistance in Litigation or Administrative Proceedings.** BA shall make itself, and any subcontractors, employees or agents assisting BA in the performance of its obligations under this Addendum, available to CE, at no cost to CE, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against CE, its directors, officers or employees based upon claimed violation of the Rules, except where BA or its subcontractor, employee or agent is a named adverse party.
6. **No Third Party Beneficiaries.** Nothing express or implied in this Addendum is intended to confer, nor shall anything herein confer, upon any person other than CE or BA any rights, remedies, obligations, or liabilities whatsoever.
7. **Effect on Agreement.** Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with this Addendum, all other terms of the Agreement shall remain in force and effect.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/21/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 160 Federal Street Boston MA 02110	CONTACT NAME: Jennie Wu
	PHONE (A/C No. Ext): 212-669-5406 FAX (A/C No.): 212-669-5416
	E-MAIL ADDRESS: jwu@risk-strategies.com
INSURED Genesis HealthCare, LLC Sun Healthcare Group, Inc. 101 East State Street Kennett Square PA 19348	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: New Hampshire Insurance Company 23841 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: CL12123156474 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRFD AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/USER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC049901030 WC049901031 WC049901032 WC049901033 & WC049901034	5/1/2013	5/01/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
RE: Sun Healthcare Group, Inc. and its subsidiaries.

CareerStaff Unlimited is a covered entity

CERTIFICATE HOLDER CareerStaff Unlimited - Oklahoma City 6525 N. Meridian Suite 311 Oklahoma City, OK 73116	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Michael Christian/JW <i>Michael Christian</i>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/25/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 1-617-531-6000 Integro USA Inc. dba Integro Insurance Brokers Two Financial Center 60 South Street, Suite 800 Boston, MA 02111	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS:	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Genesis HealthCare LLC 101 East State Street Kennett Square, PA 19348	INSURER A: CONTINENTAL CAS CO	NAIC # 20443
	INSURER B: LIBERTY MUT FIRE INS CO	23035
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

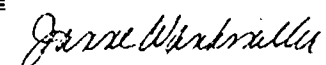
COVERAGES **CERTIFICATE NUMBER:** 37068038 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE OCCUR <input checked="" type="checkbox"/> Professional Liab. <input checked="" type="checkbox"/> Claims Made GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC			HAZ 4032145503-0	12/01/13	12/01/14	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Included PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			AS2-631-004097-333	05/01/13	05/01/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEF RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATU- TORY LIMITS <input type="checkbox"/> OTH- ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Medical Professional Liab (Retro Date: Various)			HAZ 4032145503-0	12/1/13	12/1/14	Each Med. Incident 3,000,000 *Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

*GL and MPL Policy subject to a combined \$3,000,000 policy aggregate and is inclusive of the applicable policy deductible.

CERTIFICATE HOLDER CAREERSTAFF UNLIMITED 6525 N. MERIDIAN #311 OKLAHOMA CITY, OK 73116	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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MEMORANDUM:

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

FROM: Eldona Woodruff, Director of Special Education

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

DATE: May 5, 2014

Attached is an agreement with Teresa Ewing to provide Physical Therapy services for Guthrie Public Schools during the 2014-2015 school year. Ms. Ewing has provided this service to Guthrie Public Schools for two years through an agreement with the University of Oklahoma Health Sciences Center and four years as an independent contractor. Ms. Ewing has agreed to continue to provide this service at a rate a \$60.00 per hour for services and travel time plus mileage reimbursed at the Oklahoma State Travel Reimbursement Act rate. After five years with no increase, this contract reflects an increase of \$5 an hour. The cost of this service will be approximately \$40,000.

Thank you.

PROFESSIONAL SERVICES AGREEMENT

Period of Performance: July 1, 2014 to June 30, 2015

This Service Agreement is entered into on this 1st day of July 2014 by and between Teresa Ewing, Physical Therapist and Guthrie Public Schools (“Guthrie”).

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

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

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

- 1. Teresa Ewing, PT will provide the following services for the referenced price to Guthrie:**
 - a. Physical Therapy evaluations as needed**
 - b. Physical Therapy interventions as needed**
 - c. Training as needed:**
 - i. Training on PT intervention techniques to paraprofessionals, teachers, or administration.**
 - d. Consultation as needed**
 - i. Consult with teachers about PT techniques to implement in the classroom setting.**
 - e. Attend eligibility and IEP meetings upon request of teachers or the Director of Special Education.**
 - f. Teresa Ewing, PT will provide reports as followed by the Oklahoma State Department of Education guidelines.**
 - i. Progress reports as needed**
 - j. Evaluations**
- 2. Guthrie will pay Teresa Ewing, PT \$60.00/hour for services performed at Guthrie and preparation time plus mileage round trip and \$60/hour for travel time to and from the home of Teresa Ewing reimbursed at the current Oklahoma State Travel Reimbursement Act rate.**
- 3. Teresa Ewing, PT will invoice Guthrie monthly for the services, and Guthrie will pay Teresa Ewing, PT no later than thirty (30)**

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

Teresa Ewing
2721 NW 206th
Edmond, Ok 73012

4. The term of this Agreement shall be from July 1, 2014 to June 30, 2015.
5. Either party may terminate the Agreement upon thirty (30) days written notice to the other party. Either party may terminate this Agreement immediately upon written notice in the event of material breach of this Agreement.

Agreed and Accepted:

Teresa Ewing, PT

Guthrie Public Schools

Teresa Ewing, PT

Authorized Signature

Authorized Signature

Printed Name: Teresa Ewing, PT

Printed Name: _____

2721 NW 206th

Edmond, OK 73012

802 E. Vilas

Guthrie, OK 73044

Dear GPS Staff,

In our on-going efforts to improve the Guthrie Public School system, the Board of Education is working in conjunction with the School Superintendent and administrative staff in soliciting feedback from all educators and support staff within our district. We have designed a survey for all GPS staff to participate in, please expect an email within two days with the link to the survey. While participation in this survey is strictly voluntary and anonymous, your participation is vital to the collective good of Guthrie Public Schools. In providing your valuable feedback, you will be assisting the Board of Education and the Administration in establishing and updating short-term and long-term goals, maintaining current “areas of excellence” and help to identify areas of “needs improvement” within the district. The Board of Education and Administration encourages you to take advantage of this opportunity so that we can better serve and support you.

Sincerely,

GPS Board of Education



Block 5

Guthrie District School Survey Spring 2014

This survey is voluntary, but we encourage your participation so that we might better understand working conditions in your school. Every effort will be made to assure confidentiality with your responses.

Principal

How do you classify your position at THIS school, that is, the activity at which you spend most of your time during this school year?

Please choose only one response.

- Regular full-time teacher
- Regular part-time teacher
- Itinerant teacher (i.e., your assignment requires you to provide instruction at more than one school)
- Long-term substitute (i.e., your assignment requires that you fill the role of a regular teacher on a long-

term basis, but you are still considered a substitute).

- Short-term substitute
- Student teacher
- Teacher aide
- Administrator (e.g., principal, assistant principal, director, school head)
- Library media specialist or librarian
- Other professional staff (e.g., counselor, curriculum coordinator, social worker)
- Support staff (e.g., secretary)
- Other

Including this year, how many years have you worked as a FULL-TIME employee in public schools?

** Include the current school year if you are a full-time employee this year*

** Record whole years, not fractions or months.*

**Enter 0 if you have never worked as a FULL-TIME employee*

Year(s)

In what year did you begin working in THIS school?

**If you had a break in service of one year or more, please report the year that you returned to this school*

**Do not include time spent as a student teacher*

Year

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about your principal's leadership.

**Your principal WILL NOT see your responses under any circumstances, nor will he/she see any summary of the responses.*

Strongly Disagree

1

2

3

4

Strongly Agree

5

The principal has a clear vision for this school's direction.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal bases decisions on objective data.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal does not change things that do not need to be changed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal effectively manages the administrative tasks of running a school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about the relationship between the school administration and the staff and students in your school.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
The school administration's behavior toward the staff is supportive and encouraging.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal has clear expectations for staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal knows what kind of school he or she wants and has communicated it to the staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal gives constructive feedback to staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal allows staff to participate in setting school objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal allows staff to determine for themselves how to accomplish their work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal expects teachers to collaborate with each other.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal helps create a positive work environment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal has clear expectations for students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal enforces school rules for student conduct and backs me up when I need it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal is actively engaged with students and parents.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

parents.

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about your relationship with the principal.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
The principal respects me as a person.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal respects my professional judgment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I view the principal as a mentor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The principal is effective in the leadership role.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can approach my principal about concerns, grievances or job related problems.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Professionally speaking, I respect my administrator/supervisor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about working in this school.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
If you make a mistake, it is often held against you.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
No one at this school would deliberately act in a way that undermines my efforts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
It is difficult to ask other staff members for help.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am concerned that members of my school might not value my input as much as others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
At my school I worry that others might favor others over me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sometimes I think I might be rated lower when compared to others in my school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

District

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about your district.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
The district is invested in the success of our school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
District leaders understand the challenges our school faces.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The district's vision for this school is consistent with the principal's.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The district values teachers as an important key to its educational mission.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Own Teaching

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with the following statements about your own teaching.

	Strongly Disagree 1	2	3	4	Strongly Agree 5	Not Applicable
I can successfully teach all relevant subject material, even to the most difficult students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can work with other teachers, even when we have differences in personality or teaching style.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can motivate my students to learn.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can motivate other teachers to improve.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If I had to choose again, I would definitely become a teacher	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Thinking back over **THIS SCHOOL YEAR**, how often did you participate in the following activities?
**Please make your best guess if you cannot remember exactly.*

	Never	1-2 times	3-4 times	5-6 times	More than 6 times	Not Applicable
Meet with school leaders to discuss teaching practices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meet with school leaders to discuss school goals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Have your instruction observed by principal and/or school leaders	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Your School

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with each of the following statements about your school.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
The students at this school are held to the same standard of academic success as students at any other school in the district.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The school is safe for students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The school is safe for staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This school has the resources it needs to be successful.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This school inspires students to be better citizens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This school is a desirable place to work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Most of my colleagues share my beliefs and values about what the central mission of the school should be.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This school is heading in a positive direction.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am generally satisfied with working at this school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

On a scale from 1 (= strongly disagree) to 5 (= strongly agree), please indicate the extent to which you agree or disagree with each of the following statements about your school's rewards and incentives.

	Strongly Disagree 1	2	3	4	Strongly Agree 5
My achievements are recognized.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My achievements are rewarded.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am rewarded for exceeding expectations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The district should reward staff who exceed expectations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The district should provide incentives for staff to work harder.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

To what extent is each of the following a problem in this school?

	Serious problem	Moderate problem	Minor problem	Not a problem
Student tardiness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student absenteeism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student class cutting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teacher absenteeism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student classroom behavior	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students dropping out	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student apathy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teacher apathy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lack of parental involvement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Poverty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students come to school unprepared to learn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Poor student health	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

At this present time, how would you rate the overall morale of employees within the Guthrie Public Schools?

Very poor

Poor

Fair

Good

Very Good

Excellent

Plans for Teaching

How long do you plan to work for Guthrie Public Schools?

**Mark only one option*

- As long as I am able
 - Until I am eligible for retirement benefits or social security
 - Until a specific life event occurs (e.g., parenthood, marriage)
 - Until a more desirable teaching opportunity comes along
 - Until a more desirable non-teaching job opportunity comes along
 - Definitely plan to leave as soon as I can
 - Undecided
 - Other
-



Board of Education Personnel Reports

Employment Request

Classification		Certified				
Name	Site	Teaching Assignment	First Work Day	Pay Grade	Hrs Per Day	Replacing
Henderson, Ashley	Central	1st Grade	08/14/14		6	Cara Henson
Todd, Marsha	Fogarty	Principal	07/31/14		8	Karen Watkins

FMLA Request

Support: 1

Certified: 1

Transfer of Position Report

Classification		Certified				
Name	Transferred From	Transferred To	Replacing	Transfer Date		
Blackston, Keith	GUES 6th Gr Math	JH 8th Gr Math	Samantha Foshee	8/14/2014		
Henson, Cara	Central 1st Grade	Cotteral Kindergarten	Amanda Hundley	8/14/2014		

Classification		Support				
Name	Transferred From	Transferred To	Replacing	Transfer Date		
Bertwell, Kathy	Director Trans.	Asst. Dir. Trans.	Lloyd Roettger	7/1/2014		
Hoel, Toni	Asst. Dir. SAC	Registrar JH	Dana Boeckman	7/31/2014		

Separation of Employment

Classification		Certified				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date		
Brooks, Jerry	High School	Voc. Agriculture	Retiring	6/30/2014		
Gamble, Kayla	Central	SP Ed Mild/Mod K-1 DD	Resigning	5/27/2014		
Hicks, Sarah	Cotteral	Kindergarten	Resigning	5/27/2014		
Little, Amy	High School	English IV	Resigning	5/27/2014		
Robinson, Jennifer	High School	ACE Reading	Resigning	5/27/2014		
Russell, Brenda	Junior High	7th English	Retiring	5/27/2014		
Spears, Hadley	Central	1st Grade	Resigning	5/27/2014		

Classification		Support				
Name	Site	Teaching Assignment	Reason for Separation	Effective Date		
Boeckman, Dana	Junior High	Site Secretary/Registrar	Resigning	6/9/2014		

Support Employees Recommended for Rehire 2014-2015

Site	Last Name	First Name	Current Assignment
Administration	Biggs	Vicki	Encumbrance Clerk
	Gammill	Kay	Supt's Secretary
	Miles	Sheryl	Federal Programs
	Paul	Anita	Activity Funds Clerk
	Richardson	Lonnetta	Receptionist
	Savory	Sandra	Payroll Clerk
	Watts	Jean	Personnel Secretary
	Woods	Lisa	Special Services
Central	Boyster	Valerie	Cafeteria Manager
	Brown	Rebecca	Deaf Interpreter
	Cordero	Eva	Title I
	Dickerson	Gary	Head Custodian
	Dodgion	Shane	Site Secretary
	Dyer	Lottie	Sp Ed
	Feliz	Socorro	Cafeteria Worker
	Hildreth	Ruth	Sp Ed
	Horton	Mary	Cafeteria
	Nephew	Laverne	Custodian
	Payne	Shirley	Sp Ed
	Pepper	Deborah	Secretary
	Rubio	Carol	Sp Ed
	Stover	Bertha	Sp Ed
Child Nutrition	Smith	Gregory	Food Service
	Wanzer	Jana	Child Nutrition
Cotteral	Benson	Jay	Teachers Aide
	Bufford	Michele	Sp Ed
	Chambers	Walter	Head Custodian
	Dellenbaugh	Kathleen	Pre-K Teacher
	Deter	Martha	Pre-K Teacher
	Doles	Carol	Secretary
	Green	Lisa	Cafeteria
	Green	Steven	Custodian
	Hoel	Toni	SAC Assistant
	Honeycutt	Jacqueline	Sp Ed
	Johnson	Sally	Sp Ed
	Lausen	Vickie	Secretary
	Lynn	Whitney	Pre-K Aide
	Rains	Delta	Cafeteria
Spears	Teresa	SAC Master Teacher	
Stout	Tamara	Cafeteria Manager	
West	Maxine	Cafeteria Worker	
Winn	Jessica	Pre-K Aide	
Faver	Kinney	Lesli	Secretary

Fogarty	Anderson	Casey	Secretary
	Beauchamp	Misty	Cafeteria
	Beauchamp	Linda	Cooks Helper Fogarty
	Best	Carollyn	Sp Ed
	Caldwell	Doyle	Cafeteria Worker
	Clements	Melissa	Library Aide
	Elliott	Charolett	Head Custodian
	Hall	Robert	Cafeteria Manager
	Hooper	Kristen	Sp Ed
	Lewellyn	Cody	Custodian
	Lopez	Martha	Cafeteria
	Ludlow	Janet	Sp Ed
	Sarasua	Lynette	Secretary
	GUES	Acevedo	Ashley
Clymer		Regina	Custodian
Dumas		Stella	Secretary
Frey		Jana	Financial Secretary
Goodwin		Donna	Cafeteria
McDonald		Heather	Sp Ed
Murray		Julie	Sp Ed
Nance		Kelli	Sp Ed
Norton		Sandra	Sp Ed
Rowley		Lanetta	Library Aide
Shuck		Leah	Cafeteria
Stokes		Gayla	Cafeteria Manager
Thornton		Donna	Custodian
Tolbert		Tonette	Custodian
Tucker	Linda	Cafeteria	
Ward	Amanda	Secretary	
Webb	Francis	Cafeteria Worker	
High School	Arnold	Claude	ROTC
	Atchison	Shailah	Cafeteria Worker
	Barton	Angela	Registrar
	Bowie	Anthony	Sp Ed
	Boyce	Sonata	Library Aide
	Brooks	LaDonna	Sp Ed
	Bruce	Moses	Head Custodian
	Canales	Martha	Cafeteria
	Carey	Mary	Secretary
	Cowan	Jacki	Sp Ed
	Crabtree	Mary	Custodian
	Fredrickson	Mick	ROTC
	Friese	Elise	Secretary
	Gonzalez	Andy	Custodian
Graham	Terina	Cafeteria Worker	
Hibbler	Janetta	Secretary	
Jarred	Kary	Secretary	

High School	Karner	Adrienne	Financial Secretary
	Lynn	Evelyn	Secretary
	Mobley	Byron	Head Custodian
	Owen	Leisa	Cafeteria
	Ratliff	Suzanne	Sp Ed
	Scannell	Jackie	Cafeteria Manager
	Timmons	Gregory	Custodian
	Whitaker	Teara	Cafeteria
	Williams	Margaret	Custodian
	Junior High	Anderson	Lynette
Bohanan		Kenneth	Custodian
Johnson-Fields		Pamela	Sp Ed
Kroth		Natasha	Cafeteria Worker
Lane		Brenda	Cafeteria
Lawson		Vickey	Secretary
McBride		Michele	Cafeteria Manager
Montgomery		Traci	Head Custodian
Robinson		Connie	Sp Ed
Smith		Alma	Cafeteria Worker
Maintenance	Smith	Tracy	Secretary
	Smith	Tyra	Cooks Helper
	Benham	Steven	Lead Maintenance
	Bronk	Mark	Maintenance
	East	Harold	Full Time
	Kern	Lydia	Maintenance
	Simoneaux	Stepheny	Maintenance
	Skinner	Linda	Secretary
	Thornton	Bill	Maintenance
	Technology	Hughes	Peggy
Mowdy		Trevor	Computer Support
Transportation	Sullaway	Greg	Systems Analyst
	Birdwell	Susan	Transportation
	Brown	Melissa	Special Needs Driver
	Burns	Brenda	Route
	Christian	Russell	Maintenance
	Deaton	Gerald	Mechanic
	Hudson	Marsha	Route
	McClain	Yveta	Special Needs Driver
	Peck	Gregory	Special Needs Bus
	Thompson	Jamie	Route
	Toon-Daves	Shelley	Special Needs Driver
	Wainscott	Joshua	Special Needs Bus
	Welch	Chester	Mechanic
	Williams	Jane	Dispatcher/Mapping

REQUEST FOR EXTRA-DUTY POSITION

Dr. Simpson & Guthrie Board of Education:

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

Washington Jonathan N
Last Name First Name Middle Initial

HEAD 9TH TRACK - GIRLS High School
Extra-Duty Position Site

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

If yes, whom would this employee replace? the duty was reassigned at the start of school

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

Start Date 3-1-14 Extra-Duty Compensation 1000⁰⁰

Submitted By: [Signature] 3-1-14
Principal or Program Director Date



[Signature] 4-24-14
Chad Wilson, Executive Director Date
Personnel/Secondary Education

**Guthrie Public Schools
Property Meeting Minutes
May 5, 2014
5:00 p.m.**

Members present: Dr. Mike Simpson, Dennis Schulz, Jerry Gammill, Tom Holtz and Jennifer Bennett-Johnson.

Gail Davis attended in the absence of Terry Pennington.

Mr. Gammill spoke on the following items:

Expenditure Reports:

- Summarized the expenses for April
- Outlined new Purchase Orders

Completed Projects:

- 194 Work Orders
- Jr. High freezer replacement
- Heat and Air changeover
- Portable building donated by Logan Hospital moved to Cotteral. Small storage building at Cotteral moved to Central

Projects in Progress:

- Currently have 28 work orders from April with 85 total
- Obtaining one more price to replace FFA HVAC unit
- Jr. High classroom heating unit being replaced
- Obtaining prices for summer material. **Dr. Simpson** feels the floors do not hold up well and would like to look into using another product
- Pad being prepared for Outdoor Classroom canopy
- Central chiller repairs completed. More extensive repairs to the boiler will be made this summer

New Projects: (Discussion)

- Budget prices obtained for repairing district wide parking lots
- Main gym lighting and seating at High School. **Dr. Simpson** wants the seating replaced over the summer
- Carpet for 12 classrooms, 2 small rooms and 1 utility room at Central
- Removal of old storage tank at the High School

Bond Issue Planning:

- **Dr. Simpson** discussed budget figures for each site

Guthrie Public Schools
Finance Committee Meeting
May 6, 2014
4:00 P.M.

In Attendance: Dr. Mike Simpson, Dennis Schulz, Chad Wilson, Carmen Walters, Gail Davis, Janna Pierson and Vicki Biggs.

Terry Pennington attended in the absence of E. Sharon Watts.

Mr. Schulz opened the meeting by informing the committee the first few items were the regular monthly financial reports. Stated if they had questions to please contact him before Monday's Board Meeting. He, also, stated that the amount of interest the district was receiving was still more than the T-Bills could offer at this time.

Spoke on the following items:

Buses

Discussed the possibility of purchasing used 2014 buses with low mileage vs purchasing new buses.

3rd Party Gas Contract

Outlined the 2014-2015 contract with Clearwater Enterprises. Stated there is an increase in cost of \$50.00 per school, per month but, we will still see significant savings to the district.

Fund Balance Projection

At this time without any unexpected changes, there will be a \$2.85 million or 13.14% carryover.

Food Service Purchasing Consortium

This is a new agreement through Southwest Foodservice Excellence partnering with American Purchasing Consortium. The primary purpose of the partnership is to provide participating districts the economic benefits of volume purchasing and reduction of costs while providing quality, nutritious meals and products. There is no out of pocket direct costs associated to the district.

Summer Feeding Program

This is a program that is offered every year to residents ages 1 to 18. There is no cost to the participant. It is a break even program for the district.

Transportation Request

This is a request by Community Church to use our buses and drivers to transport youth to summer camp. They will reimburse the district for charges associated with the trip.

Mr. Wilson spoke on the following:

Gallup Contract

Discussed the success received from the first year of this online interview program used to identify the best potential teachers. Showed the committee printouts with valuable information which had been pulled from the reports.

Ms. Woodruff spoke on the following:

Visual Senses Contract

This contract provides consultation services and orientation and mobility services for students with visual impairment during the 2014-2015 school year. Cost: Approximately \$3,000.

Oklahoma Hearing Solutions

The District is required to provide audiological evaluations and hearing aid molds. Approximate cost \$1,000.00.

Career Staff Unlimited

This is a renewal for Occupational Therapy. There is no increase in cost. Cost: Approximately \$110,000.00.

Melissa Allsbrook

The District is required to continue special education services in July as a part of Extended School Year Services for certain students who meet eligibility requirements. Cost: Approximately \$2,160.00.

Teresa Ewing, PT

Ms. Ewing has been contracting with the district for 6 years. After 5 years without an increase in cost, there will be an increase of \$5.00 per hour this year. Cost: Approximately \$40,000.00.

**Guthrie Public Schools
Curriculum Committee Meeting Minutes
May 6, 2014**

Attendance: Dr. Mike Simpson, Carmen Walters, Chad Wilson, Gail Davis, Janna Pierson, Travis Sallee, and Eldona Woodruff, Recorder

Opening: Carmen Walters opened the meeting.

Discussion:

1. Gallup TeacherInsight Report – Chad Wilson Reporting

- The Gallup TeacherInsight is a prescreening process completed by new applicants.
- This assessment provides information in the three categories of achievement and drive, classroom structure and planning, and student and parent relationships.
- The district aims for a cut off score of 70 if enough applicants are available with a score of 70 or higher.
- Applicants receive an indicator of P for Potential or HP for High Potential.
- This tool helps administrators identify strengths and weaknesses of new applicants.
- Mr. Wilson presented a report comparing employees hired after August 2014 with recommendations for rehire.
- There was a high correlation between those who scored 70 and above and those who were recommended for rehire.

2. Summer School Personnel – Carmen Walters Reporting

- There will be 16 staff, one administrator, and one RSA Coordinator for the elementary summer school program at GUES in June.
- There will be four teachers for the third grade.
- The third grade students will receive instruction in reading only.
- All other students will receive instruction in reading and math.

3. School Improvement Plan – Carmen Walters Reporting

- The WISE Tool replaces the CLEP Plan.
- It is an ongoing process of establishing objectives and tasks with SDE feedback.
- Some objectives may remain constant with updated tasks.
- The plan will be monitored closely by the SDE.

4. Staffing Projections for FY 2015 – Dr. Mike Simpson Reporting

5. School Age Care Update – Dr. Mike Simpson Reporting

- We are in the process of preparing a contract for the YMCA for the use of Cottler School for School Age Care.