

**AMENDED**

**AGENDA WITH COMMENTARY**

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

**MONDAY  
OCTOBER 11, 2021  
6:30 P.M.**

**AGENDA:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish a Quorum**
- 4. Pledge of Allegiance**
- 5. Moment of Silence**
- 6. Student of the Month Recognition**
- 7. Comments to the Board by:**
  - A. Citizens registered to speak to the Board**
  - B. Board Members**
- 8. Superintendent's Reports**
- 9. Presentation on Guthrie Public School Annual Dropout Rate, College Remedial Rate and ACT Composite by Mr. Doug Ogle, Assistant Superintendent**
- 10. Consent Agenda.....Pages 5-50**

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

  - A. Minutes of regular meeting held on September 13, 2021**

- B. Minutes of special meeting held on September 22, 2021**
- C. Treasurer’s Report**
- D. Activity Fund Fundraisers as per attached list**
- E. Activity Fund Transfers as per attached list**
- F. Fuel bids as recommended by bid committee**
- G. Encumbrances for General Fund #'s 525-631, Building Fund #'s 186-253, Child Nutrition 11 and listed change orders and Activity Fund Reports-the full register is available online**
- H. Declare listed items as surplus**
- I. Out-of-State Trip Request:  
Malcom Robert, Sam Morgan, Lisa Reece–Girls Basketball Tournament-  
Wichita Falls, TX-October-30, 2021**
- J. Contracts/Agreements under \$10,000**
  - 1. Agreement with PeopleFacts for background checks for prospective employees and volunteers for 2021-2022**

Commentary:

This is our annual renewal agreement with PeopleFacts, formerly Trak-1, for background checks. This is basically our backup service. All employees must go through an OSBI fingerprint background check. The PeopleFacts service is used when the OSBI report has not been received or has been delayed but is forthcoming. PeopleFacts will verify any convictions that would be attributed to that individual. The cost for this service for 2020-2021 was \$777.60. **Doug Ogle will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**11. Business Agenda:**

- A. Discussion and possible action regarding the 2021-2022 School Budget  
..... Pages 51-93**

Commentary:

A copy of the budget is included in your packet. Ms. Michelle Chapple will make a presentation to the Board. **Michelle Chapple will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**B. Recommendation, consideration and action upon Guthrie Jr. High Health Fair for 7th grade students November 4th, 2021..... Page 94**

Commentary:

This Health Fair has been held for a number of years at the Jr. High. Classes are generally led by individuals from the Logan County Health Department, Guthrie Police Department, OSU Extension Office and FCA. A letter from Susan Whitehead, Guthrie Jr. High Counselor, is included in your packet outlining different subjects to be covered. **Doug Ogle will answer any questions.**

**C. Discussion and possible board action to pass the 2021 Annual School Election Resolution..... Pages 95-96**

Commentary:

We are required to call for the election of Board Positions prior to Friday, November 19, 2021. Board Position #3, which has a 4 year term, is currently held by Mrs. S. Janna Pierson, Board Position #4, which has a 4 year term, is currently held by Mrs. Jennifer Bennett-Johnson and Board Position #6, which is a remainder of a 4 year term that ends April 2025, is currently held by Mrs. Gail Davis. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

12. **Proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, discussion of extra-duty assignments for 2021-2022, discussing 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, 3 and 7 and 70 OKLA. STAT. Section 5-118**
  - A. **Vote to go into executive session**
  - B. **Acknowledge Board's return to open session**
  - C. **Statement of minutes of executive session**
13. **Vote on action as set out on the Personnel Reports..... Pages 97-98**
14. **Action upon recommendation of extra-duty assignments as listed for 2021-2022 ..... Page 99**
15. **Recommendation, consideration and action to accept the resignation of Kaitlin Robison or to authorize the Superintendent to file a complaint with the SBOE pursuant to Title 70 OKLA. STAT., Section 6-101(D) reporting that Kaitlin Robison has failed to obey the terms of her contract with GPS and proposes to enter into a contract with another board of education without having been released from**

her current contract with GPS and further asking the SBOE to suspend Robison's certificate as provided by law.

16. Recommendation, consideration and action to modify Guthrie Public Schools Board of Education Policy D-10 to delegate authority to the superintendent to initiate and prosecute any complaint authorized by Title 70 Oklahoma Statutes Section 6-101. .... Page 100
17. Recommendation, consideration and action to approve contract for the purchase of real property.
18. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda
19. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting
20. Adjourn

**Dr. Mike Simpson**  
**Superintendent**

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Posted by: Samantha Stewart

Date: 10/7/2021 Time: \_\_\_\_\_

Place: Administration Office  
802 E Vilas  
Guthrie, OK 73044

**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
REGULAR MEETING  
SEPTEMBER 13, 2021**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING HELD AT 6:30 P.M. IN THE ADMINISTRATION BUILDING,  
802 EAST VILAS, GUTHRIE, OKLAHOMA ON SEPTEMBER 13, 2021**

**Board Members Present:** Ron Plagg, Gail Davis, Chris Schroder,  
Janna Pierson, Tina Smedley and  
Jennifer Bennett-Johnson

**Board Members Absent:** Travis Sallee

**District Level School Officials Present:** Dr. Mike Simpson, Superintendent  
Doug Ogle, Assistant Superintendent  
Carmen Walters, Executive Director of  
Federal Programs/Elementary Ed  
Susan Cox, Director of Nutrition  
Cody Thompson, Director of Operations  
Dee Benson, Director of Technology  
Michelle Chapple, CFO  
Angie Young, Director of Special Services  
Samantha Stewart, Minutes Clerk  
Kary Jarred, Deputy Minutes Clerk

1. The meeting was called to order by President Jennifer Bennett-Johnson at 6:30 p.m.
2. Members Jennifer Bennett-Johnson, Ron Plagg, Gail Davis, Chris Schroder, Janna Pierson, Tina Smedley and Travis Sallee were present for roll call.

Member Travis Sallee was not present for roll call.

3. A quorum was established.
4. President Bennett-Johnson asked everyone to stand and join her in the Pledge of Allegiance.
5. President Bennett-Johnson asked everyone to join her in a Moment of Silence.

**6. President Bennett-Johnson called for Student Recognition.**

**Dr. Simpson stated that we look forward to celebrating a student's hard work at the next regular board meeting.**

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

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

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

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

**8. President Bennett-Johnson called for the Superintendent's Reports.**

**Superintendent Simpson reported on the following:**

**For the most part we have had a smooth start to the school year**

**Our enrollment numbers are back near where we were prior to the pandemic. We have 3376 students enrolled in the district which is 778 more than we had on October 1<sup>st</sup> of last year.**

**We are continuing to have supply chain issues with our projects including HVAC work at GUES and the Junior High Gym as well as several scoreboard installations in our athletic venues.**

**Our COVID infection numbers for Logan County took a small dip when they were announced last Wednesday. As of last Tuesday our county ranked 70<sup>th</sup> out of 77 counties in Oklahoma for vaccination rates. As of 4:00 p.m. today, we currently have 52 active student cases and 3 active staff cases.**

**The interpretation we have received today indicates that public schools are not subject to the recently announced Federal vaccine mandate for workplaces with more than 100 employees since we are not subject to OSHA regulations.**

**An announcement to the Board Members: the OSSBA has a Region 6 meeting scheduled for Thursday, September 23<sup>rd</sup> at the Clara Luper Center (OKCPS Administration Building). If you would like to attend, please let Samantha know.**

**9. President Bennett-Johnson called for action on the Consent Agenda.**

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

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

**10A. President Bennett-Johnson called for recommendation, consideration and action upon Gifted and Talented Committee.**

**A motion was made by Plagg and seconded by Schroder to approve the Gifted and Talented Committee.**

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

**10B. President Bennett-Johnson called for recommendation, consideration and action to approve the transcription of math and science credit options taught at Meridian Technology Center**

**A motion was made by Schroder and seconded by Davis to approve the transcription of math and science credit options taught at Meridian Technology Center.**

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

**10C. President Bennett-Johnson called for recommendation, consideration and action upon Professional Development Committee for 2021-2022**

**A motion was made by Pierson and seconded by Smedley to approve the Professional Development Committee for 2021-2022.**

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

**10D. President Bennett-Johnson called for recommendation, consideration and action upon agreement with Career Staff Unlimited for psychoeducational and psychological evaluation and behavioral services for 2021-2022**

**A motion was made by Smedley and seconded by Davis to approve the agreement with Career Staff Unlimited for psychoeducational and psychological evaluation and behavioral services for 2021-2022**

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

- 10E. President Bennett-Johnson called for recommendation, consideration and action to adopt new district policy C-30 Direct Deposit of Payroll**

**A motion was made by Schroder and seconded Smedley to adopt new district policy C-30 Direct Deposit of Payroll.**

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

- 10F. President Bennett-Johnson called for recommendation, consideration and action to adopt new district policy D-51 Lactation Policy**

**A motion was made by Smedley and seconded by Pierson to adopt new district policy D-51 Lactation Policy**

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

- 10G. President Bennett-Johnson called for recommendation, consideration and action to adopt new district policy F-50 Suicide Awareness**

**A motion was made by Plagg and seconded by Schroder to adopt new district policy F-50 Suicide Awareness.**

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

- 10H. President Bennett-Johnson called for recommendation, consideration and action to adopt a new district policy F-51 Foster Care Plan.**

**A motion was made by Davis and seconded by Pierson to adopt new district policy F-51 Foster Care Plan.**

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

- 10I. President Bennett-Johnson called for recommendation, consideration and action to adopt G-15 Athletic Events Broadcasting and Streaming Rights.**

**A motion was made by Plagg and seconded by Smedley to adopt G-15—Athletic Events Broadcasting and Streaming Rights.**

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

- 10J. President Bennett-Johnson called for recommendation, consideration and action upon agreement with Evans Sports, LLC for Broadcasting and Streaming rights for 2021-2022.**



**A motion was made by Schroder and seconded by Pierson to approve the agreement with Evans Sports, LLC for Broadcasting and Streaming rights for 2021-2022**

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

- 10K. President Bennett-Johnson called for recommendation, consideration and action upon choosing the ACT as the District's High School Academic Assessment for the 2021-2022 school year.**

**A motion was made by Smedley and seconded by Plagg to choose the ACT as the District's High School Academic Assessment for the 2021-2022 school year.**

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

- 10L. President Bennett-Johnson called for recommendation, consideration and action upon agreement with Cenergistic LLC for energy management assessment.**

**Discussion followed.**

**A motion was made by Schroder and seconded by Pierson to approve the agreement with Cenergistic LLC for energy management assessment.**

**Discussion followed.**

**The motion carried with 5 ayes and 1 nay by Pierson.**

- 10M. President Bennett-Johnson called for recommendation, consideration and action upon contract with The Stacy Group, Inc. for architectural services for 2021-2022**

**A motion was made by Smedley and seconded by Davis to approve the contract with The Stacy Group, Inc. for architectural services for 2021-2022**

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

- 10N. President Bennett-Johnson called for recommendation, consideration and action upon 2021-2022 Estimate of Needs as prepared by Putnam & Company, PLLC and 2021-2022 Financial Statement and the authority to publish the same**

**A motion was made by Smedley and seconded by Plagg to approve the 2021-2022 Estimate of Needs as prepared by Putnam & Company, PLLC and 2021-2022 Financial Statement and the authority to publish the same.**

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

**11. President Bennett-Johnson called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignation/separation from employment and transfer of position requests all as set out on the Personnel Reports, extra-duty assignments as listed for 2021-2022, and periodic annual evaluation and terms of employment of Dr. Michael Simpson, Superintendent of Schools, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT. Section 307 (B)1 and 7**

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

**The motion carried with 6 ayes and 0 nays. Executive session began at 7:16 p.m.**

**11B. President Bennett-Johnson acknowledge the Board's return to open session at 8:15 p.m.**

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

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

**A motion was made by Smedley and seconded by Davis to approve the Personnel Reports.**

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

**13. President Bennett-Johnson called for recommendation, consideration and action upon approval of Mathew Engle to be classified as an Adjunct Teacher for two sections of Health at Guthrie Junior High School.**

**A motion was made by Schroder and seconded by Pierson to approve Mathew Engle to be classified as an Adjunct Teacher for two sections of Health at Guthrie Junior High School.**

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

**14. President Bennett-Johnson called for action upon recommendation of extra duty assignments as listed for 2021-2022.**

**A motion was made by Plagg and seconded by Smedley approve extra duty assignment as listed for 2021-2022.**

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

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

**Superintendent Simpson stated there was none.**

- 16. President Bennett-Johnson called for discussion and possible action on new business not known about or could not have been reasonable foreseen at the time of the agenda posting.**

**Superintendent Simpson stated there was none.**

- 17. President Bennett-Johnson called for the meeting to be adjourned.**

**A motion was made by Plagg and seconded by Smedley to adjourn.**

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

**The meeting was adjourned at 8:17 p.m.**

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**Samantha Stewart, Minutes Clerk**

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**Jennifer Bennett-Johnson, Board President**

**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
SPECIAL MEETING  
SEPTEMBER 22, 2021**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOLS BOARD OF EDUCATION SPECIAL MEETING HELD AT 6:00 P.M. IN THE ADMINISTRATION BUILDING, 802 E. VILAS, GUTHRIE, OKLAHOMA ON SEPTEMBER 22, 2021**

**Board Members Present:** S. Janna Pierson, Travis Sallee, Tina Smedley, Gail Davis, Chris Schroder, Ron Plagg and Jennifer Bennett-Johnson

**District Level School Officials Present:** Dr. Mike Simpson, Superintendent  
Samantha Stewart, Minutes Clerk

1. The meeting was called to order by President Bennett-Johnson at 6:01 p.m.
2. Members Ron Plagg, Travis Sallee, S. Janna Pierson, Gail Davis, Tina Smedley, Chris Schroder, and Jennifer Bennett-Johnson were present for roll call.
3. A quorum was established.
4. President Bennett-Johnson asked everyone present to stand and join her in the Pledge of Allegiance.
5. President Bennett-Johnson asked everyone present to join her in a Moment of Silence.
6. President Bennett-Johnson called for an executive session for the purpose of discussing 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) 3 and 7.

A. A motion was made by Plagg and seconded by Schroder to go into executive session.

The motion carried with 7 ayes and 0 nays. Executive session began at 6:04 p.m.

B. President Bennett-Johnson acknowledged the Board's return to open session at 6:57 p.m.

C. President Bennett-Johnson stated that in executive session only those items listed in Agenda Item 6 were discussed and no votes were taken.

7. President Bennett-Johnson called for a motion to adjourn.

A motion was made by Smedley and seconded by Sallee to adjourn the meeting. The

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

**The meeting adjourned at 6:58 p.m.**

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**Samantha Stewart, Minutes Clerk**

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**Jennifer Bennett-Johnson, Board President**

**TREASURER'S REPORT**  
**September 30, 2021**

**BANK BALANCES**

**FARMERS & MERCHANTS**

General Fund	3,390,393.38
Building Fund	335,710.99
Sinking Fund	331,342.11
ILR Fund	44,740.00
G&E Fund	105,369.24
Child Nutrition Fund	286,197.51
Activity Fund	717,697.71
School Age-Care Fund	75,619.14
Bond Fund	<u>1,327,150.26</u>

TOTAL \$ 6,614,220.34

**RECEIPTS**

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**GENERAL FUND:**

Logan County	67,116.89
State of Oklahoma	1,240,022.40
Okla. Tax Comm.	176,417.91
School Land Earn.	28,500.37
R.O.T.C.	2,830.49
Federal Programs	
Misc Receipts	11,891.35
Correcting Entry(-)	
General Acct. Int.	1,145.62
Minus (-) Bank Fees	<u>83.26</u>
TOTAL	\$1,527,841.77

**BUILDING FUND**

Logan County	3,125.93
Misc.	39,488.13
Bldg. for Champs	<u>20.00</u>
TOTAL	\$42,634.06

**SINKING FUND:**

Logan County \$10,017.66

**CHILD NUTRITION FUND:**

Local	7,446.27
State	13,362.48
Federal	<u>161,912.92</u>
TOTAL	\$182,721.67

**INS.LOSS RECOVERY FUND:**

**BOND FUND:**

Interest	292.61
Bank Fees	<u>(-) 10.49</u>
TOTAL	\$282.12

*Handwritten initials*

**WARRANTS PAID**

GENERAL FUND:

2020-2021 \$ 240,854.26  
2021-2022 \$1,882,691.67

GIFTS & ENDOWMENTS FUND:

2020-2021  
2021-2022

BUILDING FUND:

2020-2021 \$ 34,975.51  
2021-2022 \$ 96,631.41

INS. LOSS RECOVERY FUND:

2020-2021  
2021-2022

CHILD NUTRITION FUND:

2020-2021 \$ 11,355.20  
2021-2022 \$ 82,365.92

BOND FUND:

2020-2021 \$168,414.33  
2021-2022 \$ 61,152.00

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**TOTAL MONIES IN F&M BANK \$ 6,614,220.34**

PLEDGED – FDIC \$ 250,000.00

PLEDGED – F&M BANK \$ 8,780,000.00

**GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUEST  
As of 10/01/2021**

- |                             |  |
|-----------------------------|--|
| 1. Fogarty PTO, 808         | Halloween, Thanksgiving & Christmas Snack Shack          |
| 2. Ch. Oak PTO, 841         | Fall Festival-pumpkins sales, face paint, egg race, etc. |
| 3. JH Library, 825          | Spring Scholastic Book Fair                              |
| 4. FFA Booster Club, 876    | Partner with 2 local businesses for a % of sales         |
| 5. FFA Booster Club, 876    | Student Labor/Pie Auction                                |
| 6. Lady Jay Basketball, 881 | Free Throw-a-thon  |
| 7. Lady Jay Basketball, 881 | Advertising Banner sales & renewals                      |
| 8. Lady Jay Basketball, 881 | Spirit T-shirt sales                                     |
| 9. HS Stuco, 899            | Stuff the Truck with Turkeys & Hams                      |
| 10. Vocal, 902              | Cabaret All Together Now ticket sales & donations        |





GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9-17-2021 Site: Fogarty Unobligated Account Balance: ~~56,240.67~~ 7,095.52

Account Name & Number: Fogarty PTO 808

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Snack shack for Halloween Thanksgiving and Christmas

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

Does the fundraiser have food items? Yes  No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
This fundraiser will not operate for more than fourteen(14) days in total.
The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) Individual bags of LAY's chips, beef jerky sticks.

Manufacturer: SAM'S

Purpose for which funds will be used: Fogarty PTO Fund

Name/Address of Vendor: SAM'S wholesale

Items to be purchased in order to conduct the fundraiser: chips, beef jerky sticks

a. Estimated INCOME: 500.00
b. Less Estimated EXPENSES: 0
c. Estimated PROFIT: 400.00
NOTES:

First day Fundraiser: October 29, 2021 November 19, 2021 Last Day of Fundraiser: December 17, 2021 Fridays

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold?

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

Sponsor Signature: Date: 9/17/21

Principal's Signature: Marsha Todd Date: 9-23-21

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

Child Nutrition Director's Signature (if applicable): Date: 9-23-21

Form: AF Fundraiser Request 3/5/2021 (Revised)

Handwritten note: Does not meet

Handwritten signature: MK Chapple



RECEIVED  
SEP 27 2021  
BY: [Signature]

2.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 09/24/2021 Site: 135-Charter Oak Unobligated Account Balance: ~~5,792~~ \$12,546.90

Account Name & Number: 841 PTO

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Fall festival at school-selling pumpkins, face painting, egg races etc.

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

Does the fundraiser have food items? Yes  No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen(14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) N/A

Manufacturer: N/A

Purpose for which funds will be used: Items for classroom, technology, playground equipment

Name/Address of Vendor: N/A

Items to be purchased in order to conduct the fundraiser: pumpkins, games, prizes

a. Estimated INCOME:	2000.00	NOTES:	
b. Less Estimated EXPENSES:	1000.		
c. Estimated PROFIT:	1000.00		

First day Fundraiser : Nov.1st Last Day of Fundraiser: Nov.1st

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold?

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

Sponsor Signature: [Signature] Date: 9/27/2021

Principal's Signature: Date:

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]





3.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 09/28/2021 Site: Jr. High Unobligated Account Balance: 1745.68

Account Name & Number: Junior High Library #825

Select One: [X] Soliciting in School Only [ ] Soliciting in school & community [ ] Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Student will have an opportunity to buy books at the spring book fair.

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

Does the fundraiser have food items? Yes [ ] No [X]

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
This fundraiser will not operate for more than fourteen(14) days in total.
The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) N/A

Manufacturer: Scholastic Books

Purpose for which funds will be used: To purchase new books for the Jr. High Library from Scholastic

Name/Address of Vendor: Scholastic Books, 557 Broadway New York, NY 10012

Items to be purchased in order to conduct the fundraiser: none

Table with 2 columns: Financial Summary and NOTES. Row 1: Estimated INCOME: 3,000. Row 2: Less Estimated EXPENSES: 1,500. Row 3: Estimated PROFIT: 1,500. NOTES: any profit made will be spent at Scholastic to buy new books for the Library

First day Fundraiser: March 7th 2022 Last Day of Fundraiser: March 11th 2022

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? Scholastic will pickup unused items

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

Sponsor Signature: [Signature] Date: 9/28/2021

Principal's Signature: [Signature] Date: 9/28/21

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]





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SEP 27 2021

4.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 09/22/2021 Site: High School Unobligated Account Balance: \$3393 <sup>\$</sup>4,988<sup>53</sup>

Account Name & Number: FFA Booster Club 876

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) To partner with 2 local businesses where they have a night that a portion of all proceeds go to the organization

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

Does the fundraiser have food items? Yes  No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen(14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

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

Purpose for which funds will be used: For scholarships, trips, meals, etc \_\_\_\_\_

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

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

a. Estimated INCOME: 4500	NOTES: _____
b. Less Estimated EXPENSES: 0	_____
c. Estimated PROFIT: 4500	_____

First day Fundraiser : Jan 1, 2022 Last Day of Fundraiser: May 30, 2022

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? N/A

Are school district facilities required? No \_\_\_\_\_ If yes, a facility use permit form must be completed.

Sponsor Signature: [Signature] Date: 9-23-21

Principal's Signature: [Signature] Date: 9-23-21

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

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

[Signature]  
20



5.

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 09/23/2021 Site: High School Unobligated Account Balance: 33393.00 4,988.53

Account Name & Number: FFA Booster 876

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) To hold a labor/pie auction at the fairgrounds where local students will be sold for 8 hours of labor to include lunch for their work. Also and or we will sell homemade pies.

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

Does the fundraiser have food items? Yes  No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
This fundraiser will not operate for more than fourteen(14) days in total.
The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

Type of Food or Beverage: (Example: candy, cookie dough, cakes, pies) Pies, dinner for auction attendees which includes meat, and side dishes as well as a drink

Manufacturer:

Purpose for which funds will be used: For scholarships, trips, meals, etc

Name/Address of Vendor:

Items to be purchased in order to conduct the fundraiser: Food, paper products, decorations, building rental

Table with 2 columns: Description and Amount. Row 1: a. Estimated INCOME: \$10,000. Row 2: b. Less Estimated EXPENSES: \$3,500. Row 3: c. Estimated PROFIT: \$6,500. Includes a NOTES column.

First day Fundraiser : Jan 1, 2022 Last Day of Fundraiser: May 10, 2022

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? Returned

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

Sponsor Signature: [Signature] Date: 9-23-21

Principal's Signature: [Signature] Date: 9-23-21

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

Child Nutrition Director's Signature (if applicable): [Signature] Date: 9-27-21

Handwritten note: Susan Cox does not meet

Handwritten signature: [Signature]





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 BY:

6.

**GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM**

Request Date: 9/27/2021 Site: HS Unobligated Account Balance: \$1954<sup>42</sup>

Account Name & Number: GHS Lady Jays Basketball \$881

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) \_\_\_\_\_  
 free throw -a- thon : girls collect pledges and get sponsors for number of free throws made

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

Does the fundraiser have food items? Yes  No   
 \* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen(14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

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

Purpose for which funds will be used: team gear; team camps;travel expenses; end of year banquet

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

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

a. Estimated INCOME: <u>\$3600</u>	NOTES: _____
b. Less Estimated EXPENSES: <u>0</u>	_____
c. Estimated PROFIT: <u>\$3600</u>	_____

First day Fundraiser : 10/13/2021 Last Day of Fundraiser: 11/13/2021

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? \_\_\_\_\_

Are school district facilities required? yes - HS gym during practice If yes, a facility use permit form must be completed.

Sponsor Signature: Date: 9-27-2021

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

Athletic Director's Signature (if applicable): Date: 9/27/21

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

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7

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/27/2021 Site: HS Unobligated Account Balance: \$1954.42

Account Name & Number: GHS Lady Jays Basketball \$881

Select One: Soliciting in School Only (checked) Soliciting in school & community Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Advertising banners new and renewals for HS Gym walls

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

Does the fundraiser have food items? Yes (checked) No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
This fundraiser will not operate for more than fourteen(14) days in total.
The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

Manufacturer:

Purpose for which funds will be used: team gear; team camps; travel expenses; end of year banquet

Name/Address of Vendor: Shelton Photography

Items to be purchased in order to conduct the fundraiser: banners - only for new businesses

a. Estimated INCOME: \$1200
b. Less Estimated EXPENSES: \$200
c. Estimated PROFIT: \$1000
NOTES: renewal banners have no expense - expense is only for newly printed banners

First day Fundraiser : 10/13/2021 Last Day of Fundraiser: 12/1/2021

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold?

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

Sponsor Signature: [Signature] Date: 9-27-2021

Principal's Signature: Date:

Athletic Director's Signature (if applicable): [Signature] Date: 9/27/21

Child Nutrition Director's Signature (if applicable): Date:

[Handwritten signature]





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BY: [Signature]

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GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/27/2021 Site: HS Unobligated Account Balance: \$1994.42

Account Name & Number: GHS Lady Jays Basketball #581

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) spirit t shirts to support HS basketball

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

Does the fundraiser have food items? Yes  No

\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:

- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
- This fundraiser will not operate for more than fourteen(14) days in total.
- The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

Manufacturer:

Purpose for which funds will be used: team gear; team camps; travel expenses; end of year banquet

Name/Address of Vendor: unknown at this time; possibly Cimarron Screen Printing or Simpson Shirt Company

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

a. Estimated INCOME:	\$1500	NOTES: cost of shirts w/ print est. \$5-8 each
b. Less Estimated EXPENSES:	-\$500	
c. Estimated PROFIT:	\$1000	

First day Fundraiser : 11/1/2021 Last Day of Fundraiser: 11/18/2021

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold?

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

Sponsor Signature: [Signature] Date: 9-27-2021

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

Athletic Director's Signature (if applicable): [Signature] Date: 9/27/21

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

[Signature]





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OCT 01 2021

9

BY: [Signature]

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/28/2021 Site: HIGH SCHOOL Unobligated Account Balance: 2021.00 \$ 2,784.67

Account Name & Number: STUCO, #899

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) WE ARE ASSISTING THE NIGHTS OF COLUMBUS. THE SCHOOL WILL JUST GATHER TURKEYS AND HOLD THEM UNTIL THEY ARE PICKED UP THE MORNING OF NOV. 9TH BY THE CHURCH.

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

Does the fundraiser have food items? Yes  No

- \* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:
- This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.
  - This fundraiser will not operate for more than fourteen(14) days in total.
  - The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

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

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

Purpose for which funds will be used: \_\_\_\_\_

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

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

a. Estimated INCOME:	<u>0</u>	NOTES:	_____
b. Less Estimated EXPENSES:	<u>0</u>	_____	_____
c. Estimated PROFIT:	<u>0</u>	_____	_____

First day Fundraiser : 11/09/2021 Last Day of Fundraiser: 11/09/2021

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold? NOTHING BEING SOLD

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

Sponsor Signature: Monte Myers Date: 9-28-2021

Principal's Signature: Chris [Signature] Date: 9-30-21

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

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

[Signature]  
25





# Stuff the Truck with Turkeys and Hams at Guthrie High School Tuesday, November 9



Guthrie High School Student Council is hosting a Stuff the Trucks with Turkeys on Tuesday November 9 from 7:45 a.m.-9:00 a.m.

Bring a 10-12 pound turkey to school for God's Food Bank Annual Thanksgiving Event.

We will have tubs separated by class at the front of the school. The class that collects the most turkeys wins a pizza party from the Knights of Columbus







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BY: [Signature]

10

GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 9/24/2021 Site: GHS Unobligated Account Balance: ~~650~~ \$1,599.82

Account Name & Number: 902 Vocal

Select One:  Soliciting in School Only  Soliciting in school & community  Community Only

Describe the fundraiser to be conducted (items sold/activity planned, etc.) Cabaret All Together Now Ticket sales and Donations

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

Does the fundraiser have food items? Yes  No   
\* If "Yes" and you wish to be exemption the "Smart Snacks in School" standards, then you must certify all below:  
• This fundraiser will not operate on the school campus during the times school breakfasts, lunches, dinners or after school snacks are being served.  
• This fundraiser will not operate for more than fourteen(14) days in total.  
• The individual or organization will provide documentation to the school of the food products sold to the students during the school day, which is defined as midnight to thirty (30) minutes after school ends.

Smart School Standards begin at midnight of the school day and end thirty (30) minutes after the school day ends. These standards apply to any fundraising events by organizations on school property. These standards do not apply thirty (30) minutes after school ends, on weekends and at off-campus fundraising events. Standards and exemptions are in accordance with Oklahoma State Administration Code 210:10-3-112.

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

Manufacturer:

Purpose for which funds will be used: Items used for producing choir and musicals i.e. props, costumes sets, music and uniforms, T-Shirts, Sound Equipment Subs and Busses, Awards, unforeseen items needed for the vocal music program

Name/Address of Vendor: Music Theatre International

Items to be purchased in order to conduct the fundraiser: No Cost

a. Estimated INCOME: 2000. NOTES:  
b. Less Estimated EXPENSES: 0  
c. Estimated PROFIT: 2000

First day Fundraiser: Nov 11, 2021 Last Day of Fundraiser: Nov 16, 2021

I understand that when the fundraiser is completed the After Sale Accountability Form must be completed and submitted to the BOE within 30 days of the close of the fundraiser. What will happen to any items that are not sold?

Are school district facilities required? <sup>yes</sup> If yes, a facility use permit form must be completed.

Sponsor Signature: [Signature] Date: 9-24-21

Principal's Signature: Date:

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

Child Nutrition Director's Signature (if applicable): Date:

Form: AF Fundraiser Request 3/5/2021 (Revised)

[Signature]

**ACTIVITY FUND TRANSFER REQUESTS  
AS OF 10/1/2021**

	<u>TO</u>	<u>FROM</u>	<u>AMOUNT</u>	<u>REASON</u>
A.	HS STUCO, 899	BAND, 859	\$ 125.00	HOMECOMING PARADE ENTRY



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



Amount 125.00

Date Requested 9-23-21

Transfer to: STUCO 899  
Account Name & Number

Transfer from: Band 859  
Account Name & Number

State Reason for Transfer Below

HOMECOMING Parade entries

Sponsor's Signature: [Signature]

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

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

Principal's Signature: [Signature]

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

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



**Transportation Department  
Fuel Bids  
2019-2020**

DATE: <u>9-21-21</u>	TIME BIDS BEGAN: <u>8:05am</u>	AMOUNT NEEDED:
PO#:	TIME BIDS CLOSED: <u>8:59am</u>	DIESEL: <u>7,000 clear</u>
		UNLEADED: <u>1,800 conventional</u>

COMPANY NAME	CONTACT PERSON	PHONE	UNLEADED	DIESEL
	<u>(Bake)</u>	<u>323603-7749</u>		
FUEL MASTERS	KIT, BRIAN, CODY or HARDIN	1-866-455-3835	<u>2.4650</u>	<u>2.5075</u>
PENLEY OIL COMPANY	MIKE, SCOTT or <u>GEORGEANN</u>	235-7553	<u>NO</u>	<u>BID</u>
RED ROCK	JOANIE or <u>TRICHA</u>	677-3373	<u>2.7924</u>	<u>2.216</u>
EARNHEART OIL & PROPANE	<u>DUSTIN</u>	405-612-2650	<u>2.25</u>	<u>2.216</u>

2,465.00 | 17,592.5  
 — | —  
2,234.50 | 15,875.0  
2,250.00 | 15,820.00

AMOUNT OF FUEL PURCHASED:	COMPANY BID AWARDED TO:	
	<u>Earnheart</u>	
UNLEADED FUEL: <u>1,800</u>	PRICE PER GALLON: <u>2.25</u>	TOTAL AMT: <u>2,250.00</u>
DIESEL FUEL: <u>7,000</u>	PRICE PER GALLON: <u>2.26</u>	TOTAL AMT: <u>15,820.00</u>
		TOTAL PURCHASE:
		<u>18,070.00</u>

PER TELEPHONE BIDS RECEIVED BY:

Brandi Brown

Sam Hill

COMMENTS:

## Purchase Order Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 7/1/2021 - 6/30/2022, PO Range: 525 - 631

PO No	Date	Vendor No	Vendor	Description	Amount
525	09/07/2021	17336	CUMMINS SOUTHERN PLAINS, LTD	INSITE PRO RENEWAL	770.00
526	09/07/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/WHITEHEAD/JH	150.00
527	09/07/2021	43319	DIGICERT, INC	DIGITAL CERTIFICATE	1,497.20
528	09/08/2021	44280	MARTIN AUTOMOTIVE	REPAIR TO TRUCK 74 BRAKES	500.00
529	09/03/2021	15926	DELL MARKETING L.P.	COMPUTER FOR STAFF USE	1,468.35
530	09/08/2021	12936	OKLA. ASSOC. FOR PUPIL TRANS.	ONLINE TRAINING FOR BILLY RICHARDSON	45.00
531	09/08/2021	14280	WILLOBY'S FEED AND OUTFITTERS, LLC	SUPPLIES AND MATERIALS FOR AG PROGRAM	300.00
532	09/08/2021	12682	MIDWEST BUS SALES, INC.	VARIOUS HOSES	818.76
533	09/08/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/ LYN STEFFENS/COTTERAL	147.72
534	09/08/2021	15994	AMAZON CAPITAL SERVICES	TEACHER 150/RANEY/JH/CLASSROOM SUPPLIES	146.85
535	09/01/2021	15994	AMAZON CAPITAL SERVICES	CARL PERKINS: CLASSROOM SUPPLIES	6,500.00
536	09/10/2021	17736	IXL LEARNING, INC.	TITLE I: LICENSES READING/MATH 7-8th	1,200.00
537	09/10/2021	15994	AMAZON CAPITAL SERVICES	TEACHER 150/MORGAN/JH/CLASSROOM SUPPLIES	150.00
538	09/13/2021	12682	MIDWEST BUS SALES, INC.	LED ROUND LIGHT AND LIGHT, MARKER PIN	53.68
539	09/13/2021	43510	HOOTEN OIL COMPANY, INC	250 GALLONS OF DEF	472.50
540	09/13/2021	43821	TEACHER SYNERGY, LLC	\$150 SUPPLIES/T WHITE/CENTRAL	150.00
541	09/08/2021	44538	TIGER PHYSICIAN STAFFING, LLC	CPR CARDS	500.00
542	09/10/2021	12031	MT LIBRARY SERVICES	LIBRARY BOOKS/GUES	300.00
543	09/10/2021	12031	MT LIBRARY SERVICES	LIBRARY BOOK SUBSCRIPTION/GUES	839.00
544	09/10/2021	40407	MID AMERICA ENTERPRISES	LIBRARY NON-FICTION BOOKS/GUES	510.48
545	09/10/2021	44258	FIRST BOOK	LIBRARY 50 BOOKS/ GUES	275.00
546	09/10/2021	44147	OUTBACK LABS, LLC	SUPPLIES FOR AG PROGRAM	350.00
547	09/10/2021	44419	MACARTHUR LODGING LLC	ROOM FOR OKLAHOMA STATE FAIR/FFA	120.00
548	09/10/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 SUPPLIES/ S. GREEN/ FOGARTY	64.97
549	09/07/2021	14207	WALMART COMMUNITY	TEACHER \$150 CLASSROOM SUPPLIES/ S. GREEN/ FOGARTY	85.03
550	09/09/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/MIDGETT/FOGARTY	150.00
551	09/13/2021	44538	TIGER PHYSICIAN STAFFING, LLC	HS- CPR TRAINING (COACHES)	150.00
552	09/13/2021	12682	MIDWEST BUS SALES, INC.	FUEL SENDING UNIT FOR BUS	75.00
553	09/13/2021	15994	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES/FOGARTY	200.00
554	09/14/2021	44182	QUALITYCARE LABS, LLC	DRUG AND ALCOHOL TESTING FOR CDL DRIVERS	2,000.00

## Purchase Order Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 7/1/2021 - 6/30/2022, PO Range: 525 - 631

PO No	Date	Vendor No	Vendor	Description	Amount
555	09/14/2021	44289	WELDERS SUPPLY COMPANY	CARL PERKINS: WELDING HELMETS	2,194.50
556	09/14/2021	15994	AMAZON CAPITAL SERVICES	BLACK INK CARTRIDGE/VOCAL/HS	201.38
557	09/15/2021	15926	DELL MARKETING L.P.	CARL PERKINS: LENOVO CHROMEBOOKS X 5	1,701.50
558	09/15/2021	17756	VEX ROBOTICS, INC	CARL PERKINS: MECHANICAL KITS	501.08
559	09/15/2021	44214	TROXELL COMMUNICATIONS, INC.	CARL PERKINS: CRAFTBOT PLUS	1,350.00
560	09/15/2021	44354	AMAIN.COM, INC	CARL PERKINS: ELECTRIC AIRPLANES X 16	479.20
561	09/15/2021	13183	PITSCO, LLC	CARL PERKINS: DRONES & PARTS	1,518.65
562	09/16/2021	12682	MIDWEST BUS SALES, INC.	EXHAUST PIPE	172.44
563	09/15/2021	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	450.00
564	09/17/2021	11933	JOHN VANCE MOTORS, INC.	DIAGNOSE OIL LEAK AND OTHER ISSUES WITH 93	500.00
565	09/17/2021	14201	WALKER TIRE DTR LLC	BACK TIRES FOR TRUCK 93(AG)	1,007.60
566	09/17/2021	11933	JOHN VANCE MOTORS, INC.	BEDLINER FOR NEW FORD F2250	465.00
567	09/17/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$ 150 SUPPLIES/WALSWORTH/GUES #2	20.95
568	09/17/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	REPAIR/SERVICE BUS 65 LIFT, VARIOUS A/C UNITS	2,800.00
569	09/17/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	COMPLETE REPAIR FOR BUS 65 A/C INCLUDING PARTS	1,200.00
570	09/21/2021	44610	SOUTHWEST BUS SALES, INC.	DUOSTYLE FLAT HEATED MIRROR HEAD	262.00
571	09/21/2021	44033	EARNHEART CRESCENT LLC	1000 GAL UNLEADED 7000 GAL DIESEL	18,070.00
572	09/16/2021	14207	WALMART COMMUNITY	TEACHER \$150/ WILDA/FOGARTY	150.00
573	09/16/2021	40775	APPLE STORE	CARL PERKINS: APPLE iPad PRO X 2	1,998.00
574	09/17/2021	13789	SULLIVAN SUPPLY INC.	SUPPLIES AND MATERIALS FOR FFA PROGRAM	400.00
575	09/21/2021	44142	MYSTERY SCIENCE INC.	ONLINE INTERACTIVE PROGRAM/FOGARTY	799.00
576	09/21/2021	15994	AMAZON CAPITAL SERVICES	LIBRARY BOOKS/FOGARTY	205.10
577	09/21/2021	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES/C SANDERS/HS	150.00
578	09/21/2021	84515	MAESYN ALYXANDRIA GREEN	MILEAGE REIMBURSEMENT-M.G.	500.00
579	09/21/2021	15994	AMAZON CAPITAL SERVICES	SUPPLIES FOR SP ED DEPT	5,000.00
580	09/21/2021	44735	SIDELINE POWER	HS- LAZSER DOWN MARKER SET (FB)	3,759.50
581	09/22/2021	12682	MIDWEST BUS SALES, INC.	SEON 4 CAMERA SYSTEM FOR BUS 17	4,000.00
582	09/22/2021	17405	WISCONSIN CENTER FOR EDUCATION	WIDA K SCREENER KIT FOR EL STUDENTS	77.00
583	09/22/2021	44657	LEXIA LEARNING SYSTEMS, LLC	10 EXTRA LICENSES FOR EL STUDENTS	255.48
584	09/22/2021	12967	OKLAHOMA HOME CENTERS, INC.	SUPPLIES AND MATERIALS FOR AG PROGRAM	350.00



## Purchase Order Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 7/1/2021 - 6/30/2022, PO Range: 525 - 631

PO No	Date	Vendor No	Vendor	Description	Amount
585	09/17/2021	12031	MT LIBRARY SERVICES	\$7 BOOK SALE / GUES	511.00
586	09/22/2021	43372	LEISURE HOSPITALITY MANAGEMENT, INC	HOTEL ROOMS FOR TULSA-AG STAFF	1,862.00
587	09/23/2021	16669	EDMENTUM, INC	SOFTWARE LICENSES	2,538.00
588	09/10/2021	14377	FOLLETT SCHOOL SOLUTIONS, INC	REPLACEMENT REDBUD BOOKS FOR C. OAK LIBRARY	1,500.00
589	09/10/2021	44731	LECTURA, INC.	TEACHERS \$150/K.HOLIMAN/C.OAK	30.00
590	09/21/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150/K.HOLIMAN.C.OAK	120.00
591	09/22/2021	14201	WALKER TIRE DTR LLC	TIRES FOR WHITE FLEET	1,000.00
592	09/23/2021	16611	PENSKE COMMERCIAL VEHICLES, US, LLC	KEY-DOOR KEYS FOR BAND TRUCK 200	52.05
593	09/23/2021	14207	WALMART COMMUNITY	BLANKET PO /FALL SEMESTER/JH	750.00
594	09/23/2021	12682	MIDWEST BUS SALES, INC.	SEON CAMERA SYSTEM FOR BUS 22	4,000.00
595	09/24/2021	44398	DETCO INDUSTRIES, INC.	DEGREASER 5 GAL BUCKET X 4	340.00
596	09/24/2021	11933	JOHN VANCE MOTORS, INC.	INSTALL FRONT GRILL ON SUV 34	135.00
597	09/24/2021	17990	REECE APPLIANCE	HS- WASHER/DRYER (ATHLETIC SPORTS)	550.00
598	09/24/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	WEEKEND WORK ON VARIOUS BUSES 9/24/21	2,850.00
599	09/24/2021	16417	OSHA	2021 OSHA ANNUAL CONFERENCE	175.00
600	09/27/2021	11565	HAWTHORNE EDUCATIONAL SERVICES, INC	SP ED TESTING SUPPLIES	450.00
601	09/27/2021	44087	GOOLSBEE TIRE SERVICE INC	TIRES FOR BUS FLEET	1,300.00
602	09/24/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150.00/SIESS/CENTRAL	149.80
603	09/01/2021	44739	CHRISTOPHER ANDREWS	SECURITY OFFICER FOR HS	5,000.00
604	09/27/2021	44551	GATEWAY EDUCATION HOLDINGS LLC	TITLE I: LICENSES FOR CENTRAL SUCCESSMAKER	2,340.00
605	09/27/2021	44742	HYATT CORP OF CCHH HOST	NATIONAL FALL LEADERSHIP 11/3-11/7	850.60
606	09/27/2021	10924	DEMCO, INC	CLEAR LABELS	62.69
607	09/28/2021	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES C. PORTER HS	150.00
608	09/28/2021	17961	NCS PEARSON, INC.	SPEECH TESTING SUPPLIES	1,604.00
609	09/28/2021	14230	MANSON WESTERN CORPORATION	SPEECH TESTING SUPPLIES	270.00
610	09/28/2021	40775	APPLE STORE	APPS FOR STUDENT/CLASSROOM USE	2,000.00
611	09/28/2021	44610	SOUTHWEST BUS SALES, INC.	THOMAS STROBE LIGHTS	536.00
612	09/28/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	INJECTOR, CROSSOVER TUBE, HARNESS, LABOR	2,245.27
613	09/28/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	ALLISON TRANSMISSION AND INSTALL	4,560.00
614	09/28/2021	44547	HERITAGE CUSTOMS DIESEL CHROME LLC	ECM BUS 7 INSTALLATION AND PROGRAMMING	1,987.00
615	09/28/2021	83736	CLAYTON R DRAKE	MEAL REIMBURSEMENT FOR TULSA STATE FAIR	300.00
616	09/29/2021	15994	AMAZON CAPITAL SERVICES	LIBRARY BOOKS-JH	550.00

## Purchase Order Register

Options: Year: 2021-2022, Fund: GEN FUND-FOR OP, Date Range: 7/1/2021 - 6/30/2022, PO Range: 525 - 631

PO No	Date	Vendor No	Vendor	Description	Amount
617	09/29/2021	15994	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES FOR STEM/JH	142.24
618	09/29/2021	13183	PITSCO, LLC	BALSA WOOD DENSITY STRIPS/STEM/JH	840.00
619	09/29/2021	84476	ASHLEY LYNN SILVERS	TRAVEL REIMBURSEMENT FOR FAIR	180.00
620	09/29/2021	14377	FOLLETT SCHOOL SOLUTIONS, INC	BARCODES-HS LIBRARY	80.00
621	09/30/2021	44147	OUTBACK LABS, LLC	SUPPLIES AND MATERIALS FOR AG PROGRAM	500.00
622	09/30/2021	84158	SAVAHANNA LEANNE RENNICK	MEAL REIMBURSEMENT FOR TULSA STATE FAIR	120.00
623	09/30/2021	14207	WALMART COMMUNITY	GEN FUND: SUPPLIES FOR DHS SCHOOL BASED WORKERS	200.00
624	10/01/2021	44110	CDW LLC	CARL PERKINS: ADOBE CREATIVE CLOUD SUBSCRIPTION	415.00
625	10/01/2021	17940	PROSPERITY BANK	REPLACE WINDOW IN TRUCK 83 AG TRUCK SIDE WINDOW	500.00
626	09/01/2021	44297	JONATHAN BRETT WELLDEN	SECURITY OFFICER FOR ELEMENTARY SITES	10,000.00
627	10/04/2021	13789	SULLIVAN SUPPLY INC.	CLIPPERS FOR AG PROGRAM	400.00
628	10/04/2021	42622	PERFECTION EQUIPMENT	HITCH FOR TRUCK 93 TO GO W/ NEW LIFT	350.00
629	09/01/2021	80338	PATRICK J HOWARD	INSURANCE REIMBURSEMENT	628.00
630	10/04/2021	44748	DJ3, LLC (MO)	HOTEL FOR AMERICAN ROYAL-AG FOR A.D.	456.00
631	10/04/2021	10924	DEMCO, INC	HS LIBRARY BOOK TRUCK	459.99
<b>Non-Payroll Total:</b>					<b>\$126,567.56</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$126,567.56</b>

## Purchase Order Register

Options: Year: 2021-2022, Fund: Building, Date Range: 7/1/2021 - 6/30/2022, PO Range: 186 - 253

PO No	Date	Vendor No	Vendor	Description	Amount
186	09/03/2021	44590	BRADFORD SUPPLY	HVAC UNIT FOR COTTERAL FOOD ROOM	1,500.00
187	09/07/2021	44691	ROBERT SALLEE	ROOF REPAIRS	3,500.00
188	09/08/2021	44724	HW 2020 PROPERTY LLC	GROUND WORK AT CHARTER OAK	2,500.00
189	09/08/2021	44635	WAXIE'S ENTERPRISES, LLC	DISTRICT CUSTODIAL SUPPLIES	4,360.00
190	09/08/2021	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
191	09/08/2021	44681	FRESH FILTERED AIR, INC	REPLACE HVAC FILTERS	1,960.00
192	09/09/2021	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR CENTRAL AND CHARTER OAK	470.00
193	09/09/2021	43883	UNITED REFRIGERATION, INC.	COPPER TUBING FOR STADIUM HVAC	701.73
194	09/09/2021	44635	WAXIE'S ENTERPRISES, LLC	VACUUM FILTER BAG	87.60
195	09/09/2021	44065	FIRETROL PROTECTION SYSTEMS, INC.	FIRE EXTINGUISHERS SERVICES	2,624.90
196	09/10/2021	44590	BRADFORD SUPPLY	C-2 COMPRESSOR FOR FOGARTY	800.00
197	09/10/2021	44197	ALL HOURS LOCKSMITH, INC.	DOOR REPAIRS AND SERVICE	1,000.00
198	09/13/2021	14189	VOSS ELECTRIC CO.	HALLWAY LIGHT SWITCHES FOR JR HIGH	300.00
199	09/14/2021	15994	AMAZON CAPITAL SERVICES	HS- URINAL SCREENS (ATHLETIC)	149.85
200	09/13/2021	44382	ACTION FIRE PROTECTION LLC	SPRINKLER SYSTEM REPAIRS AT HIGH SCHOOL	3,290.87
201	09/14/2021	17491	ENGINEERED EQUIPMENT, INC.	DISTRICT HVAC FILTERS	200.00
202	09/14/2021	17249	S. T. BOLDING III	DISTRICT ELECTRICAL SERVICE AND REPAIRS	1,000.00
203	09/15/2021	44635	WAXIE'S ENTERPRISES, LLC	VAC BAGS	25.16
204	09/15/2021	11619	HOME DEPOT CREDIT SERVICES	WASHERS AND DRYER	1,452.00
205	09/15/2021	44013	CENTRAL OKLAHOMA WINNELSON	BOTTLE FILLER FOR CENTRAL	150.00
206	09/16/2021	10110	HENKE & WANG PLUMBING	STADIUM TOILET REPLACEMENT	500.00
207	09/16/2021	10110	HENKE & WANG PLUMBING	HS BOYS RR 2 SINKS	1,000.00
208	09/16/2021	10110	HENKE & WANG PLUMBING	HS HANDICAP SEAT REPLACEMENT	275.00
209	09/17/2021	15994	AMAZON CAPITAL SERVICES	FILTER GRILLS FOR DRIVERS ROOM	125.00
210	09/17/2021	10110	HENKE & WANG PLUMBING	VARIOUS PLUMBING REPAIRS DUE TO TIK TOK CHALLENGE	1,000.00
211	09/20/2021	44065	FIRETROL PROTECTION SYSTEMS, INC.	INSTALL HORN STROBE AT HIGH SCHOOL	305.72
212	09/21/2021	44724	HW 2020 PROPERTY LLC	BRUSH HOGGING AT CHARTER	1,250.00
213	09/21/2021	13646	CAROLYN BLACK HALLER	COVID SIGN FOR COTTERAL	45.00
214	09/14/2021	44092	INNOVATIVE MECHANICAL LLC	NEW HVAC UNIT FOR HS RM #6	4,107.03
215	09/14/2021	44092	INNOVATIVE MECHANICAL LLC	LABOR TO INSTALL UNIT AT HS RM #2	4,550.00
216	09/14/2021	44092	INNOVATIVE MECHANICAL LLC	NEW UNIT FOR HS ROOM #2	3,995.41
217	09/20/2021	44092	INNOVATIVE MECHANICAL LLC	LABOR TO INSTALL UNIT AT HS ROOM #10	4,860.00
218	09/20/2021	44092	INNOVATIVE MECHANICAL LLC	PARTS AND LABOR TO INSTALL UNIT IN HS RM 10	1,195.71
219	09/20/2021	44092	INNOVATIVE MECHANICAL LLC	LABOR IN INSTALL UNIT IN HS ROOM 6	4,900.00
220	09/20/2021	44092	INNOVATIVE MECHANICAL LLC	INSTALL HVAC UNIT AT STADIUM	3,680.00

## Purchase Order Register

Options: Year: 2021-2022, Fund: Building, Date Range: 7/1/2021 - 6/30/2022, PO Range: 186 - 253

PO No	Date	Vendor No	Vendor	Description	Amount
221	09/22/2021	44681	FRESH FILTERED AIR, INC	HVAC FILTER SERVICE FOR CHARTER OAK	3,248.00
222	09/22/2021	44685	AMERICAN ELEVATOR CO.	DISTRICT ELEVATOR AND LIFT REPAIRS	1,000.00
223	09/22/2021	44372	CBS DOOR & HARDWARE, LLC	DOOR REPAIR AND DEADBOLT TO LITTLE THEATER	577.80
224	09/21/2021	44092	INNOVATIVE MECHANICAL LLC	RENTAL FEE FOR SPOT COOLER AT THE STADIUM PRESSBOX	2,035.00
225	09/22/2021	44092	INNOVATIVE MECHANICAL LLC	CHECK BOILERS AT HIGH SCHOOL	850.00
226	09/22/2021	44092	INNOVATIVE MECHANICAL LLC	REPAIRS TO HEATING UNITS IN RMS 2, 6, & 10 AT HS	4,200.00
227	09/22/2021	44092	INNOVATIVE MECHANICAL LLC	DUCT WORK, T-STAT, & PIPING FOR COTT STAGE UNIT	3,900.00
228	09/24/2021	40596	JAMES C. MCGEE	DIRT AND DIRTWORK ON GUES PLAYGROUND	1,200.00
229	09/24/2021	40596	JAMES C. MCGEE	DIRT AND DIRTWORK AT CHARTER OAK	1,000.00
230	09/24/2021	43883	UNITED REFRIGERATION, INC.	DISTRICT HVAC PARTS AND SUPPLIES	1,000.00
231	09/24/2021	44629	CRIMPED, LTD	HYDRAULIC HOSE AND FLUID LINE ASSEMBLIES	500.00
232	09/24/2021	11190	WINFIELD SOLUTIONS, LLC	TRIPLE BLEND RYE SEED FOR ATHLETIC FIELDS	7,425.00
233	09/27/2021	10110	HENKE & WANG PLUMBING	INSTALL BOTTLE FILLER AT CENTRAL	600.00
234	09/27/2021	40596	JAMES C. MCGEE	DISTRICT GRAVEL, SAND, & DIRT	1,000.00
235	09/27/2021	44065	FIREROL PROTECTION SYSTEMS, INC.	FIRE ALARM SYSTEM REPAIRS	1,500.00
236	09/28/2021	17491	ENGINEERED EQUIPMENT, INC.	HVAC FILTERS FOR TRANS DRIVERS ROOM	60.00
237	09/28/2021	44635	WAXIE'S ENTERPRISES, LLC	CARPET PRO VACUUM BELTS	8.00
238	09/28/2021	44635	WAXIE'S ENTERPRISES, LLC	DISTRICT HAND SOAP AND CANLINERS	1,776.75
239	09/29/2021	14674	HOMETOWN RENTAL & FEED, INC.	HS- TIRES (MOWER) ATHLETIC FIELDS	80.00
240	09/29/2021	43749	TREAT'S SOLUTIONS, LLC	REPLACEMENT WHEELS FOR TRASH CARTS	36.00
241	09/30/2021	44092	INNOVATIVE MECHANICAL LLC	UNIT FOR COTTERAL ROOM N5	4,894.00
242	09/30/2021	44092	INNOVATIVE MECHANICAL LLC	HVAC UNIT FOR COTTERAL ROOM N8	4,894.00
243	09/30/2021	43749	TREAT'S SOLUTIONS, LLC	DISTRICT DISINFECTANT AND TISSUE	1,201.50
244	09/30/2021	44747	RYAN D AMMONS	INSTALL RESTROOM PARTITIONS	3,454.00
245	09/30/2021	44691	ROBERT SALLEE	DISTRICT ROOF REPAIRS	2,500.00
246	09/30/2021	41388	CITIBANK\TRACTOR SUPPLY CREDIT PLAN	TRAILER AND TOOL BOX	2,500.00
247	10/01/2021	44092	INNOVATIVE MECHANICAL LLC	DISTRICT HVAC SERVICE AND REPAIRS	2,000.00
248	10/01/2021	44746	ZACHARY W. GOLDEN	CHARTER OAK LIFT STATION SERVICE AND REPAIRS	1,000.00

**Purchase Order Register**

**Options:** Year: 2021-2022, Fund: Building, Date Range: 7/1/2021 - 6/30/2022, PO Range: 186 - 253

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
249	10/01/2021	17249	S. T. BOLDING III	DISTRICT ELECTRICAL REPAIRS AND SERVICE	1,200.00
250	10/04/2021	15994	AMAZON CAPITAL SERVICES	LOCK PINNING SUPPLIES	175.00
251	10/04/2021	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	1,000.00
252	10/04/2021	44635	WAXIE'S ENTERPISES, LLC	ROLL TOWELS FOR DISTRICT	1,406.40
253	10/04/2021	15994	AMAZON CAPITAL SERVICES	WIFI T-STATS FOR DISTRICT	620.00
<b>Non-Payroll Total:</b>					<b>\$117,702.43</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$117,702.43</b>

**Purchase Order Register**

**Options:** Year: 2021-2022, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2021 - 6/30/2022, PO Range: 11 - 11

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
11	10/05/2021	83469	DOYLE K CALDWELL	INSURANCE REIMBURSEMENT	50.00
<b>Non-Payroll Total:</b>					<b>\$50.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$50.00</b>

**Change Order Listing**

**Options:** Fund: GEN FUND-FOR OP, Year: 2021-2022, ReferenceDate: PO Approval Date, Date Range: 9/7/2021 - 10/4/2021, PO Range: 1 - 631, Include Negative Changes: True

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
12	07/01/2021	13431	ROSENSTEIN FIST & RINGOLD	ATTORNEY FEES FOR 2021-2022	20,000.00
15	07/01/2021	42573	LOGAN COUNTY COURIER	SUBSCRIPTION/LEGAL NOTICES FOR 2021-2022	-63.23
166	07/01/2021	43843	WIRELESS TECHNOLOGIES, INC	RADIO, INSTALLATIONS AND GPS (NEW AND REPAIRS)	-3,000.00
203	07/12/2021	42456	STILLWATER MILLING COMPANY	BLOWER FOR AG PROGRAM	-1,350.00
212	07/13/2021	44388	MIDCON DATA SERVICES, LLC	SHREDDING SERVICE/SP ED	-387.50
242	07/26/2021	11933	JOHN VANCE MOTORS, INC.	REPAIRS TO TRUCK 93 AND ENGINE AIR FILTER REPLACED	-74.41
245	07/26/2021	14207	WALMART COMMUNITY	TEACHER \$150 CLASSROOM SUPPLIES/ LAUREN NELSON/HS	-0.83
247	07/26/2021	11933	JOHN VANCE MOTORS, INC.	DIAGNOSTIC AND REPAIRS TO SUV 36	-26.57
262	07/26/2021	14207	WALMART COMMUNITY	TEACHER \$150 SUPPLIES/MONTE MYERS/HS	-0.95
268	07/29/2021	15994	AMAZON CAPITAL SERVICES	OFFICE FURNITURE/FOGARTY	-14.86
269	07/23/2021	12447	MARDEL, INC.	TEACHER \$150 SUPPLIES/M. BALL/COTTERAL	-0.96
270	07/26/2021	15994	AMAZON CAPITAL SERVICES	TEACHER \$150 CLASSROOM SUPPLIES/TARRANT/HS	-5.16
<b>Non-Payroll Total:</b>					<b>\$15,075.53</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$15,075.53</b>

**Change Order Listing**

**Options:** Fund: Building, Year: 2021-2022, ReferenceDate: PO Approval Date, Date Range: 9/7/2021 - 10/4/2021, PO Range: 1 - 253, Include Negative Changes: True

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
21	07/01/2021	44681	FRESH FILTERED AIR, INC	HVAC FILTER INSTALLATION SERVICE CHARGE	-221.00
24	07/01/2021	43225	RED DIRT SEPTIC & BACKHOE, LLC	CHARTER OAK LAGOON AND LIFT STATION SERVICE	-410.00
51	07/06/2021	12324	LOCKE SUPPLY CO.	PARTS AND SUPPLIES	-25.98
71	07/14/2021	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PARTS AND SUPPLIES	-1.80
75	07/19/2021	12967	OKLAHOMA HOME CENTERS, INC.	DISTRICT PAINT AND SUPPLIES	-21.92
76	07/19/2021	44684	PROF. SPRINKLER INSPECTIONS, LLC	FIRE SYSTEM REPAIRS	-170.00
81	07/22/2021	44635	WAXIE'S ENTERPRISES, LLC	HS WET VAC PARTS	-5.05
94	07/28/2021	41388	CITIBANK\TRACTOR SUPPLY CREDIT PLAN	DELUXE SPOT SPRAYER	-0.01

<b>Non-Payroll Total:</b>	<u>(\$855.76)</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>(\$855.76)</u></u>



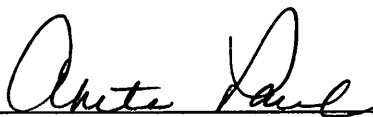
**ACTIVITY FUND – FUND 60**  
**BANK RECONCILIATION – FARMERS & MERCHANTS BANK**  
 As of 10/01/2021

<u>GENERAL LEDGER ACCOUNT</u>		<u>BANK RECONCILIATION</u>	
Balance (9/01/21)	\$510,042.10	Balance per bank statement As of (9/30/21)	\$717,697.71
Add Receipts	\$ 257,090.12	Add Deposits in Transit	\$ 250.00
Less Checks Written	\$ 68,628.67	Less O/S Checks	\$ 19,439.16
Adjustments	\$	*Adjustments	\$
		Bank correction	\$ -5.00
Balance per Ledger	\$698,503.55	Balance per Ledger	\$698,503.55

**Adjustment/Correction explanations:**

Bank cleared check #7997 for \$115.00. It should have been for \$120.00. Bank notified to make correction.

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

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

10-1-21  
 \_\_\_\_\_  
 Date

## Guthrie Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2021 - 9/30/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 CENTRAL FACULTY	\$225.67	\$49.75	\$0.00	\$0.00	\$275.42	\$0.00	\$275.42
802 CENTRAL ACTIVITY	\$5,769.27	\$26,252.80	\$0.00	\$1,588.84	\$30,433.23	\$15,399.77	\$15,033.46
803 CENTRAL PTO	\$9,085.33	\$321.50	\$0.00	\$2,151.52	\$7,255.31	\$166.00	\$7,089.31
804 COTTERAL PTO	\$9,024.75	\$3,171.70	\$0.00	\$2,028.60	\$10,167.85	\$2,551.00	\$7,616.85
805 COTTERAL ACTIVITY	\$11,914.41	\$67.00	\$0.00	\$1,217.53	\$10,763.88	\$567.00	\$10,196.88
806 COTTERAL FACULTY	\$348.16	\$44.75	\$0.00	\$74.26	\$318.65	\$0.00	\$318.65
808 FOGARTY PARENTS ORG.	\$7,515.07	\$2,519.65	\$0.00	\$2,319.90	\$7,714.82	\$619.30	\$7,095.52
809 FOGARTY ACTIVITY	\$6,372.22	\$5,521.00	\$0.00	\$820.40	\$11,072.82	\$16,942.50	(\$5,869.68)
810 FOGARTY FACULTY	\$301.27	\$17.55	\$0.00	\$0.00	\$318.82	\$0.00	\$318.82
811 ELEM SNACK GRANT	\$1,268.19	\$0.00	\$0.00	\$0.00	\$1,268.19	\$0.00	\$1,268.19
812 GUES ACTIVITY	\$12,884.10	\$12,116.62	\$0.00	\$3,628.07	\$21,372.65	\$11,914.31	\$9,458.34
813 GUES FACULTY	\$878.84	\$94.55	\$0.00	\$0.00	\$973.39	\$0.00	\$973.39
814 GUES HONOR CHOIR	\$525.83	\$0.00	\$0.00	\$0.00	\$525.83	\$400.00	\$125.83
815 GUES PARENTS ORG.	\$12,123.17	\$0.00	\$0.00	\$0.00	\$12,123.17	\$200.00	\$11,923.17
816 GHS SPECIAL KIDS	\$39.35	\$0.00	\$0.00	\$0.00	\$39.35	\$0.00	\$39.35
817 ART JUNIOR HIGH	\$28.60	\$0.00	\$0.00	\$0.00	\$28.60	\$0.00	\$28.60
818 JH BUILDERS CLUB	\$267.55	\$0.00	\$0.00	\$0.00	\$267.55	\$0.00	\$267.55
819 ATHLETICS JUNIOR HIGH	\$3,370.27	\$2,625.00	\$0.00	\$1,155.00	\$4,840.27	\$1,440.00	\$3,400.27
820 GOLF JUNIOR HIGH	\$3,182.69	\$0.00	\$0.00	\$0.00	\$3,182.69	\$0.00	\$3,182.69
821 FHA JUNIOR HIGH	\$2,231.53	\$1,954.15	\$0.00	\$806.00	\$3,379.68	\$3,758.00	(\$378.32)
822 HONOR SOCIETY JR HIGH	\$2,889.21	\$0.00	\$0.00	\$0.00	\$2,889.21	\$0.00	\$2,889.21
823 JR HIGH ACCOUNT	\$4,241.24	\$0.00	\$0.00	\$0.00	\$4,241.24	\$0.00	\$4,241.24
824 JR HIGH FACULTY	\$385.07	\$216.00	\$0.00	\$82.70	\$518.37	\$117.30	\$401.07
825 LIBRARY JR HIGH	\$1,745.68	\$0.00	\$0.00	\$0.00	\$1,745.68	\$0.00	\$1,745.68
826 LEARN 2 LOVE	\$23,897.04	\$0.00	\$0.00	\$227.62	\$23,669.42	\$272.38	\$23,397.04
827 CHEERLEADERS JR HIGH	\$3,023.16	\$0.00	\$0.00	\$0.00	\$3,023.16	\$0.00	\$3,023.16
830 STUCO JH	\$2,900.28	\$0.00	\$0.00	\$0.00	\$2,900.28	\$0.00	\$2,900.28
831 T.S.A. JR HIGH	\$895.69	\$0.00	\$0.00	\$0.00	\$895.69	\$0.00	\$895.69
832 YEARBOOK JR HIGH	\$5,602.59	\$156.00	\$0.00	\$0.00	\$5,758.59	\$65.00	\$5,693.59
834 JR HIGH ACADEMIC TEAM	\$170.74	\$0.00	\$0.00	\$0.00	\$170.74	\$0.00	\$170.74
840 CHARTER OAK ACTIVITY	\$28,150.58	\$16,747.00	\$0.00	\$3,801.33	\$41,096.25	\$12,365.35	\$28,730.90
841 CHARTER OAK PTO	\$9,536.18	\$7,580.77	\$0.00	\$2,690.71	\$14,426.24	\$3,341.96	\$11,084.28
842 CHARTER OAK FACULTY	\$193.27	\$46.07	\$0.00	\$0.00	\$239.34	\$0.00	\$239.34
850 ACADEMIC TEAM HS	\$34.90	\$125.00	\$0.00	\$0.00	\$159.90	\$110.00	\$49.90
851 ART CLUB HS	\$7,658.59	\$150.00	\$0.00	\$155.97	\$7,652.62	\$144.03	\$7,508.59
852 ATHLETICS HS	\$20,933.13	\$25,035.65	\$0.00	\$19,933.91	\$26,034.87	\$38,592.76	(\$12,557.89)
853 HS CHEER	\$635.98	\$6,903.00	\$0.00	\$0.00	\$7,538.98	\$400.00	\$7,138.98
854 FOOTBALL CAMP	\$7,453.41	\$0.00	\$0.00	\$1,015.00	\$6,438.41	\$1,055.00	\$5,383.41
855 TENNIS HS	\$20,586.16	\$2,490.00	\$0.00	\$120.00	\$22,956.16	\$1,124.00	\$21,832.16
856 GHS LIBRARY	\$238.57	\$0.00	\$0.00	\$0.00	\$238.57	\$0.00	\$238.57
858 GHS LINK CREW	\$580.97	\$0.00	\$0.00	\$0.00	\$580.97	\$525.00	\$55.97
859 BAND (OPERATING) HS	\$38,530.63	\$2,604.00	\$0.00	\$7,757.07	\$33,377.56	\$15,184.00	\$18,193.56
860 CLASS OF 2021 HS	\$569.28	\$0.00	\$0.00	\$0.00	\$569.28	\$0.00	\$569.28
861 CLASS OF 2023 HS	\$1,140.65	\$600.00	\$0.00	\$0.00	\$1,740.65	\$571.43	\$1,169.22
864 GHS ALUMNI ACCOUNT	\$13,359.16	\$0.00	\$0.00	\$0.00	\$13,359.16	\$0.00	\$13,359.16
865 CLASS OF 2022 HS	\$7,459.34	\$50.00	\$0.00	\$435.20	\$7,074.14	\$650.00	\$6,424.14
866 CLASS OF 2024 HS	\$2,060.83	\$550.00	\$0.00	\$0.00	\$2,610.83	\$550.00	\$2,060.83
867 CLASS OF 2025 HS	\$2,520.00	\$570.00	\$0.00	\$0.00	\$3,090.00	\$750.00	\$2,340.00
869 ENGLISH CLUB	\$839.74	\$0.00	\$0.00	\$0.00	\$839.74	\$0.00	\$839.74
870 HS FACULTY/COURTESY ACCOUNT	\$906.54	\$235.25	\$0.00	\$354.04	\$787.75	\$105.00	\$682.75
871 HS STUDENT PANTRY	\$13,453.16	\$0.00	\$0.00	\$0.00	\$13,453.16	\$2,100.00	\$11,353.16
876 FFA 4H BOOSTER CLUB HS	\$17,318.53	\$3,820.00	\$0.00	\$1,000.00	\$20,138.53	\$16,600.00	\$3,538.53
877 FFA HS	\$12,911.56	\$121,772.84	\$0.00	\$8,040.62	\$126,643.78	\$107,221.99	\$19,421.79
878 FCCLA (FHA) HS	\$3,067.61	\$1,267.00	\$0.00	\$261.77	\$4,072.84	\$2,819.23	\$1,253.61
879 FOREIGN LANGUAGE SPAN HS	\$4,814.16	\$350.00	\$0.00	\$0.00	\$5,164.16	\$0.00	\$5,164.16
880 XC BLUECREW	\$9,565.82	\$184.00	\$0.00	\$868.00	\$8,881.82	\$2,894.50	\$5,987.32
881 LADY JAYS BASKETBALL	\$1,954.42	\$0.00	\$0.00	\$0.00	\$1,954.42	\$0.00	\$1,954.42

## Guthrie Public Schools

### Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 9/1/2021 - 9/30/2021

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
882 GUTHRIE RUNNING CLUB HS	\$5.80	\$0.00	\$0.00	\$0.00	\$5.80	\$0.00	\$5.80
883 HERITAGE CLUB HS	\$680.83	\$0.00	\$0.00	\$0.00	\$680.83	\$0.00	\$680.83
884 HIGH SCHOOL ACCOUNT	\$16,117.33	\$220.08	\$0.00	\$665.20	\$15,672.21	\$3,900.21	\$11,772.00
885 STUDENT SUPPORT HS	\$2,021.20	\$698.07	\$0.00	\$190.30	\$2,528.97	\$59.70	\$2,469.27
886 HONOR SOCIETY HS	\$4,594.43	\$0.00	\$0.00	\$0.00	\$4,594.43	\$385.00	\$4,209.43
889 KEY CLUB HS	\$351.01	\$40.00	\$0.00	\$0.00	\$391.01	\$0.00	\$391.01
890 SPEECH HS	\$503.25	\$0.00	\$0.00	\$0.00	\$503.25	\$0.00	\$503.25
891 STEM CLUB	\$4.85	\$0.00	\$0.00	\$0.00	\$4.85	\$0.00	\$4.85
893 MU ALPHA THETA HS	\$6,530.47	\$679.50	\$0.00	\$47.76	\$7,162.21	\$102.24	\$7,059.97
894 HS PROM ACCOUNT	\$3,842.82	\$0.00	\$0.00	\$0.00	\$3,842.82	\$0.00	\$3,842.82
895 JROTC HS	\$3,534.63	\$0.00	\$0.00	\$234.15	\$3,300.48	\$170.00	\$3,130.48
897 SOCCER CLUB HS	\$12,121.05	\$0.00	\$0.00	\$148.88	\$11,972.17	\$658.00	\$11,314.17
898 SCIENCE CLUB HS	\$7,403.40	\$645.00	\$0.00	\$348.60	\$7,699.80	\$324.02	\$7,375.78
899 STUDENT COUNCIL HS	\$6,838.67	\$1,115.00	\$0.00	\$75.00	\$7,878.67	\$5,990.00	\$1,888.67
900 CAMPUS BEAUTIFICATION HS	\$3,797.88	\$1,600.00	\$0.00	\$51.35	\$5,346.53	\$188.40	\$5,158.13
902 VOCAL HS	\$1,000.22	\$1,600.00	\$0.00	\$98.95	\$2,501.27	\$901.45	\$1,599.82
904 YEARBOOK HS	\$16,734.04	\$598.00	\$0.00	\$563.90	\$16,768.14	\$175.00	\$16,593.14
907 HS MEMORIAL FUND	\$73.92	\$0.00	\$0.00	\$0.00	\$73.92	\$0.00	\$73.92
908 VOCAL TRIP ACCOUNT HS	\$58.14	\$0.00	\$0.00	\$0.00	\$58.14	\$0.00	\$58.14
911 FFA BUILDING FUND	\$2,059.43	\$600.00	\$0.00	\$0.00	\$2,659.43	\$247.40	\$2,412.03
913 DRAMA HS	\$2,360.46	\$375.00	\$0.00	\$129.00	\$2,606.46	\$1,986.00	\$620.46
922 COURTESY COMMITTEE ADMIN	\$64.53	\$160.00	\$0.00	\$0.00	\$224.53	\$60.00	\$164.53
925 GENERAL FUND REFUND	\$493.80	\$243.70	\$0.00	\$0.00	\$737.50	\$100.00	\$637.50
927 HALL OF FAME BANQUET	\$451.97	\$0.00	\$0.00	\$0.00	\$451.97	\$0.00	\$451.97
929 DISTRICT SPECIAL OLYMPICS	\$36,092.27	\$0.00	\$0.00	\$150.00	\$35,942.27	\$4,000.00	\$31,942.27
931 TECHNOLOGY INSURANCE ACCOUNT	\$1,410.37	\$625.00	\$0.00	\$0.00	\$2,035.37	\$0.00	\$2,035.37
933 FAVER C&C	\$382.06	\$37.15	\$0.00	\$0.00	\$419.21	\$0.00	\$419.21
934 TRANSPORTATION C&C	\$2,598.10	\$1,050.75	\$0.00	\$1,641.74	\$2,007.11	\$242.58	\$1,764.53
935 VENDING MACHINE ADMIN	\$676.20	\$30.45	\$0.00	\$0.00	\$706.65	\$310.00	\$396.65
937 FAVER ACTIVITY	\$72.27	\$14.00	\$0.00	\$0.00	\$86.27	\$0.00	\$86.27
938 NATIVE AMERICAN PARENT COM	\$205.72	\$0.00	\$0.00	\$0.00	\$205.72	\$0.00	\$205.72
940 ADMINISTRATION MISC	\$16,530.84	\$219.82	\$0.00	\$569.78	\$16,180.88	\$856.70	\$15,324.18
942 C.N. CLEARING ACCT	\$850.00	\$330.00	\$0.00	\$1,180.00	\$0.00	\$3,820.00	(\$3,820.00)
<b>Total</b>	<b>\$510,042.10</b>	<b>\$257,090.12</b>	<b>\$0.00</b>	<b>\$68,628.67</b>	<b>\$698,503.55</b>	<b>\$285,993.51</b>	<b>\$412,510.04</b>



Staking A Claim in Our Students' Future

Cody Thompson  
*Director of Operations*

Phone 405-282-5944  
cody.thompson@guthriepls.net

To: Dr. Mike Simpson and  
Board of Education

Date: September 22, 2021

We would like to declare the following 8 buses surplus:

2002 International 71 Passenger buses:	#947101
	#947119
	#947115
	#947114
	#947117
	#947109
	#947121
	#947123

Thank you,

A handwritten signature in black ink, appearing to read 'Cody Thompson', with a long horizontal flourish extending to the right.

Cody Thompson



**GUTHRIE PUBLIC SCHOOLS  
FIELD TRIP REQUEST  
Effective 2-08**

Today's Date 10-7-2021 Date of Activity 10-30-2021

Destination Wichita Falls, TX

Class & Grade Level 9-12

Teacher(s) Malcolm Roberts

Names of teacher assistants or other adults attending:

Sam Morgan  
Lisa Reece

Number of students 12 Number of sponsors 2

Leave Time TBA Return Time Evening of 10-30

Event Beginning Time if different \_\_\_\_\_ Event Ending Time if different \_\_\_\_\_

Emergency Phone Contact Number Jon Chappell 405-205-7019

Cost to be paid per student 0 Due when? \_\_\_\_\_ Cost to district \_\_\_\_\_

Paid for by Activity Fund  Yes  No

Sub needed?  Yes  No (If yes, please complete sub request.)

Transportation request completed?  Yes  No

Principal Signature

10-7-21  
Date

If special needs students are involved, the Special Education Director must approve.

\_\_\_\_\_  
Special Education Director

\_\_\_\_\_  
Date

Every student must have a signed consent, indemnity and release form on file before going on any activity. List the State Curricular Objectives and the educational objective to be addressed by this field trip:





# MASTER SERVICES AGREEMENT

## SCHEDULE F

### PEOPLEFACTS SCREENING SERVICES

**CUSTOMER'S NAME:** Guthrie Public Schools

**EFFECTIVE DATE:** September 22, 2021

This Schedule ("Schedule") is made by and between PeopleFacts, LLC. ("PeopleFacts") and Customer under a certain Master Agreement for Services dated September 22, 2021 ("Agreement") incorporated by reference. Exhibits or other documents attached to the Agreement and not this Schedule are fully incorporated into and constitute a part of the substantive provisions of this Schedule. Terms not otherwise defined in this Schedule will have the same meaning as set forth in the Agreement.

1. **COMPLIANCE WITH FEDERAL AND STATE LAWS.** The parties agree to comply with the Fair Credit Reporting Act, U.S.C. §1681 et. seq. and other applicable federal and state laws and regulations. Customer shall comply with all applicable laws in the request, preparation, transmission, dissemination and utilization of the Services including but not limited to Title VII of the Civil Rights Act of 1964 (including all amendments thereafter), Equal Employment Opportunity Commission ("EEOC") guidelines and regulations, the Fair Housing Act, the Housing and Urban Development ("HUD") guidelines and regulations, and all other applicable state and local laws prescribing the use of consumer reports and consumer investigative reports.

**California Investigative Consumer Reporting Agencies Act (California Civil Code §1786 et seq).** Customer certifies as follows: (a) that prior to obtaining an investigative consumer report as that term is defined in California Civil Code §1786.2(c) that it has a permissible purpose, as defined in California Civil Code §1786.12; (b) it made clear and conspicuous written disclosure to consumer as required under California Civil Code §1786.16(a)(2) that an investigative consumer report may be obtained, the permissible purpose of the report and that the report may include information on name, address, and telephone number of PeopleFacts and indicate the nature and scope of the investigation, including but not limited to, providing the consumer a means by which the consumer may check a box indicating that the consumer wishes to receive a copy of any investigative consumer report. Customer must notify PeopleFacts of any change in the permissible purpose for which the information will be used. **Vermont Certification.** Customer certifies that it will comply with applicable provisions of the Vermont Fair Credit Reporting Statute, 9 V.S.A. §2480(e) and the applicable regulations in connection with obtaining consumer reporting information on Vermont consumers. Customer further certifies that it will only obtain consumer reporting information only for the purpose consented to by the consumer. **Motor Vehicle Reports.** If Customer purchases motor vehicle records ("MVRs") from PeopleFacts, Customer hereby certifies that MVRs shall only be ordered in strict compliance with the Driver Privacy Protection Act ("DPPA", at 18 U.S.C. §2721 et seq.) and any related state laws. Customer further certifies that no MVRs shall be ordered without first obtaining the written consent of the consumer to obtain "driving records," evidence of which shall be transmitted to PeopleFacts in the form of the consumer's signed release authorization form. Customer also certifies that it will use this information only in the normal course of business to obtain lawful information relating to the holder of a commercial driver's license or to verify information provided by an applicant or employee. Customer shall not transmit any data contained in the resulting MVR via the public internet, electronic mail or any other unsecured means.

2. **CERTIFICATION OF PERMISSIBLE PURPOSE.** Customer shall use a consumer report only when it has permissible purpose as that term is defined under the Fair Credit Reporting Act 15 U.S.C. §1681b (Section 604 of the FCRA) and other applicable federal and state laws. Specifically, the Customer hereby certifies that it will only request and/or use a consumer report from PeopleFacts for employment, residential or license verification purposes. In every situation where customer is certifying to having a permissible employment purpose (evaluating a consumer for employment, promotion, reassignment or retention),

## MASTER SERVICES AGREEMENT

residential (i.e. "tenant screening) purposes (evaluating a consumer for tenancy as a resident of a property owned by Customer who serves as a Landlord, or as a property manager pursuant to a contract with a Landlord, over the same), **Customer agrees specifically with the following conditions for obtaining a report from PeopleFacts:**

a. **Employment Purposes.** Only the Customer's designated representatives will request consumer reports. The Customer will forbid employees from obtaining reports on themselves, associates, or any other person except in the exercise of their official duties. Each time the Customer requests a consumer report for employment purposes it will comply with 15 U.S.C. §1681b (Section 604(b) of the FCRA), namely: (i) the consumer has been given a clear and conspicuous written notice, in advance (in a document that consists solely of the disclosure), that a consumer report may be requested for employment purposes; (ii) the consumer has authorized the Customer, in writing, to procure the report; (iii) the information in the consumer report will not be used in violation of any applicable federal or state equal employment opportunity law or regulation; (iv) before taking adverse action, in whole or in part on the report, Customer will provide the consumer a copy of the report and description of the consumer's rights under the FCRA (FCRA Summary of Rights) located at [peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf](http://peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf); and (v) Customer shall base all employment decisions and actions on its own policies and procedures and acknowledges and agrees that PeopleFacts did not make the decision to take any adverse action against the consumer, and that PeopleFacts cannot give specific information for the adverse action taken.

b. **Residential Purposes.** Only the Customer's designated representatives will request consumer reports. The Customer will forbid employees from obtaining reports on themselves, associates, or any other person except in the exercise of their official duties. Each time the Customer requests a consumer report for tenant screening purposes it will comply with the following provisions of the FCRA: Section 604(a)(3)(F) [15 U.S.C. § 1681b(a)(3)(F)], Section 607(a) [15 U.S.C. § 1681e(a)], Section 615(a) [15 U.S.C. § 1681m(a)], and Section 606 [15 U.S.C. § 1681d)], namely: (i) Customer agrees, if required, to undergo a third-party on-site inspection (at Customer's cost) designed to verify the identity and legitimacy of Customer, as may be required by the any one or more of the credit bureaus prior to granting access to credit-related information pertaining to consumers, (ii) Customer certifies that it has a permissible purpose for using the report and in fact uses it for such permissible purpose; (iii) the consumer has authorized the Customer, in writing, to procure the report prior to the Customer requesting the report of PeopleFacts; (iv) the information in the consumer report will not be used in violation of any applicable federal or state law or regulation; (v) at the time of taking any action that may be unfavorable to the consumer (i.e. any "adverse action" as that term is defined in the FCRA and by the FTC), based in whole or even in part on the consumer report, Customer will provide the consumer a copy of the consumer report(s) and description of the consumer's rights under the FCRA (FCRA Summary of Rights) a copy of which is available at [peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf](http://peoplefacts.com/sites/default/files/FCRA-Summary-of-Rights.pdf); and (vi) Customer shall base all tenant decisions and actions on its own decision criteria, including but not limited to its own policies and procedures, and acknowledges and agrees that PeopleFacts does not and did not make any decision to take any adverse action against the consumer, and that PeopleFacts cannot give specific information for the adverse action taken.

3. **INVESTIGATIVE CONSUMER REPORTS.** With regard to Investigative Consumer Reports, as defined in 15 U.S.C. §1681a(e), Customer will clearly and accurately disclose to the Consumer that an Investigative Consumer Report including information as to his character, general reputation, personal characteristics, and mode of living, whichever are applicable, may be made. The disclosure will be made in writing and mailed or otherwise delivered to the Consumer not later than three (3) days after the date on which the report was first requested and will include a summary of the Consumer's rights provided for under 15 U.S.C.

## MASTER SERVICES AGREEMENT

§1681g(c). The disclosure shall also include a statement informing the Consumer of his/her right to submit a written request for additional information pursuant to 15 U.S.C. §1681d(b), within a reasonable period of time after the receipt by him/her of the foregoing disclosure. Upon receipt of such request, Customer shall disclose in writing the nature and scope of the investigation, which shall be complete and accurate. The disclosure must be mailed or otherwise delivered to the Consumer not later than five (5) days after the date on which the request for additional disclosure was received from the Consumer or the date the Customer first requested the report, whichever is the later. Customer shall also comply with any adverse action obligation.

**4. CRIMINAL RECORDS.** The Customer has access to an online multi-state criminal and sex offender database. This database may not contain applicable county-level records. PeopleFacts recommends that Customer request a manual search for county-level records. Criminal records come from a variety of different sources at the federal, state and local levels, such as court houses and administrative records which may affect the accuracy or availability of the records. Because so many of these sources only provide limited identification information such as a name or date of birth, a record may exist but may not be displayed or a displayed record may not belong to the applicant or employee. Customer should independently verify the public record before it declines the application or otherwise takes adverse action against the applicant. The Services do not include information pertaining to arrest records and/or pending criminal charges against consumers.

**5. INTERNATIONAL CRIMINAL RECORDS SEARCHES.** Customer understands that searches of international background screening will be conducted through the services of a third-party independent contractor. Because of differences in foreign laws, language, and the manner which foreign records are maintained and reported, PeopleFacts cannot be either an insurer or a guarantor of the accuracy of the information reported. Customer therefore releases PeopleFacts and its affiliated companies, officers, agents, employees, and independent contractors from any liability whatsoever in connection with erroneous information received as a result of an international background screening report.

**IDENTIFICATION SERVICES.** Identification Services consist of nonpublic personal identification information such as name, address, social security number and telephone number to be used for one of the permitted uses under the Gramm-Leach-Bliley Act, 15 U.S.C. §6801. *et. seq.* (the "GLB Act"). Specifically, the Customer hereby certified that it will only request and use Identification Services to protect against or prevent actual or potential fraud, unauthorized transactions, claims or other liability. Neither party will use Identification Services for marketing or solicitations of any kind or for direct-to-consumer sales. Customer certifies that the Identification Services provided pursuant to this Schedule do not constitute consumer reports as defined by the Fair Credit Reporting Act (FCRA), 15 U.S.C. §1681a(d) and are not subject to the FCRA. The parties agree that the identification information contained in the Identification Services does not bear on a consumer's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. In this regard, Customer certifies that the Identification Services will not be used in whole or in part as a factor in determining a consumer's eligibility for credit or insurance to be used primarily for personal or household purposes (including for residential decisions), employment purposes, in connection with the underwriting of insurance involving the consumer; in connection with a determination of the consumer's eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant's financial responsibility or status; as a potential investor or servicer, or current insurer, in connection with valuation of, or an assessment of the credit or prepayment risks associated with, an existing credit obligation; when it has a legitimate business need for the information; to review an account to determine whether the consumer continues to meet the terms of the account and for employment purposes. Customer further agrees it will not use the Identification Services to take any "adverse action" as that term is defined in §603(k) of the FCRA [15 U.S.C. §1681a].

**6. QUALIFIED CUSTOMER CERTIFICATION.** Customer certifies that it is not a pawn shop, private detective, detective agency, investigative company, bail bondsman, attorney or law firm (except reports for employment, credit or financial counseling



## MASTER SERVICES AGREEMENT

firm, credit repair clinic, news agency or journalist, dating service, asset location service, nor will Customer resell the credit information or the Services or seek the information for its own personal or non-business use.

7. **WATCH LIST SERVICE.** PeopleFacts provides a service whereby it matches the consumer name to certain government created watch lists for the purposes of determining whether the consumer's name appears on these watch lists ("Watch List Service"). Customer will use the Watch List Service solely in connection with a transaction involving the consumer as to whom such information is sought and will not request or use the Watch List Service for purposes prohibited by law. PeopleFacts periodically updates the information in the Watch List Service but it does not guaranty or ensure the accuracy or reliability of the Watch List Service or the information in the Watch List Service or that the Watch List Service satisfies any of the Customer's legal obligations. A hit or match indicates only that the consumer has similar information to a person in the watch list file. Customer should consult the OFAC brochure located at [peoplefacts.com/sites/default/files/OFAC\\_Regulations.pdf](http://peoplefacts.com/sites/default/files/OFAC_Regulations.pdf) for due diligence steps that should be taken.

8. **OBTAINING INFORMATION UNDER FALSE PRETENSES.** 15 U.S.C. §1681q (Section 619 of the FCRA) provides that any person who knowingly and willingly obtains information on a consumer from a consumer reporting agency under false pretenses shall be fined under Title 18 of the United States Code, or imprisoned not more than two years, or both.

9. **FURNISHING AND INVESTIGATING.** Customer has received and agreed to comply with FCRA Notices to Users, which are accessible at [peoplefacts.com/sites/default/files/Notice-to-Users-and-Furnishers.pdf](http://peoplefacts.com/sites/default/files/Notice-to-Users-and-Furnishers.pdf). Pursuant to this section Customer may furnish consumer information for use in a consumer credit report and for one or more permitted purposes under GLB.

10. **MINIMUM TERMS; TERMINATION.** This Agreement and the Application for Services sets forth the minimum terms and conditions under which PeopleFacts will provide PeopleFacts Services to the Customer. The term of this Agreement shall begin on the Effective Date and shall be in effect for an initial term of 1 year. This Agreement will automatically renew for successive one (1) year terms unless Customer provides written notice of termination to PeopleFacts, by certified mail at least 60 days prior to renewal date.

11. **LIMITATIONS OF LIABILITY.** Because the PeopleFacts Services involve conveying information provided by other sources, including credit repositories neither PeopleFacts nor the credit repositories will, for the fee charged for the Services, be an insurer or guarantor of the accuracy or reliability of the Services, or the data contained therein. **NEITHER PEOPLEFACTS NOR THE CREDIT REPOSITORIES GUARANTEE OR WARRANT THE ACCURACY, TIMELINESS, COMPLETENESS, CURRENTNESS, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE SERVICES, INFORMATION IN THE SERVICES OR MEDIA ON OR THROUGH WHICH THE SERVICES ARE PROVIDED AND SHALL NOT BE LIABLE FOR ANY LOSS OR INJURY ARISING OUT OF OR CAUSED IN WHOLE OR IN PART BY PEOPLEFACTS OR THE CREDIT REPOSITORIES' ACTS OR OMISSIONS, WHETHER NEGLIGENT OR OTHERWISE.**

12. **TERRITORY.** Customer may access, use and store the Services and information obtained from the Services only at or from locations within the territorial boundaries of the United States, Puerto Rico, Guam, the Virgin Islands and Canada (the "Permitted Territory"). Customer may not access, use or store the Services or information obtained from the Services at or from, or send it to any location outside of the Permitted Territory without first obtaining PeopleFacts' written permission. IN WITNESS WHEREOF, the undersigned has executed this Agreement as of the date set forth above.



## MASTER SERVICES AGREEMENT

**PeopleFacts, LLC.:**

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

Name (*print*): \_\_\_\_\_

Title: \_\_\_\_\_

**Customer:**

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

Name (*print*): \_\_\_\_\_

Title: \_\_\_\_\_

**2021-2022 OPERATING BUDGET**

**GUTHRIE PUBLIC SCHOOLS**  
**SCHOOL DISTRICT I001**



**Dr. Mike Simpson**  
**Superintendent**

PREPARED BY

**Michelle L. Chapple, MBA, CPO**  
**Chief Financial Officer**

**Board of Education Meeting**  
**October 11, 2021**



Staking A Claim in Our Students' Future

Dr. Mike Simpson  
Superintendent

Phone 405-282-8900  
mike.simpson@guthrieeps.net

## **GUTHRIE PUBLIC SCHOOLS**

October 11, 2021

The Honorable Board of Education  
Guthrie Public Schools  
Logan County, Oklahoma

Dear Board Members:

I am recommending, for your approval, the Annual Budget for fiscal year 2021-2022 for the Guthrie Public Schools District. The structure of the budget is based on statutory requirements (Title 70 §5-134.1) using the Oklahoma Cost Accounting System (OCAS) function codes. Additionally, the County Excise Board approved the Estimate of Needs for 2021-2022 and Financial Statement for 2020-2021.

The format of the budget is designed to give readers a better understanding of the financial structure and budgeting process of the school district. The funds included for approval are the General, Building and Child Nutrition. Capital Project Funds (Bond) and Debt Service Funds (Sinking) are included as information because the Capital Projects have been approved by Logan County patrons (bond election) and the Debt Service Fund holds the tax collections, which in turn, pay the bond obligations.

The budget is a communication tool and reference document for the school district. Through this presentation, the financial position, the operations and the fiscal management requirements of the District are disclosed.

The preparation of this document would not have been possible without the diligent efforts of all of our central office staff. Your support and dedication as members of the Board of Education in conducting the financial affairs of the District with integrity and responsibility are appreciated. Thank you for all that you do for the students and the staff of the Guthrie Public Schools District.

Respectfully,

A handwritten signature in black ink that reads 'Mike Simpson'. The signature is fluid and cursive, with the first name 'Mike' being more prominent.

Dr. Mike Simpson  
Superintendent

## **BOARD OF EDUCATION**

The Board of Education is comprised of seven individuals elected by district in an annual election. Board members serve four-year terms. The terms are staggered and commence on the first school board meeting after the date of the annual school election. The following show the current members of the Board of Education, their positions, terms, and election dates.

WARD #4 Jennifer Bennett-Johnson	President Term: 2018-2022
WARD #7 Travis Sallee	1 <sup>st</sup> Vice President Term: 2020-2024
WARD #2 Ron Plagg	Board Clerk Term: 2021-2025
WARD #1 Chris Schroder	Deputy Board Clerk Term: 2020-2024
WARD #5 Tina Smedley	Member Term: 2019-2023
WARD #3 S. Janna Pierson	Member Term: 2018-2022
WARD #6 Gail Davis	Member Term: 2021-2022

## **SCHOOL OFFICIALS**

Superintendent, Dr. Mike Simpson  
Chief Financial Officer, Ms. Michelle Chapple  
Treasurer, Ms. Jana Wanzer

## **MISSION STATEMENT**

It is the mission of the Guthrie Public Schools to empower all students with the tools necessary to become productive members of society through a cooperative effort between student, home, school, and community.

## **CENTRAL OFFICE PERSONNEL**

Superintendent of Schools	Dr. Mike Simpson
Assistant Superintendent	Mr. Doug Ogle
Executive Director	Ms. Carmen Walters
Chief Financial Officer	Ms. Michelle Chapple
Director of Special Services	Ms. Angie Young
Minutes Clerk	Ms. Samantha Stewart
Deputy Minutes Clerk	Ms. Kary Jarred
Treasurer	Ms. Jana Wanzer
Payroll	Ms. Samantha Stewart
Activity Accounts Clerk	Ms. Anita Paul
Encumbrance Clerk	Ms. Brandi Brown
Federal Programs Assistant	Ms. Meghan Norton
Special Services Assistant	Ms. Lisa Woods
District RTI/Assessment	Ms. Marsha Holderman
School Psychometrist	Ms. Carly Black
School Psychologist	Ms. Jessica West
District Nurse	Ms. April Devereaux

# **2021-2022 OPERATING BUDGET TABLE OF CONTENTS**

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## **BUDGET PHILOSOPHY**

A budget is a plan for financial operation made up of proposed expenditures for a given period and the proposed means of financing them. A budget is prepared as a plan to carry the mission of public schools and to ensure that all necessary programs are provided for.

The choice of the appropriate budget method is an important decision. Some budget methods may promote greater board and community understanding of the budget and ultimately, the district's priorities, than others. If the community can see the connection between dollars and educational programs, it is likely that the school board will be more successful in gaining acceptance of the budget from school district patrons. In addition, budget methods which result in better community understanding may result in increased financial support of schools. This will also determine which educational priorities are seen as important to the community.

A benefit of a move toward greater decentralization of financial control may well be that such a move increases the ability of the school principal to effectively direct resources to achieve program goals. Also, budget methods which attempt to direct resources to program needs rather than "across-the-board" approach serve to increase cost effectiveness. One of the drawbacks to decentralization is that curriculum coordination across programs and schools may be difficult. An effective management information system, open lines of communication among staff members, and a concern for equity should alleviate some of these problems, while allowing a school administrator to target resources to students' needs at the same time he or she manages a consistent and coherent educational program.

One of the potential disadvantages of a budget method which does not use an "objective" formula to allocate resources is that politically active groups may be in an advantageous position to lobby for additional funds. When using certain budgeting models that allow for community participation, great care should be taken to effectively guard against undue influence of special interest groups. The degree to which children will receive equal access to educational resources will depend to a large extent on the commitment of school officials to equity and excellence.



# THE DISTRICT ENTITY

**The district is legally autonomous.**

## **School District - Designation and Independent School Districts. Title 70, § 5-101 and 5-102 (Sections 49 and 50 - School Laws)**

All school districts in Oklahoma, now in existence or which may hereafter be created, shall be designated only as independent, elementary or area career tech school districts. Independent school districts, elementary school districts and area career tech school districts shall be under the supervision and the administration of the respective boards of education thereof. All independent school districts in Oklahoma shall be those, which shall have maintained during the previous school year a school offering high school subjects fully accredited by the State Board of Education. The Guthrie Public School District, I001, Logan County, operates as a PK through 12 grade levels, independent school district.

## **School District - Body Corporate - Powers Title 70 § 5-105. (Section 54)**

Every school district shall be a body corporate for public purposes...

## **Governing Body of School District. Title 70 § 5-106. (Section 55)**

The governing body of each school district in Oklahoma...shall...be known as the board of education of such district... Oklahoma laws give the district the power to levy taxes, the ability to sue and be sued, the ability to contract and hold real and personal property. The district is subject to the requirements of the State Board of Education.

## **District Size and Scope**

The District is located in central Oklahoma, Logan County approximately 32 miles north of the city of Oklahoma city and encompasses 225 square miles. The District employs approximately 413 people with a student enrollment count of 3,400.

## **The District operates:**

- 1 High School (9-12) with Alternative School Faver
- 1 Junior High School (7-8)
- 1 Upper Elementary School (5-6)
- 4 Elementary School (PK - 4)
- 1 Bluejay Virtual Academy

**HISTORICAL ENROLLMENT SUMMARY  
2013-2022**

<b>Actual Students:</b>	<b>10/13</b>	<b>10/14</b>	<b>10/15</b>	<b>10/16</b>	<b>10/17</b>	<b>10/18</b>	<b>10/19</b>	<b>10/20</b>	<b>10/21</b>	<b>10/22</b>
<b>TOTAL</b>	<b>3,447</b>	<b>3,548</b>	<b>3,514</b>	<b>3,538</b>	<b>3,461</b>	<b>3,412</b>	<b>3,421</b>	<b>3,495</b>	<b>2,630</b>	<b>3,391</b>

**HISTORICAL NET ASSESSED VALUATION SUMMARY  
2013-2022**

<b>Year</b>	<b>Net Assessed</b>	<b>Percent Change</b>
<b>10/13</b>	<b>123,568,201</b>	<b>0.93%</b>
<b>10/14</b>	<b>130,057,375</b>	<b>5.25%</b>
<b>10/15</b>	<b>126,637,119</b>	<b>-2.63%</b>
<b>10/16</b>	<b>130,935,361</b>	<b>3.39%</b>
<b>10/17</b>	<b>137,797,249</b>	<b>5.24%</b>
<b>10/18</b>	<b>145,997,359</b>	<b>5.95%</b>
<b>10/19</b>	<b>153,323,453</b>	<b>5.02%</b>
<b>10/20</b>	<b>160,052,644</b>	<b>4.39%</b>
<b>10/21</b>	<b>170,411,075</b>	<b>6.47%</b>
<b>10/22</b>	<b>179,445,491</b>	<b>5.30%</b>

## **SIGNIFICANT LAWS AFFECTING THIS BUDGET**

The following is a summary of the significant provisions of the laws of the State of Oklahoma applicable to Oklahoma school district budgets. This budget is adopted in compliance with these legal requirements.

### **Title 70 § 5-135.2 Oklahoma Cost Accounting System (OCAS)**

...For the 1992-93 school year and in each subsequent school year, school districts shall report financial transactions for all funds using the Oklahoma Cost Accounting System. Costs shall be reported by curricular subject area where applicable...the State Department of Education shall reduce the monthly payment of a district's State Aid funds if, at the time of such payment, the district is not operating pursuant to the Oklahoma Cost Accounting System...No later than September 1 each year, every school district shall transmit a copy of the income and expenditures data required pursuant to subsection C of this section to the State Department of Education.

### **Title 70 § 5-135.4 School District Transparency Act**

...The State Department of Education shall make school district expenditure data available on its website.

### **Title 68 § 3020 Temporary Appropriations (Section 959 - School Laws)**

The excise boards...may convene at any time after the beginning of any fiscal year...for the purpose of approving temporary appropriations for the counties, cities, school districts and other municipal subdivisions of the state. Warrants may be drawn against such temporary appropriations pending action by the excise board upon the annual estimate of needs and budget of such...school district, for such fiscal year. Any such temporary appropriations so approved by the excise board...shall, when the annual budget for such...school district...is finally approved, be merged in the annual appropriations.

### **Title 68 § 3002 Time for Making Estimates (Section 159 - School Laws) (Estimate of Needs and Financial Statement)**

...make, in writing, a financial statement showing the true fiscal condition of their respective political subdivision as of the close of the previous fiscal year ended June 30<sup>th</sup>, and [prior to September 1,] shall make a written itemized statement of estimated needs and probable income from all sources including ad valorem tax for the current fiscal year. Each financial statement and estimates of needs...shall be published [and]...the financial statements and estimates of all school districts shall be filed with the county excise board on or before September 1 of each year...

### **Carryover (fund balance) Standards**

#### **Title 70 § 18-200.1 State Aid - Foundation Aid, Salary Incentive Aid, Transportation Supplement.**

...a school district shall have its State Aid reduced by an amount equal to the amount of carryover in the district's general fund as of June 30 of the preceding fiscal year, that is in excess of the following standards:

- Total amount of General Fund collections
- Excluding previous year cash surplus as of June 30

Amount of General Fund Balance Allowable...(see state law for % allowed for your school)

Per HB2332 (2004) the General Fund Carryover penalty will not consider Federal Funds.

Per SB531 (2005) the General Fund Carryover Penalty will not be assessed until it has been exceeded two consecutive years.

Carryover penalty will not be assessed to schools: who are at or above 85% bonding capacity, while carryover penalty moratorium is in place, if carryover penalty is the result of increased gross production revenue in previous year, or if penalty is a result of increased foundation aid in last two months of school year.

**Warrants Issued and Limit of Authority to Issue**

**Title 62 § 476 and 477 - Amount to be issued -Limit of Authority to Issue - Liability of Officers. (Section 206, 210 - School Laws 70-5-182, 70-5-186)**

Warrants...may be issued to the amount of the estimate made and approved by the excise board for the current fiscal year.

It shall be unlawful for any officer (Board of Education members, Treasurer) to issue, approve, sign or attest any warrant...in excess of the estimate of expense made and approved for the current fiscal year...and any such warrant in excess of the estimate made and approved...shall not be a charge against the school district...but may be collected by civil action from any officer...

Further emphasis:

Attorney General Opinion, April 3, 1936, "A school district is not authorized to divert money collected from taxes levied for current expenses to pay existing indebtedness created during a previous fiscal year. Legal warrants for the preceding fiscal year remaining unpaid on account of failure to collect taxes sufficient to retire the same may be paid only under one of the following methods: First, by reducing the warrants to judgment; second, the issuing of funding bonds for their payments."

**School District Budget Act\***

**Title 70 § 5-150-161 - School District Budget Act (Section 111.1- 111.12 School Laws)**

Section 5-155 Amended by 1999 Legislative (S.B. 636) to require amendment to original budget after June 30 for end of year data, State Aid allocation, and property valuation.

School districts now have an alternative budget procedure, which has the intent to establish standard and sound fiscal procedures; to make available sufficient information to the public; and to assist school districts in the implementation of Governmental Accounting Standards Board (GASB) standards of financial management.

***\*This act is an optional budgeting procedure not used by many schools in the state; requires a resolution of the governing board; takes precedence over other state laws applicable to school budgets; must have budget approved by board within 30 day period preceding the fiscal year; outlines budget information required as a part of this act; defines the funds; and stipulates classifications of revenue and expenditures.***

## **2021-2022 BUDGET TIMETABLE**

The budget cycle is a year-round process, beginning with on-going fund balance projections and statutory staffing commitments that are required to be made by the first Monday in June of each year prior to the start of the upcoming fiscal year in July. At any one time the Superintendent is concerned with three fiscal years' budgets; planning for the next fiscal year, administering the current fiscal year, and evaluating the last fiscal year. It is very challenging to manage a public school budget because the major expenditure, salaries and benefits, must, by law, be committed before revenue allocations are known.

The budgeting timetable for this fiscal year is shown below:

June, 2021	Renew Teacher Contracts
June, 2021	Renew Support Personnel Contracts
June, 2021	Approve Temporary Appropriations
July, 2021	Notification of Initial State Aid Allocation
August, 2021	Certify Property Valuations by County Assessor
September, 2021	Board of Education approval of Estimate of Needs
September, 2021	County Excise Board approval of Estimate of Needs
October, 20201	Board of Education Approval of Operating Budget
December, 2021	Notification of Mid-Term Adjustment to State Aid Allocation
If needed.....	Request(s) for Supplemental Appropriations and Amendments to Operating Budget



**2021-2022 BUDGET BY FUNCTION  
AND OBJECT DIMENSIONS**

**GUTHRIE PUBLIC SCHOOLS  
OPERATING BUDGET BY FUNCTION CLASSIFICATION  
FOR THE YEAR ENDED JUNE 30, 2022**

<u>FUNCTION</u>	<u>GENERAL FUND</u>	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SINKING FUND</u>	<u>GIFTS &amp; ENDOWMENTS FUND</u>	<u>INSURANCE CASUALTY FUND</u>	<u>BOND FUND</u>
1000 - Instruction	\$15,203,477.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2100 - Support Services, Students	1,784,788.00	0.00	0.00	0.00	0.00	0.00	0.00
2200 - Support Services, Instructional Staff	1,283,548.00	8,360.00	0.00	0.00	0.00	0.00	0.00
2300 - General Administration	807,982.00	0.00	0.00	0.00	0.00	0.00	0.00
2400 - School Administration	1,625,919.00	0.00	0.00	0.00	0.00	0.00	0.00
2500 - Central Services	613,583.00	5,000.00	0.00	0.00	0.00	0.00	0.00
2600 - Operation & Maintenance of Plant	6,191,461.00	936,640.00	0.00	0.00	25,000.00	20,000.00	0.00
2700 - Student Transportation	2,199,690.00	0.00	0.00	0.00	0.00	0.00	0.00
3100 - Child Nutrition Program	178,126.00	0.00	1,468,380.00	0.00	0.00	0.00	0.00
3300 - Community Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000 - Facility Acquisition & Construction	104,989.00	0.00	0.00	0.00	0.00	0.00	2,379,085.00
5100 - Debt Service	0.00	0.00	0.00	3,345,500.00	0.00	0.00	0.00
5200/5300/5600 - Corrections, Clearing & Fund Transfers	5,000.00	0.00	3,000.00	0.00	0.00	0.00	0.00
5500 - Private Non-Profit Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7000 - Scholarships, Awards, and Claims	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00
8000 - Repayments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>\$29,998,563.00</b>	<b>\$950,000.00</b>	<b>\$1,471,380.00</b>	<b>\$3,345,500.00</b>	<b>\$26,500.00</b>	<b>\$20,000.00</b>	<b>\$2,379,085.00</b>



**GUTHRIE PUBLIC SCHOOLS  
OPERATING BUDGET BY OBJECT CLASSIFICATION  
FOR THE YEAR ENDED JUNE 30, 2022**

<u>OBJECT</u>	<u>GENERAL FUND</u>	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>SINKING FUND</u>	<u>GIFTS &amp; ENDOWMENTS FUND</u>	<u>INSURANCE CASUALTY FUND</u>	<u>BOND FUND</u>
100 - Salaries	\$16,118,955.00	\$0.00	\$455,000.00	\$0.00	\$0.00	\$0.00	\$0.00
200 - Employee Benefits	6,469,155.00	0.00	282,500.00	0.00	0.00	0.00	0.00
300 - Professional & Technical	656,500.00	0.00	13,150.00	0.00	1,000.00	0.00	100,000.00
410 - Utilities	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00
420,430 - Cleaning, Repair, & Maint.	150,000.00	460,000.00	10,000.00	0.00	0.00	20,000.00	0.00
440 - Rental & Leases	10,000.00	15,000.00	0.00	0.00	0.00	0.00	0.00
450 - Construction Services	3,248,590.00	100,000.00	12,000.00	0.00	24,000.00	0.00	1,979,085.00
510,530-580 - Other Purchased Services	172,655.00	0.00	693,730.00	0.00	0.00	0.00	0.00
520 - Insurance	389,708.00	0.00	0.00	0.00	0.00	0.00	0.00
600 - General Supplies	350,000.00	250,000.00	2,000.00	0.00	0.00	0.00	0.00
620 - Energy (Fuel, Electric, Natural Gas)	500,000.00	0.00	0.00	0.00	0.00	0.00	0.00
630 - Food & Milk	0.00	0.00	0.00	0.00	0.00	0.00	0.00
640 - Books & Periodicals	230,000.00	0.00	0.00	0.00	0.00	0.00	0.00
650 - Durable Supplies & Software	600,000.00	0.00	0.00	0.00	0.00	0.00	100,000.00
710,720 - Land & Buildings	3,000.00	100,000.00	0.00	0.00	0.00	0.00	0.00
730 - Equipment	200,000.00	25,000.00	0.00	0.00	0.00	0.00	0.00
760 - Vehicles	600,000.00	0.00	0.00	0.00	0.00	0.00	0.00
800,900 - Other Miscellaneous Expenditures	150,000.00	0.00	3,000.00	3,345,500.00	1,500.00	0.00	200,000.00
	<b>\$29,998,563.00</b>	<b>\$950,000.00</b>	<b>\$1,471,380.00</b>	<b>\$3,345,500.00</b>	<b>\$26,500.00</b>	<b>\$20,000.00</b>	<b>\$2,379,085.00</b>

## **2021-2022 GENERAL FUND BUDGET BY PROJECT DIMENSION**

The Project Reporting dimension permits LEAs to accumulate expenditures to meet a variety of specialized management and reporting requirements regardless of whether they are district, state, or federal.

**GUTHRIE PUBLIC SCHOOLS  
GENERAL FUND  
2021-2022 PROJECT BUDGET**

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
001	Administrators Salaries	1,780,000
002	Certified Salaries	11,700,000
003	Support Salaries - Partial Esser II	3,371,273
006	Dues/ Memberships/Regis.	35,000
007	Data Processing	55,000
008	Electricity - Included in Esser II	0
009	Natural Gas - Included in Esser II	0
011	Water/Sewer/Garbage	175,000
012	Telephone	90,000
015	Negotiations	7,500
018	Transportation	300,000
019	Fuel	150,000
021	Insurance/Bonds	389,708
022	Security - SRO	220,000
026	Director of Technology	250,000
027	Printing/Publ./Ads	1,000
028	Legal Services	91,500
029	Postage/Freight	8,000
031	Professional Travel	25,000
033	Child Nutrition	120,000
034	\$150.00 Teacher Supplies	30,000
035	Nursing Services/Medical	5,000
036	Audit Services	8,200
037	Copiers/Duplicators	75,000
039	Elections	10,000
041	Administration Supplies	15,000
042	Testing	42,500
043	Gifted and Talented Program	54,742
044	Special Education Director	250,000
045	Personnel Director	11,000
046	3rd Party Sick Leave	3,000
048	Lease Purchase Payments	104,989
049	Revaluation	95,000
051	Cotteral Budget	2,987
052	Cotteral Library Budget	4,377
054	CREC Grant	1,000

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
056	Central Budget	2,434
057	Central Library Budget	3,067
061	Guthrie Educ. Found. Grants	35,000
062	Fogarty Budget	3,789
063	Fogarty Library Budget	4,200
067	GUES Budget	4,304
068	GUES Library Budget	4,965
069	Charter Oak Budget	4,154
070	Charter Oak Library Budget	4,755
073	JH Library Budget	5,663
075	Meridian Technology Grant	50,000
076	JH Administration	13,195
084	JH STEM 3	3,500
097	HS Library Budget	7,899
101	HS Administration	20,212
104	HS Language Arts	700
105	HS Math	300
106	HS Science	2,000
107	HS History	300
109	HS Art	425
111	ES SCHOOL SAFE ID	4,877
112	HS Business	500
116	Vocal Music	2,600
118	Band	14,117
119	Athletics	37,100
121	Extra Curricular Drug Testing	7,050
122	ROTC (Local)	60,000
123	Boys Athletics / Extra Duty	160,000
124	Girls Athletics / Extra Duty	90,000
125	Alternative Education (local)	200,000
126	Faver Budget	1,400
134	District Equipment Purchases	10,000
136	District Supplies Purchases	40,000
312	National Board Cert. Stipend	20,000
317	Driver Education	9,000
331	Flex Benefit (Certified Salary)	40,000

PROJECT NUMBER	PROJECT DESCRIPTION	BUDGET AMOUNT
332	Flex Benefit (Support Salary)	75,000
333	State Textbook Aid	251,551
334	Flex Benefit (Certified Fringe)	1,522,500
335	Flex Benefit (Support Fringe)	870,000
361	ACE Technology	7,361
362	ACE Remediation	30,000
367	Reading Sufficiency	49,511
388	Alternative Education (State)	69,852
411	Vocational Salary Aid	38,560
412	Vocational Incentive Aid	68,882
421	Carl Perkins Funds	45,147
511	Title I	994,864
541	Title II, Part A	0
552	Title IV, Student Support	29,982
561	Title VI, Indian Education	61,518
572	Title III, English Learners	13,514
613	IDEA-B Discretionary	500
615	Spec Ed PD District	5,728
621	IDEA-B Flow through	689,328
623	IDEA-B Early Intervention	36,286
628	ARP IDEA - SPED	168,955
625	IDEA-B Private School	0
641	IDEA-B Preschool	22,630
643	ARP IDEA - SPED	9,711
722	Counselor Corps Grant	42,000
771	ROTC (Federal)	75,000
786	Consolidated Admin. Funds	41,270
793	Esser II (Sal/Electric/Nat. Gas/Tech)	781,323
795	Esser III	3,648,307
<b>* TOTAL EXPENDITURES</b>		<b>\$29,998,563</b>



**APPENDIX A**

**BUDGET GUIDELINES BY FUND**

## **11 GENERAL FUND (FOR OPERATIONS)**

The general fund of any school district is hereby defined as a current expense fund and shall consist of all revenue or monies that can legally be expended within a certain specified fiscal year, but shall not be considered as including any money derived from a special Building Fund levy, nor shall it include any monies derived from the sale of bonds. Expenditures from the General Fund shall be non-capital in nature.

### Revenue

When planning a budget, the first step is to project revenue in order to determine the funding level available to finance expenditures. School board policy established a fiscal management priority to maintain a general fund balance of 12% or approximately \$2.45 million. At one time, the General Fund balance was required by law to be no greater than 12%. However due to hardships created by revenue shortfalls at the state level in past years, the legislature, in 2005, increased the allowable fund balance to 14% for schools with General Fund revenue of \$10,000,000.00 and above which includes Guthrie Public Schools. Every effort should be made to limit expenditures in any fiscal year to the amount of revenue collected in that year to prevent any material erosion of the fund balance. In the 2020-2021 fiscal year, district collections surpassed expectations. As a result of additional federal funding through the CARES act and growth in net assessed valuation of property in the district, Guthrie Public School's fund balance continued to grow as evidenced in our 2021-2022 carry over. The current fund balance of \$3,412,142 (11.63%) represents an increase of \$388,593.01 from the end of the 2020-2021 fiscal year (\$3,023,549).

In 2020-2021 local sources of revenue provided 24% of total revenue, county sources 5%, state sources 54%, and federal sources 17%. A comparative revenue report is provided in Appendix C. The state aid formula was revised in 1997. We now receive a preliminary allocation of funds in July, which is subject to change when a final allocation is made in December. As a result, we are approximately six months into the budget year before we have information to accurately determine state aid. Due to this circumstance, a conservative estimate of state aid revenue is required when making initial projections. The District's initial state aid allocation for 2021-2022 is \$813,732.76 more than was actually collected in 2020-2021. The reduction in funding in fiscal year 2021 was due to a 25% student count loss. Textbook aid was also allocated in the amount of \$233,566. We anticipate that one of our sources of state revenue, gross production tax, will continue to increase in growth as the economy is showing an uptick in revenue collections thus far in 2021-2022. Revenue estimates at the state level, which are the basis for our state aid appropriation, are trending towards an expected flat baseline in the WADM factor. With that, mid-year revenue allocations will likely not experience a huge decrease in factors. Additionally, the district was allocated \$2,775,105 for Esser II and \$6,228,653 for Esser III in 2021 in federal Cares Act funds that are reimbursable to the district as expenditures accrue. We will expedite the allowed expenditures for reimbursement in an effort to maintain a balanced budget.

### Expenditures

Revenue projections determine the amount of funds available to finance expenditures. Revenue projections are made in the summer after

various allocation notices are received by the district. Guthrie Public Schools continues to operate within the revenue collected.

Every school site has two budgets; an instructional budget and a library budget. The library budget is normally based upon State Department of Education accreditation requirements which have been waived until the state aid funding factor increases to \$3,291.60 per weighted student. The requirements for each site are: 500 or fewer students, \$9 per pupil; 500-999 students, \$4,500 for first 500 students and \$5 per student above 500; and 1000-1999 students, \$7000 for first 1000 students and \$4 per student above 1000.

The procedure for making expenditures involves the use of the encumbrance system. An encumbrance is an obligation to pay in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation account, and for which a part of the appropriation is reserved. When an encumbrance is paid, it becomes an expenditure. In this manner, financial officers of the school district are able to distinguish the portion of the budget already expended, the portion encumbered and the portion unencumbered. In the 2017-2018 fiscal year personnel adjustments were made to reduce expenditures for salaries, benefits and employer payroll costs. This was accomplished largely through attrition. As a result, a Fixed Cost Analysis is provided annually under Appendix C.

Title 70-5-134.1 of Oklahoma Statute, enacted in 1994 and since repealed, required a budget by the function expenditure classification to be approved by the Board of Education. Guthrie Public Schools has chosen to continue this practice for the purposes of public information and transparency. The function dimension describes the purpose of the expenditure. The primary purpose is, of course, instruction. Other functions include library services, counseling services, transportation, building operation and maintenance, and school district administration. A brief definition of the function expenditure classifications can be found in Appendix A.

## **21 BUILDING FUND**

The Building Fund of any school district shall consist of all monies derived from the proceeds of a Building Fund levy not to exceed five (5) mills in any year, unless elimination of personal taxes is voted by the patrons of a school district and by LEA Board Resolution. The Building Fund may be used for erecting, remodeling, or repairing school buildings, for purchasing furniture, equipment and computer software, for repairing and maintaining computer systems and equipment, for paying energy and utility costs, for purchasing telecommunications utilities and services, for paying fire and casualty insurance premiums, for purchasing security systems, for paying salaries of security personnel, or for one or more, or all, of such purposes. Proceeds of such levies shall not be required to be used during the year for which a levy is made but may accumulate from year to year until adequate for purposes intended. The Building Fund is classified as a current expense fund, but shall not be considered a part of the General Fund. Fiscal year 2020-2021 yielded a fund balance carry over of \$469,425.50. This is a reduction of \$8,732.45 from fiscal year 2019-2020.

## **22 CHILD NUTRITION PROGRAMS FUND**

State, federal and local collections of child nutrition monies may be placed in a governmental budget account that will be administered through the school District Treasurer and appropriated separately from all other funds. The beginning fund balance each year, combined with all revenues including collected and estimated revenues must be appropriated before being expended. It is very important that expenditures be limited to the amount of projected revenue available in the Child Nutrition Fund to minimize the need for the General Fund to subsidize child nutrition operations resulting in a reduction in funding available for instructional purposes.

## **31 BOND FUND**

A Bond Fund accounts for proceeds from the sale of bonds, from which all expenditures for bond projects are paid. By law, Guthrie Public Schools shall expend all of the proceeds of such bond issue for the general purposes set out in the proposition voted upon, and shall expend not less than eighty-five percent of the monies allocated to each specific project, unless such project can be completed for a lesser amount of money. Bond Fund titles should include purpose and fiscal year of authorization.

## **41 SINKING FUND (DEBT SERVICE FUND)**

The Sinking Fund of any district shall consist of all money derived from ad valorem taxes or otherwise as provided by law for the payment of bonds and judgments and interest thereon. Since this fund is for the purpose of debt service only, financial reporting as a part of the operating budget will be minimal. A treasurer's check or EFT is issued for Sinking Fund payments according to a legally authorized amortization schedule until all indebtedness, including interest, is paid.

## **81 GIFTS AND ENDOWMENT FUND**

This is a separately appropriated fund established to account for revenue from a philanthropic foundation, private individual, or private organization for which no repayment or special service to the contributor is expected. In many cases endowment funds allow for income derived from such funds to be expended, but the principal must remain intact.

## **86 CASUALTY/FLOOD INSURANCE RECOVERY FUND**

This fund is established to account for receipt of proceeds from the filing of insurance claims and the subsequent expenditure of funds to replace or repair damaged or stolen property.

**APPENDIX B**

**FUNCTION REVENUE AND EXPENDITURE  
CODE DEFINITIONS**



## **MAJOR REVENUE SOURCES OKLAHOMA COST ACCOUNTING SYSTEM (OCAS)**

### **Revenue by Source:**

The major sources of income are categorized by OCAS codes as follows:

#### **1000 DISTRICT SOURCES OF REVENUE**

- 1100 AD VALOREM-TAXED LEVIED/ASSESSED FOR THE LEA  
Compulsory charges levied by the LEA to finance services for the common benefit.
- 1200 TUITION AND FEES  
Revenue from individuals, welfare agencies, private sources and other LEAs for education provided by the LEA.  
**These sources include:**  
ADULT EDUCATION, STUDENT COMPUTER FEES  
SUMMER SCHOOL TUITION, TRANSFER FEES  
SUBSTITUTE BACKGROUND CHECKS  
STUDENT ACTIVITY FEES  
DRIVERS EDUCATION
- 1300 EARNINGS ON INVESTMENTS  
Revenue received as profit on holding in savings or investments.  
**These sources include:**  
INTEREST EARNINGS  
ACCRUED INTEREST ON BOND SALES  
OTHER EARNINGS ON INVESTMENTS
- 1400 RENTALS, DISPOSALS, AND COMMISSIONS  
Revenue received for the use of school property, sales, and commissions.  
**These sources include:**  
RENTAL OF SCHOOL FACILITIES  
SALES OF EQUIPMENT, SERVICES, AND MATERIALS  
OTHER RENTALS, DISPOSALS, AND COMMISSIONS
- 1500 REIMBURSEMENTS  
Cash or other assets received as repayment of the cost of work or services performed, or of other expenditures made for or on behalf of another governmental unit, department, individual, firm, or corporation. Child nutrition program reimbursements for the current year should not be coded here but under Source of Revenue 5150.  
**These sources include:**  
INSURANCE LOSS RECOVERIES  
LOST TEXTBOOKS  
DAMAGES TO SCHOOL PROPERTY  
MISC REIMBURSEMENTS
- 1600 OTHER LOCAL SOURCES OF REVENUE  
Other revenue from local sources not classified above.  
**These sources include:**  
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES  
DISTRICT CONTRACTS  
MISCELLANEOUS REVENUE FROM DISTRICT SOURCES
- 1700 CHILD NUTRITION PROGRAM  
Revenue received from food sales to students and adults.  
**These sources include:**  
STUDENTS' LUNCHES  
STUDENTS' BREAKFASTS  
ADULT LUNCHES/BREAKFASTS

EXTRA FOOD/ALA CARTE/EXTRA MILK  
OTHER DISTRICT REVENUE (CHILD NUTRITION PROGRAMS)

1800

ATHLETIC PORGRAMS

Revenue received for all school sponsored athletic activities.

**2000 INTERMEDIATE SOURCES OF REVENUE**

Revenue from intermediate sources is the amount of money from funds collected by an intermediate administrative unit or a political subdivision between the district and the state, and distributed to districts in amounts that differ in proportion to those which were collected within such systems.

**These sources include:**

COUNTY 4 MILL AD VALOREM TAX  
COUNTY APPORTIONMENT (MORTGAGE TAX)  
RESALE OF PROPERTY FUND DISTRIBUTION  
OTHER INTERMEDIATE SOURCES OF REVENUE

**3000 STATE SOURCES OF REVENUE**

Revenue from state sources is revenue from funds collected by the state and distributed to LEAs in amounts different proportionately from those which were collected within each LEA.

3100

DEDICATED REVENUE

All revenue generated at the state level by taxes, license fees, or other fees that are set aside by the state to be used for the operation of the common schools in the state.

**These sources include:**

GROSS PRODUCTION TAX  
MOTOR VEHICLE COLLECTIONS  
RURAL ELECTRIC COOPERATIVE TAX  
STATE SCHOOL LAND EARNING  
VEHICLE TAX STAMP  
FARM IMPLEMENT TAX STAMP  
OTHER DEDICATED REVENUE

3200

STATE AID-GENERAL OPERATIONS- NONCATEGORICAL

Revenue appropriated by the Legislature and apportioned to the schools for general operations.

**These sources include:**

FOUNDATION AND SALARY INCENTIVE AID  
MENTOR TEACHER STIPEND  
EDUCATION FLEXIBLE BENEFIT

3300

STATE AID- COMPETITIVE GRANTS-CATEGORICAL

Revenue received from the state and appropriated by the Legislature to fund specific programs or to accomplish specific objectives.

**These sources include:**

ALTERNATIVE AND HIGH CHALLENGE EDUCATION GRANT  
COMMUNITY EDUCATION

3400

STATE-CATEGORICAL

Revenue received from the state and appropriated by the Legislature to fund specific programs or to accomplish specific objectives.

**These sources include:**

PROFESSIONAL DEVELOPMENT  
STATE TEXTBOOK and DRIVER EDUCATION  
ADULT EDUCATION MATCHING  
NATIONAL BOARD CERTIFIED BONUS  
ADVANCED PLACEMENT INCENTIVES  
READING SUFFICIENCY, ETC...

3500

SPECIAL PROGRAMS

Revenue appropriated for special purposes. Uses and limitations are specified by the legal authority establishing the programs, and the funds cannot be used or diverted to other uses.

**These sources include:**

PROGRAM OF PARENT EDUCATION  
3600 OTHER STATE SOURCES OF REVENUE

All state revenue not classified above.

**These sources include:**

OTHER MISC. SOURCES OF STATE REVENUE  
3700 CHILD NUTRITION PROGRAMS

Revenue received from the state for food to students and adults.

**These sources include:**

STATE REIMBURSEMENT  
STATE MATCHING

3800 STATE VOCATIONAL PROGRAM

**These sources include:**

COMPREHENSIVE CAREER TECH SALARY REIMBURSEMENT  
CAREER TECH PROGRAMS INCENTIVE ASSISTANCE GRANTS  
FORMULA OPERATIONS  
CAPITAL OUTLAY

**4000 FEDERAL SOURCES OF REVENUE**

Revenue collected by the federal government and distributed to state and local education agencies for the purpose of providing financial support for programs, projects, services, and activities which enhance educational opportunities for citizens.

4100 GRANTS-IN-AID DIRECT FROM THE FEDERAL GOVERNMENT

**These sources include:**

TITLE VI-PART A, INDIAN EDUCATION  
TITLE VIII-IMPACT AID

4200 Title I Part A— improving basic programs operated by State and local educational agencies (LEA). EVERY STUDENT SUCCEEDS ACT (ESSA).

4300 TITLE II (PART A) Teacher and Principal Training and Recruiting Fund  
INDIVIDUALS WITH DISABILITIES

Revenue to assure the effective education of disabled children.

**These sources include:**

INDIVIDUALS WITH DISABILITIES, P.L. 105-17, IDEA-Part B  
PRESCHOOL AGES 3-5, P.L. 105-17, IDEA-Part B 4400  
ESSA of 2015, CONTINUED

**These sources include:**

TITLE IV – 21<sup>st</sup> Century Schools  
Safe and Drug Free Schools, Charter Schools, etc...

4500 GRANTS-IN-AID FROM THE FEDERAL GOVERNMENT THROUGH OTHER STATE AND INTERMEDIATE SOURCES

**These sources include:**

JOHNSON-O'MALLEY PROGRAM  
MEDICAID RESOURCES

**4600 OTHER FEDERAL SOURCES OF REVENUE THROUGH STATE DEPARTMENT OF EDUCATION OR STATE DEPARTMENT OF CAREER AND VOCATIONAL EDUCATION**

**4700 CHILD NUTRITION PROGRAMS** Revenue received from federal sources for provision of child nutrition programs.

**These sources include:**

LUNCHES  
BREAKFASTS  
SPECIAL MILK

SUMMER FOOD SERVICE PROGRAM  
CHILD & ADULT CARE FOOD PROGRAM

**4800 FEDERAL VOCATIONAL EDUCATION**

Formula grants to extend, improve, and maintain programs of vocational education, to develop new programs, to furnish equal opportunity in vocational programs, and to enable youth in need of earnings to continue their education by providing part-time employment.

**These sources include:**

CARL PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT

**5000 NON-REVENUE RECEIPTS**

Receipts deposited in the fund that are not new revenue to the district, but the return of assets.

5100

BOND SALES and RETURN OF ASSETS

Return of monies used for investments and financial management procedures.

**These sources include:**

CASH OR CHANGE and PETTY CASH

ACTIVITY FUND REIMBURSEMENT

INSUFFICIENT FUNDS—RETURN CHECKS CORRECTING ENTRY

**6000 BALANCE SHEET ACCOUNTS**

6100

CASH ACCOUNTS

# **MAJOR EXPENDITURES OKLAHOMA COST ACCOUNTING SYSTEM (OCAS)**

## **Expenditures by Function:**

The law requires that the final budget be approved by function codes as defined by the Oklahoma Cost Accounting System (OCAS). The following definitions reflect the categories.

- 1000 INSTRUCTION** Instruction includes the activities dealing directly with the interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location such as a home or hospital, and in other learning situations such as those involving co curricular activities. It may also be provided through some other approved medium such as television, radio, telephone, and correspondence. Included here are the activities of teacher assistants of any type (clerks, graders, teaching machines, etc.), which assist, in the instructional process. The activities of tutors, translators, and interpreters would be recorded here. Also, include department chairpersons who teach for any portion of time. Tuition/transfer fees paid to other LEAs would be included here.
- 2000 SUPPORT SERVICES.** Support services provide administrative, technical (such as guidance and health), and logistical support to facilitate and enhance instruction. These services exist as adjuncts for fulfilling the objectives of instruction, community, services, and enterprise programs, rather than as entities within themselves.
- 2100 SUPPORT SERVICES-STUDENTS. Activities designed to assess and improve the well being of students and to supplement the teaching process.
- 2200 SUPPORT SERVICES- INSTRUCTIONAL STAFF. Activities associated with assisting the instructional staff with the content and process of providing learning experiences for students.
- 2300 SUPPORT SERVICES-GENERAL ADMINISTRATION. Activities involving the establishment and administration of policy in connection with operating the entire school district. Do not include the chief business official here, but in Support Services-Business, function series 2500.
- 2400 SUPPORT SERVICES-SCHOOL ADMINISTRATION. Activities concerned with overall administrative responsibility for a single school or a group of schools.
- 2500 CENTRAL SERVICES-BUSINESS. Activities that support other administrative and instructional functions, fiscal services, human resources, planning and administrative information technology.
- 2600 OPERATION AND MAINTENANCE OF PLANT SERVICES. Activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in an effective working condition and state of repair. Activities which maintain safety in buildings, on the grounds, and in the vicinity of schools are included.
- 2700 STUDENT TRANSPORTATION SERVICES. Activities concerned with the conveyance of students to and from school as provided by state law. Included are trips between home and school and trips to school activities.
- 3000 OPERATION OF NONINSTRUCTION SERVICES.** Activities concerned with providing non-instructional services to students, staff or community.
- 3100 CHILD NUTRITION PROGRAMS OPERATIONS. Activities concerned with providing food to students and staff in a school or LEA. This service area includes the preparation and service of regular and incidental meals including breakfasts, lunches, or supplements in connection with school activities, and the delivery of food.
- 3200 OTHER ENTERPRISE SERVICES OPERATION. Activities that are financed and operated in a manner similar to private business enterprises where the stated intent is that the costs are financed or recovered primarily through user charges. Child nutrition programs should not be charged here, but rather to function series 3100. One example could be the LEA bookstore or items purchased through the activity fund for resale.

- 3300 COMMUNITY SERVICES OPERATIONS. Activities, which are not directly related to the provision of education to students in the LEA. These include services such as community recreation programs, civic activities, public libraries, programs for custody and care of children, and community welfare activities provided by the LEA for the community as a whole or some segment of the community.
- 4000 FACILITIES ACQUISITION AND CONSTRUCTION SERVICES** Consists of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; and improvements to sites.
- 4200 SITE ACQUISITION SERVICES. Activities concerned with the initial acquisition of new sites and improvements thereon.
- 4300 SITE IMPROVEMENT SERVICES. Activities concerned with improving sites and with maintaining existing site improvements.
- 4400 ARCHITECTURE AND ENGINEERING SERVICES. The activities of architects and engineers related to acquiring and improving sites and improving buildings. Charges are made to this function only for those preliminary activities which may or may not result in additions to the LEAs property. Otherwise, charge these services to 4200, 4300, 4600 or 4700, as appropriate.
- 4500 EDUCATIONAL SPECIFICATIONS DEVELOPMENT SERVICES. Activities concerned with preparing and interpreting descriptions of specific space requirements for the various learning experiences of pupils to be accommodated in a building. These specifications are interpreted to the architects and engineers in the early stages of blueprint development.
- 4600 BUILDING ACQUISITION AND CONSTRUCTION SERVICES. Activities concerned with building acquisition through purchase or construction.
- 4700 BUILDING IMPROVEMENTS SERVICE. Those activities concerned with building additions and with initial installation or extension of service systems and other built-in equipment.
- 5000 OTHER OUTLAYS.** A number of outlays of governmental funds are not properly classified as expenditures, but still require budgetary or accounting control. These are classified as other outlays. These include debt service payments (principal and interest) and certain transfers of monies from one fund to another. These accounts are not used with the proprietary funds.
- 7000 OTHER USES.** Scholarships, Student Aid, Staff Awards, Workers Comp./Unemployment claims, Tort Liability, Medical care claims, Flexible Benefits, Long-Term disability.
- 8000 REPAYMENT.** Checks/warrants issued to outside agencies for refund of restricted revenue previously received for overpayment, non-qualified expenditures, and other refunds from district funds.



# **MAJOR EXPENDITURES OKLAHOMA COST ACCOUNTING SYSTEM (OCAS)**

## **Expenditures by Object:**

This dimension is used to describe the service or commodity obtained as a result of a specific expenditure. There are nine major object categories, each of which is further subdivided. Following are definitions of the object classes and selected subject categories:

- 100 PERSONNEL SERVICES-SALARIES.** Amounts paid to both permanent and temporary LEA employees, including personnel substituting for those in permanent positions. This includes gross salary for personal services rendered while on the payroll of the LEA.
  
- 200 PERSONNEL SERVICES- EMPLOYEE BENEFITS.** Amounts paid by the LEA on behalf of employees. These amounts are not included in the gross salary, but are in addition to that amount. Such payments are fringe benefit payments, and while not paid directly to employees, nevertheless are part of the cost of personal service.
  
- 300 CONTRACTED SERVICES.** Amounts paid for professional and technical services rendered by personnel who are not on the payroll of the LEA, and other services, which LEA may purchase. These are services, which by their nature can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, etc.
  
- 400 PURCHASED PROPERTY SERVICE.** Service purchased to operate, repair, maintain, and rent property owned or used by the LEA. These services are performed by persons other than LEA employees. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.
  
- 500 OTHER PURCHASED SERVICES.** Amounts paid for services rendered by organizations or personnel not on the payroll of the LEA (separate from professional and technical services or property services). While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.
  
- 600 SUPPLIES.** Amounts paid for material items of an expendable nature that are consumed, worn out, or deteriorated by use; or items that lose their identity through fabrication or incorporation into different or more complex units or substance.
  
- 700 PROPERTY.** Expenditures for the acquisition of fixed assets or additions to fixed assets. They are expenditures for land or existing buildings; improvements of grounds; construction of buildings; additions to buildings; remodeling of buildings; initial equipment; and replacement of equipment.
  
- 800 OTHER OBJECTS.** Amounts paid for goods and services not otherwise classified above.
  
- 900 OTHER USES OF FUNDS.** This series of codes is used to classify transactions, which are not properly recorded as expenditures to the LEA, but require budgetary or accounting control. These include redemption of principal and interest on long-term debt, housing authority obligations and fund transfers.

## **MAJOR EXPENDITURES OKLAHOMA COST ACCOUNTING SYSTEM (OCAS)**

### **Expenditures by Project:**

- 000**        **NONCATEGORICAL EXPENDITURES.** Used for expenditures for the LEA has no need or desire to classify as below.
  
- 001-298**    **CATEGORICAL/SPECIAL BUDGET SERIES.** District expenditures that need to be tracked. Project name and number to be assigned by LEA.
  
- 299**        **CATEGORICAL-GIFTS/ENDOWMENTS** (district expenditure).
  
- 301-399**    **STATE PROGRAMS.** Expenditures that require specialized reporting for state categorical funds or competitive grants.
  
- 401-499**    **VOCATIONAL PROGRAMS-MULTISOURCE-DISTRICT, STATE AND/OR FEDERAL.** Expenditures from restricted funds allocated to the comprehensive high school and the area vocational schools from district, state and/or federal sources.
  
- 501-799**    **FEDERAL PROGRAMS.** Expenditures for all federal projects funded through grants or allocations from the federal government either directly or indirectly through the State Department of Education.
  
- 801-998**    **SCHOOL ACTIVITY SUBACCOUNTS (FUND 60 SERIES ONLY).**  
District sub account expenditures that need to be tracked within the school activity fund. Name of sub account and code number to be assigned by LEA.

**APPENDIX C**

**GENERAL FUND REVENUE - COMPARATIVE ANALYSIS**

**GUTHRIE PUBLIC SCHOOL  
GENERAL FUND REVENUE ANALYSIS**

REVENUE SOURCES	2019-2020 PROJECTED	2019-2020 ACTUAL	DIFFERENCE	2020-2021 PROJECTED	2020-2021 ACTUAL	DIFFERENCE	2021-2022 PROJECTED
<b>LOCAL SOURCES</b>							
AD VAL TAX LEVY (CUR. YR.)	\$ 5,500,000.00	\$ 5,523,775.29	\$ 23,775.29	\$ 5,850,000.00	\$ 5,804,035.74	\$ (45,964.26)	\$ 6,100,000.00
AD VAL TAX LEVY (PRIOR YR.)	\$ 125,000.00	\$ 175,728.91	\$ 50,728.91	\$ 185,000.00	\$ 201,359.25	\$ 16,359.25	\$ 190,000.00
REVENUE IN LIEU OF TAXES	\$ 15,000.00	\$ 14,757.75	\$ (242.25)	\$ 15,000.00	\$ 16,107.41	\$ 1,107.41	\$ 15,000.00
INTEREST EARNINGS	\$ 35,000.00	\$ 36,798.00	\$ 1,798.00	\$ 35,000.00	\$ 29,358.99	\$ (5,641.01)	\$ 35,000.00
RENTALS/SALES/COMMISSIONS	\$ 50,000.00	\$ 71,147.92	\$ 21,147.92	\$ 50,000.00	\$ 26,457.70	\$ (23,542.30)	\$ 25,000.00
REIMBURSEMENTS	\$ 35,000.00	\$ 46,521.29	\$ 11,521.29	\$ 35,000.00	\$ 55,247.92	\$ 20,247.92	\$ 35,000.00
CONTRIBUTIONS / MISC.	\$ 85,000.00	\$ 124,049.57	\$ 39,049.57	\$ 85,000.00	\$ 99,861.92	\$ 14,861.92	\$ 85,000.00
<b>TOTAL LOCAL SOURCES</b>	<b>\$ 5,845,000.00</b>	<b>\$ 5,992,778.73</b>	<b>\$ 147,778.73</b>	<b>\$ 6,255,000.00</b>	<b>\$ 6,232,428.93</b>	<b>\$ (22,571.07)</b>	<b>\$ 6,485,000.00</b>
<b>INTERMEDIATE SOURCES</b>							
COUNTY 4 MILL AD VAL.	\$ 675,000.00	\$ 739,618.95	\$ 64,618.95	\$ 700,000.00	\$ 778,433.22	\$ 78,433.22	\$ 740,000.00
CO. APPORT. & MISC. INTERMEDIATE	\$ 230,000.00	\$ 316,371.57	\$ 86,371.57	\$ 300,000.00	\$ 492,231.36	\$ 192,231.36	\$ 465,000.00
<b>TOTAL INTERMEDIATE SOURCES</b>	<b>\$ 905,000.00</b>	<b>\$ 1,055,990.52</b>	<b>\$ 150,990.52</b>	<b>\$ 1,000,000.00</b>	<b>\$ 1,270,664.58</b>	<b>\$ 270,664.58</b>	<b>\$ 1,205,000.00</b>
<b>STATE SOURCES</b>							
GROSS PRODUCTION TAX	\$ 815,000.00	\$ 630,378.34	\$ (184,621.66)	\$ 595,000.00	\$ 359,018.13	\$ (235,981.87)	\$ 595,000.00
MOTOR VEHICLE COLLECTION	\$ 1,290,000.00	\$ 1,241,366.59	\$ (48,633.41)	\$ 1,173,000.00	\$ 1,373,556.07	\$ 200,556.07	\$ 1,300,000.00
R.E.A. TAX	\$ 90,000.00	\$ 132,808.90	\$ 42,808.90	\$ 125,000.00	\$ 91,841.25	\$ (33,158.75)	\$ 100,000.00
ST. SCH. LAND EARNINGS	\$ 515,000.00	\$ 438,850.95	\$ (76,149.05)	\$ 415,000.00	\$ 479,502.08	\$ 64,502.08	\$ 450,000.00
VEHICLE/FARM TAX STAMP	\$ 15,000.00	\$ 13,175.27	\$ (1,824.73)	\$ 12,500.00	\$ 13,397.98	\$ 897.98	\$ 12,500.00
FLEXIBLE BENEFIT ALLOW. REIMB.	\$ 2,500,000.00	\$ 2,413,786.36	\$ (86,213.64)	\$ 2,446,000.00	\$ 2,525,719.15	\$ 79,719.15	\$ 2,500,000.00
FOUNDATION & SAL INCENT AID	\$ 10,275,000.00	\$ 10,275,357.00	\$ 357.00	\$ 9,150,000.00	\$ 9,076,777.80	\$ (73,222.20)	\$ 9,500,000.00
DRIVER EDUCATION	\$ 6,517.00	\$ 6,517.50	\$ 0.50	\$ 2,393.00	\$ 2,392.50	\$ (0.50)	\$ 3,547.50
MISC. STATE SOURCES	\$ 74,000.00	\$ 39,116.13	\$ (34,883.87)	\$ 50,000.00	\$ 8,978.55	\$ (41,021.45)	\$ 55,000.00
VOC. SAL. REIMB.	\$ 38,560.00	\$ 38,560.00	\$ -	\$ 38,560.00	\$ 38,560.00	\$ -	\$ 38,560.00
VOC. INCENT ASSIST. REIMB.	\$ 71,900.00	\$ 71,900.00	\$ -	\$ 91,274.00	\$ 68,882.00	\$ (22,392.00)	\$ 68,882.00
READING SUFFICIENCY FUNDS	\$ 35,000.00	\$ 61,704.40	\$ 26,704.40	\$ 35,000.00	\$ 49,511.25	\$ 14,511.25	\$ 50,000.00
<b>STATE SOURCES-CONTINUED</b>							
ALTERNATIVE EDUC./STATEWIDE	\$ 77,000.00	\$ 76,837.28	\$ (162.72)	\$ 69,852.00	\$ 69,852.03	\$ 0.03	\$ 69,852.00
NATIONAL BOARD CERTIFICATION	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00
ACE REMEDIATION & TECHNOLOGY	\$ 13,100.00	\$ -	\$ (13,100.00)	\$ 7,363.00	\$ -	\$ (7,363.00)	\$ 7,363.00
STATE ADOPTED TEXTBOOKS	\$ 158,000.00	\$ 160,447.51	\$ 2,447.51	\$ 161,830.00	\$ 161,829.73	\$ (0.27)	\$ 233,566.00
<b>TOTAL STATE SOURCES</b>	<b>\$ 15,994,077.00</b>	<b>\$ 15,620,806.23</b>	<b>\$ (373,270.77)</b>	<b>\$ 14,392,772.00</b>	<b>\$ 14,339,818.52</b>	<b>\$ (52,953.48)</b>	<b>\$ 15,004,270.50</b>
<b>FEDERAL SOURCES</b>							
TITLE I	\$ 1,154,780.97	\$ 1,009,897.22	\$ (144,883.75)	\$ 922,748.00	\$ 878,910.44	\$ (43,837.56)	\$ 994,864.30
CARES ACT FUNDS	\$ -	\$ -	\$ -	\$ 782,106.80	\$ 2,240,280.56	\$ 1,458,173.76	\$ 5,013,096.15
IDEA-B, FLOW THROUGH	\$ 795,761.00	\$ 679,802.95	\$ (115,958.05)	\$ 777,136.73	\$ 840,468.44	\$ 63,331.71	\$ 754,000.00
TITLE III, ENGLISH LANGUAGE	\$ 13,061.00	\$ 13,298.16	\$ 237.16	\$ 16,185.00	\$ 16,185.34	\$ 0.34	\$ 13,514.00
TITLE VI, INDIAN ED	\$ 53,717.00	\$ 53,799.31	\$ 82.31	\$ 62,249.00	\$ 62,259.69	\$ 10.69	\$ 61,518.00
TITLE II, PART A	\$ 6,024.00	\$ 128,816.70	\$ 122,792.70	\$ 125,000.00	\$ 124,767.59	\$ (232.41)	\$ 125,000.00
TITLE IV, LEAS FORMULA	\$ 29,981.70	\$ 38,883.33	\$ 8,901.63	\$ 29,982.00	\$ 70,736.53	\$ 40,754.53	\$ 29,982.00
COVID ASSISTANCE	\$ -	\$ -	\$ -	\$ 29,760.00	\$ 29,760.00	\$ -	\$ -
ROTC	\$ 70,000.00	\$ 70,524.36	\$ 524.36	\$ 70,500.00	\$ 71,649.31	\$ 1,149.31	\$ 70,000.00
CARL PERKINS	\$ 41,337.00	\$ 79,081.08	\$ 37,744.08	\$ 38,474.00	\$ 54,923.98	\$ 16,449.98	\$ 45,147.00
<b>TOTAL FEDERAL SOURCES</b>	<b>\$ 2,164,662.67</b>	<b>\$ 2,074,103.11</b>	<b>\$ (90,559.56)</b>	<b>\$ 2,854,141.53</b>	<b>\$ 4,389,941.88</b>	<b>\$ 1,535,800.35</b>	<b>\$ 7,107,121.45</b>
<b>NON-REVENUE SOURCES</b>							
FUND TRANSFERS	\$ 220,000.00	\$ 111,995.52	\$ (108,004.48)	\$ 175,000.00	\$ 59,355.59	\$ (115,644.41)	\$ 200,000.00
CORRECTING ENTRY	\$ -	\$ 3,543.58	\$ 3,543.58	\$ -	\$ 8,070.56	\$ 8,070.56	\$ -
<b>TOTAL NON-REVENUE SOURCES</b>	<b>\$ 220,000.00</b>	<b>\$ 115,539.10</b>	<b>\$ (104,460.90)</b>	<b>\$ 175,000.00</b>	<b>\$ 67,426.15</b>	<b>\$ (107,573.85)</b>	<b>\$ 200,000.00</b>
<b>BALANCE SHEET ACCOUNTS</b>							
FUND BALANCE/CASH FORWARD	\$ 3,307,858.33	\$ 3,307,858.33	\$ -	\$ 3,023,549.31	\$ 3,023,549.31	\$ -	\$ 3,412,142.30
<b>TOTAL BALANCE SHEET ACCOUNTS</b>	<b>\$ 3,307,858.33</b>	<b>\$ 3,307,858.33</b>	<b>\$ -</b>	<b>\$ 3,023,549.31</b>	<b>\$ 3,023,549.31</b>	<b>\$ -</b>	<b>\$ 3,412,142.30</b>
<b>TOTAL BALANCE &amp; COLLECTIONS</b>	<b>\$ 28,436,598.00</b>	<b>\$ 28,167,076.02</b>	<b>\$ (269,521.98)</b>	<b>\$ 27,700,462.84</b>	<b>\$ 29,323,829.37</b>	<b>\$ 1,623,366.53</b>	<b>\$ 33,413,534.25</b>
<b>PROJECTED EXPENDITURES FOR 2021-2022</b>							<b>\$ 29,998,563.00</b>
<b>PROJECTED FUND BALANCE FOR 2021-2022</b>							<b>\$ 3,414,971.25</b>



**APPENDIX D**  
**GENERAL FUND - FIXED COST ANALYSIS**

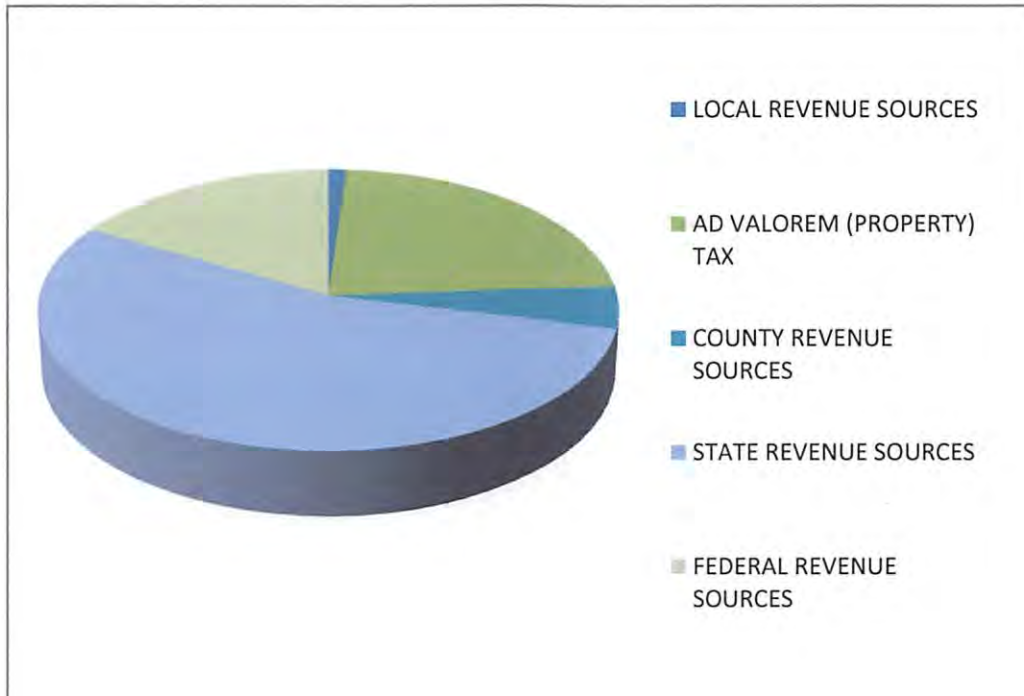
**GUTHRIE PUBLIC SCHOOLS  
GENERAL FUND  
FIXED / DISCRETIONARY COSTS**

	<b>2020-2021 ACTUAL COST</b>	<b>2020-2021 % OF COST</b>	<b>2021-2022 PROJECTED COST</b>	<b>2021-2022 % OF COST</b>
<b><i>FIXED COSTS</i></b>				
SALARY / BENEFITS	\$22,115,436.00	85.31%	\$22,441,865.00	74.81%
PROFESSIONAL & TECHNICAL SERVICES	123,740.00	0.48%	177,200.00	0.59%
UTILITIES / TELEPHONE	760,458.00	2.93%	770,000.00	2.57%
INSURANCE	415,180.00	1.60%	389,708.00	1.30%
LEASE / PURCHASE & MAINTENANCE AGREEMENTS	172,402.00	0.67%	179,989.00	0.60%
GASOLINE / DIESEL	93,495.00	0.36%	150,000.00	0.50%
COUNTY REVALUATION COST	94,760.00	0.37%	95,000.00	0.32%
EARMARKED STATE AND FEDERAL FUNDS	388,445.00	1.50%	462,071.00	1.54%
CHILD NUTRITION EXPENDITURES (PER LOAN AGREEMENT W/ CNF)	0.00	0.00%	120,000.00	0.40%
<b>TOTAL FIXED COSTS</b>	<b>24,163,916.00</b>	<b>93.21%</b>	<b>24,785,833.00</b>	<b>82.62%</b>
<b><i>DISCRETIONARY COSTS</i></b>				
SITE COSTS - TEXTBOOKS, LIBRARIES, FURNITURE, SUPPLIES	552,112.43	2.13%	550,000.00	1.83%
DEPARTMENTAL COSTS - TRANSPORTATION, MAINTENANCE, CUSTODIAL, TECHNOLOGY, OTHER DISTRICT-WIDE COSTS	1,207,734.57	4.66%	4,662,730.00	15.54%
<b>TOTAL DISCRETIONARY COSTS</b>	<b>1,759,847.00</b>	<b>6.79%</b>	<b>5,212,730.00</b>	<b>17.38%</b>
<b>GRAND TOTAL - ALL COSTS</b>	<b>\$25,923,763.00</b>	<b>100.00%</b>	<b>\$29,998,563.00</b>	<b>100.00%</b>



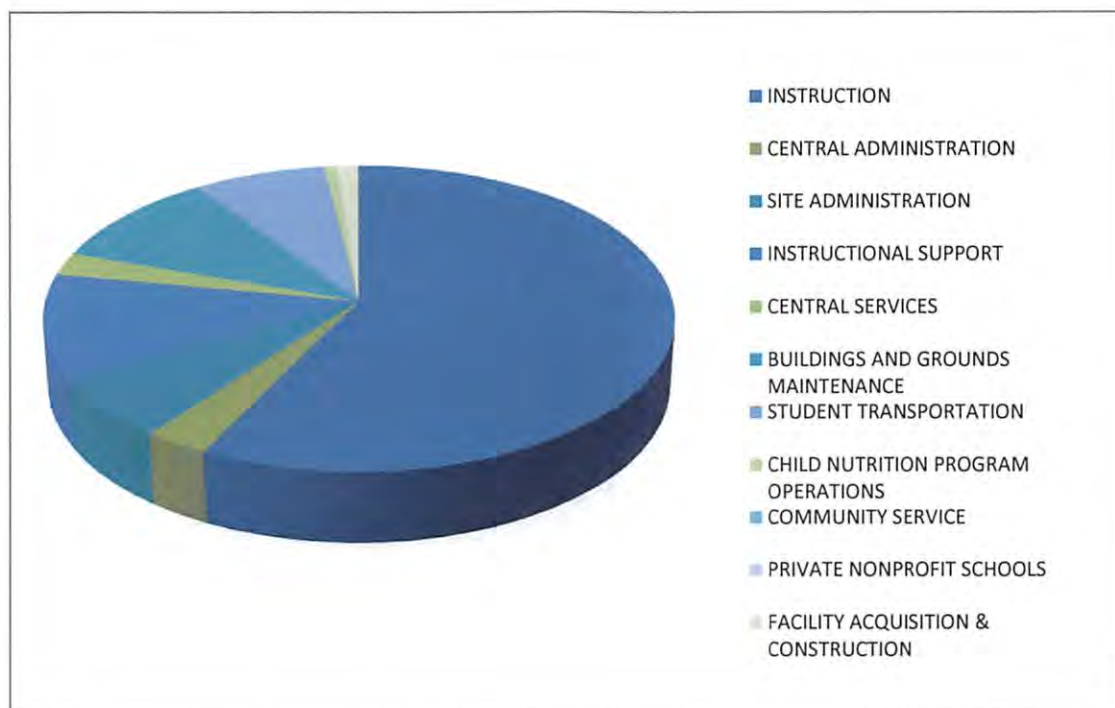
**APPENDIX E**  
**2020-2021 CONDENSED FINANCIAL INFORMATION**

**GUTHRIE PUBLIC SCHOOLS  
GENERAL FUND REVENUE  
FOR THE YEAR ENDED JUNE 30, 2021**



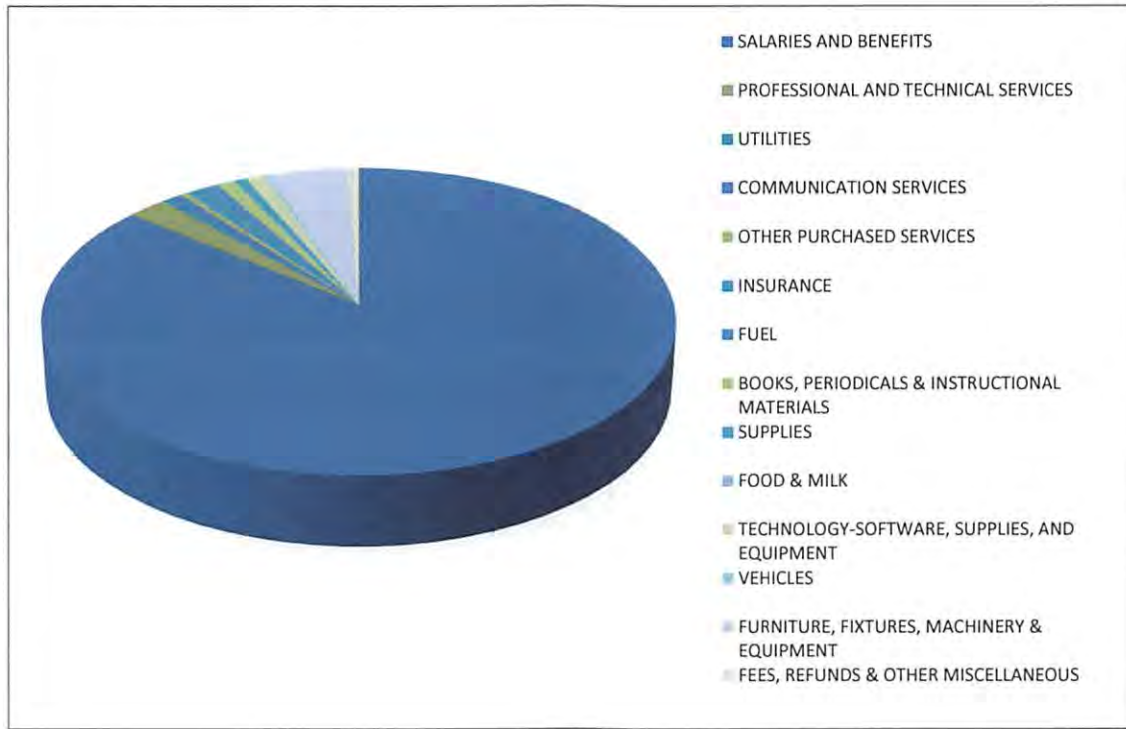
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 294,194.71	1.12%
AD VALOREM (PROPERTY) TAX	\$ 6,005,394.99	22.83%
COUNTY REVENUE SOURCES	\$ 1,270,664.58	4.83%
STATE REVENUE SOURCES	\$ 14,339,818.52	54.52%
FEDERAL REVENUE SOURCES	\$ <u>4,390,207.26</u>	<u>16.69%</u>
TOTAL GENERAL FUND REVENUE	\$ 26,300,280.06	100.00%

**GUTHRIE PUBLIC SCHOOLS  
GENERAL FUND EXPENDITURES BY FUNCTION  
FOR THE YEAR ENDED JUNE 30, 2021**



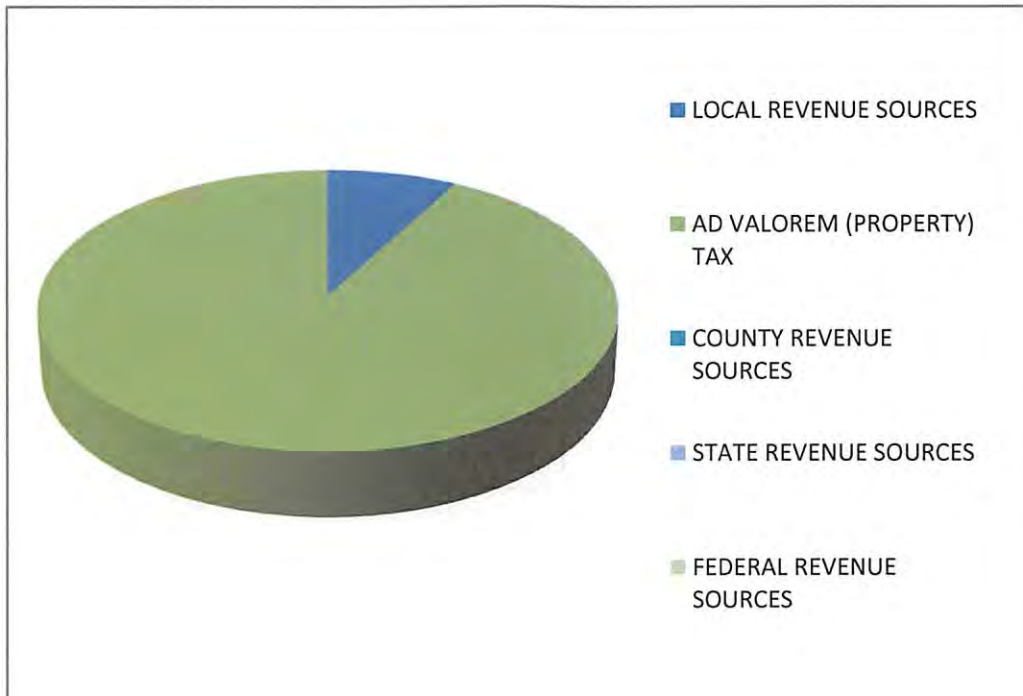
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ 14,861,849.11	57.33%
CENTRAL ADMINISTRATION	\$ 778,549.49	3.00%
SITE ADMINISTRATION	\$ 1,688,579.58	6.51%
INSTRUCTIONAL SUPPORT	\$ 2,873,215.60	11.08%
CENTRAL SERVICES	\$ 617,037.45	2.38%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 2,629,001.79	10.14%
STUDENT TRANSPORTATION	\$ 1,967,278.70	7.59%
CHILD NUTRITION PROGRAM OPERATIONS	\$ 185,132.28	0.71%
COMMUNITY SERVICE	\$ -	0.00%
PRIVATE NONPROFIT SCHOOLS	\$ 427.70	0.00%
FACILITY ACQUISITION & CONSTRUCTION	\$ 322,691.44	1.24%
<b>TOTAL GENERAL FUND EXPENDITURES BY FUNCTION</b>	<b>\$ 25,923,763.14</b>	<b>100.00%</b>

**GUTHRIE PUBLIC SCHOOLS  
GENERAL FUND EXPENDITURES BY OBJECT  
FOR THE YEAR ENDED JUNE 30, 2021**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 22,300,711.93	86.02%
PROFESSIONAL AND TECHNICAL SERVICES	\$ 582,710.78	2.25%
UTILITIES	\$ 138,533.89	0.53%
COMMUNICATION SERVICES	\$ 173,486.34	0.67%
OTHER PURCHASED SERVICES	\$ 104,930.50	0.40%
INSURANCE	\$ 315,433.00	1.22%
FUEL	\$ 183,643.84	0.71%
BOOKS, PERIODICALS & INSTRUCTIONAL MATERIALS	\$ 259,121.18	1.00%
SUPPLIES	\$ 186,348.05	0.72%
FOOD & MILK	\$ -	0.00%
TECHNOLOGY-SOFTWARE, SUPPLIES, AND EQUIPMENT	\$ 272,691.44	1.05%
VEHICLES	\$ 74,980.00	0.29%
FURNITURE, FIXTURES, MACHINERY & EQUIPMENT	\$ 1,152,118.97	4.44%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ 179,053.22	0.69%
<b>TOTAL GENERAL FUND EXPENDITURES BY OBJECT</b>	<b>\$ 25,923,763.14</b>	<b>100.00%</b>

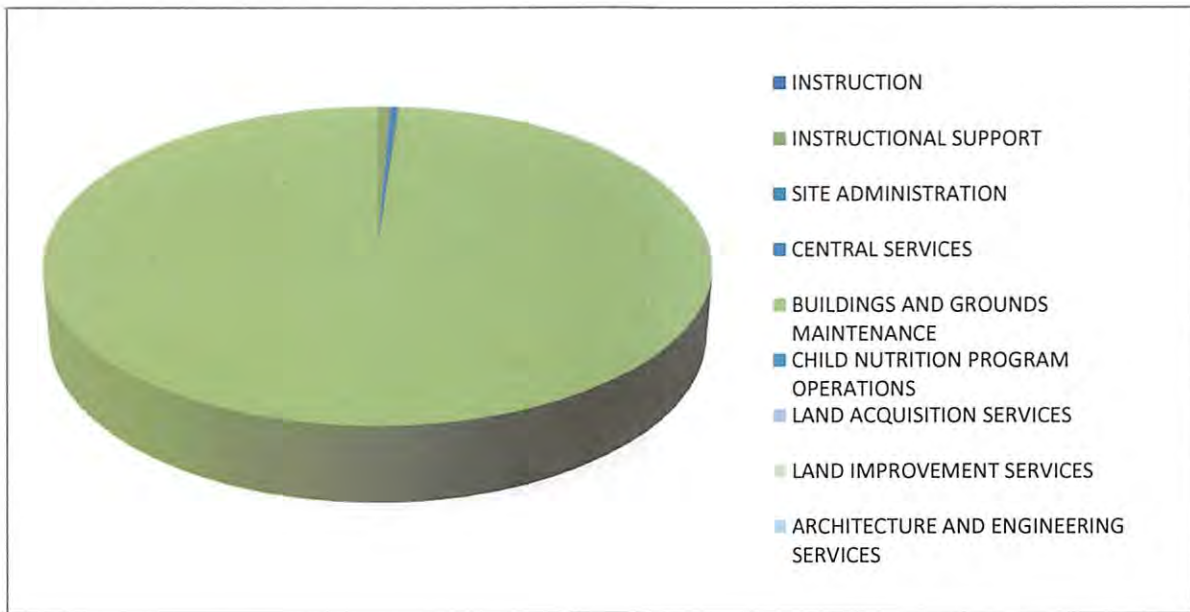
**GUTHRIE PUBLIC SCHOOLS  
BUILDING FUND REVENUE  
FOR THE YEAR ENDED JUNE 30, 2021**



<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 74,772.90	8.01%
AD VALOREM (PROPERTY) TAX	\$ 857,913.54	91.95%
COUNTY REVENUE SOURCES	\$ 13.56	0.00%
STATE REVENUE SOURCES	\$ 271.80	0.03%
FEDERAL REVENUE SOURCES	\$ -	0.00%
<b>TOTAL BUILDING FUND REVENUE</b>	<b>\$ 932,971.80</b>	<b>100.00%</b>

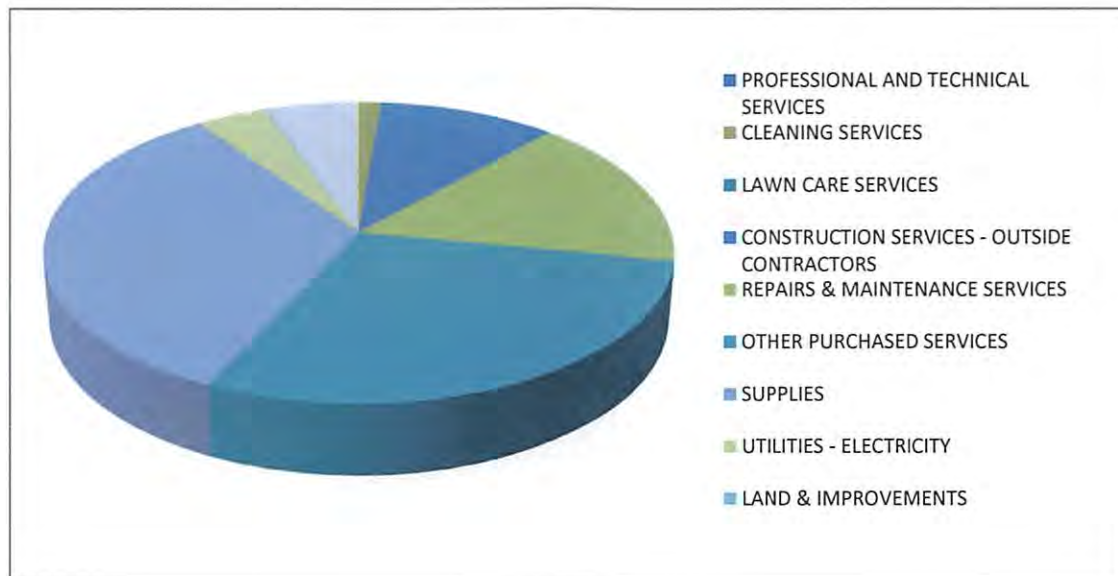


**GUTHRIE PUBLIC SCHOOLS  
 BUILDING FUND EXPENDITURES BY FUNCTION  
 FOR THE YEAR ENDED JUNE 30, 2021**



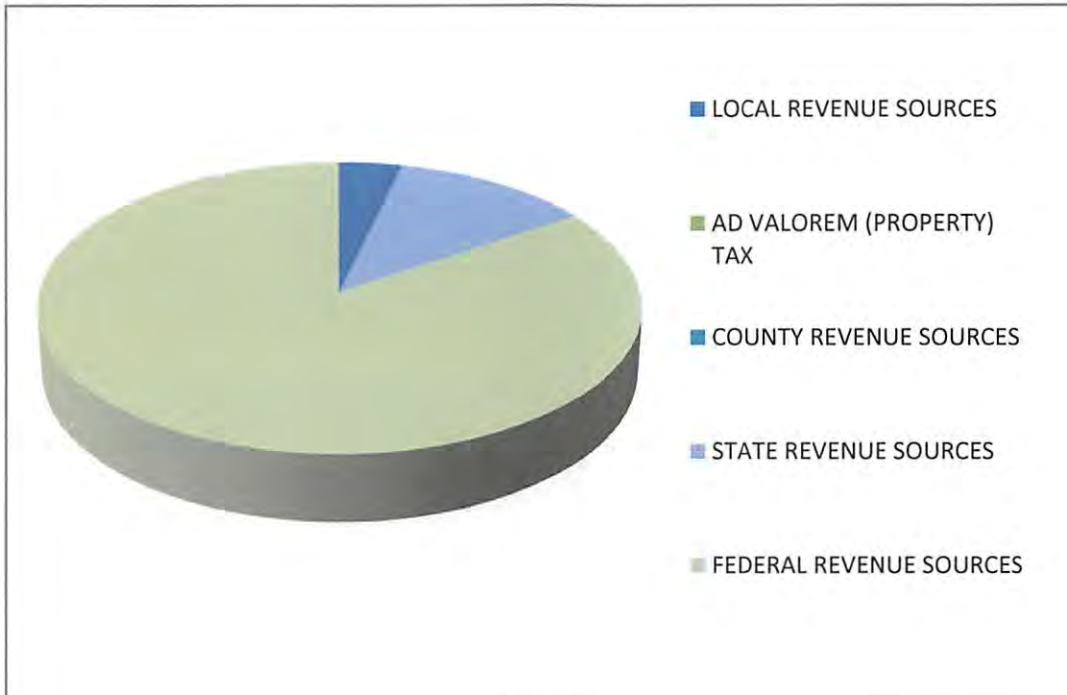
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
INSTRUCTION	\$ -	0.00%
INSTRUCTIONAL SUPPORT	\$ 7,057.72	0.75%
SITE ADMINISTRATION	\$ -	0.00%
CENTRAL SERVICES	\$ 4,323.73	0.46%
BUILDINGS AND GROUNDS MAINTENANCE	\$ 932,887.14	98.79%
CHILD NUTRITION PROGRAM OPERATIONS	\$ -	0.00%
LAND ACQUISITION SERVICES	\$ -	0.00%
LAND IMPROVEMENT SERVICES	\$ -	0.00%
ARCHITECTURE AND ENGINEERING SERVICES	\$ -	0.00%
<b>TOTAL BUILDING FUND EXPENDITURES BY FUNCTION</b>	<b>\$ 944,268.59</b>	<b>100.00%</b>

**GUTHRIE PUBLIC SCHOOLS  
 BUILDING FUND EXPENDITURES BY OBJECT  
 FOR THE YEAR ENDED JUNE 30, 2021**



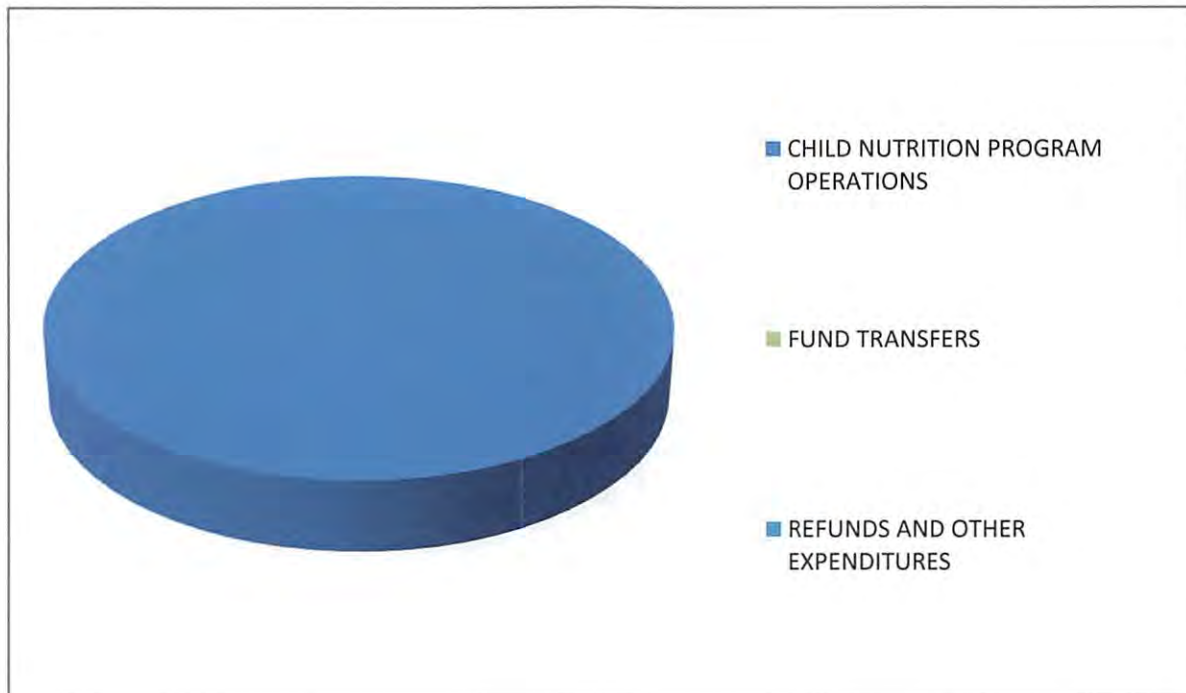
<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
PROFESSIONAL AND TECHNICAL SERVICES	\$ -	0.00%
CLEANING SERVICES	\$ 12,515.12	1.33%
LAWN CARE SERVICES	\$ -	0.00%
CONSTRUCTION SERVICES - OUTSIDE CONTRACTORS	\$ 98,424.81	10.42%
REPAIRS & MAINTENANCE SERVICES	\$ 153,508.21	16.26%
OTHER PURCHASED SERVICES	\$ 272,953.22	28.91%
SUPPLIES	\$ 315,676.62	33.43%
UTILITIES - ELECTRICITY	\$ 38,481.04	4.08%
LAND & IMPROVEMENTS	\$ 1,753.63	0.19%
EQUIPMENT	\$ 50,000.00	5.30%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ 955.94	0.10%
<b>TOTAL BUILDING FUND EXPENDITURES BY OBJECT</b>	<b>\$ 944,268.59</b>	<b>100.00%</b>

**GUTHRIE PUBLIC SCHOOLS  
CHILD NUTRITION FUND REVENUE  
FOR THE YEAR ENDED JUNE 30, 2021**



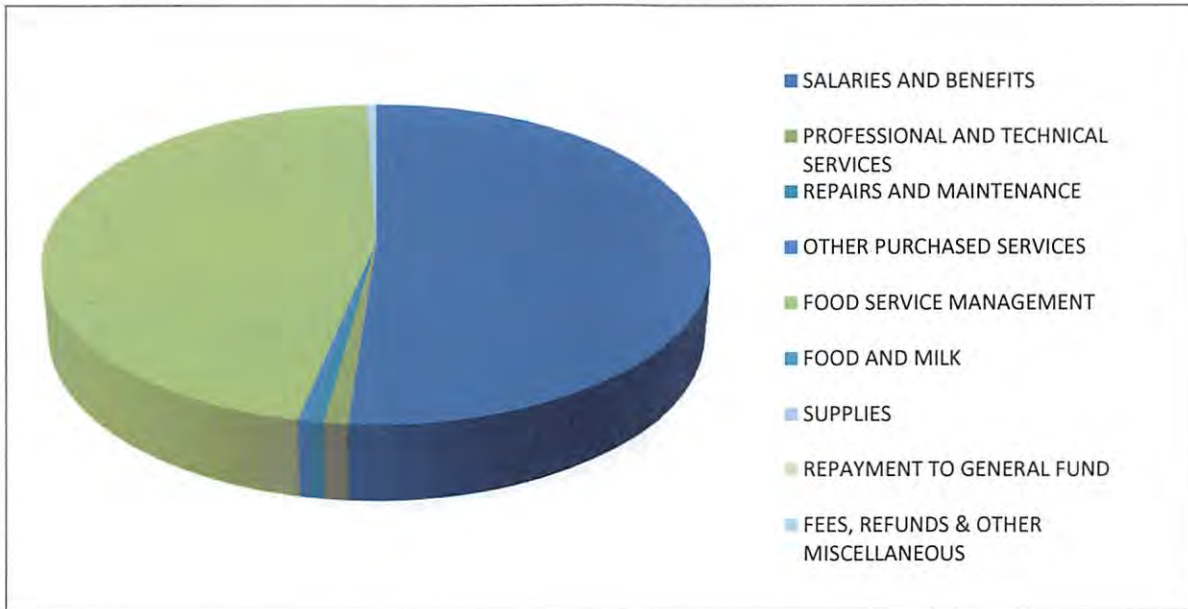
<u>SOURCE OF REVENUE</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL REVENUE</u>
LOCAL REVENUE SOURCES	\$ 52,330.07	3.73%
AD VALOREM (PROPERTY) TAX	\$ -	0.00%
COUNTY REVENUE SOURCES	\$ -	0.00%
STATE REVENUE SOURCES	\$ 166,525.87	11.87%
FEDERAL REVENUE SOURCES	\$ <u>1,183,767.86</u>	<u>84.40%</u>
TOTAL CHILD NUTRITION FUND REVENUE	\$ 1,402,623.80	100.00%

**GUTHRIE PUBLIC SCHOOLS  
CHILD NUTRITION FUND EXPENDITURES BY FUNCTION  
FOR THE YEAR ENDED JUNE 30, 2021**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL ENDITURES</u>
CHILD NUTRITION PROGRAM OPERATIONS	\$ 1,301,613.23	99.84%
FUND TRANSFERS	\$ -	0.00%
REFUNDS AND OTHER EXPENDITURES	\$ 2,108.66	0.16%
TOTAL CHILD NUTRITION FUND EXPENDITURES BY FUNCTION	\$ 1,303,721.89	100.00%

**GUTHRIE PUBLIC SCHOOLS  
CHILD NUTRITION FUND EXPENDITURES BY OBJECT  
FOR THE YEAR ENDED JUNE 30, 2021**



<u>EXPENDITURE CLASSIFICATION</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL EXPENDITURES</u>
SALARIES AND BENEFITS	\$ 667,172.90	51.17%
PROFESSIONAL AND TECHNICAL SERVICES	\$ 13,150.18	1.01%
REPAIRS AND MAINTENANCE	\$ 7,465.15	0.57%
OTHER PURCHASED SERVICES	\$ 6,888.00	0.53%
FOOD SERVICE MANAGEMENT	\$ 602,422.19	46.21%
FOOD AND MILK	\$ -	0.00%
SUPPLIES	\$ 985.50	0.08%
REPAYMENT TO GENERAL FUND	\$ -	0.00%
FEES, REFUNDS & OTHER MISCELLANEOUS	\$ <u>5,637.97</u>	<u>0.43%</u>
<b>TOTAL CHILD NUTRITION FUND EXPENDITURES BY OBJECT</b>	<b>\$ 1,303,721.89</b>	<b>100.00%</b>



September 21, 2021

Guthrie Public Schools Board of Education

Requesting permission your approval for Guthrie Junior High's Annual Health Fair. The Health Fair is for seventh grade students and is tentatively planned for Thursday, November 4, 2021. Following is a list of the presenters with a description of their presentations.

**Logan County Health Department representatives will present four modules:**

- Nutrition: portion size, reading food labels and understanding what nutrients are in the foods we eat.
- Fitness: demonstrates through games and activities how fun and easy it is to be physically active.
- AIDS Awareness: HIV & AIDS overview
- Stress Strategies: how to recognize stress and cope with it in a positive way.

**Sgt. Anthony Gibbs will Present one module:**

- Drug Intervention: discussion substances that are considered drugs in the school environment, the effects on the body and how to deal with the pressures of peers to use drugs. A special section on vaping will be included.

**Representative John Talley will present one module:**

- Social Media: Respecting Yourself

Should you have questions or concerns, please don't hesitate to contact me.

Thank you.



Susan Whitehead, M.Ed.  
Counselor, Guthrie Junior High School  
(405) 282-5936 x8614  
susan.whitehead@guthrieeps.net



## ANNUAL BOARD OF EDUCATION ELECTION RESOLUTION

TO: Logan County Election Board

FROM: The Guthrie Public School District, Independent School  
District I-01 of Logan County, Oklahoma

The Board of Education of the Guthrie Public School District has approved the following resolution calling for an election to be submitted to the voters of the district.

### **Date of the Election:**

A Board of Education Primary Election shall be held on February 8, 2021, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 5, 2021, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

### **Board Member Positions on Ballot:**

The voters shall elect a board member for board position number 2, which has a 4-year term of office and board position number 4, which has a 4-year term of office and board position number 6, which has an unexpired term with 3 years remaining.

### **Qualifications of Candidates for Office:**

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

**Voters Eligible to Vote:**

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

**Ballot Titles:**

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for Guthrie Public School Board Position No. 3  
and
2. Select one candidate for Guthrie Public School Board Position No. 4  
and
3. Select one candidate for Guthrie Public School Board Position No. 6

Approved by the Guthrie Public School Board of Education this 11<sup>th</sup> day of October, 2021.

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

\_\_\_\_\_  
Clerk of the Board of Education

Filed with the Logan County Election Board this \_\_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Secretary  
Logan County Election Board

(SEAL)



**Board of Education Personnel Reports  
October 11, 2021**

**Employment Request**

<u>Classification Certified</u> Name	Site	Teaching Assignment	First Work Day	Hrs. Per Day	Replacing
Abrams, Susan	HS	Comp. Apps	09-22-21	6	Yulonda Burris
Cagle, Shelley	HS	English I	09-27-21	6	Allie Hutton

<u>Classification Support</u> Name	Site	Assignment	First Work Day	Pay Grade	Hrs. Per Day	Replacing
Lawson, Camryn	GUES	SpEd Para	10-06-21	3	7.5	Rebecca Manley
Neether, Angie	Central	KG Para	09-20-21	3	7.5	Amber Fulton

**FMLA Requests**

**Certified:**

**Support: 1**

**Transfer of Position Report**

<u>Classification Certified</u> Name	Transferred From	Transferred To	Replacing
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<u>Classification Classified</u> Name	Transferred From	Transferred To	Replacing
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**Board of Education Personnel Reports  
October 11, 2021**

**Separation of Employment**

<u>Classification Certified</u>		<b>Teaching Assignment</b>	<b>Reason for Separation</b>	<b>Effective Date</b>
<b>Name</b>	<b>Site</b>			
Abrams, Susan	HS	Comp. Apps	resignation	09-27-21
Hutton, Allie	HS	English I	resignation	09-24-21

<u>Classification Classified</u>		<b>Position</b>	<b>Reason for Separation</b>	<b>Effective Date</b>
<b>Name</b>	<b>Site</b>			
Hicks, Amber	Transportation	Rte. Driver	resignation	10-08-21
Manley, Rebecca	GUES	SpEd Para	resignation	09-17-21
New, Lisa	Transportation	Rte. Driver	resignation	09-07-21
Norwood, Amos	Charter Oak	Custodian	termination	09-27-21
Shuck, Leah	GUES	Cafeteria worker	retiring	10-29-21

610	Carroll, Steve	Additional Days	\$5,164.11
610	Whitehead, Susan	Additional Days	\$4,385.47
705	Blakemore, Kristi	Additional Days	\$4,626.33
705	Chadd, Annie	Additional Days	\$5,785.67
705	Drake, Clay	Additional Days	\$9,021.45
705	Fields, Monetta	Journalism Sponsor	\$2,500.00
705	Rennick, Savannah	Additional Days	\$7,551.30
705	Silvers-Darsow, Ashley	Additional Days	\$7,306.25
710	Benson, Juana	Additional Days	\$5,695.23



***STAFF RESIGNATIONS***

An employee’s resignation must be submitted in writing to the superintendent. The resignation must be unequivocal as to intent and effective date. A resignation may not be withdrawn after it has been submitted to the superintendent and will be considered irrevocable from that date. Only the board of education has the authority to accept and act on resignations.

It is the policy of the Guthrie Board of Education that teacher resignations must be tendered no later than 15 days after the 1<sup>st</sup> Monday in June. A teacher’s resignation submitted after that date will not be accepted by the board unless a replacement teacher of similar quality has already been secured. **The Board of Education hereby delegates authority to the superintendent to initiate and prosecute any complaint authorized by Title 70 Oklahoma Statutes Section 6-101.**

Guthrie Public Schools  
Property Committee Meeting  
October 4, 2021 5:00 p.m.

Attending Members: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Cody Thompson, Tina Smedley, Gail Davis, and Linda Skinner.

Travis Sallee was in attendance for Jennifer Bennett-Johnson

**Cody Thompson spoke on the following items:**

**Expenditure Reports:**

- Summarized September expenses for Maintenance and Transportation
- Comparison of 2020/21 expenditures to 2019/20
- 68 new September Purchase Orders for Maintenance and 33 for Transportation

**Completed Projects:**

- Completed 238 work orders for the month
- Completed 90% of the heat exchanger inspections and found 10 units that were not working. Will replace 2 of those due to the age of the unit. Will be hooking up the heating components to the 3 new classrooms units at the High School. Completed 48 other HVAC work orders for the month.
- Completed 28 plumbing repairs, replace ceiling tiles at JROTC gun range, Administration, High School, and Fogarty, made 45 deliveries, completed 42 routine maintenance requests, and 22 door/key repairs
- Registered 1,204 students to our school buses for this school year
- Replaced a washer and dryer at Fogarty and a washer at Cotteral for Child Nutrition
- Replaced soap dispensers at GUES, JH, and the HS as well as a sink at the HS as a result of the TikTok challenge to students
- Refilled the playground areas with sand at GUES. Hope to replace the sand next year with upgrade materials

**Maintenance Projects:**

- Continue the fall season process of checking heat exchangers & boilers
- Install fencing to the HVAC units at the HS Annex and Fogarty gym
- Remove stumps from trees that were removed due to the ice storm
- Paint HS annex exterior doors and the classroom doors & gym at the JH
- Replace the sidewalk going from the teacher parking lot to the building at Fogarty
- Pour concrete pads for the dumpsters at GUES and the HS
- Move/replace light switches in different areas throughout the District
- Work on roof repairs throughout the district. After the recent rainfall we had new leaks at various sites.
- Continue oil and transmission fluid changes to the white and yellow fleet
- Install new restroom partitions in the 5<sup>th</sup> grade wing at GUES
- Paint/stain the concrete floors at the BOC FB restroom and the south building hall floors at Central

- Install plumbing shut-off valves at strategic areas at each School
- Continue to make significant repairs to our fleet
- Replace main entry doors at Fogarty
- Complete the restriping of the parking lots throughout the district
- Hire & train new bus drivers

**Bond/Building Fund Projects:**

**HVAC Project** – Fogarty Gym 20-ton package unit – in progress  
 Central Cafetorium – 20-ton unit – installation complete  
 Cotteral Gym – 12.5-ton unit  
 2.5-ton unit – installation complete

**2021 Bond Projects – ESSER/Cares Act Funding**

GUES - Building Automatic System Replacement, replace air handler units, exhaust fans in restrooms, and other system controls – in progress  
 Replace the two boilers – in progress  
 Central – Replace the boiler and chiller  
 HS – Replace five boilers  
 Sev sites – Replace package units  
 JH Gym – Install new package HVAC units  
 JH – Tuckpointing to the exterior of the main building – in progress  
 Installation of outside windows

**2021 Building Fund Summer Projects:**

HS – North gym bleachers - Completed  
 Fogarty – Install new carpet in the Quad building classrooms-completed  
 Central – Install new carpet in the South building classrooms-completed  
 HS – new scoreboard for the North Gym – delivery in progress  
 HS Softball – new scoreboard for the softball field  
 Jelsma Stadium – new scoreboard for the football field  
 Junior High – install new carpet in the Library and Band rooms - completed  
 IT/CN – install new generator

Mr. Ogle discussed the fundraiser the Foundation is kicking off on Wednesday, Oct. 6<sup>th</sup> and will end on Oct. 13<sup>th</sup>.

Dr. Simpson discussed the progress of the High School restroom renovations.

Ms. Chapple told everyone about the food truck Sodexo was going to have at the High School for Homecoming.

**Guthrie Public Schools**

**Finance Committee meeting**

**October 5, 2020**

**4:00 p.m.**

In Attendance: Dr. Mike Simpson, Doug Ogle, Michelle Chapple, Carmen Walters, Angie Young, Gail Davis, Janna Pierson, Ron Plagg, and Brandi Brown

**Mrs. Chapple** opened the meeting informing the committee the first items were routine financial reports, speaking briefly on the budget.

**Comparative Financial Report as of September 30, 2021**

Budget information was given.

**Approval of 2021-2022 Operating Budget**

The operating budget was given and discussed.

**Mr. Ogle** presented the following:

**Approval of Agreement with PeopleFacts (Background Checks) 2021-2022**

Mr. Ogle presented the agreement which is a quick response for new hire background checks. The cost should be the same as last year.

Mr. Ogle presented a fundraiser which is 1000 gifts=\$10,000 from the Guthrie Leadership Foundation which will give back to the District's Teachers.

**Dr. Simpson** presented the following:

**District Updates**

Dr. Simpson said our student enrollment numbers are back up to the 2019 school year. Football scoreboard will be delivered and installed over fall break. The High School restroom renovation will begin over summer break in 2022.

## Curriculum Committee Meeting Minutes

October 5, 2021

5:00 PM

GPS Administration Board Room

### In Attendance:

Dr. Mike Simpson, Doug Ogle, Carmen Walters, Angie Young, Janna Pierson, Ron Plagg (sitting in for Travis Sallee), Chris Schroder, and Meghan Norton.

### Agenda Items Discussed:

#### Ms. Walters:

- **ELL/Bilingual Coordinator:** Ms. Walters introduced the Board to Ana Salas-Ocampo, GPS ELL/Bilingual Director. Mrs. Salas-Ocampo explained her role in the District and reported that staff and parent feedback has been very positive. She described some of the many new activities she is involved in, including translations of school documents sent to Spanish-speaking parents, communicating with parents in person and on the phone, displaying announcements on the Charter Oak marquee in Spanish, and participating in the Waterford Zoom presentation, which was presented by a Spanish speaker. She reported that Spanish speaking parents have been grateful for her presence in partnering in their children's education.
- **School-Based Specialists:** Ms. Walters introduced LeeAnn Bennett and Frank Sanchez whom serve the District as School-Based Specialists. Ms. Bennett and Mr. Sanchez gave examples of how their work has impacted the students and staff in the District. Ms. Walters has assigned them to a site each day of the week. This provides them the opportunity to make their presence known to students and staff. Mr. Sanchez presented the Resource Guide he compiled to the Board and explained that it is a living document, which will be ever-changing. Ms. Bennett described several situations in which their knowledge and resources have already been put to good use during this stressful time. With their expertise, it is Ms. Walter's hope that issues are mitigated before becoming more serious. The third School-Based Specialist will start October 11<sup>th</sup>.
- **ELL/Bilingual Coordinator and School-Based Specialists Referral Process:** Ms. Walters described the referral process she has implemented, stating that it is effective at weeding out unnecessary requests while providing help where it is truly needed.
- **OSTP Scores:** Ms. Walters announced that 2021 OSTP scores have been released, however, without state averages, the data is not discernable for comparison.

**Mr. Ogle:**

- **Guthrie Junior High School Health Fair** Mr. Ogle reported that the junior high will hold a health fair on November 4<sup>th</sup>, which will include four modules. An opt-out letter was delivered to parents even though sex education is covered in science classes and not presented during the fair.
- **Accreditation:** Mr. Ogle presented the College Remediation numbers, Dropout Report, and ACT Composite scores. The College Remediation numbers provided that the 2019 College Freshman from Guthrie Public Schools were well under the state average on remediation for English and Math. The Annual Dropout Rate data showed that 95.5% of our students completed the school year in 2019-2020 giving us a 4.5% dropout rate. When looking at the ACT Composite scores, Guthrie received an average of 18.04 compared to the State Average of 18.10. Overall Mr. Ogle stated that these numbers provided that our students are college ready and that we are at or above state averages when comparing these three reports.
- **Personnel Openings:** Mr. Ogle reported that the district has very few openings at this time. Discussion was held on the lack of substitute teachers, noting that GPS is not unique in this problem.

**Dr. Simpson:**

- **District Updates**