

**AGENDA WITH COMMENTARY**

**GUTHRIE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
802 EAST VILAS  
GUTHRIE, OK 73044**

**MONDAY  
JUNE 9, 2025  
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. Comments to the Board by:**
  - A. Citizens registered to speak to the Board**
  - B. Board Members**
- 7. Superintendent's Report**
- 8. Construction Update**
- 9. Consent Agenda**

**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:.....Pages 11-85**

  - A. Minutes of regular meeting held on May 12, 2025**
  - B. Minutes of special meeting held on May 15, 2025**
  - C. Treasurer's Report**
  - D. Activity Fund Fundraisers as per attached list**
  - E. Activity Fund Transfer Requests**

- F. Encumbrances for General Fund #'s 1193-1233, Building Fund #'s 581-622, Gift Fund #'s 5-7, Insurance Fund # 1 and listed change orders and Activity Fund Reports- the full register is available online.**
- G. Declare listed items as surplus**
- H. Out of State Travel Request: Bill Perring, Rob Blackburn, Michael Way, Billy Richardson, Elizabeth Lerner, Jessie Chambers and GHS Band and Choir students, Band and Choir Trip/Performance, Orlando, FL, 5/26/2026-6/1/2026**
- I. Contracts/Agreements under \$10,000**
  - 1. Recommendation, consideration and action upon renewal agreement with Aurora Learning Community Association (ALCA) for 2025-2026  
.....Pages 54-55**

Commentary:  
ALCA provides districts online test data known as Comprehend which allows teachers to generate a multitude of test data graph reports in seconds and can show student cohort reports (performance and scores) of progress through multiple years. This service also includes interim assessments. There is a price increase of \$35.00 from the 2024-2025 agreement.  
**Carmen Walters will answer any questions.**

**RECOMMENDED ACTION:**  
The Superintendent recommends approval.
  - 2. Agreement with Visual Senses to provide Visual Impairment and Orientation and Mobility Services for 2025-2026.....Pages 56-57**

Commentary:  
This agreement with Nikki Keck will provide consultation services and orientation and mobility for student with visual impairment during the 2025-2026 school year. The cost of the service is approximately \$10,00.00 and will be paid through Special Education Project 621 Federal Flow Through funds.  
**Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**  
The Superintendent recommends approval.
  - 3. Agreement with Oklahoma Hearing Solutions for Audiological Services for 2025-2026.....Pages 58-59**

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

**RECOMMENDED ACTION:**  
The Superintendent recommends approval.

4. **Agreement with Jacie Fite for Physical Therapy Services for Extended School Year Services (ESY) for the months of June and July 2025.**  
.....Pages 60-62

Commentary:

Jacie Fite, PT has agreed to provide Physical Therapy services for June and July 2025 for Extended School Year Services (ESY) for \$80.00 per hour including drive time. The cost of this service for ESY will be approximately \$1,920.00.

**Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

5. **Agreement with Edmentum Courseware for the 2025-2026 school year**  
.....Pages 63-66

Commentary:

Edmentum Courseware Comprehensive Library. This program provides an online platform for students with special needs. Edmentum is used for students needing a virtual option or credit recovery. The cost for a twelve month license is \$8,115.00. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

6. **Special Services Agreement with United Community Action Head Start for 2025-2026.....Pages 67-79**

Commentary:

This is our annual renewal agreement with Head Start to provide Special Education Services to eligible students ages 3-5 which is required by federal regulations. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

7. **Agreement with YMCA of Greater Oklahoma for facility use for 2025-2026 at Fogarty Elementary.....Pages 80-82**

Commentary:

This will be the twelfth year the YMCA has been in charge of the School Age Care Program. We have agreed to continue hosting the program at Fogarty Elementary before and after school during the school year. This agreement allows the District and the YMCA to have this agreement for one school year.

**Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**8. Agreement with YMCA of Greater Oklahoma City for facility use for 2025-2026 at Charter Oak Elementary.....Pages 83-85**

Commentary:

This will be the eighth year the YMCA has extended their School Age Care Program to Charter Oak Elementary for before and after school during the school year. This agreement allows the District and the YMCA to have this arrangement for one school year. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**10. Business Agenda**

**A. Consider and vote to approve a resolution pertaining to the district's \$1,250,000 Combined Purpose General Obligation Bonds, Series 2025B; including fixing the amount of bonds to mature each year; fixing the time and place the bonds are to be sold; approving the preliminary official statement and authorizing distribution of same; authorizing the clerk to give notice of said sale as required by law; and approving other matters related to the issuance of bonds.**

.....Pages 86-89

**B. Consider and vote to approve a contract with BancFirst, Oklahoma City, Oklahoma to serve as registrar and paying agent on the district's \$1,250,000 Combined Purpose General Obligation Bonds, Series 2025B.**

.....Pages 90-96

**C. Consider and vote to approve a contract with Hilborne & Weidman, Tulsa, Oklahoma, to serve as Bond Counsel and Disclosure Counsel on the district's \$1,250,000 Combined Purpose General Obligation Bonds, Series 2025B.**

.....Pages 97-98

**D. Recommendation, consideration and action upon renewal of financial advisor services agreement with Municipal Finance Services, Inc. for 2025-2026**

.....Pages 99-104

Commentary:

Their primary role is to advise the district on matters related to issuing bonds. This will be the tenth year we have contracted with MFS. The continuing disclosure service is included in this renewal as well.

**Dr. Chapple will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**E. Recommendation, consideration and action upon renewal with OSAG for workers' compensation insurance coverage for 2025-2026.....Pages 105-106**

Commentary:

Dr. Chapple has recommended that we renew our workers' compensation insurance coverage with OSAG. The renewal premium of \$258,206.00 reflects a decrease of \$5,355.00 from last year. **Dr. Chapple will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**F. Recommendation, consideration and action upon renewal with OSIG for property general liability, fleet vehicle and errors and omissions coverage for 2025-2026.....Pages 107-124**

Commentary:

Public Schools are not attractive to private insurance carriers at this time. OSIG's membership includes 538 school districts. The 2025-2026 premiums show a decrease of \$60 from the actual cost of last year. We adjusted the assumed value of our buildings to include inflation. **Dr. Chapple will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**G. Recommendation, consideration and action to ratify a 4-year lease agreement with Standley Systems for District copiers.....Pages 125-126**

Commentary:

Standley Systems has been our vendor for the past three years. This is the fourth year of our 4-year agreement. The District will pay \$.0049 per copy.

**Dee Benson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**H. Recommendation, consideration and action upon agreement with Center for Communication and Engagement for 2025-2026 .....Pages 127-131**

Commentary:

Center for Communication and Engagement is a public relations firm specializing in public schools. The contract will include 15-20 hours per month of work for the district. The goal is to continue to build awareness and generate positive engagement about the unique program offerings, as well as the relationships created by attending and/or working for Guthrie Public Schools. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**I. Recommendation, consideration and action upon agreement with Renaissance Star 360 for 2025-2026.....Pages 132-136**

Commentary:

Renaissance Star 360 for students enrolled in grades Pre-K through 6<sup>th</sup> is computer adaptive and curriculum-based measurements assessments. Data from this program helps educators accurately measure student performance and find the appropriate instructional path for each student learner. The cost for the 2025-2026 agreement is \$37, 097.22 which is a price increase of \$2,016.13 from the 2024-2025 agreement.

**Carmen Walters will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

**J. Recommendation, consideration and action upon agreement with the Board of County Commissioners of Logan County for School Resource Officer provided by Logan County Sherriff's Office for 2025-2026.....Pages 137-144**

Commentary:

Guthrie Public Schools will pay the Logan County Sherriff's Office for the established cost of a resource officer for the months that school is in session as stated in this agreement. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**K. Recommendation, consideration and action upon agreement with Teresa Ewing to provide Physical Therapy Services for the 2025-2026 school year. ....Pages 145-147**

Commentary:

Teresa Ewing has agreed to provide Physical Therapy services for the 2025-2026 school year at a rate of \$70 per hour for services and travel time. Mileage will be reimbursed at the Oklahoma State Reimbursement Act rate. The cost of this service will be approximately \$68,000.00. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**L. Recommendation, consideration and action upon agreement with Beth McLean for Occupational Therapy Services for the 2025-2026 school year. ....Pages 148-150**

Commentary:

Beth McLean, OTR/L has agreed to provide Occupational Therapy services for the 2025-2026 school for \$80.00 per hour including drive time. The cost for the 2025-2026 school year will be approximately \$43, 200.00.

**Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**M. Recommendation, consideration and action upon agreement with Jessica Waddle, Certified Occupational Therapy Assistant to provide Occupational Therapy for the 2025-2026 school year.....Pages 151-153**

**Commentary:**

The agreement with Jessica Waddle (COTA) to provide Occupational Therapy services for the 2025-2026 school year may include but are not limited to: review of records, participation in IEP meetings, completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student program, and additional staff meeting as appropriate. Ms. Waddle has agreed to provide this service for \$65 per hour, including drive time. The approximate cost of this service will be \$48, 800.00 for the school year. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**N. Recommendation, consideration and action upon agreement with Shea Sellers, Certified Occupational Therapy Assistant to provide Occupational Therapy for the 2025-2026 school year.....Pages 154-156**

**Commentary:**

This agreement with Shea Sellers (COTA) to provide Occupational Therapy services for the 2025-2026 school year may include but are not limited to review of records, participation in IEP meetings, completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student program, and additional staff meeting as appropriate. Ms. Sellers has agreed to provide this service for \$65 per hour, including drive time. The approximate cost of this service will be \$36, 000.00 for the school year. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

**O. Recommendation, consideration and action upon agreement with Samantha Betchan to provide Speech Therapy Services for the 2025-2026 school year. ....Pages 157-158**

**Commentary:**

Samantha Betchan has agreed to provide Speech Therapy services during the 2025-2026 school year for \$75 per hour. Mileage will be reimbursed at \$.70 per mile for travel between sites. The approximate cost of this service will be \$108,00.00.

**Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

- P. Recommendation, consideration and action upon agreement with Tiffany Keitz to provide Speech Therapy services for the 2025-2026 school year.**

.....Pages 159-161

Commentary:

Tiffany Keitz has agreed to provide Speech Therapy services for the 2025-2026 school year for \$80 per hour. The approximate cost of this service will be \$115, 200.00. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

- Q. Recommendation, consideration and action to approve Dr. Fanee Webster as the authorized official for GPS to sign any special education reimbursement claims for the State Department of Education for projects 613, 615, 621, 623, 625, 628, 641, 642 and 643.....Page 162**

Commentary:

Federal special education flow-through claims for the State Department of Education must be signed by an approved authorized official who is legally authorized to bind the local education agency. **Dr. Webster will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

- R. Recommendation, consideration and action on the following appointment for 2025-2026:**

- **Michelle Chapple – Purchasing Agent**
- **Tamie Jones– Encumbrance Clerk**
- **Jana Wanzer – Treasurer**
- **Stephanie Simmons – Assistant Treasurer**
- **Samantha Stewart – Clerk of the Board and Minutes Clerk**
- **Kary Jarred – Deputy Clerk of the Board and Deputy Minutes Clerk**

Commentary:

The Board is required by State Statutes to annually designate employees to perform these duties.

**RECOMMENDED ACTION:**

The Superintendent recommends approval.

- S. Recommendation, consideration and action upon District Policy: F-5 Transfers Exhibit A.....Page 163**

Commentary:

The following capacity determinations will be reviewed and approved by the Guthrie Board of Education before the first of January, April, July and October. **Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval.



- T. Motion, discussion and vote to approve or disapprove the assignment of Mrs. Jeana Bateson, RN, and current Meridian Technology Center Health Careers Instructor, as an adjunct instructor for the purpose of teaching Anatomy and Physiology during the 2025-2026 school year for academic credit.**

Commentary:

Meridian Technology Center (MTC) is expanding opportunities in Health Careers Program. Having a second instructor greatly increases their flexibility. Mrs. Bateson is a Registered Nurse, and holds a Bachelor's degree in Health Occupations Education from the University of Central Oklahoma. She also holds a secondary teaching certificate in the area of CareerTech Education in regard to the provisions of SB1119, MTC believes that she meets the "distinguished qualifications in their field" provisions of SB1119 to qualify as an adjunct to teach Anatomy and Physiology.

**Dr. Simpson will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

- U. Discussion and possible action to authorize the Superintendent to submit Opioid Abatement Grant Application.....Page 164**

Commentary:

In order for the district to apply for this grant board action in support of the application is required. **Carmen Walters will answer any questions.**

**RECOMMENDED ACTION:**

The Superintendent recommends approval

- 11. 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 assignment for 2025-2026, teacher negotiations for 2025-2026, periodic evaluation 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, 2, and 7**
- A. Vote to go into executive session**
  - B. Acknowledge Board's return to open session**
  - C. Statement of minutes of executive session**
- 12. Vote on action as set out on the Personnel Reports.....Pages 165-166**
- 13. Recommendation, consideration and action to accept any resignations offered since the posting of the agenda.**
- 14. Discussion and possible action on new business not known about or could not have been reasonably foreseen at the time of the agenda posting.**

**15. Adjourn**

**Dr. Mike Simpson  
Superintendent**

ss

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

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

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

**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
REGULAR MEETING  
MAY 12, 2025**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOL BOARD OF EDUCATION REGULAR MEETING HELD AT 6:30 P.M. IN THE ADMINISTRATION BUILDING, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON MAY 12, 2025.**

**Board Members Present:**

**Matt Girard, Ben Huskey, S. Janna Pierson, Ron Plagg, Gail Davis, Tina Smedley and Chris Schroder**

**District Level School Officials Present:**

**Dr. Mike Simpson, Superintendent  
Carmen Walters, Assistant Superintendent  
John Hancock, Executive Director of  
Personnel and Secondary Ed.  
Dr. Michelle Chapple, CFO  
Kaitlin Smith, Director of Special Services  
Dee Benson, Director of Technology  
Cody Thompson, Director of Operations  
Kary Jarred, Deputy Minutes Clerk**

- 1. The meeting was called to order by President Smedley at 6:30 p.m.**
- 2. Members Ben Huskey, Gail Davis, Tina Smedley, Chris Schroder, S. Janna Pierson, Matt Girard and Ron Plagg were present for roll call.**
- 3. A quorum was established.**
- 4. President Smedley asked everyone to stand and join her in the Pledge of Allegiance.**
- 5. President Smedley asked everyone to join her in a Moment of Silence.**
- 6. President Smedley called for Employee and Student of the Month recognition.**

**Mr. Hancock gave a PowerPoint presentation of the Employee of the Month. The May 2025 Support Employee of the Month was Amy Hurley and she was nominated by Deanna Davenport. May 2025 Certified Employee of the Month was Aaron Harbin and she was nominated by Emily Carpenter and Warren Field. The April Student of the Month nominated by Jay Benson was Kenneth (Kenny) Evans. The May Student of the Month nominated by Cecil Midgett was Jerek Barter. Both Students of the Month received a gift card from Blake Wimsey with Foundation Insurance.**

**7. President Smedley called for Presentation of State Champion Wrestlers**

**Dr. Simpson introduced Coach Jadon Davenport. Coach Davenport introduced Bryson Hall a State Champion Wrestler.**

**8A. President Smedley asked the Superintendent if there were any citizens registered to speak to the Board.**

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

**8B. President Smedley called for any comments to the Board by Board Members.**

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

**9. President Smedley called for Superintendent's Reports:**

**Superintendent Simpson reported on the following:**

**Cotteral Playground Donation of \$53, 640 for the cost of artificial turf in the play area of the playground by an anonymous donor.**

**Donation from Mike Monahan family.**

**Important Dates:**

**May 13<sup>th</sup> Senior Academic Awards night in the HS Gym beginning at 6:30 p.m.**

**May 14<sup>th</sup> Baccalaureate Services 7:00 p.m. at Community Church**

**May 16<sup>th</sup> High School Graduation at Jelsma Stadium beginning at 7:30 p.m.**

**May 22<sup>nd</sup> Last day of school**

**4 day work week for administrative staff will begin on June 2<sup>nd</sup>.**

**Spring Athletic Accomplishments**

**Boys and Girls Golf qualified for State Girls finishing 9<sup>th</sup> and Boys began play today**

**Girls Tennis team qualified for State**

**Lola Brown #1 singles qualified**

**Kinsey Hardesty #2 singles qualified**

**Aspen Mitchell and Riley Tobin #1 doubles placed 5<sup>th</sup>**

**Haven Hudson and Hollie Mitchell #2 doubles placed 7<sup>th</sup>**

**Boys Tennis is playing today**

**Baseball team lost in the Regional Final to Duncan**

**Girls Track was the Regional Champion**

**Slow Pitch Softball was the District Champion but fell in Regionals**

**SB 139 was recently signed into law. It will require the district to adopt a policy prohibiting student use of cell phones and personal electronic devices such as smart watches or smart glasses from the start of the school day until the end. Exceptions may be made for emergencies or to monitor health issues. Our attorney's have begun work on the policy for the board to review prior to adoption. This must go into effect for the 2025-26 school year.**

**10. President Smedley called for Construction Update.**

**Lane McMillian with Crossland Construction gave updates of their progress.**

**11. President Smedley called for action on the Consent Agenda.**

- A. Treasurer's Report**
- B. Activity Fund Requests as per attached list**
- C. Fuel bid as recommended by bid committee**
- D. Encumbrances for General Fund #'s 1071-1192, Building Fund #'s 541-580, and listed change orders and Activity Fund Reports-the full register is available online**
- E. Out of State Employee Trip Request: Dr. Mike Simpson, AASA Legislative Advocacy Conference, Washington, D.C., July 7-10, 2025.**
- F. Transportation request from YMCA for Summer Day Camp trips for various dates as outlined in your packet.**
- G. Cotteral Elementary Sign Donated by F & M Bank**
- H. Contracts/Agreements under \$10,000**
  - 1. Renewal agreement with Oklahoma State School Boards Association for membership dues for 2025-2026**
  - 2. Discussion, motion and possible action to approve or not to approve entry into an agreement with the Cooperative Council for Oklahoma School Administration (CCOSA) to participate in the CCOSA District Level Services Program for the 2025-2026 fiscal year**

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

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

**12. President Smedley called for minutes of regular meeting held on April 14, 2025.**

**A motion was made by Plagg and seconded by Davis to approve the minutes of regular meeting held on April 14, 2025.**

**The motion carried with 6 ayes and 1 abstention by Member Girard.**

- 13A. President Smedley called for recommendation, consideration and action to approve teachers, aides and administrator as listed for 2025 K-6 Remedial Summer School.**

**A motion was made by Pierson and seconded by Davis to approve to approve teachers, aides and administrator as listed for 2025 K-6 Remedial Summer School.**

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

- 13B. President Smedley called recommendation, consideration and action upon renewal with National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2025-2026**

**A motion was made by Schroder and seconded by Girard to approve renewal with National Purchasing Cooperative Interlocal Participation Agreement with BuyBoard National Purchasing Cooperative for 2025-2026.**

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

- 13C. President Smedley called for recommendation, consideration and action upon contract with Sodexo, Inc. for 2025-2206 for Child Nutrition Services.**

**A motion was made by Davis and seconded by Pierson to approve contract with Sodexo, Inc. for 2025-2206 for Child Nutrition Services.**

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

- 13D. President Smedley called for recommendation, consideration and action upon amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2025-2026.**

**A motion was made by Plagg and seconded by Girard to approve an amendment to renew agreement with Clearwater Enterprises for the purchase of third party natural gas for 2025-2026.**

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

- 13E. President Smedley called for recommendation, consideration and action upon Temporary Appropriations for 2025-2025 for the General Fund, Building Fund, Child Nutrition Fund, Gifts and Endowments Fund and Insurance/Casualty Fund.**

**A motion was made by Pierson and seconded by Schroder to approve Temporary Appropriations for 2025-2025 for the General Fund, Building Fund, Child Nutrition Fund, Gifts and Endowments Fund and Insurance/Casualty Fund/**

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

- 13F. President Smedley called for recommendation, consideration and action upon agreement with Alcohol and Drug Testing, Inc. for student drug testing services for 2025-2026.**

**A motion was made by Davis and seconded by Girard to approve agreement with Alcohol and Drug Testing, Inc. for student drug testing services for 2025-2026.**

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

- 13G. President Smedley called for recommendation, consideration and action upon Substitute Staff Placement agreement with ESS South Central, LLC.**

**Discussion followed.**

**A motion was made by Schroder and seconded by Plagg to approve Substitute Staff Placement agreement with ESS South Central, LLC.**

**Discussion followed.**

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

- 13H. President Smedley called for recommendation, consideration and action upon agreement with Oklahoma State Department of Education for the 2025 Summer Food Service Program.**

**A motion was made by Plagg and seconded by Pierson to approve agreement with Oklahoma State Department of Education for the 2025 Summer Food Service Program.**

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

- 13I. President Smedley called for recommendation, consideration and action to accept each bid as listed for lawn services for Guthrie Public Schools 2025-2026.**

**Discussion followed.**

**A motion was made by Davis and seconded by Girard to accept each bid as listed for lawn services for Guthrie Public Schools 2025-2026.**

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

- 13J. President Smedley called for recommendation, consideration and action upon Elementary Student Handbook for 2025-2026.**

**A motion was made by Pierson and seconded by Davis to approve Elementary Student Handbook for 2025-2026.**

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

- 13K. President Smedley called for recommendation, consideration and action upon Guthrie Upper Elementary Student Handbook for 2025-2026.**

**A motion was made by Pierson and seconded by Davis to approve Guthrie Upper Elementary Student Handbook for 2025-2026.**

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

- 13L. President Smedley called for recommendation, consideration and action upon Jr. High School Student Handbooks for 2025-2026.**

**A motion was made by Pierson and seconded by Davis to approve Jr. High Student Handbooks for 2025-2026.**

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

- 13M. President Smedley called for recommendation, consideration and action upon Guthrie High School Student Handbook for 2025-2026.**

**A motion was made by Davis and seconded by Plagg to approve Guthrie High School Student handbook for 2025-2026.**

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

- 13N. President Smedley called for recommendation, consideration and action upon Guthrie High School Course Description Handbook for 2025-2026.**

**A motion was made by Girard and seconded by Huskey to approve Guthrie High School Course Description Handbook for 2025-2026.**

**Discussion followed.**

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



- 13O. President Smedley called for recommendation, consideration and action upon Faver Alternative School Student Handbook for 2025-2026.**

**A motion was made by Pierson and seconded by Davis to approve Faver Alternative School Student Handbook for 2025-2026.**

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

- 13P. President Smedley called for recommendation, consideration and action upon Transportation Department Employee Policy and Procedure Handbook for 2025-2026.**

**A motion was made by Schroder and seconded by Girard to approve Transportation Department Employee Policy and Procedure Handbook for 2025-2026.**

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

- 13Q. President Smedley called for recommendation, consideration and action upon School Bus Rider's Handbook for 2025-2026.**

**A motion was made by Davis and seconded by Pierson to approve School Bus Rider's Handbook for 2025-2026.**

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

- 14. President Smedley called for proposed executive session for the purpose of discussing employment of personnel, FMLA requests, resignations/separation from employment and transfer of position requests all as set out on the Personnel Reports, rehiring of support personnel as listed for 2025-2026, employment of temporary contract teachers as listed for 2025-2026, employment of probationary teachers as listed for 2025-2026, employment of career teacher as listed for 2025-2026, discussion of teacher negotiations for 2025-2026, disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA.STAT. Section 307 (B) 1, 2, and 7**

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

**The motion carried with 7 ayes and 0 nays. Executive session began at 7:14 p.m.**

- 14B. President Smedley acknowledged the Board's return to open session at 8:08 p.m.**

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

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

**A motion was made by Schroder and seconded by Girard to approve the Personnel Reports.**

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

- 16. President Smedley called for action upon recommendation to rehire support personnel as listed for 2025-2026.**

**A motion was made by Davis and seconded by Pierson to approve the rehire support personnel as listed for 2025-2026.**

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

- 17. President Smedley called for action upon recommendation to rehire temporary contract teachers as listed for 2025-2026.**

**A motion was made by Plagg and seconded by Girard to approve to rehire temporary contract teachers as listed for 2025-2026.**

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

- 18. President Smedley called for action upon recommendation to rehire temporary to probationary teachers as listed for 2025-2026**

**A motion was made by Pierson and seconded by Davis to rehire temporary to probationary teachers as listed for 2025-2026.**

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

- 19. President Smedley called for action upon recommendation to employ probationary to career contract teacher as listed for 2025-2026.**

**A motion was made by Schroder and seconded by Girard to employ probationary to career contract teacher as listed for 2025-2026.**

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

- 20. President Smedley called for action to employ career contract teacher as listed for 2025-2026.**

**A motion was made by Girard and seconded by Plagg to employ career contract teacher as listed for 2025-2026.**

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

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

**Superintendent Simpson stated there were none.**

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

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

- 23. President Smedley called for the meeting to be adjourned.**

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

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

**The meeting adjourned at 8:13 p.m.**

---

**Samantha Stewart, Minutes Clerk**

---

**Tina Smedley, President**

The agenda was posted at the Guthrie Public School's Administrative Office, 802 E. Vilas, Guthrie, OK on May 8, 2025 at 4:45 p.m. in accordance with the Open Meeting Law and notice of this regular meeting was given to the Logan County Clerk, prior to December 15, 2024. The agenda is also on our website.

Samantha Stewart  
Board Clerk and Minutes Clerk

**GUTHRIE PUBLIC SCHOOLS  
BOARD MINUTES  
SPECIAL MEETING  
MAY 15, 2025**

**MINUTES OF THE GUTHRIE PUBLIC SCHOOL BOARD OF EDUCATION REGULAR MEETING HELD AT 6:00 P.M. IN THE ADMINISTRATION BUILDING, 802 EAST VILAS, GUTHRIE, OKLAHOMA ON MAY 15, 2025.**

**Board Members Present:** Matt Girard, Ben Huskey, S. Janna Pierson, Ron Plagg, Gail Davis, Tina Smedley and Chris Schroder

**District Level School Officials Present:** Dr. Mike Simpson, Superintendent  
Carmen Walters, Assistant Superintendent  
John Hancock, Executive Director of  
Personnel and Secondary Ed.  
Kary Jarred, Deputy Minutes Clerk

1. The meeting was called to order by President Smedley at 6:00 p.m.
2. Members Ben Huskey, Gail Davis, Tina Smedley, Chris Schroder, S. Janna Pierson, Matt Girard and Ron Plagg were present for roll call.
3. A quorum was established.
4. President Smedley asked everyone to stand and join her in the Pledge of Allegiance.
5. President Smedley asked everyone to join her in a Moment of Silence.
6. President Smedley called for called for an executive session for the purpose of conducting the Retention Appeal Hearing for student "A", the disclosure of which information would violate the confidentiality requirements of state and/or federal law all pursuant to 25 OKLA. STAT Section 307 (B) 7.
  - A. A motion was made by Plagg and seconded by Davis to go into executive session.

The motion carried with 7 ayes and 0 nays. Executive session began at 6:06 p.m.
  - J. President Smedley acknowledged the Board's return to open session at 8:41 p.m.
  - K. President Smedley stated that in executive session only those items listed

in Agenda Item 6 were discussed and no votes were taken.

7. **President Smedley called for a motion and vote to affirm or not to affirm the Superintendent's decision to retain student "A".**

**A motion was made by Schroder and seconded by Huskey to affirm the Superintendent's decision to retain student "A".**

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

8. **A motion was made by Davis and seconded by Schroder to adjourn the meeting.**

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

**The meeting adjourned at 8:43 p.m.**

---

**Samantha Stewart, Minutes Clerk**

---

**Tina Smedley, President**

The agenda was posted at the Guthrie Public School's Administrative Office, 802 E. Vilas, Guthrie, OK on May 14, 2025 at 1:15 p.m., in accordance with the Open Meeting Law and notice of this regular meeting was given to the Logan County Clerk, prior to December 15, 2024. The agenda is also on our website.

Samantha Stewart  
Board Clerk and Minutes Clerk

## TREASURER'S REPORT

May 31, 2025

### BANK BALANCES

#### FARMERS & MERCHANTS

|                      |                     |
|----------------------|---------------------|
| General Fund         | 7,962,784.58        |
| Building Fund        | 674,258.75          |
| Sinking Fund         | 3,929,740.40        |
| ILR Fund             | 143,009.26          |
| G&E Fund             | 56,275.88           |
| Child Nutrition Fund | 1,006,581.81        |
| Activity Fund        | 855,206.88          |
| School Age-Care Fund | 75,619.14           |
| Bond Fund            | <u>4,753,592.78</u> |

TOTAL \$19,457,069.48

### RECEIPTS

---

#### GENERAL FUND:

|                     |                |
|---------------------|----------------|
| Logan County        | 107,325.44     |
| State of Oklahoma   | 1,651,981.93   |
| Okla. Tax Comm.     | 184,863.56     |
| School Land Earn.   | 31,017.34      |
| R.O.T.C.            | 6,966.03       |
| Federal Programs    | 249,119.96     |
| Misc Receipts       | 33,241.80      |
| Correcting Entry(-) | 0.00           |
| General Acct. Int.  | 17,157.78      |
| Minus (-) Bank Fees | <u>25.00</u>   |
| TOTAL               | \$2,281,648.84 |

#### BUILDING FUND

|                  |              |
|------------------|--------------|
| Local            |              |
| Logan County     | 8,208.03     |
| Bldg. for Champs | <u>20.00</u> |
| TOTAL            | \$ 8,228.03  |

#### SINKING FUND:

Logan County \$28,016.61

#### CHILD NUTRITION FUND:

|         |                   |
|---------|-------------------|
| Local   | 23,918.60         |
| State   | 26,399.02         |
| Federal | <u>155,603.26</u> |
| TOTAL   | \$ 205,920.88     |

#### INS.LOSS RECOVERY FUND:

MISC \$27,819.68

#### BOND FUND:

|           |                |
|-----------|----------------|
| Interest  | 3,691.08       |
| Bank Fees | <u>(-)7.50</u> |
| TOTAL     | \$ 3,683.58    |

**WARRANTS PAID**

GENERAL FUND:

2022-2023      \$      199.18  
2023-2024      \$2,779,993.95

GIFTS & ENDOWMENTS FUND:

2022-2023      \$  
2023-2024      \$

BUILDING FUND:

2022-2023      \$  
2023-2024      \$160,113.08

INS. LOSS RECOVERY FUND:

2022-2023      \$  
2023-2024      \$

CHILD NUTRITION FUND:

2022-2023      \$  
2023-2024      \$ 196,630.87

BOND FUND:

2022-2023      \$  
2023-2024      \$ 347,286.52

---

**TOTAL MONIES IN F&M BANK**    \$19,457,069.48

PLEDGED – FDIC                      \$      250,000.00

PLEDGED – F&M BANK            \$    21,937,000.00

**GUTHRIE PUBLIC SCHOOLS  
ACTIVITY FUND FUNDRAISER REQUESTS  
AS OF APRIL 1, 2025**



| #   | CLUB                 | EVENT                  |
|-----|----------------------|------------------------|
| 1.) | HS, CHEER #853       | COMMUNITY DONATIONS    |
| 2.) | HS, BAND #859        | JH BAND DUES           |
| 3.) | HS, BAND #859        | HS BAND DUES           |
| 4.) | HS, XC BLUECREW #880 | TRACK & XC CAMPS       |
| 5.) | HS, JROTC #895       | WREATHS ACROSS AMERICA |



1.)



## GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 5/21/25 Site: 705 - High School Unobligated Account Balance: \$4,774.21Account Name & Number: High School Cheer # 853Select One: ☐ Soliciting in School Only ☐ Soliciting in school & community ☒ Community OnlyDescribe the fundraiser to be conducted (items sold/activity planned, etc.) Donations from the community

*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/AManufacturer: N/APurpose for which funds will be used: Funding the cheer accountName/Address of Vendor: N/AItems to be purchased in order to conduct the fundraiser: N/A

|                                      |              |
|--------------------------------------|--------------|
| a. Estimated INCOME: <u>1000.00</u>  | NOTES: _____ |
| b. Less Estimated EXPENSES: <u>0</u> | _____        |
| c. Estimated PROFIT: <u>1000.00</u>  | _____        |

First day Fundraiser : 7/1/25 Last Day of Fundraiser: 4/30/26

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: Sam Johnson Fildes Date: 5/21/25

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

Athletic Director's Signature (if applicable): D.D. Chenev Date: 5/25/25

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

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



2.)



## GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 5-27-2025 Site: Band- JH Unobligated Account Balance: \$21,643Account Name & Number: Band 85 9Select One: ☒ Soliciting in School Only ☐ Soliciting in school & community ☐ Community OnlyDescribe the fundraiser to be conducted (items sold/activity planned, etc.) JH Band Dues (\$35/student)

**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 AManufacturer: N APurpose for which funds will be used: Band Trips, Uni form Cleaning, Music, shirts, instruments, student fees, and other band equipment needs

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

Items to be purchased in order to conduct the fundraiser: ~~band uniforms~~

a. Estimated INCOME: \$3500 NOTES: High School  
 b. Less Estimated EXPENSES: 0  
 c. Estimated PROFIT: \$3500

First day Fundraiser : 07/01/20 08Last Day of Fundraiser: 05/1/2020 6

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: 5-27-25Principal's Signature: [Signature]Date: 5/27/20 05/27/2005

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

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

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

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

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

[Signature]  
26



3.)



GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 5-27-2025 Site: Band- HS Unobligated Account Balance: \$21,643

Account Name & Number: Band 859

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) HS Band Dues (\$100/student)

*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: Band Trips, Uniform Cleaning, Music, shirts, instruments, student fees, and other band equipment needs

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

Items to be purchased in order to conduct the fundraiser: ~~Donations~~

|                                      |                           |
|--------------------------------------|---------------------------|
| a. Estimated INCOME: <u>\$6500</u>   | NOTES: <u>High School</u> |
| b. Less Estimated EXPENSES: <u>0</u> |                           |
| c. Estimated PROFIT: <u>\$6500</u>   |                           |

First day Fundraiser : 07/01/2025 Last Day of Fundraiser: 05/1/2025

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: 5-27-25

Principal's Signature: [Signature] Date: 05/27/2025

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

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

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

[Signature]



4.)



## GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 4/30/2025 Site: GHS Unobligated Account Balance: \$5,114.25

Account Name &amp; Number: XC BLUECREW 880

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

Describe the fundraiser to be conducted (items sold/activity planned, etc.) SUMMER TRACK/CROSS COUNTRY CAMPS - HIGH SCHOOL

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) NA

Manufacturer: NA

Purpose for which funds will be used: NA

Name/Address of Vendor: NA

Items to be purchased in order to conduct the fundraiser: CAMP T SHIRTS

a. Estimated INCOME: 500

NOTES:

b. Less Estimated EXPENSES: 200

c. Estimated PROFIT: 300

First day Fundraiser : ~~6/9/2025~~ 6-10-25 Last Day of Fundraiser: 6/27/2025

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? NA

Are school district facilities required? ☒ If yes, a facility use permit form must be completed.Sponsor Signature: *Brya Bulfinch*

Date: 4/30/2025

Principal's Signature: *[Signature]*

Date:

Athletic Director's Signature (if applicable): *[Signature]*

Date: 7-30-25

Child Nutrition Director's Signature (if applicable):

Date:

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

*[Signature]*  
28



5.)



## GUTHRIE PUBLIC SCHOOLS ACTIVITY FUND FUNDRAISER REQUEST FORM

Request Date: 2/5/2025 Site: GHS Unobligated Account Balance: \$7,659.54Account Name & Number: JROTC Activity Fund #895Select One: ☐ Soliciting in School Only ☒ Soliciting in school & community ☐ Community OnlyDescribe the fundraiser to be conducted (items sold/activity planned, etc.) The Guthrie JROTC Wreaths Across America sponsor group will help advertise, market, and solicit funds to support Wreaths Across America at Summit View Cemetery. We receive \$5 for every sponsored wreath.

***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: Proceeds will go the Cadet Activity Fund. The funds support new equipment purchases, equipment maintenance, competition registration fees and transportation costs.Name/Address of Vendor: Wreaths Across America, P.O. Box 249, Columbia Falls, ME 04623Items to be purchased in order to conduct the fundraiser: All sponsored wreaths are shipped directly to Summit View.

|                                      |              |
|--------------------------------------|--------------|
| a. Estimated INCOME: <u>\$7,000</u>  | NOTES: _____ |
| b. Less Estimated EXPENSES: <u>0</u> | _____        |
| c. Estimated PROFIT: <u>\$7,000</u>  | _____        |

First day Fundraiser : 1 July 2025 Last Day of Fundraiser: January 18, 2026

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: BREDE, THOMAS, KYLE, 1133519900 Date: February 5, 2025Principal's Signature: [Signature] Date: 05/28/2025

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

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

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

**GUTHRIE PUBLIC SCHOOLS**  
**ACTIVITY FUND TRANSFER REQUEST**  
**As of 6/1/2025**

| <b>To</b>              | <b>From</b>        | <b>Amount</b> |
|------------------------|--------------------|---------------|
| JH YEARBOOK #832       | GUES ACTIVITY #812 | \$48.00       |
| HS MU ALPHA THETA #893 | HS STU. PANTRY#871 | \$75.00       |
| HS YEARBOOK #904       | JH YEARBOOK #832   | \$50.00       |





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



Amount \$48.00

Date Requested 4/25/20

Transfer to: SH Yearbook 832  
Account Name & Number

Transfer from: GUES yearbook 812  
Account Name & Number

State Reason for Transfer Below

Parent bought wrong school yearbook.

Sponsor's Signature:

Melody Cherry

President / Vice-Pres. Signature:

Treasurer/Secretary's Signature:

Principal's Signature:

Michelle Adams

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

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





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



Amount 75.00

Date Requested 05/21/2025

Transfer to: MuAlphaTheta 893  
Account Name & Number

Transfer from: Student Pantry 871  
Account Name & Number

State Reason for Transfer Below

Fees for Calculator rentals for students in need

Sponsor's Signature:

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

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

Principal's Signature:

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

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





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



Amount 50.00

Date Requested 5-19-25

Transfer to: HS Yearbook 904  
Account Name & Number

Transfer from: 832 JH Yearbook  
Account Name & Number

**State Reason for Transfer Below**

Student ordered a yearbook from the wrong school

Sponsor's Signature:

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

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

Principal's Signature:

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

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

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1193 - 1233, Fund(s): GENERAL (11)

| Fund | PO No | Date       | Vendor No | Vendor                        | Description  | Amount    |
|------|-------|------------|-----------|-------------------------------|--|-----------|
| 11   | 1193  | 05/07/2025 | 12682     | MIDWEST BUS SALES, INC.       | ELECTRONIC SWITCH HUB MODULE                       | 617.49    |
| 11   | 1194  | 05/07/2025 | 12682     | MIDWEST BUS SALES, INC.       | DOOR ASM BATT LATCH FLUSH LABOR TO PAINT           | 467.76    |
| 11   | 1195  | 05/07/2025 | 44610     | SOUTHWEST BUS SALES, INC.     | HEATER CORES FOR BUSES                             | 476.00    |
| 11   | 1196  | 05/07/2025 | 12682     | MIDWEST BUS SALES, INC.       | ACTUATOR FOR BUS                                   | 28.65     |
| 11   | 1197  | 05/07/2025 | 14379     | BUCK'S WHEEL & EQUIPMENT CO.  | THOMAS C2 PANEL, GRILLE, HWY, PAINTED              | 187.81    |
| 11   | 1198  | 05/08/2025 | 17398     | EDMOND MUSIC, INC.            | BAND EQUIPMENT                                     | 109.56    |
| 11   | 1199  | 05/08/2025 | 15994     | AMAZON CAPITAL SERVICES       | CLASSROOM, FASHION, AND LAB SUPPLIES               | 4,000.00  |
| 11   | 1201  | 05/07/2025 | 84915     | FANEE RONE WEBSTER            | MILEAGE REIMBURSEMENT                              | 500.00    |
| 11   | 1202  | 05/06/2025 | 10436     | CAROLINA BIOLOGICAL SUPPLY CO | 2025 FOUNDATION GRANT\HS\D.THROCKMORTON            | 300.00    |
| 11   | 1203  | 05/12/2025 | 44033     | EARNHEART CRESCENT LLC        | DIESEL EXHAUST FLUID                               | 358.00    |
| 11   | 1204  | 05/13/2025 | 11933     | JOHN VANCE MOTORS, INC.       | DOOR HINGES FOR TRUCK 80                           | 44.57     |
| 11   | 1205  | 05/14/2025 | 43821     | TEACHER SYNERGY, LLC          | TEACHER RESOURCES                                  | 150.00    |
| 11   | 1206  | 05/14/2025 | 44760     | DAVID TUCKER                  | 2025 GRADUATION SECURITY                           | 100.00    |
| 11   | 1207  | 05/14/2025 | 44371     | BOBBY MERLE BENNETT, JR       | GRADUATION SECURITY                                | 100.00    |
| 11   | 1208  | 05/14/2025 | 44682     | GREGORY T RANDOLPH            | GRADUATION SECURITY                                | 100.00    |
| 11   | 1209  | 05/08/2025 | 43489     | PIRAINO CONSULTING, INC.      | TITLE VI SMARTBOARDS                               | 15,492.00 |
| 11   | 1211  | 05/19/2025 | 44308     | JOHN ROBERT EVANS             | GRADUATION SECURITY                                | 100.00    |
| 11   | 1212  | 05/19/2025 | 41880     | GREGORY DUKE                  | GRADUATION SECURITY                                | 100.00    |
| 11   | 1213  | 05/15/2025 | 44269     | VIVACITY TECH PBC             | TITLE VI TECHNOLOGY & TITLE I PARENTAL INVOLVEMENT | 28,419.00 |
| 11   | 1214  | 05/19/2025 | 16626     | JOHN HUDSON                   | GRADUATION SECURITY                                | 100.00    |
| 11   | 1215  | 05/14/2025 | 40140     | COMMITTEE FOR CHILDREN        | TITLE IV COUNSELING CURRICULUM                     | 3,282.00  |
| 11   | 1216  | 05/14/2025 | 15994     | AMAZON CAPITAL SERVICES       | TITLE IV COUNSELING CURRICULUM                     | 219.67    |
| 11   | 1217  | 05/19/2025 | 12171     | LAKESHORE LEARNING MATERIALS  | TITLE IV STEM CURRICULUM AND SUPPLIES FOR TEACHERS | 810.59    |
| 11   | 1218  | 05/19/2025 | 15994     | AMAZON CAPITAL SERVICES       | TITLE IV STEM CURRICULUM AND SUPPLIES FOR TEACHERS | 3,659.26  |
| 11   | 1219  | 05/19/2025 | 11933     | JOHN VANCE MOTORS, INC.       | LATCH AND STRIKER FOR TRUCK 80                     | 210.20    |
| 11   | 1220  | 05/21/2025 | 45298     | COOLRAYS LLC                  | REPAIRS AND DIAGNOSIS FOR A/C UNITS                | 2,000.00  |
| 11   | 1221  | 05/23/2025 | 84683     | DIANE THOMAS                  | PER DIEM for OAPT CONFERENCE                       | 225.00    |
| 11   | 1222  | 05/23/2025 | 83965     | CODY THOMPSON                 | PER DIEM for OAPT CONFERENCE                       | 225.00    |
| 11   | 1223  | 05/23/2025 | 82357     | SHELLEY LYNN TOON-DAVES       | PER DIEM for OAPT CONFERENCE + MILEAGE             | 338.00    |
| 11   | 1224  | 05/23/2025 | 82349     | LORA LEA MCKEEVER             | PER DIEM for OAPT CONFERENCE                       | 86.00     |
| 11   | 1225  | 05/23/2025 | 82641     | RUSSELL L CHRISTIAN           | PER DIEM for OAPT CONFERENCE + MILEAGE             | 338.00    |
| 11   | 1226  | 05/23/2025 | 84514     | DOYLE EDWIN WEBB              | PER DIEM for OAPT CONFERENCE                       | 86.00     |
| 11   | 1227  | 05/28/2025 | 11933     | JOHN VANCE MOTORS, INC.       | REPAIRS TO TRUCK 93                                | 500.00    |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1193 - 1233, Fund(s): GENERAL (11)

| Fund               | PO No | Date       | Vendor No | Vendor                       | Description                               | Amount      |
|--------------------|-------|------------|-----------|------------------------------|---|-------------|
| 11                 | 1228  | 05/20/2025 | 15994     | AMAZON CAPITAL SERVICES      | SCHOOL IMPROVEMENT<br>ADDITIONAL PRINTER  | 567.89      |
| 11                 | 1229  | 05/20/2025 | 44110     | CDW LLC                      | SCHOOL IMPROVEMENT<br>ADDITIONAL INK      | 1,265.88    |
| 11                 | 1230  | 06/02/2025 | 45107     | ARVEST BANK OPERATIONS, INC. | ROOMS AT OAPT CHOCTAW<br>HOTEL AND RESORT | 1,909.34    |
| 11                 | 1231  | 06/03/2025 | 17846     | TAESE/USU                    | REGISTRATION FOR SPED<br>CONFERENCE       | 25.00       |
| 11                 | 1232  | 06/02/2025 | 45451     | JACIE FITE                   | PT CONTRACT FOR ESY                       | 1,000.00    |
| 11                 | 1233  | 06/02/2025 | 40775     | APPLE STORE                  | MAC FOR NEW SPED DIRECTOR<br>USE          | 1,499.00    |
| Non-Payroll Total: |       |            |           |                              |   | \$69,997.67 |
| Payroll Total:     |       |            |           |                              |   | \$0.00      |
| Balance Forward:   |       |            |           |                              |   | \$0.00      |
| Report Total:      |       |            |           |                              |   | \$69,997.67 |

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 581 - 622, Fund(s): BUILDING (21)

| Fund | PO No | Date       | Vendor No | Vendor                           | Description                                 | Amount    |
|------|-------|------------|-----------|----------------------------------|---|-----------|
| 21   | 581   | 05/07/2025 | 45441     | TOTAL DEMOLITION SERVICES LLC    | DEMO AND CLEAR 3 SPRINGER LOTS              | 11,341.00 |
| 21   | 582   | 05/05/2025 | 45001     | EXTERIOR SOLUTIONS GROUP, LLC    | ROOF REPAIRS TO CENTRAL                     | 3,750.00  |
| 21   | 583   | 05/12/2025 | 11619     | HOME DEPOT CREDIT SERVICES       | PROPANE GRILL                               | 399.99    |
| 21   | 584   | 05/12/2025 | 43749     | TREAT'S SOLUTIONS, LLC           | JR JUMBO TP & DEFOAMER                      | 1,000.00  |
| 21   | 585   | 05/09/2025 | 45345     | HARNESS ROOFING INC              | REPAIR LEAKS IN FOGARTY WEST WINDOWS        | 3,359.00  |
| 21   | 586   | 05/14/2025 | 41365     | EWING IRRIGATION PRODUCTS INC    | CONTROLLER FOR SOFTBALL SYSTEM              | 400.00    |
| 21   | 587   | 05/13/2025 | 43749     | TREAT'S SOLUTIONS, LLC           | SUMMER FLOOR PRODUCTS FOR DISTRICT          | 4,961.80  |
| 21   | 588   | 05/12/2025 | 17249     | S. T. BOLDING III                | ELECTRICAL REPAIRS AT HIGH SCHOOL           | 1,000.00  |
| 21   | 589   | 05/15/2025 | 44325     | TREAT'S CLEANING SOLUTIONS, LLC  | FLOOR CLEANING AT GUES                      | 1,000.00  |
| 21   | 590   | 05/16/2025 | 44724     | HW 2020 PROPERTY LLC             | MOWING/CLEARING CHARTER OAK                 | 2,500.00  |
| 21   | 591   | 05/16/2025 | 44724     | HW 2020 PROPERTY LLC             | MOWING/CLEARING HEATHER RD PROPERTY         | 2,500.00  |
| 21   | 592   | 05/19/2025 | 44157     | POPE CONTRACTING, INC.           | REPAIR FLOOR IN FOGARTY OFFICE              | 4,300.00  |
| 21   | 593   | 05/19/2025 | 17491     | ENGINEERED EQUIPMENT, INC.       | DISTRICT HVAC FILTERS AND PARTS             | 1,000.00  |
| 21   | 594   | 05/19/2025 | 45200     | BRADY INDUSTRIES                 | PAD DRIVER FOR FLOOR MACHINE                | 138.34    |
| 21   | 595   | 05/20/2025 | 44684     | PROF. SPRINKLER INSPECTIONS, LLC | FIRE ALARM REPAIRS AT CHARTER OAK           | 1,500.00  |
| 21   | 596   | 05/21/2025 | 42632     | AAA PLAYGROUNDS                  | INSTALL PICNIC TABLES AT CENTRAL            | 300.00    |
| 21   | 597   | 05/21/2025 | 44635     | WAXIE'S ENTERPRISES, LLC         | FLOOR PADS AND VANDALISM REMOVER            | 1,233.02  |
| 21   | 598   | 05/21/2025 | 10129     | NORTHUP AUTO PARTS & MACHINE     | 4 BATTERIES FOR GUES FLOOR MACHINE          | 900.00    |
| 21   | 599   | 05/20/2025 | 17249     | S. T. BOLDING III                | NEW POWER POLE AT CHARTER OAK               | 3,445.65  |
| 21   | 600   | 05/21/2025 | 17249     | S. T. BOLDING III                | RUN POWER FOR CENTRAL SERVER ROOM UNIT      | 1,564.32  |
| 21   | 601   | 05/21/2025 | 41794     | CARRIER CORPORATION              | HS CHILLER SERVICE                          | 2,000.00  |
| 21   | 602   | 05/21/2025 | 44635     | WAXIE'S ENTERPRISES, LLC         | DISTRICT CUSTODIAL SUPPLIES                 | 944.52    |
| 21   | 603   | 05/22/2025 | 45200     | BRADY INDUSTRIES                 | ISOLATOR REPAIR KIT FOR FOGARTY SQ SCRUB    | 206.93    |
| 21   | 604   | 05/22/2025 | 45200     | BRADY INDUSTRIES                 | DISTRICT CANLINERS                          | 1,643.50  |
| 21   | 605   | 05/22/2025 | 45345     | HARNESS ROOFING INC              | REPAIR WATER LEAKS NORTH SIDE OF FOGARTY    | 4,859.00  |
| 21   | 606   | 05/23/2025 | 44157     | POPE CONTRACTING, INC.           | SHED ROOF AT THE WEST END HS ANNEX          | 4,600.00  |
| 21   | 607   | 05/23/2025 | 44157     | POPE CONTRACTING, INC.           | COVER WALKWAY & INSTALL GUTTERS ON HS ANNEX | 4,800.00  |
| 21   | 608   | 05/23/2025 | 45200     | BRADY INDUSTRIES                 | VAC HOSE FOR KAIVAC AT GUES                 | 203.53    |
| 21   | 609   | 05/27/2025 | 41794     | CARRIER CORPORATION              | FLOW SWITCH FOR CHILLER AT THE HIGH SCHOOL  | 4,200.00  |

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 581 - 622, Fund(s): BUILDING (21)

| Fund | PO No | Date       | Vendor No | Vendor                          | Description                                    | Amount     |
|------|-------|------------|-----------|---------------------------------|--|------------|
| 21   | 610   | 05/30/2025 | 45276     | COOPER LIGHTING SOLUTIONS       | LIGHTING FOR FOOTBALL FIELD<br>PJT#000-0297850 | 178,750.00 |
| 21   | 611   | 05/29/2025 | 41794     | CARRIER CORPORATION             | CHILLER SERVICES AT HS                         | 2,700.00   |
| 21   | 612   | 06/02/2025 | 16626     | JOHN HUDSON                     | DISTRICT JUNE MOWINGS                          | 13,952.00  |
| 21   | 613   | 06/02/2025 | 10110     | HENKE & WANG PLUMBING           | DISTRICT PLUMBING REPAIRS                      | 1,500.00   |
| 21   | 614   | 06/02/2025 | 15994     | AMAZON CAPITAL SERVICES         | DISTRICT PARTS AND SUPPLIES                    | 1,000.00   |
| 21   | 615   | 06/02/2025 | 12967     | OKLAHOMA HOME CENTERS, INC.     | VARIOUS SUPPLIES                               | 1,000.00   |
| 21   | 616   | 06/02/2025 | 41813     | OKLAHOMA DEPARTMENT OF<br>LABOR | DISTRICT WATER HEATER<br>INSPECTIONS           | 2,500.00   |
| 21   | 617   | 06/02/2025 | 44325     | TREAT'S CLEANING SOLUTIONS, LLC | FLOOR FINISHING AT COTTERAL                    | 4,500.00   |
| 21   | 618   | 06/02/2025 | 45115     | JUNK-B-GONE                     | ROLL OFF DUMPSTERS                             | 2,500.00   |
| 21   | 619   | 06/02/2025 | 10110     | HENKE & WANG PLUMBING           | SINK REPAIRS IN GUES KITCHEN                   | 1,000.00   |
| 21   | 620   | 06/02/2025 | 44325     | TREAT'S CLEANING SOLUTIONS, LLC | SCRUB/COAT GUES CAFE & GYM                     | 1,600.00   |
| 21   | 621   | 06/02/2025 | 44325     | TREAT'S CLEANING SOLUTIONS, LLC | SCRUB/COAT HS HALLWAYS &<br>CAFETERIA          | 4,200.00   |
| 21   | 622   | 06/02/2025 | 44325     | TREAT'S CLEANING SOLUTIONS, LLC | STRIP,WAX,SCRUB, COAT COTT<br>FLOORS           | 4,100.00   |

|                           |                     |
|---------------------------|---------------------|
| <b>Non-Payroll Total:</b> | <b>\$289,352.60</b> |
|---------------------------|---------------------|

|                       |               |
|-----------------------|---------------|
| <b>Payroll Total:</b> | <b>\$0.00</b> |
|-----------------------|---------------|

|                         |               |
|-------------------------|---------------|
| <b>Balance Forward:</b> | <b>\$0.00</b> |
|-------------------------|---------------|

|                      |                     |
|----------------------|---------------------|
| <b>Report Total:</b> | <b>\$289,352.60</b> |
|----------------------|---------------------|

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 5 - 7, Fund(s): GIFTS (81)

| Fund               | PO No | Date       | Vendor No | Vendor                          | Description          | Amount      |
|--------------------|-------|------------|-----------|---------------------------------|----------------------|-------------|
| 81                 | 5     | 05/12/2025 | 11441     | THE PROPHET CORPORATION         | TSET GRANT FROM OSDE | 6,375.29    |
| 81                 | 6     | 05/12/2025 | 45443     | PLAYER DEVELOPMENT PRODUCTS LLC | TSET GRANT FROM OSDE | 3,595.00    |
| 81                 | 7     | 05/14/2025 | 17398     | EDMOND MUSIC, INC.              | BAND EQUIPMENT       | 5,010.29    |
| Non-Payroll Total: |       |            |           |                                 |                      | \$14,980.58 |
| Payroll Total:     |       |            |           |                                 |                      | \$0.00      |
| Balance Forward:   |       |            |           |                                 |                      | \$0.00      |
| Report Total:      |       |            |           |                                 |                      | \$14,980.58 |

Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1 - 1, Fund(s): INSURANCE (86)

| Fund               | PO No | Date       | Vendor No | Vendor                  | Description                        | Amount      |
|--------------------|-------|------------|-----------|-------------------------|------------------------------------|-------------|
| 86                 | 1     | 05/13/2025 | 12682     | MIDWEST BUS SALES, INC. | REPAIRS TO BUS 15 FROM<br>ACCIDENT | 27,819.68   |
| Non-Payroll Total: |       |            |           |                         |                                    | \$27,819.68 |
| Payroll Total:     |       |            |           |                         |                                    | \$0.00      |
| Balance Forward:   |       |            |           |                         |                                    | \$0.00      |
| Report Total:      |       |            |           |                         |                                    | \$27,819.68 |

## Change Order Listing

**Options:** Fund(s): GENERAL (11), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No | Date       | Vendor No | Vendor                              | Description                                 | Amount    |
|-------|------------|-----------|-------------------------------------|---|-----------|
| 14    | 07/01/2024 | 13958     | THE DAILY OKLAHOMAN                 | SUBSCRIPTION/ADS/SERVICE FOR 2025-2026      | -8.39     |
| 27    | 07/01/2024 | 44224     | JOSE ROMAN BOTELLO                  | SECURITY OFFICER FOR CENTRAL ES SITE        | 320.00    |
| 30    | 07/01/2024 | 16626     | JOHN HUDSON                         | SECURITY OFFICER FOR FOGARTY ES SITE        | -880.00   |
| 31    | 07/01/2024 | 12910     | OFFICE DEPOT, INC.                  | BLANKET FOR SUPPLIES FOR 2024-2025          | -953.23   |
| 36    | 07/01/2024 | 83465     | MICHAEL L SIMPSON                   | EXPENSE REIMBURSEMENT FOR 2024-2025         | 1,050.00  |
| 40    | 07/01/2024 | 83474     | KEITH A BLACKSTON                   | EXPENSE REIMBURSEMENT FOR 2024-2025         | -467.89   |
| 41    | 07/01/2024 | 83452     | JANA LYNN WANZER                    | EXPENSE REIMBURSEMENT FOR 2024-2025         | -231.31   |
| 43    | 07/01/2024 | 84631     | SHAYNA RENEE VAUGHAN                | EXPENSE REIMBURSEMENT FOR 2024-2025         | -120.56   |
| 44    | 07/01/2024 | 83019     | KARY LYN JARRED                     | EXPENSE REIMBURSEMENT FOR 2024-2025         | -55.03    |
| 45    | 07/01/2024 | 44308     | JOHN ROBERT EVANS                   | SECURITY OFFICER FOR COTTERAL ES SITE       | -8,090.00 |
| 49    | 07/01/2024 | 84465     | SAMANTHA LEE STEWART                | EXPENSE REIMBURSEMENT 2024-2025             | -248.58   |
| 53    | 07/01/2024 | 44297     | JONATHAN BRETT WELLDEN              | SECURITY OFFICER FOR ELEMENTARY SITES       | -800.00   |
| 57    | 07/01/2024 | 80130     | JON CHAPPELL                        | MILEAGE REIMBURSEMENT FOR 2024-2025         | 31.99     |
| 58    | 07/01/2024 | 44380     | SCHOOL SAFE ID, LLC                 | CAR TAGS FOR CENTRAL,COTTERAL AND FOGARTY   | -6,000.00 |
| 70    | 07/01/2024 | 44913     | JAMES D DAVES                       | SECURITY OFFICER FOR ELEMENTARY SITES       | 1,640.00  |
| 104   | 07/01/2024 | 44380     | SCHOOL SAFE ID, LLC                 | SCHOOL SAFE ID LICENSE-TECHNOLOGY           | -229.00   |
| 110   | 07/01/2024 | 16395     | UNITED PARCEL SERVICE INC.          | SHIPPING FOR 2024/2025-TECHNOLOGY           | 1.33      |
| 123   | 07/01/2024 | 10272     | BODY BILLBOARDS                     | EMPLOYEE OF THE MONTH PLAQUES FOR 2024-2025 | 24.00     |
| 140   | 07/01/2024 | 43821     | TEACHER SYNERGY, LLC                | SUPPLIES AND MATERIALS FOR AG PROGRAM       | -118.01   |
| 146   | 07/01/2024 | 17261     | OKLAHOMA SCHOOLS INSURANCE GROUP    | DEDUCTIBLE FOR ACCIDENTS                    | -3,000.00 |
| 152   | 07/01/2024 | 13173     | OKLAHOMA TURNPIKE AUTHORITY         | TURNPIKE FEES                               | -1,000.00 |
| 154   | 07/01/2024 | 12910     | OFFICE DEPOT, INC.                  | SUPPLIES AND MATERIALS FOR AG PROGRAM       | -125.41   |
| 168   | 07/01/2024 | 45156     | SERGIO CABRAL                       | SECURITY OFFICER FOR ELEMENTARY SITES       | -760.00   |
| 172   | 07/01/2024 | 17730     | DR. DAWN'S CHIROPRACTIC CARE CENTER | DRIVER PHYSICALS                            | -175.00   |
| 178   | 07/03/2024 | 13704     | BSN SPORTS, INC.                    | HS- UNIFORMS (SB)                           | -12.12    |



## Change Order Listing

**Options:** Fund(s): GENERAL (11), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No | Date       | Vendor No | Vendor                              | Description                                 | Amount     |
|-------|------------|-----------|-------------------------------------|---|------------|
| 194   | 07/03/2024 | 14207     | WALMART COMMUNITY                   | OFFICE SUPPLIES\HS                          | -489.00    |
| 196   | 07/03/2024 | 45097     | HEATH & TRACI SHELTON               | PRINTING SERVICES\HS                        | -1,000.00  |
| 198   | 07/01/2024 | 17961     | NCS PEARSON, INC.                   | TESTING SUPPLIES                            | -2,070.50  |
| 199   | 07/01/2024 | 41958     | ACT                                 | PARAPROFESSIONAL ASSESSMENTS                | -152.00    |
| 200   | 07/01/2024 | 14230     | MANSON WESTERN CORPORATION          | TESTING SUPPLIES                            | -242.00    |
| 201   | 07/01/2024 | 44428     | RIVERSIDE ASSESSMENTS, LLC          | TESTING SUPPLIEES                           | -195.70    |
| 202   | 07/01/2024 | 17836     | MULTI-HEALTH SYSTEMS, INC.          | TESTING SUPPLIES                            | -1,312.50  |
| 204   | 07/01/2024 | 44649     | TERESA EWING, LLC                   | PT CONTRACT                                 | -19,650.10 |
| 207   | 07/01/2024 | 84515     | MAESYN ALYXANDRIA BARTON            | MILEAGE                                     | -587.85    |
| 208   | 07/01/2024 | 80069     | TAMMY L BLEWETT                     | MILEAGE REIMBURSEMENT                       | -332.97    |
| 209   | 07/01/2024 | 45118     | TIFFANY KEITZ                       | SPEECH CONTRACT                             | -3,033.60  |
| 210   | 07/01/2024 | 42347     | SCOTT L. CROUSE                     | TESTING LICENSE                             | -99.00     |
| 211   | 07/01/2024 | 16731     | OUHSC                               | CPR CERTIFICATION CARDS                     | -280.00    |
| 212   | 07/01/2024 | 17909     | DJC HOLDINGS, LLC                   | ONLINE CURRICULUM                           | -1,391.32  |
| 213   | 07/01/2024 | 15994     | AMAZON CAPITAL SERVICES             | SUPPLIES                                    | -155.03    |
| 228   | 07/01/2024 | 16841     | OK ASSOC OF CAREER & TECH EDUCATION | OK SUMMIT CONFERENCE REGISTRATION           | -300.00    |
| 229   | 07/01/2024 | 11204     | DT MANAGEMENT, LLC                  | HOTEL STAY FOR SUMMIT CONFERENCE            | -177.00    |
| 239   | 07/11/2024 | 84830     | KAITLIN MARY SAGAR SMITH            | MILEAGE REIMBURSEMENT                       | -500.00    |
| 240   | 07/11/2024 | 82157     | LISA C WOODS                        | MILEAGE REIMBURSEMENT                       | -500.00    |
| 245   | 07/08/2024 | 44494     | LAZEL, INC.                         | ONLINE CURRICULUM                           | -396.00    |
| 250   | 07/08/2024 | 45107     | ARVEST BANK OPERATIONS, INC.        | AIRBNB HOME FOR TULSA STATE FAIR            | -1.00      |
| 251   | 07/08/2024 | 44188     | ALAN G SMITH                        | BLADE SHARPENING                            | -80.00     |
| 252   | 07/08/2024 | 15994     | AMAZON CAPITAL SERVICES             | SUPPLIES AND MATERIALS FOR AG PROGRAM       | -12.62     |
| 255   | 07/16/2024 | 45187     | SAFEROUTZ CORP                      | CONSULTATION ASSISTANCE FOR ROUTING SYSTEM  | -1,000.00  |
| 286   | 07/22/2024 | 45280     | ALCOHOL AND DRUG TESTING INC        | CDL DRIVER RANDOM TESTING                   | 80.60      |
| 288   | 07/01/2024 | 84571     | TAMARA KAY JONES                    | EXPENSE REIMBURSEMENT FOR 2024-2025         | -191.71    |
| 310   | 07/29/2024 | 15994     | AMAZON CAPITAL SERVICES             | OFFICE SUPPLIES FOR BUILDING/CENTRAL OFFICE | -1.60      |
| 369   | 08/06/2024 | 82665     | JENNIFER LYNN PRIVETTE              | MILEAGE REIMBURSEMENT                       | -266.22    |
| 382   | 08/08/2024 | 17878     | OKLAHOMA HEARING SOLUTIONS, LLC     | AUDIOLOGICAL SERVICES                       | -1,000.00  |
| 385   | 08/08/2024 | 44395     | SHERRI MAE FAIRCHILD                | PSYCH CONTRACT                              | -12,100.00 |
| 417   | 08/14/2024 | 10954     | BLICK ART MATERIALS, LLC            | SUPPLIES FOR ART CLASSES                    | -46.86     |
| 459   | 08/20/2024 | 82368     | MARK SHANE ROBINSON                 | MILEAGE REIMBURSEMENT 2024-2025             | -500.00    |
| 487   | 08/26/2024 | 14377     | FOLLETT SCHOOL SOLUTIONS, INC       | BOOKS                                       | -323.43    |
| 493   | 08/26/2024 | 83485     | DUSTIN GENE THROCKMORTON            | MILEAGE REIMBUSEMENT SCHOOL YEAR 2024-2025  | -41.71     |
| 528   | 09/03/2024 | 45210     | MURRAY SUSAN K                      | CONTRACT                                    | -6,355.00  |
| 553   | 09/10/2024 | 44110     | CDW LLC                             | BLANKET FOR PO SUPPLIES                     | -26.31     |

## Change Order Listing

**Options:** Fund(s): GENERAL (11), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No | Date       | Vendor No | Vendor                              | Description  | Amount     |
|-------|------------|-----------|-------------------------------------|--|------------|
| 604   | 09/19/2024 | 16975     | GENERAL FUND                        | MILEAGE FOR FAVER TRIP to UCO<br>for OCEE WORKSHOP | -16.80     |
| 624   | 09/24/2024 | 12967     | OKLAHOMA HOME CENTERS, INC.         | SUPPLIES FOR CLASSROOM                             | -67.60     |
| 649   | 09/27/2024 | 45326     | JAMES BATTLES JR                    | SECURITY OFFICER FOR<br>ELEMENTARY SITES           | -3,125.00  |
| 666   | 10/04/2024 | 14107     | UNIFIRST HOLDING INC.               | UNIRORMS FOR MECHANICS                             | 57.59      |
| 669   | 10/03/2024 | 45329     | DANIEL JAUCH                        | SECURITY OFFICER FOR<br>ELEMENTARY SITES           | -10.00     |
| 704   | 10/01/2024 | 44361     | BETSY CHEN                          | BEHAVIORAL COACH SERVICES                          | -28,529.67 |
| 727   | 10/24/2024 | 45161     | LAURA CARTER                        | READING CONSULTANT                                 | -0.50      |
| 793   | 11/11/2024 | 42795     | APRIL NEICHOLE KECK                 | VISUAL IMPAIRMENT CONTRACT                         | -1,593.75  |
| 799   | 11/13/2024 | 17961     | NCS PEARSON, INC.                   | TESTING SUPPLIES                                   | -730.00    |
| 801   | 11/11/2024 | 12936     | OKLA. ASSOC. FOR PUPIL TRANS.       | ONLINE TRAINING COURSE                             | -100.00    |
| 807   | 11/17/2024 | 15994     | AMAZON CAPITAL SERVICES             | TEACHER\$200/HORN/HS                               | -153.26    |
| 816   | 11/19/2024 | 40775     | APPLE STORE                         | BLANKET FOR APPS SPED                              | -167.33    |
| 817   | 11/21/2024 | 15994     | AMAZON CAPITAL SERVICES             | NURSE SUPPLY                                       | -77.89     |
| 820   | 11/20/2024 | 14201     | WALKER TIRE DTR LLC                 | TIRES FOR WHITE FLEET                              | -476.20    |
| 829   | 11/19/2024 | 10924     | DEMCO, INC                          | LIBRARY SUPPLIES                                   | -0.07      |
| 831   | 12/02/2024 | 16942     | BETHANY PUBLIC SCHOOLS              | SLP CONFERENCE                                     | -150.00    |
| 881   | 12/09/2024 | 11933     | JOHN VANCE MOTORS, INC.             | TRUCK 83 OIL LEAK AND COOLANT<br>LEAK              | -1,092.17  |
| 926   | 01/14/2025 | 16975     | GENERAL FUND                        | SUB  | -200.00    |
| 929   | 01/14/2025 | 45378     | FSS CONT TOPCO LP/FOLLETT CONT SOL  | LIBRARY BOOKS                                      | -2,282.81  |
| 933   | 01/16/2025 | 42622     | PERFECTION EQUIPMENT                | SERVICE BODY TRUCK BED FOR<br>SHOP TRUCK           | -650.00    |
| 948   | 02/02/2025 | 45383     | DANIELLE KAY TORRES                 | CONTRACT   | -16,000.00 |
| 955   | 02/03/2025 | 45296     | MARIA K GUZMAN LOPEZ                | PSYCH TESTING                                      | -2,890.00  |
| 959   | 02/01/2025 | 44100     | ENID HOSPITALITY LLC                | HOTEL ROOM FOR ENID                                | -90.00     |
| 988   | 03/01/2025 | 40791     | APPLE, INC.                         | SUPPLIES   | -450.01    |
| 995   | 03/07/2025 | 14207     | WALMART COMMUNITY                   | CLASSROOM SUPPLIES                                 | -183.31    |
| 998   | 03/10/2025 | 45092     | LITERACY RESOURCES LLC              | PRE-K TEACHER MANUALS                              | -17.76     |
| 1012  | 03/24/2025 | 84403     | SARA JOAN SCAMMAN                   | EXPENSE REIMB FOR 2024/2025                        | -32.80     |
| 1015  | 03/24/2025 | 15994     | AMAZON CAPITAL SERVICES             | VARIOUS SUPPLIES                                   | -800.00    |
| 1018  | 03/27/2025 | 16611     | PENSKE COMMERCIAL VEHICLES, US, LLC | BUS 13 ELECTRICAL ISSUE DIAG<br>AND REPAIR         | 1,416.98   |
| 1021  | 03/27/2025 | 44186     | DOUBLE T ENTERPRISES, LLC           | BATTERIES FOR BUSES                                | -68.50     |
| 1024  | 04/01/2025 | 17552     | ULINE, INC.                         | 15 GALLON DRUM S-19418                             | -35.00     |
| 1036  | 04/03/2025 | 13286     | RED ROCK DISTRIBUTING CO.           | 1000 GAL UNLEADED 7000 GAL<br>DIESEL               | 40.40      |
| 1041  | 04/03/2025 | 44033     | EARNHEART CRESCENT LLC              | DIESEL EXHAUST FLUID x 200<br>GALLONS              | 26.85      |
| 1044  | 04/03/2025 | 12387     | LOWES COMPANIES, INC.               | SUPPLIES AND MATERIALS FOR AG<br>PROGRAM           | -20.34     |
| 1051  | 04/07/2025 | 14201     | WALKER TIRE DTR LLC                 | FRONT TIRES FOR TRUCK 80                           | 35.80      |
| 1052  | 04/07/2025 | 45415     | JACLYN ARBALLO                      | SCHOOL RESOURCE<br>OFFICER/SECURITY OFFICER        | -3,290.00  |

## Change Order Listing

**Options:** Fund(s): GENERAL (11), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No | Date       | Vendor No | Vendor                       | Description                                     | Amount  |
|-------|------------|-----------|------------------------------|---|---------|
| 1057  | 04/08/2025 | 14207     | WALMART COMMUNITY            | CLOTHING, SHOES AND HYGIENE ITEMS FOR HOMELESS  | 0.39    |
| 1058  | 04/08/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT/WILDA                          | -1.20   |
| 1059  | 04/08/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT FARRIS                         | 0.07    |
| 1065  | 04/07/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT MCKNIGHT                       | -3.76   |
| 1070  | 04/09/2025 | 84914     | DEBORAH ANN DAVIS            | MILEAGE REIMBURSEMENT                           | -250.00 |
| 1071  | 04/09/2025 | 15994     | AMAZON CAPITAL SERVICES      | GUTHRIE EDUCATION FOUNDATION GRANT/BEEBY & BALL | -0.72   |
| 1072  | 04/09/2025 | 12171     | LAKESHORE LEARNING MATERIALS | FOUNDATION GRANT/BEEBY & BALL                   | -47.90  |
| 1073  | 04/08/2025 | 15994     | AMAZON CAPITAL SERVICES      | CLASSROOM SUPPLIES FOR BARTRAM                  | 2.82    |
| 1075  | 04/10/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT - P DAVIS                      | -72.50  |
| 1076  | 04/10/2025 | 44380     | SCHOOL SAFE ID, LLC          | LABELS FOR SCHOOL SAFE ID MACHINE               | 16.95   |
| 1077  | 04/10/2025 | 15994     | AMAZON CAPITAL SERVICES      | HEAVY DUTY SHREDDER                             | -0.02   |
| 1081  | 04/09/2025 | 12387     | LOWES COMPANIES, INC.        | SUPPLIES AND MATERIALS FOR AG PROGRAM           | -62.44  |
| 1082  | 04/09/2025 | 15994     | AMAZON CAPITAL SERVICES      | SUPPLIES AND MATERIALS FOR AG PROGRAM           | -0.78   |
| 1083  | 04/09/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT - DRICE                        | -4.03   |
| 1086  | 04/07/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT - MHUTCHISON                   | -60.20  |
| 1087  | 04/07/2025 | 15994     | AMAZON CAPITAL SERVICES      | GRANT ITEMS - SHAKESPEARE                       | -4.76   |
| 1088  | 04/10/2025 | 15994     | AMAZON CAPITAL SERVICES      | TEACHER OF THE YEAR GRANT MONEY/JONEILL         | -11.00  |
| 1089  | 04/10/2025 | 13138     | HERTZBERT-NEW METHOD, INC    | 2025 FOUNDATION GRANT\A.MELSSSEN\HS             | -13.75  |
| 1090  | 04/10/2025 | 13138     | HERTZBERT-NEW METHOD, INC    | 2025 FOUNDATION GRANT\B. RUBIN\HS               | -16.06  |
| 1094  | 04/11/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT/ LAURA DUNWOODY                | -32.41  |
| 1096  | 04/09/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT MORGAN HALL                    | -0.55   |
| 1106  | 04/11/2025 | 15994     | AMAZON CAPITAL SERVICES      | SUPPLIES AND MATERIALS FOR AG PROGRAM           | -232.95 |
| 1107  | 04/11/2025 | 15994     | AMAZON CAPITAL SERVICES      | ADDITIONAL CALCULATORS                          | 411.95  |
| 1110  | 04/15/2025 | 15994     | AMAZON CAPITAL SERVICES      | SUPPLIES AND MATERIALS FOR AG PROGRAM           | -4.17   |
| 1113  | 04/15/2025 | 12783     | ARISTOTLE CORPORATION        | GEF GRANT-MATH MANIPULATIVES/BURAL              | -149.62 |
| 1114  | 04/15/2025 | 15994     | AMAZON CAPITAL SERVICES      | RSA READING ITEMS                               | -91.50  |
| 1116  | 04/17/2025 | 15994     | AMAZON CAPITAL SERVICES      | FOUNDATION GRANT/K.WOOD/C.OAK                   | -8.27   |
| 1124  | 04/16/2025 | 17727     | PROJECT LEAD THE WAY, INC.   | CONSUMABLES FOR CLASSROOM                       | -3.40   |
| 1125  | 04/15/2025 | 12783     | ARISTOTLE CORPORATION        | FOUND GRANT/ENGINEER. THROUGH THE YEAR/VGODDARD | -41.32  |

## Change Order Listing

**Options:** Fund(s): GENERAL (11), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No | Date       | Vendor No | Vendor                           | Description                           | Amount  |
|-------|------------|-----------|----------------------------------|---------------------------------------|---------|
| 1128  | 04/14/2025 | 10135     | MIDAMERICA BOOKS                 | BOOKS FOR LIBRARY                     | -27.00  |
| 1129  | 04/14/2025 | 15994     | AMAZON CAPITAL SERVICES          | LIBRARY SUPPLIES                      | -2.11   |
| 1130  | 04/21/2025 | 15994     | AMAZON CAPITAL SERVICES          | GEF GRANT-GUTHRIE JUNIOR HIGH         | -2.45   |
| 1133  | 04/20/2025 | 15994     | AMAZON CAPITAL SERVICES          | SUPPLIES AND MATERIALS FOR AG PROGRAM | -1.27   |
| 1142  | 04/22/2025 | 15994     | AMAZON CAPITAL SERVICES          | FOUNDATION GRANT/M.HANNA/C.OAK        | -110.05 |
| 1143  | 04/22/2025 | 12171     | LAKESHORE LEARNING MATERIALS     | FOUNDATION GRANT/E.CARPENTER/C.OAK    | -101.00 |
| 1145  | 04/21/2025 | 15994     | AMAZON CAPITAL SERVICES          | INK FOR COLOR PRINTER                 | -2.29   |
| 1146  | 04/22/2025 | 12171     | LAKESHORE LEARNING MATERIALS     | FOUNDATION GRANT/K.CAREY/C.OAK        | -11.00  |
| 1148  | 04/22/2025 | 15994     | AMAZON CAPITAL SERVICES          | FOUNDATION GRANT/K.CHAPMAN/C.OAK      | -1.93   |
| 1149  | 04/24/2025 | 15994     | AMAZON CAPITAL SERVICES          | FOUNDATION GRANT - L WALSWORTH        | -14.32  |
| 1150  | 04/16/2025 | 15994     | AMAZON CAPITAL SERVICES          | FOUNDATION GRANT - J CYPHERS          | -15.32  |
| 1152  | 04/14/2025 | 15994     | AMAZON CAPITAL SERVICES          | FOUNDATION GRANT - WOODS & GUIN       | -13.18  |
| 1153  | 04/24/2025 | 15994     | AMAZON CAPITAL SERVICES          | TOY GRANT/GILLETT/CENTRAL             | -1.04   |
| 1154  | 04/24/2025 | 10924     | DEMCO, INC                       | TABLE AND 2 CHAIRS FOR LIBRARY        | -0.58   |
| 1158  | 04/22/2025 | 15994     | AMAZON CAPITAL SERVICES          | JH LIBRARY BOOKS                      | -7.63   |
| 1159  | 04/28/2025 | 15994     | AMAZON CAPITAL SERVICES          | TEACHER OF THE YEAR \$150             | -0.03   |
| 1160  | 04/28/2025 | 15994     | AMAZON CAPITAL SERVICES          | TEACHER OF THE YEAR - KRISTEN HOOPER  | -5.84   |
| 1161  | 04/29/2025 | 15994     | AMAZON CAPITAL SERVICES          | CLASSROOM SUPPLIES                    | -1.53   |
| 1162  | 04/28/2025 | 45097     | HEATH & TRACI SHELTON            | COTTERAL ADMIN METAL SIGN             | -250.00 |
| 1163  | 04/28/2025 | 15994     | AMAZON CAPITAL SERVICES          | CONSUMABLES FOR CLASSROOM             | -562.08 |
| 1164  | 04/28/2025 | 45435     | THE OUTSIDERS HOUSE MUSEUM ASSOC | FOUNDATION GRANT - N ESTES            | -28.99  |
| 1165  | 04/25/2025 | 11933     | JOHN VANCE MOTORS, INC.          | COOLER FITTING FOR TRUCK 94           | -0.65   |
| 1166  | 04/29/2025 | 15994     | AMAZON CAPITAL SERVICES          | LIBRARY SUPPLIES-PER EVE FOGAL        | -3.44   |
| 1168  | 04/28/2025 | 15994     | AMAZON CAPITAL SERVICES          | TEACHER OF THE YEAR GRANT             | -18.24  |
| 1169  | 04/25/2025 | 45430     | NEX TEAM INC                     | FOUNDATION GRANT - C GROCE            | 50.00   |
| 1171  | 04/24/2025 | 15994     | AMAZON CAPITAL SERVICES          | PRINCIPALS GRANT                      | -27.02  |
| 1172  | 04/29/2025 | 15994     | AMAZON CAPITAL SERVICES          | JH LIBRARY SUPPLIES                   | -3.46   |

**Non-Payroll Total:** **(\$138,504.37)**

**Payroll Total:** **(\$3,020.16)**

**Report Total:** **(\$141,524.53)**

## Change Order Listing

**Options:** Fund(s): BUILDING (21), Year: 2024-2025, ReferenceDate: PO Date, Date Range: 5/1/2025 - 5/31/2025, Include Negative Changes: True

| PO No                     | Date       | Vendor No | Vendor                             | Description                                   | Amount              |
|---------------------------|------------|-----------|------------------------------------|---|---------------------|
| 165                       | 08/16/2024 | 17491     | ENGINEERED EQUIPMENT, INC.         | DISTRICT HVAC PARTS AND SUPPLIES              | -184.42             |
| 272                       | 10/21/2024 | 45200     | BRADY INDUSTRIES                   | DISTRICT CUSTODIAL EQUIPMENT PARTS            | -40.76              |
| 359                       | 12/20/2024 | 45200     | BRADY INDUSTRIES                   | DISTRICT VACUUM PARTS                         | -4.00               |
| 415                       | 01/28/2025 | 43883     | UNITED REFRIGERATION, INC.         | DISTRICT HVAC PARTS AND SUPPLIES              | -78.98              |
| 461                       | 02/28/2025 | 44137     | ACE TRANSFER AND STORAGE           | MOVING INTO NEW COTTERAL                      | -726.37             |
| 482                       | 03/10/2025 | 11254     | FEDERAL CORPORATION                | DISTRICT BOILER FILTERS                       | -93.44              |
| 488                       | 03/12/2025 | 14946     | MCPHAIL'S MOWER & MAGNETO, INC.    | HS- REPAIRS (LAWNMOWER) ATHLETIC FIELDS       | -3.77               |
| 499                       | 03/12/2025 | 11619     | HOME DEPOT CREDIT SERVICES         | WASHER DRYER COMBO COTTERAL KITCHEN           | -116.90             |
| 514                       | 03/27/2025 | 10110     | HENKE & WANG PLUMBING              | DISTRICT PLUMBING REPAIRS                     | -88.81              |
| 515                       | 03/27/2025 | 12967     | OKLAHOMA HOME CENTERS, INC.        | DISTRICT PARTS AND SUPPLIES                   | -18.47              |
| 538                       | 04/08/2025 | 10110     | HENKE & WANG PLUMBING              | SENSOR & SERVICE AT HS FFA                    | 85.00               |
| 542                       | 04/09/2025 | 10110     | HENKE & WANG PLUMBING              | DISTRICT PLUMBING REPAIRS AND SERVICE         | -38.53              |
| 543                       | 04/09/2025 | 10110     | HENKE & WANG PLUMBING              | REPLACE WATER HEATER AT GUES CUSTODIAL CLOSET | -118.69             |
| 544                       | 04/09/2025 | 14280     | WILLOBY'S FEED AND OUTFITTERS, LLC | FERILIZER                                     | -26.10              |
| 554                       | 04/17/2025 | 45200     | BRADY INDUSTRIES                   | PAD DRIVERS FOR HS FLOOR MACHINE              | -4.00               |
| 555                       | 04/16/2025 | 14280     | WILLOBY'S FEED AND OUTFITTERS, LLC | WEED KILLER SPRAY                             | 65.50               |
| 560                       | 04/24/2025 | 43914     | HUGG AND HALL EQUIPMENT COMPANY    | PM SERVICES FOR FORKLIFT & GENIE LIFT         | -493.89             |
| 565                       | 04/23/2025 | 11619     | HOME DEPOT CREDIT SERVICES         | DEWALT LEAF BLOWER AND BATTERY                | -31.90              |
| <b>Non-Payroll Total:</b> |            |           |                                    |   | <b>(\$1,918.53)</b> |
| <b>Payroll Total:</b>     |            |           |                                    |   | <b>\$0.00</b>       |
| <b>Report Total:</b>      |            |           |                                    |   | <b>(\$1,918.53)</b> |

**ACTIVITY FUND - FUND 60**  
**BANK RECONCILIATION - FARMERS & MERCHANT BANK**  
**AS OF 06/01/2025**

| <b>GENERAL LEDGER ACCOUNT</b> |                      | <b>BANK RECONCILIATION</b>             |                      |
|-------------------------------|----------------------|--|----------------------|
| Balance (5/1/2025)            | \$ 901,103.89        | Balance per bank statement (5/31/2025) | \$ 855,206.88        |
| Add Receipts                  | \$ 58,216.95         | Add Deposits in Transit                | \$                   |
| Less Checks Written           | \$ (158,093.67)      | Less O/S Checks                        | \$ (53,979.71)       |
| Adjustments                   |                      | Adjustments                            | \$                   |
| <b>Balance per Ledger</b>     | <b>\$ 801,227.17</b> | <b>Balance per Ledger</b>              | <b>\$ 801,227.17</b> |

**Ledger Adjustment details:**

**Bank Adjustment details:**

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

*Stephanie Simmons*

Stephanie Simmons, Activity Fund Clerk

6/1/2025

Date

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

|                                 | Begin<br>Balance | Receipts   | Adjusting<br>Entries | Payments    | Cash End<br>Balance | Unpaid POs  | End Balance |
|---------------------------------|------------------|------------|----------------------|-------------|---------------------|-------------|-------------|
| 801 CENTRAL FACULTY             | \$281.29         | \$49.75    | \$0.00               | \$60.00     | \$271.04            | \$0.00      | \$271.04    |
| 802 CENTRAL ACTIVITY            | \$26,171.40      | \$2,069.85 | \$0.00               | \$13,635.66 | \$14,605.59         | \$1,319.51  | \$13,286.08 |
| 803 CENTRAL PTO                 | \$12,272.28      | \$191.50   | \$0.00               | \$2,113.42  | \$10,350.36         | \$2,568.91  | \$7,781.45  |
| 804 COTTERAL PTO                | \$17,887.49      | \$1,481.50 | \$0.00               | \$1,768.40  | \$17,600.59         | \$441.92    | \$17,158.67 |
| 805 COTTERAL ACTIVITY           | \$35,207.55      | \$2,938.85 | \$0.00               | \$4,539.89  | \$33,606.51         | \$3,004.88  | \$30,601.63 |
| 806 COTTERAL FACULTY            | \$552.19         | \$0.00     | \$0.00               | \$84.07     | \$468.12            | \$285.75    | \$182.37    |
| 808 FOGARTY PARENTS ORG.        | \$12,145.93      | \$694.43   | \$0.00               | \$1,517.28  | \$11,323.08         | \$1,049.76  | \$10,273.32 |
| 809 FOGARTY ACTIVITY            | \$17,863.40      | \$575.50   | \$0.00               | \$3,362.50  | \$15,076.40         | \$1,348.81  | \$13,727.59 |
| 810 FOGARTY FACULTY             | \$329.91         | \$0.00     | \$0.00               | \$0.00      | \$329.91            | \$0.00      | \$329.91    |
| 811 ELEM SNACK GRANT            | \$903.69         | \$0.00     | \$0.00               | \$0.00      | \$903.69            | \$0.00      | \$903.69    |
| 812 GUES ACTIVITY               | \$32,466.92      | \$4,896.41 | \$0.00               | \$5,594.68  | \$31,768.65         | \$2,741.89  | \$29,026.76 |
| 813 GUES FACULTY                | \$556.97         | \$50.55    | \$0.00               | \$0.00      | \$607.52            | \$200.00    | \$407.52    |
| 814 GUES HONOR CHOIR            | \$525.83         | \$0.00     | \$0.00               | \$200.00    | \$325.83            | \$0.00      | \$325.83    |
| 815 GUES PARENTS ORG.           | \$5,106.74       | \$2,231.34 | \$0.00               | \$733.89    | \$6,604.19          | \$1,000.00  | \$5,604.19  |
| 816 GHS SPECIAL KIDS            | \$3,590.98       | \$0.00     | \$0.00               | \$95.51     | \$3,495.47          | \$340.54    | \$3,154.93  |
| 817 ART JUNIOR HIGH             | \$28.60          | \$0.00     | \$0.00               | \$0.00      | \$28.60             | \$0.00      | \$28.60     |
| 818 JH BUILDERS CLUB            | \$112.25         | \$0.00     | \$0.00               | \$0.00      | \$112.25            | \$0.00      | \$112.25    |
| 819 ATHLETICS JUNIOR HIGH       | \$2,171.97       | \$0.00     | \$0.00               | \$0.00      | \$2,171.97          | \$0.00      | \$2,171.97  |
| 820 GOLF JUNIOR HIGH            | \$4,284.08       | \$1,600.00 | \$0.00               | \$1,360.40  | \$4,523.68          | \$769.60    | \$3,754.08  |
| 821 FHA JUNIOR HIGH             | \$2,662.93       | \$0.00     | \$0.00               | \$171.20    | \$2,491.73          | \$1,765.60  | \$726.13    |
| 822 HONOR SOCIETY JR HIGH       | \$3,669.36       | \$0.00     | \$0.00               | \$0.00      | \$3,669.36          | \$65.00     | \$3,604.36  |
| 823 JR HIGH ACCOUNT             | \$311.97         | \$7.10     | \$0.00               | \$0.00      | \$319.07            | \$0.00      | \$319.07    |
| 824 JR HIGH FACULTY             | \$2,475.24       | \$578.20   | \$0.00               | \$379.99    | \$2,673.45          | \$0.00      | \$2,673.45  |
| 825 LIBRARY JR HIGH             | \$1,743.49       | \$0.00     | \$0.00               | \$0.00      | \$1,743.49          | \$0.00      | \$1,743.49  |
| 826 LEARN 2 LOVE                | \$7,826.06       | \$0.00     | \$0.00               | \$125.93    | \$7,700.13          | \$450.76    | \$7,249.37  |
| 827 CHEERLEADERS JR HIGH        | \$1,276.70       | \$0.00     | \$0.00               | \$0.00      | \$1,276.70          | \$0.00      | \$1,276.70  |
| 828 JH LADY JAYS BBALL          | \$463.40         | \$0.00     | \$0.00               | \$0.00      | \$463.40            | \$27.00     | \$436.40    |
| 830 STUCO JH                    | \$2,583.24       | \$1,101.10 | \$0.00               | \$74.78     | \$3,609.56          | \$315.61    | \$3,293.95  |
| 831 T.S.A. JR HIGH              | \$1,001.02       | \$233.25   | \$0.00               | \$211.20    | \$1,023.07          | \$443.38    | \$579.69    |
| 832 YEARBOOK JR HIGH            | \$5,360.64       | \$2,490.00 | \$0.00               | \$400.00    | \$7,450.64          | \$350.00    | \$7,100.64  |
| 834 JR HIGH ACADEMIC TEAM       | \$170.74         | \$0.00     | \$0.00               | \$0.00      | \$170.74            | \$0.00      | \$170.74    |
| 840 CHARTER OAK ACTIVITY        | \$41,114.96      | \$3,269.49 | \$0.00               | \$8,956.65  | \$35,427.80         | \$20,544.01 | \$14,883.79 |
| 841 CHARTER OAK PTO             | \$28,983.07      | \$287.29   | \$0.00               | \$4,542.11  | \$24,728.25         | \$8,389.72  | \$16,338.53 |
| 842 CHARTER OAK FACULTY         | \$450.23         | \$0.00     | \$0.00               | \$0.00      | \$450.23            | \$0.00      | \$450.23    |
| 850 ACADEMIC TEAM HS            | \$100.30         | \$0.00     | \$0.00               | \$0.00      | \$100.30            | \$32.80     | \$67.50     |
| 851 ART CLUB HS                 | \$3,456.54       | \$0.00     | \$0.00               | \$155.01    | \$3,301.53          | \$344.99    | \$2,956.54  |
| 852 ATHLETICS HS                | \$107,821.96     | \$945.44   | \$0.00               | \$21,188.90 | \$87,578.50         | \$60,727.35 | \$26,851.15 |
| 853 HS CHEER                    | \$12,042.21      | \$2,445.00 | \$0.00               | \$8,194.53  | \$6,292.68          | \$1,518.47  | \$4,774.21  |
| 854 FOOTBALL CAMP               | \$11,492.96      | \$822.00   | \$0.00               | \$0.00      | \$12,314.96         | \$1,823.00  | \$10,491.96 |
| 855 TENNIS HS                   | \$19,372.81      | \$3,540.00 | \$0.00               | \$5,907.06  | \$17,005.75         | \$2,660.90  | \$14,344.85 |
| 856 GHS LIBRARY                 | \$126.59         | \$0.00     | \$0.00               | \$0.00      | \$126.59            | \$0.00      | \$126.59    |
| 858 GHS LINK CREW               | \$54.71          | \$0.00     | \$0.00               | \$0.00      | \$54.71             | \$0.00      | \$54.71     |
| 859 BAND (OPERATING) HS         | \$40,226.09      | \$4,999.50 | \$0.00               | \$20,042.68 | \$25,182.91         | \$3,539.41  | \$21,643.50 |
| 862 CLASS OF 2027 HS            | \$1,131.58       | \$0.00     | \$0.00               | \$0.00      | \$1,131.58          | \$0.00      | \$1,131.58  |
| 864 GHS ALUMNI ACCOUNT          | \$16,915.00      | \$0.00     | \$0.00               | \$0.00      | \$16,915.00         | \$0.00      | \$16,915.00 |
| 867 CLASS OF 2025 HS            | \$8,363.43       | \$60.00    | \$0.00               | \$3,137.15  | \$5,286.28          | \$3,531.93  | \$1,754.35  |
| 868 CLASS OF 2026 HS            | \$2,196.81       | \$0.00     | \$0.00               | \$0.00      | \$2,196.81          | \$39.20     | \$2,157.61  |
| 869 ENGLISH CLUB                | \$1,486.88       | \$0.00     | \$0.00               | \$0.00      | \$1,486.88          | \$2,017.05  | (\$530.17)  |
| 870 HS FACULTY/COURTESY ACCOUNT | \$2,181.05       | \$448.25   | \$0.00               | \$0.00      | \$2,629.30          | \$335.00    | \$2,294.30  |
| 871 HS STUDENT PANTRY           | \$9,994.48       | \$0.00     | \$0.00               | \$32.82     | \$9,961.66          | \$3,967.18  | \$5,994.48  |
| 872 CLASS OF 2028               | \$2,426.00       | \$0.00     | \$0.00               | \$0.00      | \$2,426.00          | \$0.00      | \$2,426.00  |
| 876 FFA 4H BOOSTER CLUB HS      | \$44,705.02      | \$0.00     | \$0.00               | \$0.00      | \$44,705.02         | \$3,399.93  | \$41,305.09 |
| 877 FFA HS                      | \$18,885.83      | \$4,596.00 | \$0.00               | \$6,788.71  | \$16,693.12         | \$12,549.00 | \$4,144.12  |
| 878 FCCLA (FHA) HS              | \$5,326.60       | \$0.00     | \$0.00               | \$1,184.03  | \$4,142.57          | \$1,744.46  | \$2,398.11  |
| 879 FOREIGN LANGUAGE SPAN HS    | \$3,717.03       | \$60.00    | \$0.00               | \$224.75    | \$3,552.28          | \$2,900.00  | \$652.28    |
| 880 XC BLUECREW                 | \$6,731.64       | \$92.50    | \$0.00               | \$403.89    | \$6,420.25          | \$1,306.00  | \$5,114.25  |
| 881 LADY JAYS BASKETBALL        | \$432.96         | \$0.00     | \$0.00               | \$0.00      | \$432.96            | \$0.00      | \$432.96    |

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

|                                  | Begin<br>Balance    | Receipts           | Adjusting<br>Entries | Payments            | Cash End<br>Balance | Unpaid POs          | End Balance         |
|----------------------------------|---------------------|--------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| 882 GUTHRIE RUNNING CLUB HS      | \$1,480.78          | \$0.00             | \$0.00               | \$179.29            | \$1,301.49          | \$370.71            | \$930.78            |
| 883 HERITAGE CLUB HS             | \$904.82            | \$0.00             | \$0.00               | \$0.00              | \$904.82            | \$430.00            | \$474.82            |
| 884 HIGH SCHOOL ACCOUNT          | \$9,232.82          | \$1,284.38         | \$0.00               | \$329.09            | \$10,188.11         | \$7,939.21          | \$2,248.90          |
| 885 STUDENT SUPPORT HS           | \$5,624.40          | \$372.67           | \$0.00               | \$0.00              | \$5,997.07          | \$805.64            | \$5,191.43          |
| 886 HONOR SOCIETY HS             | \$8,864.47          | \$70.00            | \$0.00               | \$1,444.99          | \$7,489.48          | \$1,720.00          | \$5,769.48          |
| 889 KEY CLUB HS                  | \$133.80            | \$0.00             | \$0.00               | \$0.00              | \$133.80            | \$0.00              | \$133.80            |
| 890 SPEECH HS                    | \$672.63            | \$0.00             | \$0.00               | \$0.00              | \$672.63            | \$0.00              | \$672.63            |
| 891 STEM CLUB                    | \$4.85              | \$0.00             | \$0.00               | \$0.00              | \$4.85              | \$0.00              | \$4.85              |
| 893 MU ALPHA THETA HS            | \$14,350.01         | \$339.00           | \$0.00               | \$0.00              | \$14,689.01         | \$1,660.68          | \$13,028.33         |
| 894 HS PROM ACCOUNT              | \$36,307.10         | \$0.00             | \$0.00               | \$6,658.26          | \$29,648.84         | \$2,275.40          | \$27,373.44         |
| 895 JROTC HS                     | \$13,395.10         | \$2,033.91         | \$0.00               | \$7,029.47          | \$8,399.54          | \$740.00            | \$7,659.54          |
| 897 SOCCER CLUB HS               | \$42,422.01         | \$507.87           | \$0.00               | \$6,415.80          | \$36,514.08         | \$1,520.00          | \$34,994.08         |
| 898 SCIENCE CLUB HS              | \$7,228.67          | \$1,040.00         | \$0.00               | \$55.76             | \$8,212.91          | \$1,299.30          | \$6,913.61          |
| 899 STUDENT COUNCIL HS           | \$12,399.32         | \$2,117.77         | \$0.00               | \$8,182.42          | \$6,334.67          | \$0.00              | \$6,334.67          |
| 900 CAMPUS BEAUTIFICATION HS     | \$7,500.09          | \$0.00             | \$0.00               | \$0.00              | \$7,500.09          | \$899.05            | \$6,601.04          |
| 902 VOCAL HS                     | \$10,505.91         | \$0.00             | \$0.00               | \$3,874.38          | \$6,631.53          | \$1,593.15          | \$5,038.38          |
| 904 YEARBOOK HS                  | \$57,183.34         | \$5,455.00         | \$0.00               | \$2,930.17          | \$59,708.17         | \$11,103.42         | \$48,604.75         |
| 905 GPS eSPORTS                  | \$346.81            | \$0.00             | \$0.00               | \$243.00            | \$103.81            | \$0.00              | \$103.81            |
| 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            | \$1,033.32          | \$0.00             | \$0.00               | \$0.00              | \$1,033.32          | \$0.00              | \$1,033.32          |
| 913 DRAMA HS                     | \$553.74            | \$12.00            | \$0.00               | \$0.00              | \$565.74            | \$0.00              | \$565.74            |
| 922 COURTESY COMMITTEE ADMIN     | \$218.86            | \$0.00             | \$0.00               | \$0.00              | \$218.86            | \$59.33             | \$159.53            |
| 925 GENERAL FUND REFUND          | \$3,952.70          | \$237.68           | \$0.00               | \$0.00              | \$4,190.38          | \$0.00              | \$4,190.38          |
| 927 HALL OF FAME BANQUET         | \$2.07              | \$0.00             | \$0.00               | \$0.00              | \$2.07              | \$0.00              | \$2.07              |
| 929 DISTRICT SPECIAL OLYMPICS    | \$21,264.09         | \$310.00           | \$0.00               | \$3,115.90          | \$18,458.19         | \$7,752.50          | \$10,705.69         |
| 931 TECHNOLOGY INSURANCE ACCOUNT | \$1,028.23          | \$0.00             | \$0.00               | \$0.00              | \$1,028.23          | \$629.86            | \$398.37            |
| 932 SUMMER SCHOOL HS             | \$33,990.55         | \$1,050.00         | \$0.00               | \$0.00              | \$35,040.55         | \$175.00            | \$34,865.55         |
| 933 FAVER C&C                    | \$129.63            | \$0.00             | \$0.00               | \$0.00              | \$129.63            | \$0.00              | \$129.63            |
| 934 TRANSPORTATION C&C           | \$942.16            | \$74.24            | \$0.00               | \$0.00              | \$1,016.40          | \$336.54            | \$679.86            |
| 935 VENDING MACHINE ADMIN        | \$820.23            | \$4.36             | \$0.00               | \$0.00              | \$824.59            | \$507.80            | \$316.79            |
| 937 FAVER ACTIVITY               | \$759.72            | \$0.00             | \$0.00               | \$0.00              | \$759.72            | \$0.00              | \$759.72            |
| 940 ADMINISTRATION MISC          | \$15,978.60         | \$553.27           | \$0.00               | \$448.05            | \$16,083.82         | \$1,129.14          | \$14,954.68         |
| <b>Total</b>                     | <b>\$901,103.89</b> | <b>\$58,216.95</b> | <b>\$0.00</b>        | <b>\$158,093.67</b> | <b>\$801,227.17</b> | <b>\$192,806.05</b> | <b>\$608,421.12</b> |





**Staking A Claim in Our Students' Future**

**Cody Thompson**  
*Director of Operations*

**Phone 405-282-5944**  
[cody.thompson@guthrieips.net](mailto:cody.thompson@guthrieips.net)

To: Dr. Mike Simpson and  
Board of Education

Date: May 14, 2025

We would like to declare the grand piano at the Jr. High, classroom & office furniture, and text books as surplus.

Thank you,

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

Cody Thompson

**GUTHRIE PUBLIC SCHOOLS**  
**STUDENT ACTIVITY OUT-OF-STATE/ OVERNIGHT TRAVEL REQUEST FORM**

**I. IDENTIFYING INFORMATION**

Today's Date: 5-30-2025 Group Name: Guthrie High School and and Choir

Destination of Trip: Orlando, Florida

Date Leaving: 5-26-2026 Time: TBA Date Returning: 6-1-2026 Time: TBA

Purpose of Trip: Musical Trip to perform/learn from professionals about the industry and receive feedback about program  
(i.e.: athletics, educational trip, student conferences, etc)

Number of Students Attending: approx 100 Number of Supervisors: approx 25

**\*\* (Student Roster must be on file with the building principal prior to departure) \*\***

Name of Supervisors: Bill Perring, Rob Blackburn, Michael Way, Billy Richardson, Liz Lerner, Jessie Chambers

Primary Sponsor Name & Cell Phone: Bill Perring 405-820-9365/Rob Blackburn 405-306-3990

Transportation Needs: Chartered Bus and Flights  
(i.e.: chartered bus, personal private vehicle, school bus, air travel, etc.)

Insurance Needs: TBA

Will students miss class time for this trip? ☐ Yes ☒ No

If yes, how much class time? \_\_\_\_\_

Student Preparation: Depending on workshop/performance decisions

\_\_\_\_\_  
(special instructions, clothing, equipment, training or funds, Release Form (REQUIRED), etc.)

Time and Location of Departure: TBA GHS

Time and Location of Arrival: TBA Orlando, FL

How expenses (if any) will be raised: Student/Parent will raise/contribute to account set up for them

How will expenses be paid?

YES School Activity Fund

YES Booster Account

(Give a close estimate, if necessary)

|       |        |
|-------|--------|
| Total | \$2100 |
|-------|--------|

### Activity

### Possible Sponsorships for students. Has happened in the past

51

#### IV. JUSTIFICATION

1. Please describe the education benefits of this trip.

This will be the 5th trip we have taken together. This has served as both a recruiting tool and a retention tool. The workshops we have attended

have been professional and given great insight to our students.

2. Why was an out-of-state location chosen for this activity as opposed to an instate location?  
Disney World and Universal Studios offer great student feedback and training as well as being a draw for students and parents

#### V. RECOMMENDATIONS AND ASSURANCES

1. As the primary sponsor of the out-of-state trip, I assure the school district that I will uphold and enforce all school rules and submit the required paperwork prior to departure time.

*Bill King*

Signature of Primary Sponsor

*5-30-25*

Date

2. I ☒ recommend ☐ do not recommend approval of this trip.

*Dustin Arpenter*

Signature of Building Principal

*05/30/2025*

Date

3. I ☐ recommend ☐ do not recommend approval of this trip.

Signature of Athletic Director

Date

#### VI. BOARD OF EDUCATION ACTION (Out-of-State Trips ONLY)

- I ☐ recommend ☐ do not recommend approval of this trip.

Signature of Superintendent

Date

This request for an out-of-state/overnight trip was ☐ approved ☐ denied at the regular meeting of the Guthrie Public Schools Board of Education on \_\_\_\_\_.

## **Band and Choir Proposal for our 5<sup>th</sup> Orlando Trip 2026**

### **Information Sheet**

#### **Tour Company: Super Holiday Tours**

We are planning on using the same company we used on the previous trips.

#### **Dates**

We will once again be going after the end of school in the spring of 2026 and after Memorial Day so as to not conflict with Rainbow events or any school activities. We of course will not be missing any school days as well. We are planning on leaving on May 26 and returning on June 1, a Tuesday – Monday.

#### **Chaperones: 15 to 25 depending on the number of students.**

We typically travel with at least 1 chaperone for every 10 students. The parents who go as chaperones are required to pay for the trip.

#### **Cost: (based on quad occupancy) approximately \$2100**

This includes air flight, hotel, contest/workshop and transport in Florida, park entrances and some meals.

#### **Trip Payments:**

We will be setting up trip ledgers for the chaperones and students after Board approval. There will be a series of due dates starting in the fall. We will use a combination of fundraisers and personal contributions to pay for each individual.

#### **Conclusion:**

This will be the fifth time we have taken this trip with the first four being very successful. We always perform in some way at Disney or Universal and anticipate doing this once again.



Guthrie Public Schools

**Memo**

**To: Dr. Simpson and Guthrie Board of Education**

**From: Carmen Walters, Assistant Superintendent**

**Date: May 29, 2025**

**Re: Aurora Learning Community Association (ALCA) Agreement**

---

Attached is a copy of the 2025-2026 agreement between Guthrie Public Schools and Aurora Learning Community Association (ALCA). Aurora Learning Community Association (ALCA) provides districts an online test data service known as Comprehend. Teachers can generate a multitude of test data graph reports (each in seconds) which: disaggregate their OSTP test data for any subgroup, down to objectives for the standards, determine objectives in which an individual student or the group as a whole are strong or weak, show student cohort reports (performance and scores) of progress through multiple years, provide standard and objective trend analysis of multiple years and allow for student tracking/inventories using other data sets and interim assessments.

The cost for the 2025-2026 ALCA web-based program is \$4,915.40 which is a price increase from the 2024-2025 agreement of \$35.00. General funds will be utilized to cover the cost of the program.

I recommend approval of the license agreement between Guthrie Public Schools and Aurora Learning Community Association.



# Estimate

ALCA  
1001 East Elm Street  
Fairview, OK 73737

## BILLED TO

Guthrie Public Schools  
802 E Vilas Ave  
Guthrie, OK  
73044-5228

## DETAILS

May 12, 2025  
Guthrie Renewal 25-26

## TOTAL DUE

**\$4,915.40**

Attn: Carmen Walters

Arch for Oklahoma 24-25

Includes a 30% discount on Arch and free professional development.

| Item  | Quantity | Price    | Subtotal   |
|---|----------|----------|------------|
| <b>Arch for Oklahoma 2025-26</b><br>Arch includes: <ul style="list-style-type: none"><li>• DATA WAREHOUSE (All data sets: OSTP, ACT, STAR, WIDA, NWEA, etc.)</li><li>• LESSON PLANNER</li><li>• Standards Alignment</li><li>• Interim Assessments</li><li>• Curriculum Mapping</li><li>• Strategies Tracking</li><li>• Blended Learning in Arch Classes (SIS syncing available)</li><li>• Standards-based Grading</li><li>• Real-Time Formative Assessments</li><li>• Student &amp; Teacher Dashboards</li><li>• Portfolios</li></ul> | 3511     | \$2.00   | \$4,915.40 |
| <b>On-Site Professional Development &amp; Support 2025-26</b><br>Up to 6 hours of customizable professional development on a day to facilitate sustainable best practice application of the Arch Instructional Management System.   | 1        | \$900.00 | \$0.00     |
| <b>Online Professional Development &amp; Support 2025-26</b><br>Zoom webinar training for Group or Individual throughout academic year  | 1        | \$450.00 | \$0.00     |
| Total:  |          |          | \$4,915.40 |

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Contractual Agreement with Visual Senses to provide Visual Impairment  
and Orientation and Mobility Services

**DATE:** May 27, 2025

Attached is an agreement with Nikki Keck of Visual Senses to provide consultation services and orientation and mobility services for students with Visual Impairments during the 2025-2026 school year. Ms. Keck has both Visual Impairment and Orientation and Mobility certification and will provide both of these services. The fee for these services will be \$75.00 per hour for services and travel time. Ms. Keck's agency provides this service to several school districts across the state. The cost of this service will be approximately \$10,000. This service will be paid through Special Education Project 621 Federal Flow Through.



## Contract Agreement

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

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

***The fee for these services is agreed upon at \$75 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Guthrie) and return to point of origin.***

To achieve these purposes, the following general provisions apply:

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

***This agreement shall expire on June 30, 2026 unless reviewed and renewed by both parties prior to that date.***

\_\_\_\_\_  
Authorized Representative  
Guthrie Public Schools

Nikki Keck

Nikki Keck, TVI, COMS

Certification # 187290 EXP: 6/30/2028

National O&M # 4086 EXP: 9/30/2026

\_\_\_\_\_  
Date

4/13/25

Date

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Agreement with Oklahoma Hearing Solutions, LLC, DBA: Fine Hearing Care for Audiological Services

**DATE:** May 27, 2025

Attached is an agreement with Oklahoma Hearing Solutions, LLC, DBA: Fine Hearing Care to provide audiological services for the 2025-2026 school year. Guthrie Public School District is required to provide audiology services including evaluations and hearing aid molds for certain students with hearing impairments. There are two non-profit organizations that provide some of these services. One is local and one is in Oklahoma City. We are often able to utilize these organizations for some services for some of our students. When we are unable to utilize these organizations, we will refer students to Oklahoma Hearing Solutions, LLC, DBA: Fine Hearing Care. Oklahoma Hearing Solutions, LLC, DBA: Fine Hearing Care has agreed to continue to provide these services for Guthrie Public Schools. The cost of this contract may be up to \$1,000.

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

Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2025-2026 school year in the Guthrie Public School District.

These services may include:

|  |                   |
|--|-------------------|
| ◆ Hearing Evaluation (in our office)                                 | \$ 60.00          |
| ◆ Hearing Aid Evaluation   | \$ 60.00          |
| ◆ Hearing Aid Evaluation (on-site) **                                | \$ 90.00          |
| ◆ Central Auditory Processing (CAP) Evaluation                       | \$175.00          |
| ◆ Otoacoustic Emissions (OAE)  | \$ 30.00          |
| ◆ Tympanometry   | \$ 15.00          |
| ◆ FM Unit Fitting  | \$ 75.00          |
| ◆ FM Unit / Equipment Check  | \$ 30.00 per unit |
| ◆ Earmolds   | \$ 65.00          |
| ◆ Hearing Aid Repairs (with 6 month warranty)                        | Cost + 30%        |
| ◆ Equipment Repair and/or Parts                                      | Cost + 30%        |
| ◆ Hearing Aid Accessories and/or Parts                               | Cost + 30%        |
| ◆ In-service Training / Consultation **                              | \$ 75.00 per hour |
| ◆ Additional Visits with Students **                                 | \$ 75.00 per hour |
| ** Mileage added for on-site services at the rate of \$ .45 per mile |                   |

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

The effective dates of this agreement are July 1, 2025 to June 30, 2026. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.



Jill Laxton  
Oklahoma Hearing Solutions, LLC  
DBA: Fine Hearing Care

5/28/25

Date

\_\_\_\_\_  
Name:  
Guthrie Public Schools

\_\_\_\_\_  
Date

**Memorandum:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Contractual Agreement with Jacie Fite for Physical Therapy Services

**DATE:** May 27, 2025

Attached is an agreement with Jacie Fite, PT to provide Physical Therapy services for June and July 2025 for Extended School Year (ESY). Ms. Fite has agreed to provide Physical Therapy service for \$80.00 per hour including drive time. The cost of this service for ESY will be approximately \$1,920.00.

**ABILITY PHYSICAL THERAPY, LLC**

1201 Hutton Landing Edmond, OK 73034

(405) 255-5995

**PHYSICAL THERAPY SERVICES CONTRACT**

**6/08/2025 through 7/28/2025**

This Contract is entered into between Jacie Fite, Physical Therapist, hereinafter referred to as "Contractor," and the Guthrie Public Schools for provision of physical therapy services to selected students with disabilities in the Guthrie School District.

Guthrie Public Schools agrees to pay to the Contractor the sum of \$80.00 per hour for physical therapy services. Transportation, in order to provide such services, including driving time to and from Guthrie schools will also be paid to the Contractor in the sum of \$80.00 per hour.

Students to receive physical therapy services by the contractor shall be assigned on a case by case basis by the Director of Student Services. Physical therapy services may include, but are not limited to: student evaluation, review of educational records, participation in Individualized Education Program (IEP) meetings (as appropriate), and completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings (as appropriate). Guthrie School District shall provide a formal written assessment referral request for applicable students prior to the initiation of assessment or therapeutic intervention.

Further:

The Contractor hereby agrees to abide by all applicable state/federal laws and district policies regarding confidentiality and other procedural safeguards.

The Contractor shall not be eligible through the Guthrie School District for any benefits of any kind, including, without limitation, of FICA, group health insurance, unemployment insurance, worker's compensation, or retirement system programs.

The Contractor shall work under the direct supervision of the Director of Student Services.

The Contractor shall submit a monthly billing statement outlining all services rendered. Statements shall be paid following receipt, subsequent processing, and School Board approval.

Contractor signature:



Date: 4/11/25

**Superintendent signature:** \_\_\_\_\_

**Date:**

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Edmentum Courseware

**DATE:** May 27, 2025

Attached is an agreement with Edmentum Courseware: Comprehensive Library. This program provides an online platform for students with special needs. Edmentum is used for students needing a virtual option and for credit recovery. The cost for a twelve month license is \$8,115.00.



Date: 05/19/2025  
Order Number: Q-677403  
Revision: 1  
Order Form Expiration Date: 06/30/2025

## ORDER FORM

### Customer and Billing Address

Customer No.: 232816  
Customer Name: Guthrie School District I-01  
Billing Address: 802 E Vilas Ave  
Guthrie, OK 73044-5228

### Products and Services

#### Guthrie School District I-01

| Products   | Qty | License Start Date | License End Date | License Term (Months) |
|--|-----|--------------------|------------------|-----------------------|
| Clever - SIS Integration - Courseware/Exact Path                                   | 1   | 07/01/2025         | 06/30/2026       | 12                    |
| Courseware: Comprehensive Library - Program License                                | 45  | 07/01/2025         | 06/30/2026       | 12                    |
| Unlimited access to live professional development in Edmentum Learning Communities | 1   | 07/01/2025         | 06/30/2026       | 12                    |
| Custom Consulting Services - Virtual   | 1   | 07/01/2025         | 06/30/2026       | 12                    |

Guthrie School District I-01 Subtotal: \$8,115.00

Total US Funds: \$8,115.00

This Order shall have an effective date ("Effective Date") which is the earlier of (a) the date we accept your signed Order Form or (b) the initial License Start Date, if any, applicable to the products listed in the order summary above ("Order Summary") and shall remain in effect through the end of the Term.

To the extent this Order includes Purchases of Enrollment Products, they are governed by the terms and conditions listed in Appendix A. For all other products, unless otherwise specified in the Order Summary, the Start Date for your software subscription license(s) will be the date on which we have accepted your order and have issued log-in credentials. In the case of a purchase for multiple successive subscription licenses, the Start Date for each successive subscription will be the day immediately following the License Term expiration of the preceding license subscription.

\*\*\* Services purchased are valid for an annual term. Any service offering that is not used during the applicable term will expire and cannot be carried over or used in subsequent periods.

### Taxes

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice. If the contracting entity is exempt from sales tax, please send the applicable tax exemption certificate to [orders@edmentum.com](mailto:orders@edmentum.com) or attach the certificate to this order form in the Signature section. We reserve the right to pursue collections to the fullest extent permitted by law for sales taxes that have been charged on invoices submitted prior to our receipt of a valid tax exemption certificate.

Edmentum | P.O. Box 776725 | Chicago, IL 60677-6725 | [www.edmentum.com](http://www.edmentum.com)







Date: 05/19/2025  
Order Number: Q-677403  
Revision: 1  
Order Form Expiration Date: 06/30/2025

## ORDER FORM

### Invoicing and Payment Terms

The total amount in the Order Summary will be invoiced on the Effective Date.

You agree to pay all invoices within 15 days of receipt. Although we will generally not invoice you until after you enroll, use, or access, we reserve the right to immediately invoice you for any services you purchase.

### Terms and Conditions

For the purposes of this Order Form, "you" and "your" refer to Customer, and "we", "us" and "our" refer to Edmentum Inc. and affiliates.

This Order Form and any documents it incorporates (including the Standard Purchase and License Terms located at <http://www.edmentum.com/standardterms> and the documents it references) form the entire agreement between you and us ("Agreement"). You acknowledge that any terms and conditions in your purchase order or any other documents you provide that enhance our obligations or restrictions or contradict the Agreement do not have force and effect. If this Agreement includes Professional Services, they are more fully described herein, in the Standard Terms and/or on an attached Statement of Work.

### Purchase Order

This Agreement is non-cancellable. You will submit a purchase order to us for the full amount of this Order Form or, if applicable, for the amount listed on the first payment due date in Invoicing and Payment Terms, followed by additional purchase orders according to the Invoicing and Payment Terms. Your Order will not be scheduled for delivery until a conforming purchase order referencing this Order Form is submitted.

To the extent applicable, you will submit additional purchase orders ("Subsequent Purchase Orders") within ten (10) days of our notice to you that your Enrollment Products Purchases, in the aggregate, have exceeded the amount identified in the Initial Purchase Order for such products. If we waive a Subsequent Purchase Order requirement, you agree to pay the amounts identified on our invoice.

### Acceptance

This offer will expire on the Order Form Expiration Date noted above unless we earlier withdraw or extend the offer in writing.

I represent that I have read the terms and conditions included in this Agreement, that I am authorized to accept this offer and the Agreement's terms and conditions on behalf of the customer identified above and that I do accept this offer on behalf of the customer who agrees to adhere to the Agreement's terms and conditions. To the extent that either parties process does not require that I execute this Order Form, I accept, acknowledge and agree to the terms and conditions identified in and referenced in this Agreement as signified by my receipt, use or access of the products and/or services identified.

### Invoice Contact Information – Please Provide Your Finance Dept Contact Information

First Name:

Last Name:

Edmentum | P.O. Box 776725 | Chicago, IL 60677-6725 | [www.edmentum.com](http://www.edmentum.com)





Date: 05/19/2025  
Order Number: Q-677403  
Revision: 1  
Order Form Expiration Date: 06/30/2025

ORDER FORM

Email Address:

Customer Signature

Name (Printed or Typed)

Title

Date

Edmentum | P.O. Box 776725 | Chicago, IL 60677-6725 | [www.edmentum.com](http://www.edmentum.com)



**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Special Services Agreement with United Community Action Head Start

**DATE:** May 27, 2025

Attached is an agreement with United Community Action Head Start to provide Special Education Services to eligible students ages 3-5. Through this agreement, Head Start personnel will participate in the referral, assessment, eligibility and IEP development of eligible students. Head Start will also provide services for students placed in the program by their IEP team. Through this agreement, Guthrie Public Schools will provide assessment and special education services to eligible students. This agreement does not place any additional financial expenses on Guthrie Public Schools. Federal regulations require Guthrie Public Schools to provide these special education services to all eligible children ages 3-5. Head Start is required to have this agreement with the local school district.

**SPECIAL SERVICES AGREEMENT BETWEEN  
United Community Action Head Start & Guthrie Public Schools  
2025-2026**

This is a local agreement between Guthrie Public Schools, hereinafter referred to as the local education agency (LEA), and United Community Action Head Start Program, hereinafter referred to as the local Head Start Program. The following information states the roles and responsibilities of parties regarding Head Start Program eligible children ages three through five identified as having disabilities in accordance with procedures established by the Oklahoma State Department of Education, Special Education Services (OSDE/SES) and by the Head Start Program Performance Standards (45 CFR 1304 Chapter XIII 1302). These regulations are promulgated under federal and state laws governing the education of children with disabilities.

This agreement is to describe the responsibilities of each entity, outline areas of cooperation and provide guidance for local cooperation, and coordination between and among all aforementioned parties in the implementation of the Disabilities Education Improvement Act (IDEA) 2007 and (45 CFR Chapter XIII), Head Start Program Performance Standards: 42 U.S.C. 9801 et seq., subchapter B of 45 CFR Chapter XIII is revised, 2016). Pertinent contact information for all agencies is included as Attachment A.

**For the 2025-2026 School Year, Guthrie Public Schools will utilize: Developmental Delay \_\_\_\_\_, or Categorical, \_\_\_\_\_, eligibility for Head Start age children.**

**Guthrie Public Schools is \_\_\_\_\_ is not \_\_\_\_\_ using Response to Intervention (RTI) for Head Start aged (3-5) children.**

**I. LEA RESPONSIBILITIES:**

- A. The LEA ensures that IDEA Part B, Section 619, (preschool) funds received for the provision of services to eligible children with disabilities ages three through five who are served in the Head Start Program are expended in accordance with the requirements of the IDEA. Funds may be used for, but are not limited to, the following: cost of evaluation; materials and supplies; contractual arrangements for services when the Head Start Program has a qualified provider and/or the provision of qualified providers for IDEA Individualized Education Program (IEP) services.
- B. Upon referral from the Head Start Disabilities Services Manager or designee, the LEA shall provide a multidisciplinary team evaluation, when appropriate, for determination of the need for special education and related services under the IDEA.

- C. The LEA shall be responsible for the provision of procedural safeguards including due process and mediation procedures for any child determined to be eligible under the IDEA and enrolled in the Head Start Program.
- D. The LEA shall provide, through prior written notice of meetings, that the appropriate Head Start Program representative be directly involved and receive appropriate documentation throughout the process of referral, evaluation, IEP development, and/or placement of children with disabilities enrolled in the Head Start Program.
- E. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- F. The LEA will maintain and submit to the OSDE/SES the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.

## **II. LOCAL HEAD START RESPONSIBILITIES:**

- A. The Head Start shall provide screening and assessment for all children enrolled in the Head Start as required by Head Start Program Performance Standards 45 CFR 1304 and 1308, participate in Child Find activities under the IDEA with the LEA, and in coordination with the LEA shall provide parents with their rights under these programs.
- B. The Head Start shall provide all Head Start services to any child enrolled in Head Start who meets eligibility requirements in accordance with the Head Start Program Performance Standards.
- C. A Head Start representative will participate in the LEA referral procedures, multidisciplinary evaluation, IEP development, and implementation of the portions of the IEP's identified for the Head Start Program, and the IEP review as appropriate.
- D. The Head Start will provide a support system for families and children with disabilities through training, information dissemination and involvement in the program as well as collaboration with the LEA and other community services.
- E. The Head Start Disabilities Services Manager or designee shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities.
- F. The Head Start will provide the number of children receiving IEP services under the IDEA to the LEA for the child count report by October 1, annually.

- G. The Head Start agrees to provide and participate with the LEA in joint training of staff and parents as appropriate.

### **III. COORDINATION OF COST SHARING:**

The local Head Start and Local Education Agency agreement will address planning of cost-sharing resources and funding to assure that integrated services are implemented in a manner which maintains State and Federal fiscal support for children with disabilities in these programs. The Head Start and the LEA agree to the following cost-sharing services (see Attachment B for examples)

### **IV. COORDINATION OF REQUIRED PAPERWORK:**

To coordinate paperwork required by Head Start and the LEA special education program, the following process will be utilized:

- A. Parental consent must be obtained by the Head Start Program prior to referral to the LEA.
- B. The Head Start or the LEA will obtain parental consent for exchange of information between the two programs through use of the State of Oklahoma Standard Form: consent for Release of Confidential Information.
- C. The Head Start will release results of vision, hearing, developmental, health, and speech screenings as well as other relevant information as a part of the Head Start referral process developed in conjunction with the LEA.
- D. When Head Start refers a child for a multidisciplinary evaluation to the LEA, the LEA will first obtain parental consent, with assistance of the Head Start personnel as needed.
- E. The LEA special education program, with parental consent, will release copies of IDEA IEP's, multidisciplinary evaluations, multidisciplinary evaluation and eligibility team summary, necessary special education records and documentation of services provided to the Head Start.
- F. All personally identifiable information collected, used, or maintained by the Head Start will be kept in a secure manner, which prevents unauthorized access, in a central location adhering to confidentiality requirements under the Family Educational Rights and Privacy Act (FERPA) and state laws.

**V. COORDINATION OF SCREENING:**

In the coordination of screening between the Head Start and the LEA special education program, the following process is agreed upon:

- A. The LEA special education program and the Head Start will determine designated program personnel to be responsible for conducting screenings within each program to collaboratively implement requirements of the IDEA and Head Start Performance Standards (45 CFR 1308).
- B. This agreement will include the following time frame for completion of screening or transfer of information. The time frame includes the 45 calendar days timeline for screening of all children enrolled in the Head Start as mandated in the Head Start Performance Standards (45 CFR 1308).

One or more of the following methods has been considered: (Check one or more as appropriate)

- \_\_\_\_\_ 1. **Joint screening**:-Screening will be conducted simultaneously by Head Start staff and LEA special education staff within the same location.
- \_\_\_\_\_ 2. **Shared staff**:-Local implementation may incorporate coordination of shared staff (e.g., required vision, hearing, speech/language, health, and developmental screening may be conducted by the Head Start under Head Start Program Performance Standards, and the LEA special education program may complete required screening under the IDEA).
- \_\_\_\_\_ 3. **Shared Information**-Screening will be provided for referrals as determined by both entities. Consent for release of information will be obtained at the time of screening.

**VI. COORDINATION OF IEP REVIEW:**

The Head Start and the LEA will conduct an IEP review at least annually or when a change of program or placement of a child is being considered. The parent, the Head Start staff or the LEA special education program staff at any time, may request a meeting. Procedural safeguards for notification will be followed.

**VII. COORDINATION OF INSERVICE TRAINING:**

The LEA and the Head Start program will agree to coordinate inservice training when feasible. Considerations for top priority training include:

1. IDEA procedural safeguards training for both entities
2. Overview of Head Start program requirements
3. Overview of LEA Special Education Program and requirements
4. Identified local training needs
5. Individual child needs.

**VIII. TRANSITION**

The LEA and Head Start Program will agree to coordinate transition of children with disabilities from the Head Start program to the LEA early in the school year of the child's last attending year in Head Start, no later than October. Meetings will be held between the LEA and Head Start program and child's family members in order to facilitate a smooth transition.

**IX. RESOLUTION OF DISPUTE**

In the event of disputes between the Head Start and the LEA special education program, the following process will be followed for resolution:

- A. The dispute will first be brought to the attention of the LEA special education director and the Head Start Director and/or the Head Start Disabilities Services Manager to seek resolution of the dispute.
- B. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA special education director or the LEA superintendent to facilitate resolution.
- C. If the issue is not resolved, as described in section VIII.B, then the matter will be submitted in writing to OSDE/SES, for assistance in the resolution of any IDEA dispute between the Head Start and the LEA.
- D. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted in writing to the Administration on Children Families Region VI office or the American Indian/Alaska Native Programs Branch.



**Signatures:**

\_\_\_\_\_  
**Head Start Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Superintendent, LEA**

\_\_\_\_\_  
**Date**

**ATTACHMENT A:  
CONTACT INFORMATION**

Head Start Program Name: UCAP, Inc.  
United CAP Head Start Program Address: 501  
6<sup>th</sup> Street, Pawnee, OK 74058  
Head Start Director: Kim Rice  
Head Start Director's  
Email: [krice@ucapinc.org](mailto:krice@ucapinc.org)

1301 Young Street, Ste 917  
Dallas, TX 75202  
Phone: (214) 767-9648  
Fax: (214) 767-3743  
Email: [dallas@acf.hhs.gov](mailto:dallas@acf.hhs.gov)

Head Start Disabilities Services Coordinator:

**Heather Tennial**

Head Start Disabilities Services Coordinator's  
Email: [htennial@ucapinc.org](mailto:htennial@ucapinc.org)  
Disabilities Services Coordinator Phone  
Number: 918-762-2561 x327

ACF/ACYF/Head Start Bureau/Al/ANPB  
330 "C" Street, S.W., Room 2030 Main Office  
Washington, D.C. 20047  
Phone: (202) 205-8437  
Fax: (202) 205-8436  
Al/ANPB Toll-Free Phone: 877-876-2662

Head Start Center Director: Sherry Howry  
Head Start Site: 2700 S. Division,  
Guthrie, OK 73044  
HS center email: [guthrie@ucapinc.org](mailto:guthrie@ucapinc.org)  
Guthrie Head Start Phone #: 405-282-1257  
Head Start Site Fax Number 405-282-5247

LEA Superintendent: Dr. Mike Simpson  
LEA Address: 802 East Vilas,  
Guthrie, OK, 73044  
LEA Superintendent's Phone Number:  
405-282-8900  
LEA Superintendent's Email Address  
[mike.simpson@guthrie.net](mailto:mike.simpson@guthrie.net)

Oklahoma Head Start Collaboration Office  
Paula Brown, Project Director  
605 Centennial Blvd  
Edmond OK 73013  
Phone 405-949-1495  
Fax 405-949-0955  
Email: [headstart@okacaa.org](mailto:headstart@okacaa.org)

ACF Federal Region VI Office  
Kenneth Gilbert, Regional Program Manager



**ATTACHMENT B:**

**EXAMPLES OF AREAS OF COST-SHARING**

- Classroom assistants
- Transportation
- Adaptive equipment
- Assistive technology

D-1\* 2022-2023

UCAP, Inc. Head Start/Early Head Start  
Permission for Referral to LEA/SoonerStart for Evaluation

Disabilities Services Coordinator info: Heather Tennial, 918-762-2561 x327

This form is completed in conjunction with the Release of Confidential Information  
CFSUPP-3, with both being sent to LEA or SoonerStart office. Send e-mail from COPA referral to  
pbrown@ucapinc.org

Center: \_\_\_\_\_ Teacher: \_\_\_\_\_

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

I, \_\_\_\_\_, (do) \_\_\_\_\_ (do not) \_\_\_\_\_

(Parent/Guardian Name) (mark one)

hereby give \_\_\_\_\_ Head Start/Early Head

(Name of Head Start/Early Head Start Center)

Start permission to refer my child \_\_\_\_\_ to the

(Child's Name)

Public Schools/SoonerStart for further evaluation

(Name of LEA or Local SoonerStart Office)

and possible special or early intervention services.

\_\_\_\_\_  
(Parent/Guardian Signature) (Date)

\_\_\_\_\_  
(Teacher Signature) (Date)

\*\*\*\*\*  
**Head Start/Early Head Start Use Only**

**Screening Results**

ASQ-3 Indicate Score/Cutoff for each area:

Communication: \_\_\_\_/\_\_\_\_, Gross Motor: \_\_\_\_/\_\_\_\_, Fine Motor: \_\_\_\_/\_\_\_\_,

Problem Solving: \_\_\_\_/\_\_\_\_, Personal-social: \_\_\_\_/\_\_\_\_/

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

ASQSE Indicate Total Score/Cutoff Score \_\_\_\_\_/\_\_\_\_\_/Date \_\_\_\_\_

Hearing \_\_\_\_/\_\_\_\_/Date \_\_\_\_\_ Vision \_\_\_\_/\_\_\_\_/Date \_\_\_\_\_

(Indicate Child Results/Pass Results for both Hearing and Vision)

Physical \_\_\_\_\_ Date \_\_\_\_\_

(Most Recent)

Dental \_\_\_\_\_ Date \_\_\_\_\_

(Most Recent)

Other \_\_\_\_\_ Date \_\_\_\_\_

**Memorandum of Understanding  
Between  
United Community Action Program Head Start and  
Guthrie Public Schools  
2025-2026**

This Memorandum of Understanding is entered into by and between United Community Action Program Head Start and Guthrie Public Schools to improve the availability and quality of services to Head Start Children and families in our community.

The purpose of this memorandum is for coordination of services between Head Start and the local public school for our preschool aged children and families.

UCAP Head Start is mandated under the “Improving Head Start for School Readiness Act of 2007” section 642 (e) (5) to collaborate and coordinate with public entities to the extent practicable.

UCAP Head Start has identified activities in which services between Head Start and the public school may appease this provision in a unified manner.

Both parties will engage in an ongoing system of communication to ensure all eligible children and their families have access to quality early childhood educational experiences.

The UCAP Head Start Program along with the public school will provide the following roles and responsibilities in this collaborative agreement.

These activities will include; but not limited to:

- a) Share the UCAP School Readiness Goals  
UCAP will provide along with this MOU a copy of our School Readiness Goals
- b) Join in Recruitment/Pre-Enrollment events  
Staff will inform parents of upcoming enrollment time as notified by the public school
- c) Share information as needed for children transitioning into public school with written consent from parent.  
Staff will gather written consent from parents as to what documents is needed by the Public school for enrollment such as birth certificate, immunization record, etc.
- d) Invite Kindergarten teacher to speak at parent meeting in UCAP Head Start  
Staff will inform the public school on a scheduled time for a representative, preferably a kindergarten teacher, to come and provide parents as to what is to be expected in their child’s next level of education.
- e) Joint staff training sessions when allowable to establish camaraderie between school and Head Start personnel  
UCAP staff will collaborate with public school administrators on training that would be of interest to both parties for joint attendance.
- f) Share information with parents about events occurring at the public school via flyers or notes

UCAP staff will disseminate any flyers or notices from the public school informing parents of events they would be welcome to attend

- g) Plan tours for Head Start children and parents to visit public school and get acquainted with public school personnel and the view the facility.

UCAP staff will coordinate with public school personnel for a time for tours or visits to occur.

Approved By:

---

Kim Rice  
UCAP Head Start Director

---

Guthrie  
Public School Supertindent

## FACILITY USE AND LICENSE AGREEMENT

THIS AGREEMENT is entered into as of the 10th day of June, 2025, between INDEPENDENT SCHOOL DISTRICT NO.1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools (“School District”) and the YMCA OF GREATER OKLAHOMA CITY (“Licensee”)

### RECITALS:

- A. Licensee desires to use a portion of the buildings and improvements located at School District’s Fogarty Elementary School (the “Facility”) solely to operate an after school program for school aged kids PreK through 6<sup>th</sup> grade (the “Permitted Use”).
- B. The School District desires to allow Licensee to use and occupy the Facility at the specific times and for specific purposes set forth herein.

THEREFORE, in consideration of the following mutual promises, covenants and conditions, and intending to be legally bound, the parties agree as follows:

1. The School District agrees to allow Licensee to use and occupy the Facility from August 11, 2025 through May 31, 2026, for the Permitted Use. This Agreement shall be subject to renewal upon mutual written agreement of the parties. Any renewal terms shall begin on August 1 and end on May 31 of each subsequent year (each “Renewal Term”). Either party may terminate this Agreement upon giving a thirty (30) day written notice to the other party. This Agreement may terminate immediately if either party commits to material breach of any of the provisions of this Agreement and does not cure such breach within ten (10) days after receipt of written notice thereof from the other party.
2. Licensee shall pay school District at the rate of Thirty Dollars (\$30) per day for use of Gymnasium, Cafeteria, playground and 1 classroom. School District shall invoice Licensee monthly. Payment shall be made within ten (10) days of Licensee’s receipt of the invoice.
3. Licensee shall give a Twenty-five Percent (25%) tuition discount and priority of enrollment to children of employees of the School District.
4. Licensee shall comply with all applicable federal, state and local laws governing the Permitted Use.
5. Licensee agrees to indemnify, defend and hold harmless the School District, its agents and employees from any and all liability regardless of the source and regardless of the type of claim which may occur or arise out of, directly or indirectly, the Licensee’s occupancy and use of the Facility. Licensee shall maintain and pay for Commercial General Liability Insurance specifically related to the Licensee’s use and occupancy of the Facility issued by a company or companies authorized to do business in the State of



Oklahoma, naming the School District as an additional insured, and providing coverage in amount not less than the amount required to insure the School District's liability under the Oklahoma Governmental Tort Claims Act, including any amendments thereto subsequent to the date of this Agreement. Copies of certificates of insurance evidencing such coverage shall be furnished to the School District prior to the commencement of the term of this Agreement. The insurance certificates shall require the insurer to provide at least ten (10) days prior written notice to the School District before cancellation of the coverage for any reason, including non-payment of the premium. Nothing contained herein shall be construed to limit or waive the School District's immunity from liability under laws now in existence, or existing in the future.

6. Licensee warrants and represents that it is authorized to sign the Agreement and by signing this Agreement binds itself, its affiliates, members, successors and assigns.
7. The rights and privileges granted to the Licensee by this Agreement may not be assigned or transferred without prior written consent of the School District. No waiver of any portion of this Agreement shall be effective unless in writing and signed by the School District and Licensee. This Agreement with any items incorporated by reference shall constitute the entire agreement between the parties and supersedes all prior negotiations and agreements.
8. The School District reserves the right to refuse admission, eject or cause to be ejected from the Facility any objectionable person or persons, and neither the School District nor any of its administrators, agents or employees shall be liable to Licensee for any damages that may be sustained by Licensee through the exercise by the School District of this right.
9. Licensee will use the Facility only for the Permitted Use and will take reasonable precautions to ensure that the Facility and any ancillary equipment of the School District are used in a careful and prudent manner so as to prevent any loss, defacement or damage to them. Licensee is liable to the School District for the damages, repair or replacement of any items damaged during Licensee's use of the School Districts' Facility.
10. School District shall have no responsibility for any loss of, damage to, destruction or disappearance of any of Licensee's property in the Facility. Licensee assumes the entire risk of the foregoing. Licensee understands that School District does not and will not maintain any casualty or other insurance on Licensee's property. Licensee waives and right of subrogation on behalf of its insurance carrier against School District for any loss of, damage to, destruction or disappearance of Licensee's property in the Facility.
11. The School District shall maintain the facility at its sole cost including, HVAC, plumbing and normal repairs for damages not caused by Licensee usage. School District shall

provide routine cleaning and trash removal of the areas covered under this agreement in accordance with its normal cleaning in the facility.

12. The parties shall, at all times, act and function pursuant to the Agreement and hold themselves out as independent contractors. It is not the intention of the parties to form a joint venture or partnership. This Agreement should not be construed to create a contract of employment or any agency relationship. Licensee is solely responsible for operations, concerning the Permitted Use, for employment of staff, benefits and worker's compensation coverage and for the payment of all taxes, including federal, state and local employment taxes arising out of Licensee's activities hereunder. In no event shall Licensee or its employees, agents or representatives be entitled to benefits or workers' compensation coverage of any kind from School District.

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

INDEPENDENT SCHOOL DISTRICT No. 1 OF  
LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie  
Public Schools

By: \_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Clerk, Board of Education

"SCHOOL DISTRICT"  
YMCA OF GREATER OKLAHOMA CITY  
By:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Telephone:

"LICENSEE"

## FACILITY USE AND LICENSE AGREEMENT

THIS AGREEMENT is entered into as of the 9th day of June, 2025, between INDEPENDENT SCHOOL DISTRICT NO.1 OF LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie Public Schools (“School District”) and the YMCA OF GREATER OKLAHOMA CITY (“Licensee”)

### RECITALS:

- A. Licensee desires to use a portion of the buildings and improvements located at School District’s Charter Oak Elementary School (the “Facility”) solely to operate an after school program for school aged kids PreK through 6<sup>th</sup> grade (the “Permitted Use”).
- B. The School District desires to allow Licensee to use and occupy the Facility at the specific times and for specific purposes set forth herein.

THEREFORE, in consideration of the following mutual promises, covenants and conditions, and intending to be legally bound, the parties agree as follows:

1. The School District agrees to allow Licensee to use and occupy the Facility from August 11, 2025 through May 31, 2026, for the Permitted Use. This Agreement shall be subject to renewal upon mutual written agreement of the parties. Any renewal terms shall begin on August 1 and end on May 31 of each subsequent year (each “Renewal Term”). Either party may terminate this Agreement upon giving a thirty (30) day written notice to the other party. This Agreement may terminate immediately if either party commits to material breach of any of the provisions of this Agreement and does not cure such breach within ten (10) days after receipt of written notice thereof from the other party.
2. Licensee shall pay school District at the rate of Thirty Dollars (\$30) per day for use of Gymnasium, Cafeteria, playground and 1 classroom. School District shall invoice Licensee monthly. Payment shall be made within ten (10) days of Licensee’s receipt of the invoice.
3. Licensee shall give a Twenty-five Percent (25%) tuition discount and priority of enrollment to children of employees of the School District.
4. Licensee shall comply with all applicable federal, state and local laws governing the Permitted Use.
5. Licensee agrees to indemnify, defend and hold harmless the School District, its agents and employees from any and all liability regardless of the source and regardless of the type of claim which may occur or arise out of, directly or indirectly, the Licensee’s occupancy and use of the Facility. Licensee shall maintain and pay for Commercial General Liability Insurance specifically related to the Licensee’s use and occupancy of the Facility issued by a company or companies authorized to do business in the State of

Oklahoma, naming the School District as an additional insured, and providing coverage in amount not less than the amount required to insure the School District's liability under the Oklahoma Governmental Tort Claims Act, including any amendments thereto subsequent to the date of this Agreement. Copies of certificates of insurance evidencing such coverage shall be furnished to the School District prior to the commencement of the term of this Agreement. The insurance certificates shall require the insurer to provide at least ten (10) days prior written notice to the School District before cancellation of the coverage for any reason, including non-payment of the premium. Nothing contained herein shall be constructed to limit or waive the School District's immunity from liability under laws now in existence, or existing in the future.

6. Licensee warrants and represents that it is authorized to sign the Agreement and by signing this Agreement binds itself, its affiliates, members, successors and assigns.
7. The rights and privileges granted to the Licensee by this Agreement may not be assigned or transferred without prior written consent of the School District. No waiver of any portion of this Agreement shall be effective unless in writing and signed by the School District and Licensee. This Agreement with any items incorporated by reference shall constitute the entire agreement between the parties and supersedes all prior negotiations and agreements.
8. The School District reserves the right to refuse admission, eject or cause to be ejected from the Facility any objectionable person or persons, and neither the School District nor any of its administrators, agents or employees shall be liable to Licensee for any damages that may be sustained by Licensee through the exercise by the School District of this right.
9. Licensee will use the Facility only for the Permitted Use and will take reasonable precautions to ensure that the Facility and any ancillary equipment of the School District are used in a careful and prudent manner so as to prevent any loss, defacement or damage to them. Licensee is liable to the School District for the damages, repair or replacement of any items damaged during Licensee's use of the School Districts' Facility.
10. School District shall have no responsibility for any loss of, damage to, destruction or disappearance of any of Licensee's property in the Facility. Licensee assumes the entire risk of the foregoing. Licensee understands that School District does not and will not maintain any casualty or other insurance on Licensee's property. Licensee waives and right of subrogation on behalf of its insurance carrier against School District for any loss of, damage to, destruction or disappearance of Licensee's property in the Facility.
11. The School District shall maintain the facility at its sole cost including, HVAC, plumbing and normal repairs for damages not caused by Licensee usage. School District shall

provide routine cleaning and trash removal of the areas covered under this agreement in accordance with its normal cleaning in the facility.

12. The parties shall, at all times, act and function pursuant to the Agreement and hold themselves out as independent contractors. It is not the intention of the parties to form a joint venture or partnership. This Agreement should not be construed to create a contract of employment or any agency relationship. Licensee is solely responsible for operations, concerning the Permitted Use, for employment of staff, benefits and worker's compensation coverage and for the payment of all taxes, including federal, state and local employment taxes arising out of Licensee's activities hereunder. In no event shall Licensee or its employees, agents or representatives be entitled to benefits or workers' compensation coverage of any kind from School District.

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

INDEPENDENT SCHOOL DISTRICT No. 1 OF  
LOGAN COUNTY, OKLAHOMA, a/k/a Guthrie  
Public Schools

By: \_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Clerk, Board of Education

"SCHOOL DISTRICT"  
YMCA OF GREATER OKLAHOMA CITY  
By:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Telephone:

"LICENSEE"

MINUTES AND RESOLUTION AUTHORIZING SALE OF BONDS

PURSUANT TO NOTICE GIVEN UNDER THE OPEN MEETING ACT, THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 1 OF LOGAN COUNTY, STATE OF OKLAHOMA, MET IN REGULAR SESSION AT THE BOARD OF EDUCATION BUILDING, 802 EAST VILAS, GUTHRIE, OKLAHOMA, IN SAID SCHOOL DISTRICT ON THE 9TH DAY OF JUNE, 2025, AT 6:30 O'CLOCK PM.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the School District for the calendar year 2025 was given in writing to County Clerk of Logan County, Oklahoma, at 11:13 o'clock AM on the 15th day of October, 2024, and public notice of this meeting was given in writing, setting forth the date, time, place and agenda was posted at the front entrance to the Board of Education Building in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at \_\_: \_\_ o'clock \_\_ M on the \_\_ day of June, 2025, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act. Notice of said meeting and agenda have also been posted on the School District's website in accordance with Title 74, Oklahoma Statutes, Section 3106.2.

(OTHER PROCEEDINGS)

Thereupon, the President introduced a Resolution by reading the Title and upon motion by \_\_\_\_\_ seconded by \_\_\_\_\_, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the President, attested by the Clerk, sealed with the seal of said School District and is as follows:

## RESOLUTION

A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR; FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD; APPROVING THE PRELIMINARY OFFICIAL STATEMENT AND AUTHORIZING DISTRIBUTION OF SAME; AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW; DESIGNATING A REGISTRAR/PAYING AGENT FOR THE BONDS AND APPROVING OTHER MATTERS RELATED TO THE ISSUANCE OF SAID BONDS.

WHEREAS, the issuance Forty Five Million Dollars (\$45,000,000) of building bonds for the purpose of acquiring or improving school sites, constructing, repairing, remodeling or equipping buildings, or acquiring school furniture, fixtures or equipment which includes but is not limited to constructing, equipping and furnishing a new elementary school, has been duly authorized at an election held on August 27, 2024 for such purposes and certified by the County Election Board of Logan County, Oklahoma on the 30th day of August, 2024; and

WHEREAS, the Board of Education of Independent School District Number 1 of Logan County, Oklahoma previously issued its \$6,150,000 General Obligation Building Bonds, Series 2025A dated April 1, 2025 for building and facilities; and

WHEREAS, the Board of Education of Independent School District Number 1 of Logan County, Oklahoma, pursuant to Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, has determined to issue at this time \$1,250,000 of the authorized bonds for the purpose of funding repairs and improvements throughout the District, acquisition of classroom technology equipment, constructing, equipping and furnishing new wrestling facility, and paying the costs of issuing the 2025B Bonds, as authorized at an election held on August 27, 2024, for such purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 1 OF LOGAN COUNTY, STATE OF OKLAHOMA:

SECTION 1. That the \$1,250,000 of building bonds of Independent School District Number 1 of Logan County, Oklahoma, voted on August 27, 2024, shall be offered for sale as authorized by Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, shall be sold at public sale and shall be called "Combined Purpose General Obligation Bonds, Series 2025B".

SECTION 2. That the Combined Purpose General Obligation Bonds, Series 2025B in the amount of \$1,250,000 of Independent School District Number 1 of Logan County, Oklahoma, voted on August 27, 2024, shall be offered for sale and received in the form of sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid at the office of the Chief Financial Officer, at the Board of Education Building located at 802 E. Vilas, Guthrie, Oklahoma, on the 14th day of July, 2025, at 11:00 o'clock, AM, Central Time, and that said Bonds shall become due \$625,000 in two years from their date and \$625,000 annually each year thereafter until paid. The Board of Education intends to convene at 6:30 o'clock, PM on said date at the Board of Education Building, 802 E. Vilas, Guthrie, Oklahoma to consider and take action on the bonds.



SECTION 3. That BancFirst, Oklahoma City, Oklahoma, is hereby designated as Registrar/Paying Agent for said Bonds.

SECTION 4. That the form of Preliminary Official Statement is hereby approved by the Board of Education and the President of the Board of Education is hereby authorized to review and approve for and on behalf of the Board of Education the Preliminary Official Statement in final form, with such additions or modifications as shall be approved by the President of the Board of Education. The use of the Preliminary Official Statement in such final form and containing substantially the terms and provisions therein contained, with such additions or modifications as shall be approved by the President of the Board of Education is hereby approved to be used in connection with the offer and sale of the Bonds pursuant to open, competitive public bid. The Board of Education further authorizes distribution of the Preliminary Official Statement by the Financial Advisor in connection with the sale of the Bonds

SECTION 5. That the President or Vice President of the Board of Education is hereby authorized and directed to approve and the Clerk or Deputy Clerk of the Board of Education is hereby ordered and directed to cause notice of the sale of said Bonds to be given as required by law.

PASSED AND APPROVED THIS 9TH DAY OF JUNE, 2025.

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

ATTEST:

\_\_\_\_\_  
Clerk, Board of Education

(SEAL)

STATE OF OKLAHOMA     )  
                                      ) SS  
COUNTY OF LOGAN        )

I, the undersigned, the duly qualified and acting Clerk of the Board of Education of Independent School District Number 1 of Logan County, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution authorizing the sale of bonds for the purposes therein set out, adopted by said Board and transcript of proceedings of said Board, at a regular meeting thereof duly held on the date therein set out insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

WITNESS my hand and official seal this 9th day of June, 2025.

\_\_\_\_\_  
Clerk, Board of Education

(SEAL)

## **REGISTRAR AND PAYING AGENT AGREEMENT**

This Registrar and Paying Agent Agreement (“Agreement”) is executed and effective this 9<sup>th</sup> day of June 2025, by and between BancFirst, an Oklahoma Banking Corporation with offices in Oklahoma City, Oklahoma (“Bank”) and Independent School District Number 1, Logan County, Oklahoma (“Issuer”).

WHEREAS, Issuer contemplates issuing certain bonds as duly approved by Issuer (“Bonds”) described as follows:

**\$1,250,000 Independent School District Number 1 Logan County, Oklahoma Combined Purpose General Obligation Bonds, Series 2025B (Guthrie Board of Education)**

WHEREAS, the Issuer desires that the Bank act as Agent on behalf of Issuer to perform the duties of Registrar and Paying Agent as set forth herein.

WHEREAS, the Bank is willing to act in such capacities solely in accordance with this Agreement and subject to the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt, adequacy and sufficiency of which are hereby acknowledged, Issuer and the Bank agree as follows:

### **ARTICLE I REGISTRAR**

#### **Section 1.01 Acceptance by the Bank as Registrar**

Issuer hereby appoints the Bank to act as Registrar for the purpose of registering the Bonds and transferring Bonds as herein provided, and the Bank hereby agrees to perform the duties of Registrar upon the terms and subject to the conditions of this Agreement.

#### **Section 1.02 Duties of Registrar**

The duties of Registrar shall be:

- a. to authorize by manual signature, prepare and deliver Bonds upon the instructions of Issuer or the Underwriter as Agent for Issuer; and
- b. to keep and maintain the Register complete, current and accurate at all times in accordance with the Bank’s general practices and procedures in effect from time to time; and

- c. to maintain a full and complete accounting of all bonds issued, outstanding, destroyed and in inventory; and
- d. to permit the inspection of the Registrar during the Bank's normal business hours by Issuer; and
- e. to cancel any Bond which has been paid, redeemed, transferred, exchanged, converted or otherwise required to be cancelled; and
- f. to return, at such reasonable intervals as Bank determines, to the Issuer, Bond certificates in lieu of which or in exchange for which other certificates have been issued or which have been paid; and
- g. to provide information concerning the Bonds and its Register to any party entitled to such information; and
- h. to, except during the time set forth in Section 1.04, transfer the ownership on the Register of any Bond when said Bond, which has been duly and properly endorsed in a manner acceptable to the Bank and in relation therewith all things required by law and regulation have been done, is presented for transfer; and
- i. to issue a replacement Bond of like tenor in the name of the designated transferee after performing the duties enumerated in item h. immediately above; and
- j. to issue a replacement Bond of like tenor in lieu of any mutilated, lost, destroyed or stolen Bond upon receipt by the Bank of evidence to its satisfaction of the mutilation, destruction, loss or theft of such Bond and receipt of such security or indemnification as the Bank may reasonably require to hold it and the Issuer harmless from any liability for its issuance of a replacement Bond.

### **Section 1.03 Duties of Issuer**

- a. Issuer agrees to provide or cause the Underwriter to provide to Registrar at the time of initial issuance of the Bonds an accurate and complete list setting forth the following information, all of which shall be in a form acceptable to the Bank;
  - 1. Each bondholder's name as it is to appear on each Bond to be issued, or in the event a Bond is to be registered to a trust or to a minor, then Registrar will be provided with all information necessary to register such Bond in proper legal form; and
  - 2. Each bondholder's address; and
  - 3. Each bondholder's Social Security Number or Federal Tax Identification Number; and
  - 4. The principal amount of each Bond to be issued; and
  - 5. The stated maturity of each Bond to be issued; and
  - 6. The rate of interest applicable to each Bond; and
  - 7. Any other information required by applicable tax or other laws, rules or regulations;

- b. Issuer agrees to provide or cause to be provided the information enumerated under item a. immediately above with sufficient lead-time to permit the Bank to perform its duties hereunder in an orderly and deliberate manner.
- c. Unless issue is Book-Entry, Issuer agrees to provide a sufficient supply of Bonds, in a form acceptable to Registrar, to enable Registrar to issue Bonds. As long as any Bonds remain outstanding, Issuer agrees to provide a sufficient supply of additional unissued Bonds to enable the Bank to perform its duties as set forth under this Article I regarding transfers of ownership as long as any Bonds remain outstanding. All bonds, at the time so provided to the Bank, will be numbered consecutively and will be fully executed by duly authorized representatives of Issuer.

#### **Section 1.04 Record Date**

The Bank shall not be required to transfer or exchange any Bond during the period beginning fifteen (15) days prior to any date fixed for the payment of interest or principal on any of the Bonds.

#### **Section 1.05 Persons Deemed Owners**

The Bank shall treat each person in who so name any Bond is registered on the Register as the owner of such Bond, for all purposes and at all times, both before and after maturity of any Bond, including without limitation, the payment of principal of, premium on, if any, and interest on such Bond and for all other interest and purpose.

### **ARTICLE II PAYING AGENT**

#### **Section 2.01 Acceptance by Bank as Paying Agent**

Issuer hereby appoints the Bank to act as Paying Agent for the Bonds, and Bank hereby accepts appointment as Paying Agent for the Bonds, upon the terms and subject to the conditions of this Agreement.

#### **Section 2.02 Duties of Paying Agent**

The Bank, as Paying Agent, agrees to punctually pay in accordance with the dates specified in the Bond Resolution by bank draft to bondholders of record the principal of, premium, if any, and interest on the Bonds but only to the extent that Issuer has deposited with the Bank sufficient collected funds for such purposes. The Bank agrees to perform necessary and customary duties with respect to any presentation, surrender, notice, and demand in connection with the Bonds. The Bank agrees to maintain a full and complete

accounting of all funds deposited with and disbursed by the Bank under this Agreement, and to furnish Issuer with such periodic reports as it may require with respect thereof.

### **Section 2.03 Limitation of Liability of Bank for Payment**

Notwithstanding any other provision herein, the Bank shall not be obligated to pay any person any claim arising hereunder or under the Bonds in amount in excess of the amount actually on deposit with the Bank in immediately available funds. Under no circumstances shall the Bank be required to advance or pay its own funds to any person claiming any interest on any Bond, nor shall the Bank be liable in any manner for the sufficiency, adequacy, correctness or source of any funds on deposit with the Bank or for any other debts or obligations of Issuer, however arising.

### **Section 2.04 Payment Due on Saturdays, Sundays and Holidays**

In any case where any payments with respect to the Bonds shall fall due on a Saturday, a Sunday, a legal holiday, or a day upon which banking institutions in the City of Oklahoma City, Oklahoma, or in such other locality as Paying Agent may maintain its offices, are authorized by law to close for business, then said payment need not be made on such date, but shall be made on the next succeeding banking business day with the same force and effect as if made on the day upon which said payments fall due.

### **Section 2.05 Unclaimed Principal or Interest**

Any money deposited with the Bank for payment of the principal, premium (if any) or interest on any Bond and remaining unclaimed for two years after the final maturity of the Bond has become due and payable will be paid by the Bank to the Issuer, and the holder of such Bond shall thereafter look only to the Issuer for payment thereof, and all liability of the Bank with respect to such monies shall thereupon cease.

## **ARTICLE III FEES**

### **Section 3.01 Bank's Fees and Expenses**

The Bank's fees for the performance of its duties as Registrar and Paying Agent under the terms of this Agreement are payable of: \$500 acceptance fee, payable upon issuance of the Bonds; \$500 annually, with the first billing due on August 1, 2026 and then each August 1st thereafter through the final maturity.

In addition to the above stated fee, Issuer also agrees to reimburse the Bank, upon its request for all reasonable expenses, disbursements and advances incurred or made by the Bank in accordance with any of the provisions hereof including the cost of payment of principal, premium, if any, and interest and the reasonable compensation and the expenses and disbursements of its agents and counsel should the Issuer elect to terminate

this Agreement under the provisions of Section 5.01 and appoint a successor Registrar and Paying Agent, the Bank reserves the right to charge and be paid by the Issuer for the costs of transferring records, notifying bondholders and for any other duties that need to be performed.

## **ARTICLE IV LIABILITY**

### **Section 4.01 Limitations on Liability of Bank**

- a. The Bank shall be protected in acting upon any written notice, request, waiver, consent, receipt or other paper or document furnished to it, not only as to its due execution and the validity and effectiveness of its provision, but also as to the trust and acceptability of any information therein contained, which it in good faith believes to be genuine.
- b. Money held by the Bank hereunder need not be segregated from any other funds provided appropriate accounts are maintained. The Bank shall be under no liability for interest on any money received by it hereunder.
- c. The Bank shall not be liable for any error of judgement, or for any act done or step taken or omitted by it in good faith, or for any mistake of fact or law, or for anything which it may do or refrain from doing in connection herewith, except its own gross negligence or willful misconduct.
- d. The Bank may consult with, and obtain advice from legal counsel of its selection in the event any question as to any of the provisions hereof or its duties hereunder shall arise and it shall incur no liability and shall be fully protected in acting in good faith in accordance with the opinion and instructions of such counsel. The cost of such services shall be born by Issuer.
- e. The Bank shall have no duties except those which are expressly set forth herein, and it shall not be bound by any notice of a claim or demand with respect thereto, or any waiver, modification, amendment, termination or rescission of this Agreement, unless in writing received by it, and, if its duties or liabilities as set forth herein are affected, unless it shall have given its prior written consent hereto.

## **ARTICLE V TERMINATION**

### **Section 5.01 Termination**

This Agreement shall be terminable by the Issuer without notice at the end of each fiscal year of the Issuer. Termination of compensation to the Bank at the end of a fiscal year shall, without more, operate to terminate this Agreement. This Agreement, unless



terminated, shall continue in effect indefinitely, but nothing in this Agreement shall be construed as binding the Issuer to make payments in any future fiscal year until the Issuer by its actions in a new fiscal year extends the Agreement for a one-year period corresponding to the new fiscal year of the Issuer. Any continued performance of the terms of this Agreement by the Issuer in a new fiscal year shall, without any further necessary act on the Issuers part, be effective as an extension of the term of this Agreement for a one-year period coinciding with the Issuer's new fiscal year.

In addition to the provision in the preceding paragraph, this Agreement may be terminated by either party at any time upon sixty (60) days written notice.

## **ARTICLE VI MISCELLANEOUS**

### **Section 6.01 Effect of Headings**

The Article and Section headings herein are for convenience only and shall not affect the construction hereof.

### **Section 6.02 Amendment**

This Agreement may be amended only by an agreement in writing signed by both parties hereof.

### **Section 6.03 Successors and Assigns**

All covenants and agreements contained herein by each of the parties hereto shall bind and inure to the benefit of their successors and assigns whether so expressed or not.

### **Section 6.04 Separability Clause**

In the event any provision of this Agreement shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

### **Section 6.05 Benefits of Agreement**

Nothing herein, expressed or implied, shall give to any person, other than the parties hereto and their successors hereunder, any benefits or any legal or equitable right, remedy or claim hereunder.

### **Section 6.06 Counterparts**

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute one and the same Agreement.

**Section 6.07 Entire Agreement**

This Agreement and the Bond Resolution constitute the entire agreement between the parties hereto relative to the Bank, acting as Paying Agent/Registrar and if any conflict exists between this Agreement and the Bond Resolution, the Bond Resolution shall govern.

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

**ISSUER:**

**GUTHRIE BOARD OF EDUCATION**  
FEDERAL TAX IDENTIFICATION  
NUMBER 73-6021131

By \_\_\_\_\_

By \_\_\_\_\_

**REGISTRAR AND PAYING AGENT**

**BANCFIRST**

ATTEST:

  
Asst. Secretary

By   
Trust Officer



**HILBORNE & WEIDMAN**  
A PROFESSIONAL CORPORATION  
**ATTORNEYS AND COUNSELORS**  
2405 EAST 57TH STREET  
TULSA, OKLAHOMA 74105-7548

TELEPHONE:  
(918) 749-0111

June 9, 2025

Board of Education  
Independent School District No. 1  
of Logan County, Oklahoma  
802 E. Vilas  
Guthrie, Oklahoma 73044

We are pleased to submit this proposal to serve as Bond Counsel and Disclosure Counsel to Independent School District No. 1 of Logan County, Oklahoma (the "District"), regarding your proposed issuance and sale of Combined Purpose General Obligation Bonds, Series 2025B (the "Bonds").

**Bond Counsel Engagement.** As your Bond Counsel, we will work closely with your attorney, financial advisor and staff and we will provide all legal services for the proper issuance of such Bonds, including preparation of the transcript of proceedings and approval of such bonds by the Attorney General of the State of Oklahoma, drafting the no-arbitrage certificate, reviewing the notice of sale and bond resolution and reviewing relevant portions of your official statement to ascertain compliance with applicable ongoing disclosure requirements. We will also provide our market legal opinion to the purchaser of the Bonds issued without charge to such purchaser.

For such legal services rendered in connection with such issue of Bonds, our fee as Bond Counsel will be Twelve Thousand dollars (\$12,000.00) plus reimbursement for our reasonable documented out-of-pocket expenses incurred in connection with such bond issue (estimated to be \$2,500.00) to be paid at the time such Bonds are delivered.

**Disclosure Counsel Engagement.** As your Disclosure Counsel, we will work closely your attorney, financial advisor, and staff and advise you on the preparation of the District's Preliminary and Final Official Statements used in connection with the offer and sale of the Bonds. In this connection, the firm shall provide such legal services as may be required to assist in the preparation of the Preliminary and Final Official Statements and the review of the material contained therein with the proper District officials. The firm will prepare and submit a Due Diligence Questionnaire which must be reviewed and completed by the District. The Due Diligence Questionnaire will help to lead the District through the disclosure process necessary in connection with the offer and sale of the Bonds.

It is specifically understood that the Preliminary and Final Official Statements of the District are District's documents and the District is alone responsible for compliance by the District with all state and federal securities laws and regulations. The Firm will assist and advise the District in legal matters relating to its compliance with such laws and regulations.

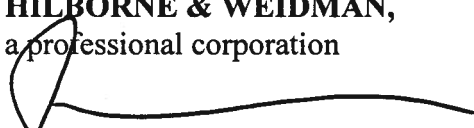
For such services rendered in connection with such issue of Bonds, our fee as Disclosure Counsel would be Ten Thousand dollars (\$10,000.00), to be paid at the time such Bonds are delivered.

All fees are contingent upon delivery of and payment for any such Bonds. In the event no Bonds are issued and delivered, we would receive no compensation for our services rendered therewith.

We stand ready to proceed upon written notification from you and we will carry out the work with due diligence to completion within a reasonable time from notice to proceed.

Respectfully submitted,

**HILBORNE & WEIDMAN,**  
a professional corporation

  
\_\_\_\_\_  
John D. Weidman, President

Approved and accepted this 9th day of June, 2025

Independent School District No. 1 of  
Logan County, Oklahoma

\_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Clerk

(Seal)

May 22, 2025

## **PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT is entered by and among MUNICIPAL FINANCE SERVICES, INC. (“MFSOK”) and the INDEPENDENT SCHOOL DISTRICT NUMBER 1, LOGAN COUNTY, OKLAHOMA (Guthrie Board of Education), Guthrie, Oklahoma (the “Client”).

The Client desires to engage MFSOK and agrees as follows:

### ***I. Scope of Services.***

Some or all of the following services listed below shall be provided under this Agreement and pertain to the Client’s new and outstanding debt obligations (the “Issues”). Some of these services may be non-municipal advisor services. The Client designates MFSOK as the Client’s independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA Exemption”).

#### **A. New Issue and Refunding of Existing Client Issues**

1. Assist Client with bond planning that includes compliance with Oklahoma Constitutional Debt Cap and Client's mill levy target.
2. Evaluate options or alternatives with respect to the proposed new Issue.
3. Provide financial analysis to the Client to assist in understanding the benefits, costs, and risks of the proposed new Issue.
4. Review recommendations made by other parties to the Client.
5. Assist Client in preparing a plan of finance.
6. Advise Client on structure, terms and timing of the proposed new Issue.
7. Prepare financing schedule.
8. Attend meetings as requested by the Client.
9. Assist the Client in preparation of their notices of sale, instructions to bidders, or official statements, as appropriate.
10. Coordinate as appropriate with Client staff, legal representatives, government agencies, accountants, auditors, engineers, consultants, rating agencies, banks, lenders, placement agents, trustees, paying agents, escrow agents, bond insurers and other credit enhancers, to facilitate the plan of finance.
11. If new Issue is a competitive bond sale, assist Client in collecting and analyzing bids submitted by underwriters and selecting the winning bidder.
12. Coordinate closing of the new Issue with Client and other parties.
13. Review Client's Estimate of Needs to be submitted to County.
14. Evaluate potential refunding opportunities on outstanding Issues.

**B. Continuing Disclosure Assistance**

1. Assisting the Client annually in compiling the financial information and operating data set forth in their Continuing Disclosure Agreement ("CDA") included in any Official Statement; and
2. If necessary, assisting the Client in preparing their "Failure to File Notice" should documents not be available for filing within the prescribed time frame designated in the CDA; and
3. Upon request, assisting the Client in their submission of the aforementioned information to the Electronic Municipal Marketplace Access system ("EMMA").

MFSOK and the Client acknowledge that the Client will engage Bond Counsel and other legal service providers under separate contracts. MFSOK may rely on opinions and advice from legal representatives of the Client and will not be held responsible for any legal advice, directly or indirectly, rendered by the legal representatives.

Neither MFSOK as Municipal Advisor nor its Municipal Advisor Representatives are licensed to engage in the practice of law and, consequently, will offer no legal advice. None of the fee for services under this Agreement relates to legal services. If such legal services are necessary, it shall be the responsibility of the Client to obtain them.

MFSOK's services are limited to those specifically set forth herein.

***II. Compensation and Reimbursements***

- A. General Obligation Bonds. MFSOK shall be paid at the time of closing a fee calculated as follows:

½ of 1% of the par amount of each series of bonds issued

Minimum fee: \$17,500.00 for each series of bonds

- B. Compensation for Continuing Disclosure Assistance. MFSOK will receive a fee annually of \$1,500.00 for the services performed.
- C. Expenses for New Issues and Refunding Issues. MFSOK shall also be paid a fixed amount of \$2,500.00 per transaction to cover expenses incurred as part of the transaction, provided that any filing, publication, recording or printing costs or similar third-party costs required in connection with the Issue shall be paid directly by the Client.
- D. Payment and Contingency for New Issues and Refunding Issues. Payment for all fees and expenses shall be made at closing from proceeds of the Issue or from other available funds of the Client and shall be contingent upon closing of the Issue.

***III. Term and Termination***

- A. Term of Agreement. Unless otherwise terminated as provided herein, this Agreement shall be in force and effect for Fiscal Year Ending June 30, 2026, and may be renewed for successive fiscal years beginning July 1 and ending June 30 upon mutual consent of both parties.
- B. Termination of Agreement and Services. This Agreement and all services to be rendered hereunder may be terminated at any time by written notice from either party, with or without cause, with at least thirty (30) days' notice. In that event, all finished and unfinished documents prepared for the Client, shall, at the option of Client, become its property and shall be delivered to it or any party it may designate, provided that MFSOK shall have no liability whatsoever for any subsequent use of such documents.

#### **IV. Successors and Assigns**

MFSOK may not assign its obligations under this Agreement without the written consent of Client except to a successor partnership or corporation to which all or substantially all of the assets and operations of MFSOK are transferred. Client may assign its rights and obligations under this Agreement to (but only to) any other public entity that incurs the loan. Client shall not otherwise assign its rights and obligations under this Agreement without written consent of MFSOK. All references to MFSOK and Client in this Agreement shall be deemed to refer to any successor of MFSOK and to any such assignee of Client and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

#### **V. Municipal Advisor Registration and Acknowledgement**

Pursuant to Municipal Securities Rulemaking Board Rule (MSRB) G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal advisory client and/or obligated person clients which include the following:

Within the MSRB website at [www.msrb.org](http://www.msrb.org), the Client may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

#### **VI. Conflict of Interest Statement**

As of the date of this agreement, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the Client. During the diligence process, MFSOK has determined that no material conflict of interest has been identified, however, would like to provide the following disclosures:

MFSOK serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another MFSOK client. For example, MFSOK serves as municipal advisor to other clients and, in such cases, owes a regulatory duty to such other clients just as it does to the Client. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, MFSOK could potentially face a conflict of interest arising from these competing client interests. MFSOK fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with its clients.

The compensation arrangement included in Section II includes a component that is based on the size and completion of a transaction. Consistent with certain regulatory requirements, MFSOK hereby discloses that such contingent and/or transactional compensation presents a conflict of interest regarding MFSOK's ability to provide unbiased advice to enter into such transaction. The contingent fee arrangement creates an incentive for MFSOK to recommend unnecessary financings or financings that are disadvantages to the client, or to advise client to increase the size of the issue. This viewed conflict of interest will not impair MFSOK's ability to render unbiased and competent advice or to fulfill its fiduciary duty. The fee paid to MFSOK increases the cost of borrowing to the Client. The increased cost occurs from compensating MFSOK for municipal advisory services provided.

If MFSOK becomes aware of any other actual or potential conflict of interest not mentioned above during this agreement, MFSOK will promptly provide the Client a supplement written disclosure with sufficient details of the change, if any, which will allow the Client to evaluate the situation.

#### **VII. Legal Events and Disciplinary History**

A regulatory disclosure action has been made on MFSOK's Form MA and on Form MA-I for two of MFSOK's municipal advisory personnel relating to a 2017 U.S. Securities and Exchange Commission ("SEC") order. The details of which are available in Item 9: C (2), C (4), C (5) and the corresponding regulatory action DRP section on Form MA and Item 6: C (2), C (4), C (5), C (6) and the corresponding regulatory action DRP section on Form MA-I for both Rick A. Smith and Jon Wolff. In addition, the Oklahoma Department of Securities



adopted the above proceedings which are identified in Item 9; D (2), D (4) and the corresponding regulatory action DRP section on Form MA.

The Client may electronically access MFSOK's most recent Form MA and each most recent Form MA-I filed with the Commission at the following website:

[www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html).

There has been no change to any legal or disciplinary event that has been disclosed on MFSOK's SEC registration for MA filings since December 18, 2017.

#### ***VIII.   Fiduciary Duty***

MFSOK is registered as a Municipal Advisor with the SEC and MSRB. As such, MFSOK has a Fiduciary duty to the Client and must provide both a Duty of Care and a Duty of Loyalty that entails the following.

##### **Duty of Care:**

- A.     exercise due care in performing its municipal advisory activities;
- B.     possess the degree of knowledge and expertise needed to provide the Client with informed advice;
- C.     make a reasonable inquiry as to the facts that are relevant to the Client's determination as to whether to proceed with a course of action or that form the basis for any advice provided to the Client; and
- D.     undertake a reasonable investigation to determine that MFSOK is not forming any recommendation on materially inaccurate or incomplete information; MFSOK must have a reasonable basis for:
  - a.     any advice provided to or on behalf of the Client;
  - b.     any representations made in a certificate that it signs that will be reasonably foreseeably relied upon by the Client, any other party involved in the municipal securities transaction or municipal financial product, or investors in the Client's securities; and
  - c.     any information provided to the Client or other parties involved in the municipal securities transaction in connection with the preparation of an official statement.

##### **Duty of Loyalty:**

MFSOK must deal honestly and with the utmost good faith with the Client and act in the Client's best interests without regard to the financial or other interests of MFSOK. MFSOK will eliminate or provide full and fair disclosure (included herein) to Client about each material conflict of interest (as applicable). MFSOK will not engage in municipal advisory activities with the Client as a municipal entity, if it cannot manage or mitigate its conflicts in a manner that will permit it to act in the Client's best interests. As of the date of receipt of this attachment, MFSOK has performed a reasonable diligence to determine if there are any conflicts of interest that should be brought to the attention of the Client.

**IX. Recommendations**

If MFSOK makes a recommendation of a municipal securities transaction or municipal financial product or if the review of a recommendation of another party is requested in writing by the Client and is within the scope of the engagement, MFSOK will determine, based on the information obtained through reasonable diligence of MFSOK whether a municipal securities transaction or municipal financial product is suitable for the Client. In addition, MFSOK will inform the Client of:

- A. the evaluation of the material risks, potential benefits, structure, and other characteristics of the recommendation;
- B. the basis upon which MFSOK reasonably believes that the recommended municipal securities transaction or municipal financial product is, or is not, suitable for the Client; and
- C. whether MFSOK has investigated or considered other reasonably feasible alternatives to the recommendation that might also or alternatively serve the Client's objectives.

If the Client elects a course of action that is independent of or contrary to the advice provided by MFSOK, MFSOK is not required on that basis to disengage from the Client.

**X. Record Retention**

Pursuant to SEC and MSRB record retention regulations, Municipal Finance Services, Inc. will maintain in writing, all communication and created documents between Municipal Finance Services, Inc. and the Client for six (6) years.

**Notices**

Any and all notices pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

**MFSOK:**

Municipal Finance Services, Inc.  
Attn: Jon Wolff, President  
P.O. Box 747  
Edmond, OK 73083-0747

**CLIENT:**

Independent School District Number 1  
Logan County, Oklahoma  
Attn: Superintendent  
802 E. Vilas  
Guthrie, OK 73044

## Acceptance

If there are any questions regarding the above, please do not hesitate to contact MFSOK. If the foregoing terms meet with your approval, please indicate your acceptance by executing all original copies of this letter and keeping one copy for your file.

By signing this agreement, the Client acknowledges the provisions set forth in the agreement and understands its respective rights, duties, and responsibilities. Furthermore, the Scope of Services contained herein have been reviewed and are hereby approved.

Client and MFSOK have entered into this Agreement by the duly authorized representatives which was approved on June 9, 2025, at a meeting duly called and held in full compliance with the Oklahoma Open Meeting Act.

MUNICIPAL FINANCE SERVICES, INC.

By: Jerica Dawson  
Jerica Dawson, Vice President

INDEPENDENT SCHOOL DISTRICT NUMBER 1  
LOGAN COUNTY, OKLAHOMA  
(GUTHRIE BOARD OF EDUCATION)

By: \_\_\_\_\_  
Title: President, Board of Education

ATTEST:

\_\_\_\_\_  
Clerk, Board of Education

(SEAL)



## Oklahoma School Assurance Group

---

May 23, 2025

Mike Simpson  
Guthrie School District  
802 East Vilas Avenue  
Guthrie, OK 73044

**Re: 2025-2026 OSAG Workers' Compensation Insurance Quote**

*The policy will automatically renew on 7/1/25 – No action needed.*

Dear Mike Simpson,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2025-2026 OSAG renewal quote is as follows:

**Total 2025-2026 OSAG Workers' Compensation  
Renewal Premium including Dividend/Credits:**

**\$258,206.00**  
**Non-Auditable**

*\*Your OSAG policy also contains Employers' Liability Limits of \$1,000,000/\$1,000,000/\$1,000,000*

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The membership dividend is based on an overall favorable group loss ratio.

---

**About the OSAG Proposal:**

\*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

\*All members that renew with OSAG have a *Membership Dividend* associated with active membership.  
*To receive the Membership Dividend, a member must be active with paid premium.*

*\*OSAG has awarded \$500,000 in Safety Equipment Grants, as well as a \$250,000 Shared Premium Credit awarded to all active members in 2024-2025. OSAG grants/credits are predicted to continue in the future for all active members.*


**\*\*See enclosed listing of all OSAG member benefits – ALL at NO COST to members!**

P.O. Box 18858, Oklahoma City, Oklahoma 73154  
Ph: 800-699-5905 Fax: 405-842-0051 [www.okschoollassurancegroup.org](http://www.okschoollassurancegroup.org)

AFFIDAVIT FOR FILING WITH COMPETITIVE BID


STATE OF OKLAHOMA       )  
                                  )    SS  
COUNTY OF OKLAHOMA    )

Tom Beckman, of lawful age, being first duly sworn, an oath says, that he is the agent authorized by the bidder to submit the attached bid. Affidavit further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

  
\_\_\_\_\_  
Tom Beckman

Subscribed and sworn to before me this 21<sup>st</sup> day of  
May, 2025.

ELIZABETH A. RIDENER  
NOTARY PUBLIC - STATE OF OKLAHOMA  
MY COMMISSION EXPIRES FEB. 07, 2028  
COMMISSION # 12001300

  
\_\_\_\_\_  
Notary Public

My commission expires: 02/07/28  
My commission number: 12001300

NOTE:

Each competitive bid submitted to a county, school district or municipality must be accompanied with the above Affidavit as required by 74 O.S. 1976 85.25. Any bids received without an attached affidavit cannot be received as a valid bid per O.S.

#### Board of Directors

Terry Davidson,  
Chairman  
*Finance Director:*  
*Comanche Schools*

Sherry Durkee,  
Vice Chairman  
*Superintendent:*  
*Sand Springs*  
*Schools*

Dr. John Cox,  
Treasurer  
*Superintendent:*  
*Peggs Schools*

Shelley Free,  
Secretary  
*Superintendent:*  
*Kiamichi Technology*  
*Center*

Jeremy Hogan,  
Member  
*Superintendent:*  
*Collinsville Schools*

Jeff Daugherty,  
Member  
*Superintendent:*  
*Merritt Schools*

Jason Lindley,  
Member  
*Superintendent:*  
*Hartshorne Schools*

Laura Sprouse,  
Member  
*Select Actuarial*  
*Services*

Steve Moyer,  
Member  
*Shelter Insurance*

#### Executive Director

Rick Thomas

June 3, 2025

Foundation Insurance & Risk Management, Inc.  
124 W. Oklahoma Ave  
Guthrie, OK 73044

RE: Guthrie Public Schools

Dear Oklahoma Schools Insurance Group (OSIG) Agent:

Attached is the Oklahoma Schools Insurance Group (OSIG) proposal for your school client. Please review the quotation carefully and let us know if you have any questions or changes.

#### Important Items:

- Coverages available in OSIG: Property, Boiler, Crime, Automobile, General Liability, School Board Legal Liability, Employee Benefit Liability, Cyber Liability, Pollution Liability and Deadly Weapon Protection
- Optional increased deductible quotes can be provided upon request.
- Members can mitigate risk and increase savings by changing obsolete buildings to Actual Cash Value (ACV) or Debris Removal Only (DRO). DRO is a great option for buildings that would not be replaced if damaged.
- The non-profit structure of our program aids in stabilizing rates. OSIG retains the underwriting profit and investment income, and is designed to be a long term insurance solution for Oklahoma schools.
- RPA, the administrator for OSIG, brings a level of expertise to the table that make you and your schools feel comfortable.

We urge you to be prepared and understand the importance of OSIG's excellent financial condition.

**For the 2025-2026 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG in order to bind coverage effective July 1, 2025. Coverage will not be bound if resolution letter is not received by June 27, 2025.**

Please feel free to contact us to discuss this proposal and conditions in the marketplace in detail. We are here to assist you in protecting your school's districts.

Sincerely,

OSIG Program Administration



**Board of Directors**

June 3, 2025

Terry Davidson,  
Chairman  
*Finance Director:*  
*Comanche Schools*

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

Sherry Durkee,  
Vice Chairman  
*Superintendent:*  
*Sand Springs  
Schools*

RE: Membership Proposal Effective 07/01/2025

Dear Dr. Mike Simpson:

Dr. John Cox,  
Treasurer  
*Superintendent:*  
*Peggs Schools*

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

Shelley Free,  
Secretary  
*Superintendent:*  
*Kiamichi Technology  
Center*

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, **member owned** and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 539 school districts are members of OSIG. Our membership is strong and committed.

Jeremy Hogan,  
Member  
*Superintendent:*  
*Collinsville Schools*

OSIG's financial position is excellent. Our organization is continuously growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Jeff Daugherty,  
Member  
*Superintendent:*  
*Merritt Schools*

**Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.**

Jason Lindley,  
Member  
*Superintendent:*  
*Hartshorne Schools*

For the 07/01/2025 to 7/1/2026 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG before close of business June 27, 2025 in order to bind coverage effective July 1, 2025. **Coverage will not be bound if resolution is not received by June 27, 2025.**

Laura Sprouse,  
Member  
*Select Actuarial  
Services*

Loss control, risk management services and specialized insurance coverages included in OSIG program are:

Steve Moyer,  
Member  
*Shelter Insurance*

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online training in many different areas for your school employees
- Loss Control Site Surveys/Safety Inspections
- Member Only Risk Management Library at [osig.org](http://osig.org)
- StopIt Anonymous Incident Reporting mobile and web app

**Executive Director**

Rick Thomas

Sincerely,  
OSIG Program Administration



**Revised**

Guthrie Public Schools  
802 East Vilas  
Guthrie, OK 73044

This is not an invoice.

## Breakdown of Insurance Cost

### Annual Premium Breakdown

|                      |                  |
|----------------------|------------------|
| Property:            | \$714,731        |
| Boiler & Machinery:  | \$3,409          |
| Auto Physical Dmg:   | \$9,385          |
| General Liability:   | \$20,621         |
| Auto Liability:      | \$27,492         |
| Educators Legal:     | \$20,621         |
| Excess Liability:    | \$0              |
| <b>Total Annual:</b> | <b>\$796,259</b> |

A 25% minimum earned premium applies.

Agent's Commission = 7.0%

Your historical billed premiums, total insured values and loss information are shown in the charts below.

| Year         | 2019-2020    | 2020-2021    | 2021-2022     | 2022-2023     | 2023-2024     | 2024-2025     |
|--------------|--------------|--------------|---------------|---------------|---------------|---------------|
| Total Values | \$96,046,304 | \$96,001,971 | \$148,725,703 | \$139,803,767 | \$149,523,276 | \$171,165,702 |
| Premium      | \$253,735    | \$309,562    | \$384,187     | \$539,913     | \$677,370     | \$796,319     |
| Distribution | \$9,392      | \$0          | \$0           | \$0           | \$0           | \$0           |

| Number of Claims: | Insurance Cost Paid to OSIG (incl Endts): | Incurred Claims: | Loss Ratio: |
|-------------------|---|------------------|-------------|
| 39                | \$2,922,975                               | \$778,128        | 26.62%      |

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

## Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

|                |              |            |
|----------------|--------------|------------|
| Installment #1 | 1/3 of total | due 7/1/25 |
| Installment #2 | 1/3 of total | due 8/1/25 |
| Installment #3 | 1/3 of total | due 9/1/25 |

## Revised

# Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

## Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV or buildings designated as ACV or \*stated value
- No Coinsurance Clause
- Exclusion - Cosmetic loss to metal roof coverings caused by hail
- Real And Personal Property- Limit Per Occurrence \$1,500,000,000
- Building - Margin Clause 125% of scheduled limits per statement of value
- Business Personal Property - blanket coverage per statement of values including:
  - Electronic Data Processing Equipment, and Media
  - Accounts Receivable
  - Valuable Papers
  - Fine Arts
  - Miscellaneous Property
  - Miscellaneous Unnamed / Undescribed Property
  - Builder's Risk
    - \*Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
  - Outdoor Property - covered all perils
  - Extra Expense
  - Business Income including Rental Income and Tuition Income
  - Ordinance or Law including Increased Cost of Construction and Demolition
  - Contractor's Equipment Coverage
  - Debris Removal Coverage
  - Covered Property In Transit
  - Personal Property of Others/Officers/Employees
  - Off Premises Services Interruption including Extra Expense
  - Vehicle Damage
- Newly Acquired Property Coverage - newly acquired property should be reported to OSIG within 30 days of acquisition \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
- \*Note Flood Zones A and V are excluded
- Terrorism \$500,000,000
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

## Deductibles Optional increased deductible quotations are available upon request.

- \$100,000 Property Deductible Per Occurrence
- \$100,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$10,000 Terrorism Deductible Per Occurrence
- \$50,000 Flood, Earthquake and Pollution

## Revised

### General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

### School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- \*Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$5,000 Deductible
- \*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

### Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- \*Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

### Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

### Oklahoma Uninsured Motorist Coverage

- \$25,000 per covered party
- \$50,000 per accident

### Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG

## Revised

- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

### Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

### Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Liability
  - \$2,000,000 Annual Aggregate Limit for Data and Network Liability
  - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
  - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs
  - \$2,000,000 Annual Aggregate for Media Liability
- Breach Response Cost
  - \$500,000 Annual Aggregate for Breach Response Cost
- First Party
  - \$750,000 Annual Aggregate for Cyber Extortion Loss
  - \$750,000 Annual Aggregate for Data Recovery Costs
  - \$750,000 Annual Aggregate for Business Interruption Resulting in Security Breach
  - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
  - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
  - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- eCRIME
  - \$75,000 Annual Aggregate for Fraudulent Instruction
  - \$75,000 Annual Aggregate for Funds Transfer Fraud
  - \$75,000 Annual Aggregate for Telephone Fraud
- Coverage Endorsements
  - \$100,000 Annual Aggregate for Reputation Loss
  - \$50,000 Annual Aggregate for Claims Preparation Costs for Reputation Loss Claims Only
  - \$100,000 Annual Aggregate for Computer Hardware Replacement Costs
  - \$100,000 Annual Aggregate for Invoice Manipulation
  - \$25,000 Annual Aggregate for Cryptojacking
- \$10,000 Deductible

### Excess Cyber Coverage

- \$2,000,000 limit
- \$5,000,000 annual aggregate

**\*Note, to access full first-party and full liability limits of the Cyber and Excess Cyber coverages, members must have:**

- Multi-Factor Authentication (MFA) for all remote access
- Enterprise-wide Endpoint Protection Platform (EPP)
- Without these controls, first-party sublimits are reduced to \$100,000 per coverage, and liability limits for Data Network, Regulatory Defense, Payment Card, and Media Liability are reduced to \$1,000,000 per member.

## Revised

### Deadly Weapon Protection

- Claims Made Form
- \$500,000 Limit Per Occurrence
- \$2,500,000 Annual Aggregate
- \$10,000 Deductible
- Must notify OSIG within 90 days of receiving notice of a covered accident

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

This coverage form is an outline of the coverages provided through OSIG. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual plan language.

## Property Schedule

Report Printed: 06/03/2025 01:29 am

### Guthrie Public Schools

| Location        | Occupied As   | Bldg Value   | Contents Val |
|-----------------|---|--------------|--------------|
| 1006 N. Wentz   | Parking Lot (Liability Only)  | \$0          | \$0          |
| 1021 E. Perkins | ACV-Faver Greenhouse (No Contents)                                    | \$1,989      | \$0          |
| 1021 E. Perkins | ACV-Faver Gym   | \$496,469    | \$49,646     |
| 1021 E. Perkins | ACV-Faver Portable Class (2)  | \$72,348     | \$18,171     |
| 1021 E. Perkins | ACV-Faver School - Office   | \$1,283,430  | \$128,344    |
| 115 E. Harrison | Jelsma Stadium Goal Posts   | \$9,723      | \$0          |
| 115 E. Harrison | Jelsma Stadium Lights/Poles   | \$208,342    | \$0          |
| 115 E. Harrison | Jelsma Stadium PA System  | \$48,614     | \$0          |
| 115 E. Harrison | Jelsma Stadium Panaview Football Scoreboard                           | \$96,430     | \$0          |
| 115 E. Harrison | Jelsma Stadium Scoreboard   | \$34,723     | \$0          |
| 115 E. Harrison | Panaview HS Gym Football Scoreboard                                   | \$22,582     | \$0          |
| 115 E. Harrison | Stadium Bleachers/Pressbox/Restrooms/Concessions/Ticketbooths/Storage | \$4,436,540  | \$46,391     |
| 200 Crooks Dr.  | *High School Outdoor Classroom Canopy                                 | \$3,569      | \$682        |
| 200 Crooks Dr.  | *High School Outdoor Gazebo (No Contents)                             | \$4,085      | \$0          |
| 200 Crooks Dr.  | *Softball Storage Building  | \$4,425      | \$1,365      |
| 200 Crooks Dr.  | ACV-Softball Dressing Room Portable                                   | \$90,724     | \$11,136     |
| 200 Crooks Dr.  | Building for Champions and Weight Room                                | \$1,762,306  | \$176,231    |
| 200 Crooks Dr.  | Building for Champions Fence  | \$14,060     | \$0          |
| 200 Crooks Dr.  | Child Nutrition/Information Technology Building                       | \$650,182    | \$99,411     |
| 200 Crooks Dr.  | High School & Gym   | \$39,000,000 | \$3,900,000  |
| 200 Crooks Dr.  | High School Canopy & Walk-In Freezer                                  | \$34,043     | \$6,823      |
| 200 Crooks Dr.  | High School Classroom SE  | \$827,397    | \$82,740     |
| 200 Crooks Dr.  | High School Fence   | \$27,778     | \$0          |
| 200 Crooks Dr.  | High School Greenhouse  | \$116,670    | \$11,688     |
| 200 Crooks Dr.  | High School HVAC Fencing  | \$17,358     | \$0          |
| 200 Crooks Dr.  | High School JROTC   | \$3,060,403  | \$306,204    |
| 200 Crooks Dr.  | High School Potting Shed  | \$42,779     | \$4,286      |
| 200 Crooks Dr.  | High School Storage Building  | \$5,834      | \$585        |
| 200 Crooks Dr.  | High School Vo-Ag   | \$1,428,136  | \$142,814    |
| 200 Crooks Dr.  | HS Pole Vault Pit   | \$20,834     | \$0          |
| 200 Crooks Dr.  | HS Scoreboard (2) Gym   | \$11,806     | \$0          |
| 200 Crooks Dr.  | HS Scoreboard Gym (1)   | \$3,000      | \$0          |
| 200 Crooks Dr.  | HS Track & Fence  | \$277,789    | \$0          |
| 200 Crooks Dr.  | HS Track & Fence Iron Fence/Gate                                      | \$13,000     | \$0          |
| 200 Crooks Dr.  | HS Track Concession/Restroom  | \$27,778     | \$2,784      |
| 200 Crooks Dr.  | HS Track Storage Containers (2)                                       | \$12,223     | \$1,225      |
| 200 Crooks Dr.  | Letters on HS & GUES  | \$3,473      | \$0          |
| 200 Crooks Dr.  | New Maintenance Building  | \$706,127    | \$70,613     |
| 200 Crooks Dr.  | Panaview Softball Scoreboard  | \$16,713     | \$0          |
| 200 Crooks Dr.  | Soccer Stadium Goal Posts   | \$6,945      | \$0          |
| 200 Crooks Dr.  | Soccer Stadium Lights   | \$69,448     | \$0          |
| 200 Crooks Dr.  | Soccer Stadium PA System  | \$20,834     | \$0          |
| 200 Crooks Dr.  | Soccer Stadium Scoreboard   | \$34,723     | \$0          |
| 200 Crooks Dr.  | Softball Batting Cage   | \$9,723      | \$0          |
| 200 Crooks Dr.  | Softball Concession & Fence   | \$34,723     | \$3,479      |
| 200 Crooks Dr.  | Softball Dugouts  | \$6,945      | \$0          |
| 200 Crooks Dr.  | Softball Lights   | \$62,502     | \$0          |
| 200 Crooks Dr.  | Softball Nets   | \$2,363      | \$0          |
| 200 Crooks Dr.  | Softball Scoreboard   | \$6,250      | \$0          |
| 200 Crooks Dr.  | Softball Storage Building   | \$4,862      | \$486        |
| 200 Crooks Dr.  | Tennis Court Playing Surface  | \$34,723     | \$0          |
| 200 Crooks Dr.  | Tennis Courts Light Poles (8)/Wind Screen/Fence                       | \$69,448     | \$0          |

## Guthrie Public Schools

| Location                    | Occupied As                                     | Bldg Value   | Contents Val |
|-----------------------------|---|--------------|--------------|
| 200 Crooks Dr.              | Tennis Storage Building                         | \$7,778      | \$780        |
| 200 Crooks Dr.              | Tuff Sport Uniview Scoreboard                   | \$6,807      | \$0          |
| 200 Crooks Dr.              | Vo-Ag Storage                                   | \$58,334     | \$10,439     |
| 200 E. Springer             | 25 Sec. Clock (2)                               | \$3,613      | \$0          |
| 200 E. Springer             | Athletic Building/Dressing Room                 | \$604,233    | \$60,424     |
| 200 E. Springer             | Baseball Dugouts                                | \$16,667     | \$0          |
| 200 E. Springer             | Baseball Grandstands/Press                      | \$243,062    | \$24,356     |
| 200 E. Springer             | Baseball Portable Building                      | \$5,834      | \$585        |
| 200 E. Springer             | Squires Field Lights/Poles                      | \$173,618    | \$0          |
| 200 E. Springer             | Squires Field Scoreboard                        | \$19,831     | \$0          |
| 2001 W. Noble               | Cotteral Elementary School                      | \$18,702,719 | \$1,870,272  |
| 2001 W. Noble               | Fence   | \$4,448      | \$0          |
| 2101 W. Cleveland           | Teacher Parking Lot w/Lights (Liability Only)   | \$0          | \$0          |
| 211 E Vilas                 | Vacant Land (Liability Only)                    | \$0          | \$0          |
| 2111 W Cleveland            | Vacant House (No Contents)                      | \$188,658    | \$0          |
| 213 E Vilas Ave             | Vacant Land (Liability Only)                    | \$0          | \$0          |
| 216-218 E Springer          | 3 Vacant Lots @ Baseball Field (Liability Only) | \$0          | \$0          |
| 317 E. Grant                | ACV-Indoor Baseball                             | \$288,758    | \$28,935     |
| 321 E. Noble                | Central Elem.-Playground Equip.                 | \$27,778     | \$0          |
| 321 E. Noble                | Central Elementary                              | \$8,447,700  | \$844,770    |
| 321 E. Noble                | Fence   | \$24,862     | \$0          |
| 455 W. Beemer Rd.           | Vo-Ag Farm Fence                                | \$20,174     | \$0          |
| 455 W. Beemer Rd.           | Vo-Ag Sheep/Goat Barn                           | \$161,386    | \$16,036     |
| 455 W. Beemer Rd.           | Vo-Ag Swine Barn                                | \$161,386    | \$16,036     |
| 455 W. Beemer Rd.           | Vo-Ag Well House (No Contents)                  | \$6,725      | \$0          |
| 4900 E Charter Oak          | Charter Oak Elementary                          | \$15,000,000 | \$1,500,000  |
| 4900 E Charter Oak          | Charter Oak Portable #1                         | \$87,500     | \$10,000     |
| 4900 E Charter Oak          | Charter Oak Portable #2                         | \$87,500     | \$10,000     |
| 4900 E Charter Oak          | Fence   | \$29,779     | \$0          |
| 4900 E Charter Oak          | Playground                                      | \$50,875     | \$0          |
| 520 Crooks Dr.              | ACV-Bus Barn Annex Portable                     | \$35,642     | \$3,749      |
| 520 Crooks Dr.              | Bus Barn  | \$303,260    | \$41,752     |
| 520 Crooks Dr.              | Fuel Pumps (3), Storage Tanks (2)               | \$48,614     | \$0          |
| 520 Crooks Dr.              | Transportation Storage Building                 | \$80,210     | \$8,038      |
| 702 Crooks Dr.              | ACV-GUES Portable Classrooms (1)                | \$35,642     | \$6,959      |
| 702 Crooks Dr.              | Guthrie Upper Elem. Playground                  | \$27,778     | \$0          |
| 702 Crooks Dr.              | Guthrie Upper Elementary                        | \$26,730,000 | \$2,673,000  |
| 702 Crooks Dr.              | Portico Canopy GUES                             | \$20,834     | \$0          |
| 702 Crooks Dr.              | Walk In Freezer                                 | \$27,233     | \$6,823      |
| 705 E. Oklahoma             | ACV-Portable Building                           | \$88,133     | \$13,248     |
| 705 E. Oklahoma             | Junior High - Gym                               | \$4,596,600  | \$459,660    |
| 705 E. Oklahoma             | Junior High Main Building                       | \$21,328,200 | \$2,132,820  |
| 722 E. Harrison             | DRO-Junior High Annex                           | \$10,548     | \$15,502     |
| 802 E. Oklahoma             | Maintenance Building                            | \$290,076    | \$83,505     |
| 802 E. Vilas                | Administration                                  | \$3,395,324  | \$339,532    |
| 802 E. Vilas                | Fence   | \$13,193     | \$0          |
| <b>852' East of Douglas</b> | Vacant Land - 25 acres (Liability Only)         | \$0          | \$0          |
| 902 N. Wentz                | ACV-Fogarty Portable Classroom                  | \$66,655     | \$10,439     |
| 902 N. Wentz                | ACV-Fogarty Portable Classroom                  | \$66,655     | \$10,439     |
| 902 N. Wentz                | Fence   | \$25,333     | \$0          |
| 902 N. Wentz                | Fogarty Annex                                   | \$1,012,762  | \$101,276    |
| 902 N. Wentz                | Fogarty Building                                | \$14,457,000 | \$1,445,700  |
| 902 N. Wentz                | Fogarty Playground                              | \$27,778     | \$0          |
| 902 N. Wentz                | Fogarty Portico                                 | \$3,056      | \$0          |
| 929 E. Perkins              | Faver Athletic Annex                            | \$774,716    | \$77,471     |
| West Heather Rd - 3         | Vacant Land (Liability Only)                    | \$0          | \$0          |

Guthrie Public Schools

| Location | Occupied As         | Bldg Value           | Contents Val                       |
|----------|---------------------|----------------------|------------------------------------|
|          |                     | <u>\$173,152,438</u> | <u>\$16,887,650</u>                |
|          | Floater Limi        | <u>\$250,000</u>     | Auto Values: <u>\$2,524,215</u>    |
|          | EDP Limit:          | <u>\$1,500,000</u>   | Total Values: <u>\$194,814,303</u> |
|          | Extra Expense Limit | <u>\$500,000</u>     |                                    |



## Auto Schedule

Report Printed: 06/03/2025 01:29 am

### Guthrie Public Schools

| Vehicle No | Year | Make         | Model               | Capacity | VIN               | Actual Value |
|------------|------|--------------|---------------------|----------|-------------------|--------------|
| 1          | 2005 | Ford         | F350 Pickup         | 6        | 1FDWF36545EA59541 | \$6,370      |
| 2          | 1999 | Chevrolet    | Pickup              | 3        | 1GCCS1442XK205117 | \$1,235      |
| 3          | 2005 | Ford         | E150 Van            | 8        | 1FMRE11L25HA23243 | \$3,800      |
| 4          | 1980 | Shopmade     | Trailer             |          | 1001GFFA          | \$1,900      |
| 5          | 1988 | Van          | Trailer             |          | 1WC200E1XJ2011732 | \$1,140      |
| 6          | 1991 | Barrett      | Trailer             |          | 1B9P20205M1014201 | \$13,300     |
| 7          | 1998 | Flatbed      | Trailer             |          | 4P5SH1621W101     | \$1,000      |
| 8          | 2006 | Dodge        | Caravan             | 7        | 1D4GP24R46B723011 | \$2,400      |
| 9          | 2006 | Dodge        | Caravan             | 7        | 1D4GP24R66B723012 | \$2,400      |
| 10         | 2002 | Dodge        | Pickup              | 3        | 1D7HA16N12J218895 | \$2,850      |
| 11         | 2008 | Ford         | F350                | 3        | 1FTWW32Y18EA78508 | \$12,350     |
| 12         | 1985 | 16'          | Trailer             |          |                   | \$800        |
| 13         | 1990 | Lawn Utility | Trailer             |          |                   | \$800        |
| 14         | 2006 | Bleacher     | Trailer             |          |                   | \$28,500     |
| 15         | 2006 | Bleacher     | Trailer             |          |                   | \$28,500     |
| 16         | 1967 | AMG          | Cargo Truck         | 3        | NK00RC-7225547    | \$4,750      |
| 17         | 2005 | Ford         | F350 Pickup         | 3        | 1FDWF36585EA31502 | \$8,550      |
| 18         | 2010 | Freightliner | Bus                 | 23       | 4UZABPDT2ACAR5820 | \$20,568     |
| 19         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT1BCAR8320 | \$27,978     |
| 20         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT3BCAR8321 | \$27,978     |
| 21         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT5BCAR8322 | \$27,978     |
| 22         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT7BCAR8323 | \$27,978     |
| 23         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT9BCAR8324 | \$27,978     |
| 24         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT0BCAR8325 | \$27,978     |
| 25         | 2011 | Freightliner | Bus                 | 71       | 4UZABRDT2BCAR8326 | \$27,978     |
| 26         | 2008 | Freightliner | Bus                 | 20       | 4UZABRDT08CZ54311 | \$31,172     |
| 27         | 2012 | Thomas       | Bus                 | 53       | 4UZABPDT2CCBM8891 | \$38,861     |
| 28         | 2008 | Haulmark     | Box Trailer         |          | 16HGB20238A029320 | \$5,700      |
| 29         | 2012 | Ford         | F350 Crewcab Pickup |          | 1FT8W3CT1CEC95643 | \$19,000     |
| 30         | 2013 | Ford         | Expedition          |          | 1FMJK1F58DEF33757 | \$10,450     |
| 31         | 2013 | Ford         | Expedition          |          | 1FMJK1F5XDEF33758 | \$10,450     |
| 32         | 2012 | Dodge        | Ram                 |          | 3C7WDSAT6CG213234 | \$19,000     |
| 33         | 2013 | Cimarron     | Livestock Trailer   |          | 5PASG2422DC008280 | \$26,600     |
| 34         | 2013 | Ford         | Expedition XL       |          | 1FMJK1F5XDEF60149 | \$9,500      |
| 35         | 2013 | Ford         | Cargo Van           |          | 1FTNE1EW8DDB18029 | \$17,100     |
| 36         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU4ECFF9888 | \$52,639     |
| 37         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDUOECFF9886 | \$45,719     |
| 38         | 2013 | Thomas       | Bus                 | 71       | 4UZABRDU5DCBT1251 | \$44,950     |
| 39         | 2013 | Thomas       | Bus                 | 71       | 4UZABRDU7DCBT1249 | \$35,329     |
| 40         | 2013 | Thomas       | Bus                 | 71       | 4UZABRDUXDCBT1245 | \$44,950     |
| 41         | 2013 | Thomas       | Bus                 | 71       | 4UZABRDU5DCBT1248 | \$44,950     |
| 42         | 2012 | Thomas       | Bus                 | 71       | 4UZABRDU9CCBA2099 | \$33,915     |
| 43         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU3ECFF9901 | \$52,639     |
| 44         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU1ECFF9895 | \$52,639     |
| 45         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU4ECFF9891 | \$52,639     |
| 46         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU7ECFF898  | \$52,639     |
| 47         | 2012 | Thomas       | Bus                 | 71       | UZABRDU8CCBA2269  | \$33,915     |
| 48         | 2014 | Freightliner | Bus                 | 71       | 4UZABRDU2ECFF9789 | \$52,286     |
| 49         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU8ECFF9778 | \$44,950     |
| 50         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU8ECFF9800 | \$44,950     |
| 51         | 2014 | Thomas       | Bus                 | 71       | 4UZABRDU0ECFF9791 | \$44,950     |
| 52         |      | Washer       | Trailer             |          | GPS               | \$1,000      |

# Guthrie Public Schools

| Vehicle No | Year | Make         | Model                   | Capacity | VIN               | Actual Value |
|------------|------|--------------|-------------------------|----------|-------------------|--------------|
| 53         |      | Elite        | Sheep Trailer           |          | TBD               | \$7,600      |
| 54         | 2018 | Lonestar     | Stock Gooseneck Trailer |          | LS1SG24800270E    | \$27,550     |
| 55         | 2016 | Dodge        | Caravan                 | 7        | 2C4RDGBG1GR235859 | \$8,550      |
| 56         | 2018 | Dodge        | Ram Ag Pickup           |          | 3C6ERRGL3JG310882 | \$37,525     |
| 57         | 2016 | Thomas       | Bus                     | 71       | 4UZABRDU4GCGT6282 | \$44,950     |
| 58         | 2016 | Thomas       | Bus                     | 71       | 4UZABRDU5GCGT6291 | \$44,950     |
| 59         | 2016 | Thomas       | Bus                     | 55       | 4UZAVRDU4GCGT6265 | \$47,835     |
| 60         | 2018 | Thomas       | Bus                     | 48       | 4UZABRFD6JCJG3966 | \$55,606     |
| 61         | 2016 | Thomas       | Bus                     | 71       | 4UZABRDU7GCGT6292 | \$44,888     |
| 62         | 2012 | Freightliner | Box Truck               |          | 1FVACWDT3CDBD5587 | \$44,471     |
| 63         | 2020 | Thomas       | Bus                     | 71       | 4UZABRFDXLCJM2437 | \$62,713     |
| 64         | 2020 | Thomas       | Bus                     | 71       | 4UZABRFD5LCLJ5162 | \$67,464     |
| 65         | 2019 | Chevy        | Silverado Pickup        |          | 3GCNWAEH0KG172097 | \$16,150     |
| 66         | 2019 | Ford         | Expedition              |          | 1FMJK1FT4KEA84220 | \$33,250     |
| 67         | 2019 | Ford         | Expedition              |          | 1FMJK1FT6KEA84221 | \$33,250     |
| 68         | 2019 | Freightliner | Bus                     | 54       | 4UZABRFD2KCKM9717 | \$55,112     |
| 69         | 2019 | Freightliner | Bus                     | 71       | 4UZABRFD7KCJZ4004 | \$54,052     |
| 70         | 2019 | Freightliner | Bus                     | 71       | 4UZABRFD0KCJZ4006 | \$54,052     |
| 71         | 2109 | Freightliner | Bus                     | 71       | 4UZABRFD2KCJZ3889 | \$54,052     |
| 72         | 2019 | Freightliner | Bus                     | 71       | 4UZABRFD8KCJZ3878 | \$54,052     |
| 73         | 2019 | Freightliner | Bus                     | 71       | 4UZABRFDXKCJZ3896 | \$54,052     |
| 74         | 2019 | Freightliner | Bus                     | 71       | 4UZABRFD1KCJZ3883 | \$54,052     |
| 75         | 2019 | Freightliner | Bus w/ lift             | 54       | 4UZABRFD4KCKM9718 | \$74,100     |
| 76         | 2022 | Ford         | F350                    |          | 1FT8W3CT7NED16207 | \$38,000     |
| 77         | 2022 | Ford         | F250                    |          | 1FTBF2B67NEC36420 | \$22,800     |
| 78         | 2020 | Thomas       | Bus                     |          | 4UZABRFD8LCLJ5415 | \$86,594     |
| 79         | 2020 | Thomas       | Bus                     |          | 4UZABRFD2LCLJ5412 | \$86,594     |

Total Value of All Autos for Guthrie Public Schools: \$2,524,215

## Overview

### Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG allows member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with **broad insurance coverage through "A" rated insurance carriers and professional risk management services**. Over the past 23 years, OSIG's membership has grown to 539 and the program insures more than \$30 Billion in school property across Oklahoma.

### Structure

OSIG is a non-profit, member-owned, public entity program whose management is completely controlled by a Board of your peers.

*"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".*

The group purchases reinsurance from "A" rated carriers. OSIG's reinsurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Risk Program Administrators in Tulsa to administer the program. RPA is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By remaining together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance, risk management and the added value services you need to protect your schools' assets, your board, your staff and most importantly your children.

## Financial Strength

OSIG is financially strong and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/24 was more than \$7.8 million and our assets were more than \$39 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance interlocal should be of utmost importance to you when choosing an insurance partner for your district.

| <i>Statement of Net Assets</i>  |                      |
|---------------------------------|----------------------|
| <i>As of 6/30/24</i>            |                      |
| Cash                            | \$ 28,499,096        |
| Other Assets                    | \$ 11,453,895        |
| <b>Total Assets</b>             | <b>\$ 39,952,991</b> |
|                                 |                      |
| <b>Total Liabilities</b>        | <b>\$ 32,096,253</b> |
| <b>Total Net Assets/Surplus</b> | <b>\$ 7,856,738</b>  |

## Revised

### Important Plan Information

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$1,500,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence subject to a \$10M annual aggregate limit. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

### Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member **school districts to make projections of OSIG's expected losses. OSIG adequately funds to,** or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.

## Revised

### Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

The signed Resolution by the member's Board of Education and return to OSIG in order to bind coverage effective 07/01/2025.

### Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

|                |              |            |
|----------------|--------------|------------|
| Installment #1 | 1/3 of total | due 7/1/25 |
| Installment #2 | 1/3 of total | due 8/1/25 |
| Installment #3 | 1/3 of total | due 9/1/25 |

A 25% minimum earned premium applies.

### Risk Management And Loss Control Tools

Onsite Safety Inspections

Onsite Appraisals

StopIt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website [www.osig.org](http://www.osig.org)

Vector Solutions - Professional Development Training Platform:

- Free of charge to all members of OSIG

- Online 24/7 access to training

- Training modules include:

- Child Sexual Abuse Prevention Training
- School Bus Driver Training
- Safety & Compliance Training

Beazley & Lodestone Cyber Portal

Helix Intel

HSB Water & Temperature Monitoring Devices - Pilot Program

## Revised

### Contacts For Questions

#### Coverage Questions

Your Local Agent or:

Jennifer McKenzie  
Risk Program Administrators - Tulsa  
5314 S Yale Avenue, Suite 900  
Tulsa, OK 74135  
Phone: 918-764-7137  
Toll-Free 866-444-0061  
Fax: 866-420-0695  
Email: jennifer\_mckenzie@ajg.com

#### Eastern Oklahoma Schools (East of I-35)

Guy Griggs  
Keystone Insurance  
11 East Broadway  
Sand Springs, OK 74063  
Phone: 918-245-2558  
Fax: 918-245-8553  
Email: guy.griggs@insurica.com

#### General Program Questions

Rick Thomas  
Executive Director  
P O Box 3068  
Tulsa, OK 74101  
Phone: 918-688-1056  
Fax: 866-420-0695

#### OSIG Board Members

|                               |                            |                |
|-------------------------------|----------------------------|----------------|
| Terry Davidson - Chairman     | Comanche Schools           | (580) 439-2900 |
| Sherry Durkee - Vice Chairman | Sand Springs Schools       | (918) 246-1406 |
| Dr. John Cox - Treasurer      | Peggs Schools              | (918) 598-3412 |
| Shelley Free - Secretary      | Kiamichi Technology Center | (918) 465-2323 |
| Jeremy Hogan - Member         | Collinsville Schools       | (918) 371-2326 |
| Jeff Daugherty - Member       | Merritt Schools            | (580) 225-5460 |
| Jason Lindley - Member        | Hartshorne Schools         | (918) 297-2534 |
| Laura Sprouse - Member        | Select Actuarial Services  | (615) 620-7584 |
| Steve Moyer - Member          | Shelter Insurance          | (918) 396-3379 |

## Resolution of Guthrie Public Schools to Join Oklahoma Schools Insurance Group

**Whereas, Oklahoma Schools Insurance Group** (“OSIG”) is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

**Whereas, Guthrie Public Schools** is an Oklahoma public school district (“the District”); and

**Whereas,** OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2025-2026 plan year; and

**Whereas,** the quotation is acceptable to the District;

**Now, therefore be it resolved,** that the District hereby joins OSIG as a Member;

**Be it further resolved,** that so long as the District remains as a Member, the District shall comply with OSIG’s bylaws, the Plan Document and OSIG claim reporting procedures; and

**Be it further resolved,** that by the adoption and signing of this resolution, Guthrie Public Schools understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members’ losses.

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

**Guthrie Public Schools By:**

**Attest:**

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

\_\_\_\_\_  
Clerk, Board of Education



|           |                 |              |
|-----------|-----------------|--------------|
| QUOTE NO. | APPLICATION NO. | CONTRACT NO. |
|-----------|-----------------|--------------|



# Equipment Rental Agreement

Standley Systems LLC | 528 Iowa Avenue | PO Box 460 | Chickasha, OK 73023 | Phone: 405-224-0819

The words "you" and "your" refer to the customer. The words "Owner," "we," "us" and "our" refer to Standley Systems LLC.

## CUSTOMER INFORMATION

|   |   |
|---|---|
| FULL LEGAL NAME:                              | Independent School District #1 of Logan County, OK d/b/a Guthrie Public Schools |
| BILLING ADDRESS:                              | 802 E Vilas<br>Guthrie, OK 73044  |
| FEDERAL TAX I.D. #:                           |   |
| EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE): | As Stated Above   |

|                    |                                  |
|--------------------|----------------------------------|
| NAME OF PRINCIPAL: | PERCENTAGE OWNERSHIP OF BUSINESS |
|                    | %                                |

## EQUIPMENT DESCRIPTION AND PAYMENT TERMS

☒ SEE ATTACHED SCHEDULE

| QUANTITY  | MAKE, MODEL NUMBER, ACCESSORIES AND SERIAL NUMBER | NOT FINANCED UNDER THIS AGREEMENT | MONTHLY IMAGE ALLOWANCE |       | EXCESS PER IMAGE CHARGE (PLUS TAX) |       |
|---|---|-----------------------------------|-------------------------|-------|------------------------------------|-------|
|   |   |                                   | MONO                    | COLOR | MONO                               | COLOR |
| 18  | Kyocera TA 7004i                                  | <input type="checkbox"/>          | 0                       | 0     | .0049                              |       |
| 8   | Kyocera TA 5004i                                  | <input type="checkbox"/>          | 0                       | 0     | .0049                              |       |
| 2   | Kyocera TA 5054ci                                 | <input type="checkbox"/>          | 0                       | 0     | .0049                              | .0275 |
| 1   | Kyocera M3145idn                                  | <input type="checkbox"/>          | 0                       | 0     | .0049                              |       |
| 1   | AccuRoute Cloud Fax                               | <input type="checkbox"/>          |                         |       |                                    |       |
|   |   | <input type="checkbox"/>          |                         |       |                                    |       |
|   |   | <input type="checkbox"/>          |                         |       |                                    |       |
|   |   | <input type="checkbox"/>          |                         |       |                                    |       |
|   |   | <input type="checkbox"/>          |                         |       |                                    |       |
|   |   | <input type="checkbox"/>          |                         |       |                                    |       |
| TOTAL CONSOLIDATED MONTHLY IMAGE ALLOWANCE AND EXCESS PER IMAGE CHARGES (IF CONSOLIDATED) |   |                                   |                         |       |                                    |       |

METER OVERAGE FREQUENCY\*\*: ☒ MONTHLY ☐ QUARTERLY ☐ SEMI-ANNUALLY ☐ ANNUALLY (\*PLUS TAX)

\*\*IF NONE OF THE BOXES HAVE BEEN CHECKED, FREQUENCY SHALL DEFAULT TO "MONTHLY"

TERM IN MONTHS: 48 MONTHLY BASE PAYMENT AMOUNT\*: \$3,515.40 PURCHASE OPTION\*: \$1.00

## CONTRACT

THIS AGREEMENT IS NON-CANCELABLE AND IRREVOCABLE. IT CANNOT BE TERMINATED. PLEASE READ CAREFULLY BEFORE SIGNING. YOU AGREE THAT THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE INTERNAL LAWS OF THE STATE IN WHICH OUR (OR, IF WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE'S) PRINCIPAL PLACE OF BUSINESS IS LOCATED AND ANY DISPUTE CONCERNING THIS AGREEMENT WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN SUCH STATE. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. EACH PARTY WAIVES ANY RIGHT TO A JURY TRIAL.

## CUSTOMER'S AUTHORIZED SIGNATURE

BY SIGNING THIS PAGE, YOU REPRESENT TO US THAT YOU HAVE RECEIVED AND READ THE ADDITIONAL TERMS AND CONDITIONS APPEARING ON THE SECOND PAGE OF THIS TWO-PAGE AGREEMENT. THIS AGREEMENT IS BINDING UPON OUR ACCEPTANCE HEREOF.

|                   |          |           |
|-------------------|----------|-----------|
| (As Stated Above) | X        |           |
| DATED             | CUSTOMER | SIGNATURE |
|                   |          | TITLE     |

## OWNER ACCEPTANCE

|                      |       |           |
|----------------------|-------|-----------|
| Standley Systems LLC |       |           |
| DATED                | OWNER | SIGNATURE |
|                      |       | TITLE     |

## UNCONDITIONAL GUARANTY

The undersigned, jointly and severally if more than one, unconditionally guarantee(s) that the Customer will timely perform all obligations under the Agreement. The undersigned also waive(s) any notification if the Customer is in default and consent(s) to any extensions or modifications granted to the Customer. In the event of default, the undersigned will immediately pay all sums due under the terms of the Agreement without requiring us or our assignee to proceed against Customer or any other party or exercise any rights in the Equipment. The undersigned, as to this guaranty, agree(s) to the designated forum and consent(s) to personal jurisdiction, venue, and choice of law as stated in the Agreement, agree(s) to pay all costs and expenses, including attorney fees, incurred by us or our assignee related to this guaranty and the Agreement, waive(s) a jury trial and transfer of venue, and authorize(s) obtaining credit reports.

|              |             |       |
|--------------|-------------|-------|
| SIGNATURE: X | INDIVIDUAL: | DATE: |
| SIGNATURE: X | INDIVIDUAL: | DATE: |

## ADDITIONAL TERMS AND CONDITIONS

**AGREEMENT.** You want us to now provide you the equipment and/or software referenced herein, excluding equipment marked as not financed under this Agreement ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date. If any amount payable to us is past due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less.

**NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.**

**IMAGE CHARGES AND OVERAGES.** You are entitled to make the total number of images shown under the Image Allowances each period during the term of this Agreement. If you make more than the allowed images in any period, you will pay us an additional amount equal to the number of the excess images made during such period multiplied by the applicable Excess Image charge. Regardless of the number of images made in any period, you will never pay less than the Base Payment Amount. You agree to allow us to install a Data Collection Agent ("DCA") to facilitate the processing of meter readings. If a DCA is not installed or is disabled, you will provide us by telephone, email or facsimile with the actual meter readings when we so request. If we request you to provide us with meter readings and you fail to do so within seven days of our request, then we may estimate the number of images made and invoice you accordingly. If three consecutive requests for actual meter readings go unanswered, a technician shall be dispatched to the Equipment to gather the meter readings and a charge of \$25.00 per device will be assessed to you. No retroactive adjustments will be made to the estimated meter readings. You agree that the Base Payment Amount and the Excess Image charges may be proportionately increased at any time if our estimated average page coverage is exceeded. After the end of the first year of this Agreement and not more than once each successive twelve-month period thereafter, the Base Payment Amount and the Excess Image charges (and, at our election, the Base Payment Amount and Excess Image charges under any subsequent agreements between you and us that incorporate the terms hereof) may be increased by a maximum of 15% of the then existing payment or charge. Images made on equipment marked as not financed under this Agreement will be included in determining your image and overage charges.

**EQUIPMENT USE.** You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment.

**SERVICES/SUPPLIES.** If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience. You agree that you will look solely to us for performance under any such arrangement and for the delivery of any applicable supplies.

**SOFTWARE/DATA.** Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

**LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.**

**ASSIGNMENT.** You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else.

**LOSS OR DAMAGE.** You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses, or damages, including attorney fees, in any way relating to the Equipment or data stored on it. In no event will we be liable for any consequential or indirect damages.

**INSURANCE.** You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

**OWNERSHIP.** You own the Equipment, including any software license rights granted to you, if any, by us or any third party supplier(s). You hereby grant us a security interest in the Equipment to secure your performance under this Agreement, to be released at the end of the term provided you have performed all of your obligations under this Agreement. You authorize us to record UCC financing statements to protect our interests in the Equipment.

**TAXES.** You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. You agree to file any required personal property tax returns. Sales or use tax due upfront will be payable over the term with a finance charge.

**DEFAULT/REMEDIES.** If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us 1.5% interest per month on all past due amounts.

**UCC.** If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

**MISCELLANEOUS.** This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Any reference to a Quote Number on this Agreement is solely for your convenience in the administration of the Agreement and is not in any way intended to alter the terms of this Agreement. Any fees and amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature. If a court finds any provision of this Agreement unenforceable, the remaining terms of this Agreement shall remain in effect. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date. All other modifications to the Agreement must be in writing signed by each party. To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify and record information that identifies each person (individuals or businesses) who opens an account. What this means for you: when you open an account or add any additional service, we will ask for your name, address, federal employer identification number and other information that will allow us to identify you. We may also ask to see other identifying documents.

**Non-Solicitation.** Customer recognizes that the employees and independent contractors of Owner, and such employees' and independent contractors' loyalty and service to Owner, constitute a valuable asset of Owner. Accordingly, Customer shall not, during the Term and for one (1) year thereafter, make any offer of employment to, nor enter into a consulting relationship with, any person who was employed or retained by Owner during the previous two (2) years. Any violation of this provision constitutes a material breach of this Section, and upon any such breach, Customer shall pay to Owner liquidated damages consisting of the amount of all compensation (e.g., salary, bonuses, fees, etc.) paid or to be paid by Customer to the person during the first twelve (12) months after such person was hired/retained by Customer. Each party acknowledges and agrees that this amount of liquidated damages for a breach of this Section is a good faith estimate of the investment in and costs related to recruiting and training that Owner will lose if a Owner employee or independent contractor is hired or retained by Customer. In the event this Section is deemed unenforceable for any reason, Owner shall nevertheless be entitled to recover its actual damages resulting from Customer's breach of this Section.

## APPLICABLE TO GOVERNMENTAL ENTITIES ONLY

You hereby represent and warrant to us that as of the date of the Agreement: (a) the individual who executed the Agreement had full power and authority to execute the Agreement on your behalf; (b) all required procedures necessary to make the Agreement a legal and binding obligation against you have been followed; (c) the Equipment will be operated and controlled by you and will be used for essential government purposes for the entire term of the Agreement; (d) that all payments due and payable for the current fiscal year are within the current budget and are within an available, unexhausted, and unencumbered appropriation; (e) you intend to pay all amounts payable under the terms of the Agreement when due, if funds are legally available to do so; (f) your obligations to remit amounts under the Agreement constitute a current expense and not a debt under applicable state law; (g) no provision of the Agreement constitutes a pledge of your tax or general revenues; and (h) you will comply with any applicable information reporting requirements of the tax code, which may include 8038-G or 8038-GC Information Returns. If funds are not appropriated to pay amounts due under the Agreement for any future fiscal period, you shall have the right to return the Equipment and terminate the Agreement on the last day of the fiscal period for which funds were available, without penalty or additional expense to you (other than the expense of returning the Equipment to the location designated by us), provided that at least thirty (30) days prior to the start of the fiscal period for which funds were not appropriated, your Chief Executive Officer (or Legal Counsel) delivers to us a certificate (or opinion) certifying that (a) you are a state or a fully constituted political subdivision or agency of the state in which you are located; (b) funds have not been appropriated for the applicable fiscal period to pay amounts due under the Agreement; (c) such non-appropriation did not result from any act or failure to act by you; and (d) you have exhausted all funds legally available for the payment of amounts due under the Agreement. You agree that this paragraph shall only apply if, and to the extent that, state law precludes you from entering into the Agreement if the Agreement constitutes a multi-year unconditional payment obligation.



**Guthrie Public Schools Retainer Agreement  
2025-2026**

**Goal:** Continue to build awareness and generate positive engagement about the unique program offerings and service differentiators, as well as the relationships created by attending and/or working for Guthrie Public Schools. Secondary goal of the campaign will lend itself to generating an engaged audience who will vote on future bond campaigns.

**Scope of Retainer Work:**

As agreed, Kathleen Kennedy d/b/a Center for Communication and Engagement ("Kennedy") will provide complete communications consulting services including:

**Research:**

- Scan previous social media posts and engagements on accolades and programs and services for responses and develop and measure outputs
  - Use as a benchmark for evaluation of campaign
- Review media from previous school year for neutrality, positivity and negativity.
  - Use as a benchmark for evaluation of campaign
- Measure internal and external stakeholders for feedback on communication style and preferences, how the district communicates well (or not) and why people like the district (this is suggested as it provides more quantitative measurements, but not required)
  - Use as a benchmark for evaluation at the end of campaign

**Communication Plan:**

1. **Continue Building a Video and Photo library to support promoting the district** (Curate content for promotional use and branded posts, possibly utilize in paid social media ads)  
Possibly promote the following:
  - a. Student Focus
  - b. Awards and Grants
  - c. Partnerships (community, volunteering, etc)
  - d. Teacher and Employee Recruitment

**2. Overall District Promotion**

- a. Video and/or Social Media
    - i. Posting and sharing content across platforms
    - ii. Sharing content with and/or tagging city and news outlets
  - b. Print (as needed)
    - i. Postcard Mailers
    - ii. Brochures
  - c. Traditional Media
    - i. Share stories and opportunities as they relate to observances and significant human interest for local tv and print media
  - d. Superintendent Update to Community – Monthly Highlights of Students and Teacher Awards, Work, and Athletic Accolades
- 3. District Opportunities** – 1. Generate positive stories, 2. Create marketing campaign for employee recruitment, 3. Help build solid examples of needs across district that could be supported by a future bond issue
- a. Video (multi-use)
  - b. Print (as needed – could include mailers, flyers, brochures, booth marketing)
  - c. Stories for Social Media supported with photos and video
- 4. Assist GPS in the Creation of a custom and comprehensive Crisis Communications Plan** which will cover each building in the district
- a. Develop the plan for each building
  - b. Create templates specific for each sites greatest potential challenges and provide a variety of other frequently used scripts
  - c. Train administrators on how to use the communication plan
- 5. Create Annual Report – (for end of FY distribution)**
- Create comprehensive review of district services in formal report
- Mail printed copy to all stakeholders or key stakeholders and business leaders
  - Post an electronic version online/website

**Evaluation Method(s):**

**Quantitative –**

- 1. Engagement Increase on targeted social media and earned media (need a number for measurement)
- 2. Post campaign survey to determine if program marketing was effective (if survey at beginning of year is utilized)
- 3. Pass future bond issue

**Qualitative -**

- 1. Community and Family members are promoting district programs and services in casual conversations.

2. Review online social media comments for antidotal information on programs and services.

**Miscellaneous:**

Possible additional work to include special projects as needed by the district superintendent and/or recommended by Kennedy. These will be an additional cost to the district outside of the compensation and billing as detailed below.

**Additional Work – Special Projects:**

In addition to the retainer work described above, Kennedy will provide the following services on a one-time, flat fee basis: N/A at this time. Bond communication campaigns, if needed, are quoted separately.

**Compensation and Billing:**

This scope of work will be completed on an ongoing basis beginning July 1, 2025 and ending at any time, by either party, with 30 days' notice. This agreement remains effective until June 30, 2026 when we will revisit it for 2026-27 school year.

- Travel to district (as needed)
  - Research
  - Writing
  - Video Shooting and Editing \*\*\*
  - Light graphic design/creation
  - Marketing/Planning
  - Work with designers, videographers/editors (as needed on special projects)
- \$2000 per 15-20 hours each month

\*\*\*Projected cost does not include any printing, outsourced video shooting or editing, and specialized graphic design for special projects.

The costs above do not include reimbursement of costs for the graphic artist and printing. Kennedy will assist the district in obtaining price quotes from vendors. Those costs will be billed directly to GPS independently of this contract.

The compensation includes travel and mileage will be charged for travel between Guthrie, Oklahoma and Norman, Oklahoma. Additional mileage outside of the scope of work and detailed in the compensation and billing, will be billed at the government standard rate. If required, and approved by GPS, overnight travel costs may include reimbursement for actual costs incurred for meals and lodging.

By executing this letter, you agree to compensate Kennedy for services rendered on the basis of approximately 15-20 hours of time per month associated with delivering these services on your behalf. The agreed retainer is \$2,000 per month. Any hours worked in excess of 15-20 hours per month will be

compensated by an hourly fee of \$300 or a pre-determined upon project-based amount as agreed upon by the superintendent and Kennedy. You also agree to reimburse Kennedy for reasonable and customary business expenses associated with completing these services including photocopying, courier services and other applicable expenses. Services outside of the scope of work above include but are not limited to: new district branding and marketing campaigns for bond issues and government projects/tax referendums. These will be quoted per project.

You will receive monthly statements detailing work done on behalf of GPS as well as charges for services rendered and associated expenses. Statements are due upon receipt, and you agree to pay interest at the rate of 10 percent per annum on any amounts past due more than thirty days. In such event, interest will be added beginning the 31<sup>st</sup> day after the initial invoice date. Work will cease if the balance remains unpaid on the 31<sup>st</sup> day after the initial invoice date.

Kennedy will provide services under the agreement as an independent contractor. Kennedy acknowledges that she is not an employee or agent of GPS and is not entitled to any employment rights or benefits as such. It is expressly understood that GPS will not determine or exercise control as to the general procedures or the manner in which Kennedy performs the services required under the terms of this Agreement. As an independent contractor, Kennedy shall be solely responsible for payroll taxes, social security and any other amounts to be deducted, withheld or paid over to taxing authorities.

**Confidentiality:**

All information provided by GPS to Kennedy and all of Kennedy's work product will be treated as confidential until and only when we agree for it to be made public.

**Indemnification:**

- (A) GPS's Duty. GPS warrants that it will not furnish information to Kennedy which it knows to be inaccurate. GPS further warrants that any and all copyrighted materials, trade names, marks, and other intellectual property that it transfers to Kennedy for Kennedy's use in the communications program will not infringe any other copyrighted materials, trade names, marks or other intellectual property. GPS is responsible for, and will, to the extent permitted by law, hold harmless, defend, and indemnify Kennedy from any claim arising out of a breach of the foregoing warranties.
- (B) Kennedy's Duty. Kennedy warrants that any information it gives to GPS will be accurate and that GPS may rely upon such information. Kennedy further warrants that any and all copyrighted materials, trade names, marks, and other intellectual property that it presents to GPS for use in the communications program will not infringe any other copyrighted material, trade names, marks, or other intellectual property, regardless of whether GPS approved of the use of such. Kennedy is responsible for, and will hold harmless, defend, and indemnify GPS, and its affiliates from, any

claim arising out of a breach of the foregoing warranties or the negligence or willful actions of Kennedy, including claims for copyright infringement, invasion of privacy, misappropriation of ideas or rights, piracy or plagiarism, unfair competition, and product disparagement. Kennedy, however, will not be responsible for any claim arising out of actions or omissions by Kennedy if Kennedy advised GPS of the risks inherent in taking such actions or making such omissions in writing; GPS expressly authorized Kennedy in writing to proceeding anyway; and Kennedy was not negligent in advising GPS about the risks or in proceeding after receiving the required authorization. GPS promptly will notify Kennedy of any claim against Kennedy. GPS will permit Kennedy to control the defense and settlement of such claim unless such claim involved, directly or indirectly, GPS trade name, marks, copyrights, or other intellectual property. GPS may participate in the defense of any claim through its own counsel and at its own expense.

**Governing Law:**

This agreement shall be interpreted in accordance with the laws of the State of Oklahoma.

If the above accords with your understanding and agreement, kindly indicate your consent hereto by signing in the place provided below.

Best,

Kathleen Kennedy  
Center for Communication and Engagement

Agreed:

---

Dr. Mike Simpson  
Superintendent  
Guthrie Public Schools

Date



Guthrie Public Schools

**Memo**

**To: Dr. Simpson and Guthrie Board of Education**

**From: Carmen Walters, Assistant Superintendent**

**Date: May 19, 2025**

**Re: Renaissance Star 360 Agreement for 2025-2026**

---

Attached is a copy of the 2025-2026 agreement between Guthrie Public Schools and Renaissance. Renaissance provides districts an online test data service known as Star 360 and is for students enrolled in grades Pre-K through 6th. Star 360 are computer adaptive and curriculum-based measurement assessments in which educators can quickly and accurately measure student performance so instructors can find and implement an appropriate instructional path for each student learner. Renaissance Star 360 is an approved screening assessment by the Oklahoma State Board of Education for both Universal (RSA) Reading Sufficiency Act screening and screening for characteristics of dyslexia.

The cost for the 2025-2026 Renaissance Star 360 web-based program is \$37,097.22 which is a price increase of \$2,016.13 from the 2024-2025 agreement. General funds will be utilized to cover the cost of the program.

I recommend approval of the license agreement between Guthrie Public Schools and Renaissance.



# Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905  
PO Box 8036, Wisconsin Rapids, WI 54495  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

Quote  
# Q-161437 v3

## Guthrie Public Schools - 216907

### Primary Contact

Carmen Walters  
Email - [carmen.walters@guthrieips.net](mailto:carmen.walters@guthrieips.net)  
802 E Vilas Ave  
Guthrie, OK 73044-5228

### Billing Contact

Carmen Walters  
Email - [carmen.walters@guthrieips.net](mailto:carmen.walters@guthrieips.net)  
802 E Vilas Ave  
Guthrie, OK 73044-5228

## Quote Summary

School Count: 5

|                                       |                        |
|---------------------------------------|------------------------|
| Renaissance Products & Services Total | \$37,097.22            |
| Estimated Sales Tax                   | \$0.00                 |
| Shipping Cost                         | \$0.00                 |
| <b>Grand Total</b>                    | <b>USD \$37,097.22</b> |

### This quote includes: Services and Star.

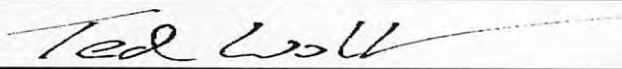
By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf>, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at <https://docs.renaissance.com/R62068> are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at <https://www.renaissance.com/privacy/>.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an Invoice for this Quote promptly after the date the Order is processed at Renaissance. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance as an attachment to this signed quote. Customer agrees to pay the invoice within 30 days after the Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Contact information is correct.

|   |                        |
|---|------------------------|
| Renaissance Learning, Inc.  | Guthrie Public Schools |
|  | By:                    |
| Name: Ted Wolf  | Name:                  |
| Title: Chief Financial Officer  | Title:                 |
| Date: 02-Jun-2025   | Date:                  |

Email: [electronicorders@renaissance.com](mailto:electronicorders@renaissance.com)

If changes are necessary, or additional information is required, please contact your account executive Susie Beauchamp at (405) 834-1047.  
Thank you.

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance

# Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905  
PO Box 8036, Wisconsin Rapids, WI 54495  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

## Quote

# Q-161437 v3

approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ("TPT"). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

# Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905  
PO Box 8036, Wisconsin Rapids, WI 54495  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

Quote  
# Q-161437 v3

## Quote Details

### Guthrie Upper Elementary School

| Products & Services                     | Quantity | Unit Price | Total      |
|---|----------|------------|------------|
| Platform                                |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Annual All Product Renaissance Platform | 1        | \$750.00   | \$750.00   |
| Quote Year 1 Subtotal                   |          |            | \$750.00   |
| Star Assessments                        |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Star Comprehensive Suite Subscription   | 572      | \$15.46    | \$8,843.12 |
| Quote Year 1 Subtotal                   |          |            | \$8,843.12 |
| Guthrie Upper Elementary School Total   |          |            | \$9,593.12 |

### Cottler Elementary School

| Products & Services                     | Quantity | Unit Price | Total      |
|---|----------|------------|------------|
| Platform                                |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Annual All Product Renaissance Platform | 1        | \$750.00   | \$750.00   |
| Quote Year 1 Subtotal                   |          |            | \$750.00   |
| Star Assessments                        |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Star Comprehensive Suite Subscription   | 360      | \$15.46    | \$5,565.60 |
| Quote Year 1 Subtotal                   |          |            | \$5,565.60 |
| Cottler Elementary School Total         |          |            | \$6,315.60 |

### Fogarty Elementary School

| Products & Services                     | Quantity | Unit Price | Total      |
|---|----------|------------|------------|
| Platform                                |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Annual All Product Renaissance Platform | 1        | \$750.00   | \$750.00   |
| Quote Year 1 Subtotal                   |          |            | \$750.00   |
| Star Assessments                        |          |            |            |
| Quote Year 1 01-Jul-2025 – 30-Jun-2026  |          |            |            |
| Star Comprehensive Suite Subscription   | 450      | \$15.46    | \$6,957.00 |
| Quote Year 1 Subtotal                   |          |            | \$6,957.00 |
| Fogarty Elementary School Total         |          |            | \$7,707.00 |

### Charter Oak Elementary School

# Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905  
PO Box 8036, Wisconsin Rapids, WI 54495  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

Quote  
# Q-161437 v3

| Products & Services | Quantity | Unit Price | Total |
|---------------------|----------|------------|-------|
|---------------------|----------|------------|-------|

## Platform

Quote Year 1 01-Jul-2025 – 30-Jun-2026

|   |   |          |          |
|---|---|----------|----------|
| Annual All Product Renaissance Platform | 1 | \$750.00 | \$750.00 |
| Quote Year 1 Subtotal                   |   |          | \$750.00 |

## Star Assessments

Quote Year 1 01-Jul-2025 – 30-Jun-2026

|                                       |     |         |            |
|---------------------------------------|-----|---------|------------|
| Star Comprehensive Suite Subscription | 490 | \$15.46 | \$7,575.40 |
| Quote Year 1 Subtotal                 |     |         | \$7,575.40 |
| Charter Oak Elementary School Total   |     |         | \$8,325.40 |

## Central Elementary School

| Products & Services | Quantity | Unit Price | Total |
|---------------------|----------|------------|-------|
|---------------------|----------|------------|-------|

## Platform

Quote Year 1 01-Jul-2025 – 30-Jun-2026

|   |   |          |          |
|---|---|----------|----------|
| Annual All Product Renaissance Platform | 1 | \$750.00 | \$750.00 |
| Quote Year 1 Subtotal                   |   |          | \$750.00 |

## Star Assessments

Quote Year 1 01-Jul-2025 – 30-Jun-2026

|                                       |     |         |            |
|---------------------------------------|-----|---------|------------|
| Star Comprehensive Suite Subscription | 285 | \$15.46 | \$4,406.10 |
| Quote Year 1 Subtotal                 |     |         | \$4,406.10 |
| Central Elementary School Total       |     |         | \$5,156.10 |

Lexile is a registered trademark of MetaMetrics, Inc.

©Copyright 2024 Renaissance Learning, Inc. All rights reserved.

All logos, designs, and brand names for Renaissance's products and services are trademarks of Renaissance Learning, Inc., and its subsidiaries, registered, common law, or pending registration in the United States. All other product and company names should be considered the property of their respective companies and organization

## **AGREEMENT FOR SERVICES**

This Agreement for Services ("Agreement") is entered into this \_\_\_\_\_ day of August, 2025 by and between the **BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY** on behalf of the **LOGAN COUNTY SHERIFF'S OFFICE ("LCSO")** and **INDEPENDENT SCHOOL DISTRICT NO. 1 OF LOGAN COUNTY, OKLAHOMA, commonly known as GUTHRIE PUBLIC SCHOOLS ("GPS")**.

### **RECITALS:**

Pursuant to OKLA. STAT. tit. 74, §§ 360.19, 1008, GPS desires to contract with LCSO for one (1) law enforcement personnel for one (1) GPS school site(s), Charter Oak Elementary (individually referred to as a "School Site" and collectively as the "School Sites), while school is in session.

**NOW, THEREFORE**, in consideration of the fees provided herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and the mutual covenants and agreements contained herein, the parties agree as follows:

### **1. SERVICES TO BE PROVIDED BY LCSO**

- a. LCSO agrees to provide one CLEET certified, uniformed deputy sheriff to perform the services enumerated on Exhibit "A" at the School Sites during regular school hours, Monday through Friday, when school is in session, and at such other times as GPS may request for after-school activities and events.
- b. LCSO will utilize marked, fully equipped LCSO patrol cars and uniformed deputies on foot patrol. One marked LCSO vehicle will be present at either School Site during the hours designated in this contract.
- c. LCSO deputies shall work with GPS personnel on a cooperative basis.

### **2. TERM OF THE AGREEMENT**

- a. The term of this Agreement shall be for an initial period from   August  , 2025 to   MAY  , 2026. After the initial period, this Agreement may be renewed annually by mutual agreement of the Parties.

### **3. COMPENSATION**

- a. As compensation to LCSO for services provided under this Agreement, GPS agrees to pay LCSO a monthly fee of \$3,148.08 for a total of \$31,480.80 per year from   August  , 2025 to   May  , 2026.
- b. If a deputy is absent during a school day for any reason, the deputy shall be replaced by another deputy qualified to perform the duties in a reasonable amount of time. If a SRO Deputy gets assigned a call for service a priority to release SRO Deputy from the call for service to return to their school as soon as possible. A call for service will not be considered absent from their SRO duties.
- c. Fees under Section 3(a) will be paid no later than the 15<sup>th</sup> of each month for services rendered during the prior month.

### **4. INDEPENDENT CONTRACTOR**

- a. LCSO is and at all times shall be deemed an independent contractor and shall be wholly responsible for the manner in which LCSO performs the services required by the terms of the Agreement. Nothing contained herein shall be construed as creating the relationship of employer and employee, or principal and agent, between LCSO and GPS or any of LCSO's agents or employees. LCSO assumes exclusive responsibility for the acts of its employees as they relate to the services provided during the course and scope of their employment, including services provided under this Agreement. LCSO, its agents and employees, shall not

be considered in any manner to be a GPS employee or entitled to any rights or privileges of GPS employees.

- b. LCSO and GPS will work cooperatively to provide the best working relationship possible to ensure that the needs of the individual schools, students, principals, school staff, and deputies are met. To facilitate this, LCSO will designate a point of contact for routine questions, scheduling, and day-to-day operational issues. GPS administrators, LCSO's designated representative, and LCSO's deputies assigned to a School Site will meet as needed to facilitate scheduling and operation of the program.
- c. While GPS will not directly supervise LCSO's deputies in the day-to-day performance of duties as a law enforcement officer, GPS may provide input or feedback to LCSO regarding performance. If GPS objects to the assignment of any personnel under this Agreement, GPS will review those objections with the designated representative of LCSO for final resolution of the objections.

#### 5. ADDITIONAL PERSONNEL

- a. Nothing contained in this Agreement shall limit the right of GPS to engage other law enforcement or private security personnel for special events or other school-related activities as GPS deems necessary. In the event GPS elects to engage additional personnel, the services will be coordinated with LCSO.

#### 6. GENERAL DUTIES

- a. A description of general duties for LCSO deputies providing services under this Agreement is attached as Exhibits "A" and "B".
- b. It is anticipated that it may be necessary to amend Exhibits "A" and "B" from time-to-time to better reflect the scope of the general duties. For that reason, the Logan County Sheriff and the Superintendent of GPS are hereby authorized to make written, mutually agreed upon amendments to Exhibits "A" and "B" as needed.

#### 7. INSURANCE

- a. LCSO is self-insured. LCSO shall provide workers' compensation insurance in the amount required by Oklahoma law for all LCSO employees who are performing work under this Agreement.

#### 8. TERMINATION AND ASSIGNMENT

- a. This Agreement may be terminated with or without cause by either party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other party.
- b. Neither party shall assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this Agreement without the prior written permission of the other party to this Agreement.

#### 9. SEVERABILITY

- a. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions, or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

#### 10. ENTIRE AGREEMENT

- a. This Agreement constitutes the entire understanding between the parties. No other agreements, oral or written, pertaining to the performance of this Agreement exists between the parties. Except as provided under Section 6, this Agreement can be modified only by a writing signed by both of the parties.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**THE BOARD OF COUNTY COMMISSIONERS  
OF LOGAN COUNTY, ON BEHALF OF THE  
LOGAN COUNTY SHERIFF'S OFFICE**

**INDEPENDENT SCHOOL DISTRICT NO. 3 OF  
LOGAN COUNTY, OKLAHOMA A/K/A  
GUTHRIE PUBLIC SCHOOLS**

\_\_\_\_\_  
Monty Piercy, Chairperson

By: \_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Mark Sharpton, Member

\_\_\_\_\_  
Floyd Coffman, Member

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Assistant District Attorney

By: \_\_\_\_\_  
Sheriff DAMON DEVEREAUX

**Exhibit A**  
**LCSO Deputy Duties**

1. The primary function of the LCSO deputies serving as law enforcement personnel under the Agreement shall be to insure the safety of the students and faculty and provide campus security. Specifically, the deputies shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel and students, investigate criminal acts on school grounds and serve as a liaison between the school, the police department, juvenile officials, probation officials, courts, and other agencies of the juvenile justice system.
2. A GPS school administrator, such as a principal, or designee, shall retain authority regarding all school issues. The LCSO deputies shall determine all law enforcement issues. The deputies shall communicate with the school administration regarding all law enforcement incidents at School Site(s) or at school related activities.
3. The LCSO deputies shall participate in mandatory training under state law and/or LCSO policy. The deputies should also participate in reasonable training programs provided by GPS that directly impact ability and skills as a law enforcement officer at a school.
4. The LCSO deputies shall be available as a resource to provide information on topics on which the officers have special competence due to their law enforcement training. The deputies shall also attempt to identify and counter deviant behavior and any other behavior that would be disruptive or unsafe to the students, faculty or district property.
5. The LCSO deputies shall be visible in a public relations role in order to provide a highly visible crime deterrent on school property in order to effectively promote security and order in the schools.
6. The LCSO deputies shall attempt to provide guidance and direction for students, parents and staff when appropriate, to work with the school administrators to resolve school-police problems, and to work with parents of troubled youth.
7. The LCSO deputies shall not enforce GPS regulations or rules unless the violation of such rule or regulation constitutes a violation of a federal or state law.
8. Nothing in this Agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of law enforcement officers to handle or supplement calls for service. Use of 9-1-1 is encouraged for emergency calls even if the LCSO deputy assigned to School Site is also called.
9. Except in an emergency, the LCSO deputies should not be called away from their assigned school to handle incidents, as this may be disruptive to the school environment. The deputies may be contacted and may respond as soon as possible to assist LCSO officers when reasonably necessary to provide public safety.
10. LCSO deputies shall maintain a close liaison with LCSO Deputies who are not assigned to a School Site and other law enforcement officers, as needed, around their assigned schools. They shall exchange information regarding suspects, incidents, and potential problems to ensure reasonably consistent enforcement from officer to officer to the extent permitted by law.



11. The LCSO deputies may be required to meet with school officials and the building level administrators of the school to which he or she is assigned during contract hours to discuss incidents, potential problems, and issues. The primary purpose of these meetings will be to increase the effectiveness of the services provided by the LCSO under this Agreement.
12. LCSO reserves the right to assign deputies to a non-school function or issue in the event of an emergency or situation that dictates a call-up of sheriff personnel as directed in LCSO policy and procedures. An emergency situation may include a tornado, wildfire, etc.

## Attachment B

### **Law Enforcement Personnel and School Discipline**

The purpose of this Memorandum of Understanding (MOU) is to establish a collaborative agreement on school security and school discipline to guide and define the relationship between GUTHRIE Public Schools (“GPS”) and the Board Of County Commissioners of Logan County, on behalf of the LOGAN COUNTY SHERIFF’S OFFICE (“LCSO”) (collectively referred to as "the Parties") in the role of LCSO law enforcement personnel (“Deputy”) assigned to a School Site pursuant to this Agreement.

The Parties acknowledge that law enforcement plays an essential role in maintaining safety in the community and at GPS. However, the use of arrests and referrals to the criminal justice system for minor or typical school behaviors can adversely affect students and erode confidence in and respect for both the school administration and law enforcement. The Parties have developed this guidance to ensure a consistent approach to law enforcement and school discipline that emphasizes cooperation in the handling of school-based student misbehavior. Emphasis is placed on handling incidents uniformly while ensuring that each case is addressed on an individualized basis. The manner in which each incident is handled is dependent upon many factors unique to each child. This includes, but is not limited to, behavioral history, present circumstances, disciplinary record, academic record, general demeanor and disposition toward others, disability, special education status, and other factors. Accordingly, the Parties concur that students involved in the same incident or similar incidents may receive different and varying responses depending on the factors and needs of each student.

To address these issues and ensure that all students have access to a safe and productive learning environment, the Parties agree that cooperation is essential. Among other benefits, committed cooperation can enhance appropriate responses and use of resources, when responding to school-based misbehavior. For purposes of this MOU, student misbehavior is considered to be breaches of the Code of Student Conduct, disruptions, and other minor infractions or omissions by a student that occurs on school grounds, school transportation or during a school sponsored or related event.

#### **Responding to Student Misbehavior**

In the event a student misbehaves, the school principal and their designees will be the primary source of intervention and disciplinary consequences. The Deputy is responsible for criminal law issues—not school discipline issues. The Code of Student Conduct provides detailed information on consequences and interventions and shall guide the response to particular types of misbehavior. In addition, school officials should make reasonable efforts, where applicable, to connect students to school or community-based support services, such as counseling, mentoring, or extra-curricular activities.

Many types of minor student misbehavior may technically meet the statutory requirements for non-violent misdemeanors (e.g. theft, vandalism, disorderly conduct, loitering, incidents relating to alcohol, threats, harassment, etc.), but may be handled outside of the criminal justice system. Absent a real and immediate threat to students, teachers, or public safety, incidents involving public order offenses such as those above and including disturbance/disruption of school or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, may be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest) as may be appropriate on a case-by-case basis. Behavior that rises to the level of a felony offense is not included within

this category.

All individuals involved in school discipline decisions shall consider the surrounding circumstances including the age, history, disability or special education status, and other factors that may have influenced the behavior of the student, the degree of harm caused and the student's genuine willingness to repair the harm and accept responsibility for the student's action.

The Deputy will avoid arresting students at school, where possible, unless the child poses a real and immediate threat to student, teacher, or public safety, or a judicial warrant specifically directs the arrest of the student in a school. The LCSO and GPS building level administrators shall be consulted prior to an arrest of a student where practicable, and the student's parent or guardian shall be notified of a child's arrest as soon as practicable.

#### Further Incidents

Repeated incidents of non-violent misdemeanors shall result in graduated levels of school-based interventions and consequences by the administrators on campus, according to the Code of Student Conduct, and referral to law enforcement for certain incidents.

#### Student Rights

Absent a real and immediate threat to student, teacher, or public safety, the Deputy may conduct or participate in a search of a student's person, possessions, or locker only where there is probable cause to believe that the search will reveal evidence that the student has committed or is committing a criminal offense.

- The Deputy shall inform school administrators prior to conducting a probable cause search where practicable.
- The Deputy shall not ask school officials to search a student's person, possessions, or locker in an effort to circumvent these protections.

A school official may conduct a search of a student's person, possessions, or locker only where there is reasonable suspicion to believe that the search will reveal evidence that the student has violated or is violating either the law or the rules of the school, and the search is justified in scope given such suspicion.

- Absent a real and immediate threat to students, teachers, or public safety, a school official shall not ask a Deputy to be present or participate in such a search.

Absent a real and immediate threat to students, teachers, or public safety, a Deputy may question or participate in the questioning of a student about conduct that could expose the child to court-involvement or arrest only after informing the child of Miranda rights and only in the presence of the child's parent or guardian.

It is the policy of LCSO to investigate all complaints against it, or of alleged misconduct by one its officers, to equitably determine whether the allegations are valid or invalid, and take appropriate action. Any student, parent, teacher, and principal or other school administrator may submit a complaint, orally or in writing, of abuses or misconduct by a Deputy to LCSO.

- Parents shall be permitted to submit a complaint in their native language.
- The complaint system must be confidential and protect the identity of the complainant from the Deputy to the extent consistent with the Deputy's due process rights.
- Complaints shall be investigated and resolved, and complainants shall be furnished with a written explanation of the investigation and resolution.

The Deputy shall maintain activity reports and submit monthly summaries of these reports to district-level school administrators, and the relevant law enforcement agency. The monthly summaries shall include the numbers and descriptions of all incidents or calls for service; names of school officials involved (referring teachers, principals, etc.); student searches; student questioning; tickets, citations, or summonses; filing of delinquency petitions; referrals to a probation officer; actual arrests; and other referrals to the juvenile justice system.

**Discretion of Law Enforcement**

Nothing in this MOU is intended to limit the discretion of law enforcement. Deputies responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest. While the option to use the criminal justice system is available for many incidents, the totality of the circumstances should be taken into consideration and any less punitive alternatives that ensure the safety of the school community should be considered.

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

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

**DATE:** May 27, 2025

Attached is an agreement with Teresa Ewing to provide Physical Therapy services for Guthrie Public Schools during the 2025-2026 school year. Ms. Ewing will provide this service at a rate of \$70.00 per hour for services and travel time. Mileage will be reimbursed at the Oklahoma State Travel Reimbursement Act rate. The cost of this service will be approximately \$68,000.

## **PROFESSIONAL SERVICES AGREEMENT**

**Period of Performance: August 1, 2025 to May 30, 2026**

**This Service Agreement is entered into on this 1<sup>st</sup> day of August 2025 by and between Teresa Ewing, LLC, Physical Therapist and Guthrie Public Schools ("Guthrie").**

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

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

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

- 1. Teresa Ewing, LLC, PT will provide the following services for the referenced price to Guthrie:**
  - a. Physical Therapy evaluations as needed**
  - b. Physical Therapy interventions as needed**
  - c. Training as needed:**
    - i. Training on PT intervention techniques to paraprofessionals, teachers, or administration.**
  - d. Consultation as needed**
    - i. Consult with teachers about PT techniques to implement in the classroom setting.**
  - e. Attend eligibility and IEP meetings upon request of teachers or the Director of Special Education.**
  - f. Teresa Ewing, LLC, PT will provide requests as followed by the Oklahoma State Department of Education guidelines.**
    - i. Progress reports as needed**
  - J. Evaluations**
- 2. Guthrie will pay Teresa Ewing, LLC, PT \$70.00/hour for services performed at Guthrie and preparation time plus mileage round trip and**

\$70/hour for travel time to and from the home of Teresa Ewing reimbursed at the current Oklahoma State Travel Reimbursement Act rate.

3. Teresa Ewing, LLC, PT will invoice Guthrie monthly for the services, and Guthrie will pay Teresa Ewing, LLC, PT no later than thirty (30) days following the receipt of the invoice. Checks will be made payable to Teresa Ewing, LLC, and sent to:

Teresa Ewing  
2721 NW206<sup>th</sup>  
Edmond, Ok 73012

4. The term of this Agreement shall be from August 1, 2025 to May 30, 2026.
5. Either party may terminate the Agreement upon thirty (30) days written notice to the other party. Either party may terminate this Agreement immediately upon written notice in the event of material breach of this Agreement.

Agreed and Accepted:

Teresa Ewing, LLC, PT  
2721 NW 206th  
Edmond, OK 73012

Guthrie Public Schools  
802 E. Vilas  
Guthrie, OK 73044

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Memorandum:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Contractual Agreement with Beth McLean for Occupational Therapy Services

**DATE:** May 27, 2025

Attached is an agreement with Beth McLean, OTR/L to provide Occupational Therapy services for for the 2025-2026 school year. Ms. McLean has agreed to provide Occupational Therapy service for \$80.00 per hour including drive time. The cost for the 2025-2026 school year will be approximately \$43,200.



# **Occupational Therapy Services Agreement**

**6/1/2025 through 5/31/2026**

This Contract is entered into between Beth McLean, Occupational Therapist, hereinafter referred to as "Contractor," and Guthrie Public Schools for provision of occupational therapy services to selected students with disabilities in the Guthrie School District.

Guthrie Public Schools agrees to pay to the Contractor the sum of \$80.00 per hour for occupational therapy services. Transportation, in order to provide such services, including driving time to and from Guthrie schools will also be paid to the Contractor the sum of \$80.00 per hour.

Students to receive occupational therapy services by the contractor shall be assigned on a case by case basis by the Director of Student Services. Occupational therapy services may include, but are not limited to: student evaluations, review of educational records, participation in eligibility and IEP meetings, and completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings (as appropriate), training as needed for COTAs, teachers, staff and students, completing progress notes and other documentation as well as preparation time.

Further:

- The Contractor will supervise district Occupational Therapy Assistants who will provide skilled therapy to selected students. Supervision will adhere to Oklahoma OT/OTA regulations.
- The Contractor hereby agrees to abide by all applicable state/federal laws and district policies regarding confidentiality and other procedural safeguards.
- The Contractor is engaged as an independent Contractor and shall be responsible for any and all State and Federal taxes applicable.
- The Contractor shall not be eligible through the Guthrie School District for any benefits of any kind, including, without limitation, of FICA, group health insurance, unemployment insurance, worker's compensation, or retirement system programs.
- The Contractor shall provide copies of all professional license/certification(s) required by the State of Oklahoma, and shall maintain same at all times.

- It is mutually understood and agreed that any revisions to the terms of this Contract shall be made in writing and signed by both parties (i.e., the Contractor and Guthrie School District). This contract ensures that the contractor will provide occupational therapy services for the 2025-2026 school year.
- The Contractor shall work under the direct supervision of the Director of Special Education.
- The Contractor shall submit, to the Director of Special Education, a monthly billing statement outlining all services rendered. Statements shall be paid no later than 30 days following the receipt of the invoice. Checks will be made payable to Beth McLean and sent to:  
Beth McLean  
2324 W 10th Ave  
Stillwater, OK 74074

Either party may terminate the agreement upon 30 days written notice to the other party.

Agreed and accepted:

Beth McLean, OTR/L  
Beth McLean, OTR/L

Date: 5/16/24

\_\_\_\_\_  
Authorized Signature

Date:

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Agreement with Jessica Waddle, Certified Occupational Therapy Assistant, to provide Occupational Therapy during the 2025-2026 School Year

**DATE:** May 27, 2025

Attached is an agreement with Jessica Waddle (COTA), to provide Occupational Therapy services for the 2025-2026 school year. Contract services may include but are not limited to: review of records, participation in IEP meetings, completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings as (appropriate). Ms. Waddle has agreed to provide this service for \$65 per hour, including drive time. The approximate cost of this service will be \$46,800 for the school year.



**Guthrie PUBLIC SCHOOL DISTRICT**  
**802 East Vilas Guthrie, OK 73044**  
**(405) 282-8900**

**Occupational Therapy Services Contract:**

**8/1/2025 through 5/31/2026**

This Contract is entered into between Jessica Waddle, Occupational Therapy Assistant, hereinafter referred to as "Contractor," and the Guthrie Public Schools for provision of occupational therapy services to selected students with disabilities in the Guthrie School District.

Guthrie Public Schools agrees to pay to the Contractor the sum of \$65.00 per hour for occupational therapy service to provide therapy services at Fogarty Elementary and Central Elementary school. Transportation, in order to provide such services, including driving time to and from Guthrie schools will also be paid to the Contractor the sum of \$65.00 per hour. Not to exceed 20 hours a week.

Students to receive occupational therapy services by the contractor shall be assigned on a case by case basis by the Director of Student Services. Occupational therapy services may include, but are not limited to: review of educational records, participation in Individualized Education Program (IEP) meetings (as appropriate), and completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings (as appropriate). Guthrie School District shall provide a formal written assessment referral request for applicable students prior to the initiation of assessment or therapeutic intervention. Assessments/Evaluations will be performed by the supervising occupational therapist, Beth McLean.

**Further:**

- Beth McLean, Occupational Therapist, will supervise Jessica Waddle, Occupational Therapy Assistant who will provide skilled therapy to selected students. Supervision will adhere to Oklahoma OT/OTA regulations.
- The Contractor hereby agrees to abide by all applicable state/federal laws and district policies regarding confidentiality and other procedural safeguards.
- The Contractor is engaged as an independent Contractor and shall be responsible for any and all State and Federal taxes applicable.

*Page 2 of 2*

- The Contractor shall not be eligible through the Guthrie School District for any benefits of any kind, including, without limitation, of FICA, group health insurance, unemployment

insurance, worker's compensation, or retirement system programs.

- The Contractor shall provide copies of all professional license/certification(s) required by the State of Oklahoma, and shall maintain the same at all times.
- It is mutually understood and agreed that any revisions to the terms of this Contract shall be made in writing and signed by both parties upon thirty (30) days notice (i.e., the Contractor and Guthrie School District). This contract ensures that the contractor Jessica Waddle will provide occupational therapy services for the 2025-2026 school year.
- The Contractor shall work under the direct supervision of the Director of Student Services.
- The Contractor shall submit, to the Director of Student Services, a monthly billing statement outlining all services rendered. Statements shall be paid following receipt, subsequent processing and School Board approval.

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

Jessica Waddle COA  
Contractor

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

Date: 5-21-2025

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Agreement with Shae Sellers, Certified Occupational Therapy Assistant, to provide Occupational Therapy during the 2025-2026 School Year

**DATE:** May 27, 2025

Attached is an agreement with Shae Sellers (COTA), to provide Occupational Therapy services for the 2025-2026 school year. Contract services may include but are not limited to: review of records, participation in IEP meetings, completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings as (appropriate). Ms. Sellers has agreed to provide this service for \$65 per hour, including drive time. The approximate cost of this service will be \$36,000 for the school year.

**Guthrie PUBLIC SCHOOL DISTRICT**  
**802 East Villas Guthrie, OK 73044**  
**(405) 282-8900**

**Occupational Therapy Services Contract:**

**8/1/2025 through 5/31/2026**

This Contract is entered into between Shae Sellers, Occupational Therapy Assistant, hereinafter referred to as "Contractor," and the Guthrie Public Schools for provision of occupational therapy services to selected students with disabilities in the Guthrie School District.

Guthrie Public Schools agrees to pay to the Contractor the sum of \$65.00 per hour for occupational therapy service to provide therapy services at Charter Oak Elementary school. Transportation, in order to provide such services, including driving time to and from Guthrie schools will also be paid to the Contractor the sum of \$65.00 per hour. Not to exceed 20 hours a week.

Students receiving occupational therapy services by the contractor shall be assigned on a case by case basis by the Director of Student Services. Occupational therapy services may include, but are not limited to: review of educational records, participation in Individualized Education Program (IEP) meetings (as appropriate), and completion of forms/reports, classroom observations, direct intervention, consultation, monitoring of student programs, and additional staff meetings (as appropriate). Guthrie School District shall provide a formal written assessment referral request for applicable students prior to the initiation of assessment or therapeutic intervention. Assessments/Evaluations will be performed by the supervising occupational therapist, Beth McLean.

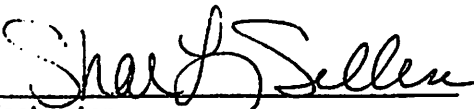
Further:

- Beth McLean, Occupational Therapist, will supervise Shae Sellers, Occupational Therapy Assistant who will provide skilled therapy to selected students. Supervision will adhere to Oklahoma OT/OTA regulations.
- The Contractor hereby agrees to abide by all applicable state/federal laws and district policies regarding confidentiality and other procedural safeguards.
- The Contractor is engaged as an independent Contractor and shall be responsible for any and all State and Federal taxes applicable.
- The Contractor shall not be eligible through the Guthrie School District for any benefits of any kind, including, without limitation, of FICA, group health insurance, unemployment insurance, worker's compensation, or retirement system programs.
- The Contractor shall provide copies of all professional license/certification(s) required by the State of Oklahoma, and shall maintain the same at all times.
- It is mutually understood and agreed that any revisions to the terms of this Contract shall be made in writing and signed by both parties upon thirty (30) days notice (i.e., the Contractor and Guthrie School District). This contract ensures that the contractor Shae Sellers will provide occupational therapy services for the 2025-2026 school year.

• The Contractor shall work under the direct supervision of the Director of Student Services.

• The Contractor shall submit, to the Director of Student Services, a monthly billing statement outlining all services rendered. Statements shall be paid following receipt, subsequent processing and School Board approval.

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

  
Contractor

Date: \_\_\_\_\_ Date: 5/21/25



**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Agreement with Samantha Betchan to provide Speech Therapy Services for the 2025-2026 school year.

**DATE:** May 27, 2025

Attached is an agreement with Samantha Betchan to provide Speech Therapy services during the 2025-2026 school year. Mrs. Betchan has agreed to provide this service for \$75 per hour. Mileage will be reimbursed at \$.70 per mile for travel between sites. The approximate cost of this service will be \$108,000.

## **Contract for Speech Language Pathology Services 2025 - 2026**

**This contract is entered into by and between Samantha Betchan ("Samantha") and Guthrie Public Schools ("Guthrie") for speech-language pathology services for the 2025 - 2026 school year, effective August 14, 2025.**

**Contracted Services and Terms: During the term of this agreement,**

**Samantha Betchan agrees to provide these services for students assigned to her by the Guthrie Public Schools Director of Special Services:**

- **Provide speech language screenings and evaluations with written summary/report for compliance with procedural guidelines**
- **Provided appropriate and ethical speech language therapy as indicated by individual student's IEP/Rtl plan, and provide consultation services**
- **Complete all required documentation and attend/coordinate IEP, Rtl, and eligibility meetings as needed**

**Compensation: Samantha will provide monthly invoice statements to Guthrie no later than the 15th of each month. Guthrie Public Schools shall compensate Samantha the the rate of \$75.00 per hour for all services rendered for up to 40 hours per week with no maximum when school is in regular sessions. Samantha will provide services at least 5 days of the week. Guthrie Public Schools shall also compensate Samantha for travel between school sites at the current 2025 IRS rate which is set at 70 cents per mile. Samantha will document mileage between each school site.**

**Guthrie Public Schools shall pay Samantha no later than 30 days following the receipt of the invoice. Guthrie Public Schools shall provide all testing and therapeutic materials. If at any point during the length of this contract, Guthrie requests Samantha to undergo additional education or conduct any work that is not at the workplace, Guthrie Public Schools shall pay all associated costs.**

**Termination: This contract shall be in effect of the 2025 - 2026 school year unless voided because of noncompliance, through mutual agreement, or upon a 30 day notice provided by either party.**

\_\_\_\_\_  
**Samantha Betchan                      Date**

\_\_\_\_\_  
**Guthrie Public Schools                      Date**

**MEMORANDUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Agreement with Tiffany Keitz to provide Speech Therapy Services for the 2025-2026 school year.

**DATE:** May 27, 2025

Attached is an agreement with Tiffany Keitz to provide Speech Therapy services during the 2024-2025 school year. Ms. Keitz has agreed to provide this service for \$80 per hour. The approximate cost of this service will be \$115,200.

## **CONTRACT**

This contract was made and entered into this June 9th of 2025, by and between GUTHRIE SCHOOL DISTRICT NUMBER 1001 OF LOGAN COUNTY, OKLAHOMA (hereinafter called "DISTRICT") and TIFFANY KEITZ SPEECH PATHOLOGY PLLC (hereinafter called "CONTRACTOR") WITNESSETH:

WHEREAS, the District has a need for a licensed and certified speech pathologist for the District to serve in the capacity as an independent contractor, and the undersigned desires to serve in such capacity.

IT IS THEREFORE MUTUALLY AGREED AS FOLLOWS:

1. District hereby engaged the services of the Contractor for the period from 8/13/25 through 5/21/2026. This agreement shall be non-renewable. Any services beyond the contract term shall be provided only with a new written contract between the parties.
2. Either party may terminate this agreement upon thirty (30) days written notice. In such event, the Contractor shall be compensated on a pro-rata basis for services already provided. This agreement may be modified at any time by mutual consent of both parties.
3. For the services provided hereunder, the Contractor shall receive the sum of \$80.00 per hour for up to 40 hours per week at Charter Oak Elementary, which shall be paid monthly pro rata per the accounts payable schedule following the performance of services. All hours of work performed shall be reported to the District's Director of Special Services before the 5<sup>th</sup> day of each month following the performance of the services. The contractor shall provide an itemized billing for all services rendered. It is understood that the Contractor shall not be entitled to any further benefits for the District because of this agreement such as vacation pay, sick leave, retirement or insurance benefits.
4. This agreement creates an engagement for an independent contractor and no employer-employee relationship of any kind shall be created or implied because of this contract.
5. The Contractor shall provide her insurance to adequately cover any service performed under this agreement and an amount sufficient to hold the District harmless from any liability.
6. Duties to be performed by the Contractor under this agreement are as follows:
  - a. Evaluation, treatment planning, treatment, and program management of speech therapy through direct, indirect, or consultative services.
  - b. Provide consultation and reports to the district educational personnel regarding the planning and implementation of the students' activities program in the Guthrie Public Schools.
  - c. To be on call as determined by the Director of Special Services.
  - d. All duties and responsibilities assigned by the District's Director of Special Services are necessary or required to perform the project.
7. Contractor, always through this contract shall maintain in good standing her license with the Oklahoma Board of Examiners for Speech-Language Pathologists and Audiologists, a Certificate of Clinical Competence from the American Speech and Hearing Association, and Certification from the Oklahoma State Department of Education.
8. Contractor assures the safeguarding of applicant, receipt, and provider eligibility information under Title XIX of the Social Security Act.
9. Contractor assures compliance with the Americans with Disabilities Act of 1990 (Public Law 101-336), and all amendments and requirements imposed by the regulations issued under this act.

10. The District and the Contractor agree that this agreement incorporates, by reference, all applicable Federal and State Laws and Regulations and subsequent amendments thereto. The District acknowledges the requirement to provide a Free Appropriate Public Education in the Least Restrictive Environment.
11. This agreement is not valid or binding until approved by the District's Board of Education at a public meeting.

**CONTRACTOR:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tiffany Keitz, M.S. CCC-SLP

Approved on behalf of the Board of Education of INDEPENDENT SCHOOL DISTRICT NUMBER \_\_\_\_\_ OF LOGAN COUNTY, OKLAHOMA, by formal action at its regular meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

SEAL

**MEMORADIUM:**

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

**FROM:** Kaitlin Sagar-Smith, Director of Special Services

**SUBJECT:** Federal Claims

**DATE:** May 27, 2025

Special Education Federal Flow Through claims for the State Department of Education must be signed by an authorized official. As the outgoing Director of Special Services, I am seeking permission for Dr. Fane Webster, incoming Director of Special Services, authorization to sign special education reimbursement claims for Project 613, 615, 618, 621, 623, 625, 641, and 642.

**EXHIBIT A****CAPACITIES TO ACCEPT TRANSFER STUDENTS BY GRADE**

The following capacity determinations will be reviewed and approved by the Guthrie Board of Education prior to the first day of January, April, July and October of each school year, published on the district website and reported to the Oklahoma State Department of Education.

For grades PK through grade 6, student capacity is set at 20 students per classroom. These class size limits are set in accordance with 70 O.S. § 18-113.1. The district will multiply those limits times the number of regular classroom teachers employed by the school district at each grade level for each school site. If classroom space is not sufficient to accommodate that number of students due to a classroom being disproportionately sized, the district's capacity numbers will reflect a lesser amount based upon that classroom size.

For grades 7-12, capacity is set based on the total number of students who are enrolled for in-person and virtual instruction. To be able to plan for in-district growth, provide adequate staffing, and ensure that teachers do not exceed class size limits set forth in 70 O.S. § 18-113.3, the current capacity of students per grade level is set at 250 students.



## Staking A Claim in Our Students' Future

Mike Simpson, Ed.D.  
Superintendent

Phone 405-282-8900  
[www.guthrieips.net](http://www.guthrieips.net)

Dear Members of the Board,

I am requesting your permission to pursue a grant opportunity that aligns with our district's strategic goals and commitment to student well-being. The proposed grant would support the implementation of a project designed to address and reduce opioid use among our students through early intervention, education, and enhanced support services.

This project will involve a collaborative partnership with the Department of Human Services (DHS) and will focus on providing additional resources for students with disabilities and those identified as at risk. Specifically, grant funds would support the following key components:

- **Partial funding (50%) for a School-Based Service Specialist (SBSS)**, with the remaining salary costs covered by DHS through a cost-sharing agreement.
- **Expanded support from a 504/IEP Facilitator** to coordinate services for students requiring individualized accommodations and ensure they receive targeted prevention and intervention efforts.
- **Professional development, family engagement, and prevention programming** focused on opioid education, trauma-informed practices, and wraparound services.

We believe this project will strengthen our student support infrastructure, improve coordination with external partners, and proactively address the rising concerns of substance misuse in schools.

I respectfully request board approval to:

1. **Apply for the grant funding** to support this initiative, and
2. **Implement the proposed project** upon award of the grant, in alignment with district policies and procedures.

Thank you for your consideration. I am available to answer any questions and provide additional details at your request.

Sincerely,

Mike Simpson, Ed.D.  
Superintendent of Schools





## Board of Education Personnel Reports June 9, 2025

### Employment Request

| <u>Classification Certified</u><br>Name | Site     | Teaching<br>Assignment      | First<br>Work Day | Hrs. Per<br>Day | Replacing       |
|---|----------|-----------------------------|-------------------|-----------------|-----------------|
| Berryhill, Kaylea                       | Fogarty  | 1 <sup>st</sup> Grade       | 08-11-25          | 6               | Cori Hamm       |
| Claridge, Melody                        | GUES     | 5 <sup>th</sup> Gr. Math    | 08-11-25          | 6               | Katelynn Schulz |
| Duncan, Jacki                           | District | Psychometrist               | 08-04-25          | 6               | Carly Black     |
| Foshee, Stacy                           | Central  | SpEd Mild/Mod               | 08-11-25          | 6               | Bailey Blewett  |
| Ranck, Amber                            | CO       | KG                          | 08-11-25          | 6               | Ashley Acevedo  |
| Rice, Kerry                             | GUES     | 5 <sup>th</sup> Gr. Science | 08-11-25          | 6               | Alex Skinner    |
| Sanders, Kenzie                         | Central  | Pre – K                     | 08-11-25          | 6               | Meagan Mabrey   |
| Shropshire, Jeanette                    | GUES     | 5 <sup>th</sup> Gr. Math    | 08-11-25          | 6               | Michele Roach   |
| Treffinger, William                     | Faver    | Math                        | 08-11-25          | 6               | Donna Russell   |

| <u>Classification Support</u><br>Name | Site        | Assignment  | First<br>Work Day | Pay<br>Grade | Hrs. Per<br>Day | Replacing         |
|---------------------------------------|-------------|-------------|-------------------|--------------|-----------------|-------------------|
| Allison, Jackie                       | GUES        | Custodian   | 06-09-25          | 3            | 8               | Richard Dickinson |
| Crouse, Robert                        | Maintenance | Maintenance | 06-16-25          | 8            | 8               | Freddy Pitts      |
| Gonzalez, James                       | JH          | Custodian   | 05-19-25          | 3            | 8               | Tonya Rayas       |
| Hamm, Cori                            | Fogarty     | SpEd Para   | 08-11-25          | 6            | 7.5             | Conner King       |
| Heird, Samuel                         | GUES        | Custodian   | 06-02-25          | 3            | 8               | Timothy Bernal    |

### FMLA Requests

**Certified:**

**Support:**

### Transfer of Position Report

| <u>Classification Certified</u><br>Name | Transferred<br>From                               | Transferred<br>To                                 | Replacing          |
|---|---|---|--------------------|
| Dimmitt, Courtney                       | JH – 7 <sup>th</sup> /8 <sup>th</sup> Gr. Writing | JH – 7 <sup>th</sup> /8 <sup>th</sup> Gr. Reading | Macy Lahr          |
| Harris, Derek                           | GUES – 5 <sup>th</sup> Gr. Science                | GUES – 6 <sup>th</sup> Gr. Science                | Angela Bandy       |
| Roach, Michele                          | GUES – 5 <sup>th</sup> Gr. Math                   | GUES – 5 <sup>th</sup> Gr. Science                | Derek Harris       |
| Rutledge, Megan                         | GUES – 5 <sup>th</sup> Gr. Soc. Studies           | GUES – 6 <sup>th</sup> Gr. Geography              | Charlotte Mitchell |
| Schulz, Katelynn                        | GUES – 5 <sup>th</sup> Gr. Math                   | GUES – 6 <sup>th</sup> Gr. Science                | Patti Spencer      |
| Thomason, Jennifer                      | JH – 8 <sup>th</sup> Gr. Writing                  | JH – 7 <sup>th</sup> /8 <sup>th</sup> Gr. Writing | Courtney Dimmitt   |
| Tyler, Kathy                            | CO – P/T SpEd                                     | CO – F/T SpEd                                     | NP                 |



## Board of Education Personnel Reports June 9, 2025

| <b><u>Classification</u> Classified<br/>Name</b> | <b>Transferred<br/>From</b> | <b>Transferred<br/>To</b> | <b>Replacing</b>  |
|--|-----------------------------|---------------------------|-------------------|
| Chennault, Joel                                  | JH – Caf. 7.5 hrs           | Cotteral – Caf. 7 hrs     | Sabrina Lehr      |
| Duck, Katie                                      | Central – PreK Para (G.A.)  | Central – SpEd Para       | NP                |
| Freeman, Stacey                                  | HS – SpEd Para              | Cotteral – SpEd Para      | Heather Honeycutt |
| Lopez, Martha                                    | Fogarty – Caf. 7 hrs        | JH – Caf. 7.5 hrs         | Joel Chennault    |
| Matthews, Danielle                               | HS – Principal’s Secretary  | HS – Athletic Secretary   | Evelyn Lynn       |
| Moniz, Penny                                     | JH – Caf. 6.5 hrs           | JH – Caf. 6 hrs           | Julie Smalley     |
| Rodgers, Kelsey                                  | HS – Caf. 6.5 hrs           | JH – Caf. 6.5 hrs         | Penny Moniz       |
| Stengel, Melissa                                 | GUES – Caf. 7 hrs           | Fogarty – 7 hrs           | Martha Lopez      |

### Separation of Employment

| <b><u>Classification</u> Certified<br/>Name</b> | <b>Site</b> | <b>Teaching<br/>Assignment</b>               | <b>Reason for<br/>Separation</b> | <b>Effective Date</b> |
|---|-------------|--|----------------------------------|-----------------------|
| Bandy, Angela                                   | GUES        | 5 <sup>th</sup> Gr. Science                  | resignation                      | 05-22-25              |
| Davis, Deborah                                  | Dist.       | Psychologist                                 | resignation                      | 05-30-25              |
| Lahr, Macy                                      | JH          | 7 <sup>th</sup> /8 <sup>th</sup> Gr. Writing | resignation                      | 05-22-25              |
| Mabrey, Meagan                                  | Central     | Pre-K  | resignation                      | 05-22-25              |
| Toledo, Jessica                                 | GUES        | 6 <sup>th</sup> Gr. ELA                      | resignation                      | 05-22-25              |

| <b><u>Classification</u> Classified<br/>Name</b> | <b>Site</b> | <b>Position</b> | <b>Reason for<br/>Separation</b> | <b>Effective Date</b> |
|--|-------------|-----------------|----------------------------------|-----------------------|
| Bernal, Timothy                                  | GUES        | Custodian       | termination                      | 05-09-25              |
| Coleman, Isaac                                   | GUES        | Lead Para       | resignation                      | 05-22-25              |
| Dickinson, Richard                               | GUES        | Custodian       | resignation                      | 05-09-25              |
| Lehr, Sabrina                                    | JH          | Caf. 7.5 hrs    | resignation                      | 05-23-25              |
| Montgomery, Katy                                 | Cotteral    | SpEd Para       | resignation                      | 05-22-25              |
| Scott, Joe                                       | GUES        | Custodian       | resignation                      | 05-22-25              |
| Smalley, Julie                                   | JH          | Caf. 6 hrs      | resignation                      | 05-23-25              |

Guthrie Public Schools  
Property Committee Meeting  
June 2, 2025 5:00 p.m.

Attending Members: Dr. Mike Simpson, John Hancock, Michelle Chapple, Chris Schroder, Matt Girard, Janna Pierson and Linda Skinner. Lane McMillan with Crossland Construction Co. was also present.

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

**Expenditure Reports:**

- Summarized May expenses for Maintenance and Transportation
- Comparison of 2024/25 expenditures to 2023/24

**Current Projects:**

- Completed 176 Maintenance work orders, 38 Transportation work orders, and 92 Activity trips work orders.
- Operations staff setup for this year's graduation class at Jelsma Stadium. The setup and breakdown for the event went well, the stadium was in great shape, and the weather seemed perfect for the special event.
- Immediately after breaking down the graduation event, the Operations staff set up for Mr. Sykes funeral service on Sunday in the HS main gym.
- Removed furniture and books from classrooms at GUES to prepare for the Daycare center that will be operational for the next school year. The daycare will be for school staff only in hopes of getting more teachers to join GPS.
- Repairs were made to the HS chiller that went down the day after school was out.
- Completed 6 state mandatory bus inspections.
- Replace numerous electrical outlets along the HS main gym floor. Many of them were 2 phase which were all replaced to 3 phase outlets.
- Rekeyed the door locks at the new Cotteral to work with our current key system we have district wide. There were issues with the key we provided the Contractor and most doors were not working with our key.
- Totals for Student Route Riders for 2024/2025:

|                 |         |
|-----------------|---------|
| Regular routes  | 245,150 |
| Special Needs   | 16,110  |
| TOTAL for 24/25 | 261,260 |

**Future Projects:**

- Upgrading the lighting for Jelsma Stadium this summer and anticipate it to be completed before the first home game.
- Look into the cost and options for replacing the Greenhouse at the HS
- Replace carpet in the Administration Building during the summer.
- Pave the east parking lot at Jelsma Stadium
- Make parking lot repairs at the HS, Band and GUES
- Restripe parking lots at the HS, GUES, Central, Charter Oak, and the Administration building.
- Do extensive floor work in Fogarty classrooms and gym
- Repaint the outside basketball court at Charter Oak
- Repair the roof on the Faver school building

- Getting quotes on replacing the roof at the Batting Cage facility on Grant Street
- Complete the Custodial deep summer cleaning at all school sites
- Contractors will assist with doing the floors at GUES, Cotteral, and the High School in hallways, cafeteria, and other large areas.
- Complete the annual state bus inspections of all the district buses.
- Complete this year's fire system inspections at all sites.
- Clear the 3 lots we purchased on Springer and prep for a parking lot.

### **District Property Projects:**

|   |  |
|---|--|
| <b>Bond Project – New Cotteral Elementary –</b> | <b>The construction of the 4 new classrooms has been completed.<br/>The old Cotteral building has been demolished. Contractors are in the process of removing all of the sidewalks, parking lots, and driveway</b>                               |
| <b>Charter Oak Phase 2 –</b>                    | <b>Construction is underway<br/>The ground work for the additional classrooms is in progress.<br/>Rerouting the fire system water line has been completed<br/>Construction is tentatively scheduled to be completed by December of this year</b> |

Lane with Crossland Construction discussed the remaining items on the punch list and the removal of the remaining debris from the old Cotteral building demo. The weather has delayed the work some at both Cotteral and Charter Oak. He feels they are still ahead of schedule at Charter Oak due to being able to get started earlier than expected.

Dr. Simpson and Mr. Hancock discussed the progress of getting the Daycare in place at GUES for school staff. The goal is to break even each year.

Dr. Simpson discussed the Communication survey, the possibility of changing insurance carriers for staff coverages, OSIG property insurance, and OSAG workers comp insurance. Also, Dr. Chapple is getting figures for purchasing buses, a new SUV, and Ag truck.

**Guthrie Public Schools**  
**Finance Committee Meeting**  
**June 3, 2025**

In attendance: Ms. Tina Smedley, Ms. Janna Pierson; Mr. Ben Huskey; Dr. Mike Simpson; Dr. Michelle Chapple; Mr. John Hancock; Dr. Fanee Webster; Ms. Tamie Jones

**Dr. Chapple** welcomed everyone in attendance, and presented the following monthly financials:

**Revenues & Expenditures for General, Building and Child Nutrition Funds as of May 31, 2025**

Information was presented

**Fund Balance Projections as of May 31, 2025**

Information was presented

**Dr. Chapple** also presented the following:

**Approval of Renewal Agreement with Municipal Finance Services for 2025-2026**

Information was presented

**Approval of Renewal Agreement with OSIG (Property Insurance) for 2025-2026**

Information was presented

**Approval of Renewal Agreement with OSAG (Worker's Comp) for 2025-2026**

Information was presented

**Mr. Hancock** presented the following:

**Approval of Renewal Agreement with ALCA Online Testing for 2025-2026**

Information was presented

**Approval of Renewal Agreement with Renaissance Star 360 for 2025-2026**

Information was presented

**Dr. Webster** presented the following:

**Approval of Agreement with Jessica Waddle (COTA) for Occupational Therapy Services for 2025-2026**

Information was presented

**Approval of Dr. Fanee Webster as the Signing Official for SPED Federal Flow Through Claims for 2025-2026**

Information was presented

**Approval of Renewal Agreement with Beth McLean for Occupational Therapy Services for 2025-2026**

Information was presented

**Approval of Agreement with Edmentum Courseware for Comprehensive Library Platform for 2025-2026**

Information was presented

**Approval of Agreement with Jacie Fite for Physical Therapy Services for 2025-2026**

Information was presented

**Approval of Renewal Agreement with Teresa Ewing for Physical Therapy Services for 2025-2026**

Information was presented

**Approval of Renewal Agreement with Tiffany Keitz for Speech Therapy Services for 2025-2026**

Information was presented

**Approval of Agreement with Samantha Betchan for Speech Therapy Services for 2025-2026**

Information was presented

**Approval of Agreement with Visual Senses for Visual Impairment, Orientation and Mobility Services (Nikki Keck) for 2025-2026**

Information was presented

**Approval of Agreement with United Community Action Head Start for Special Services for 2025-2026**

Information was presented

**Approval of Renewal Agreement with Oklahoma Hearing Solutions, LLC, DBA for Audiological Services for 2025-2026**

Information was presented

**Approval of Agreement with Shae Sellers for Occupational Therapy Services for 2025-2026**

Information was presented

**Dr. Simpson** presented the following:

**Renewal Agreement with YMCA at Charter Oak for After School Care 2025-2026**

Information was presented

**Renewal Agreement with YMCA at Fogarty for After School Care 2025-2026**

Information was presented

**Renewal Agreement with Center for Communication & Engagement for 2025-2026**

Information was presented

**Discussion – Daycare Program at GUES**

Information was discussed

**Discussion – Parent Survey Regarding District Communication**

Information was discussed

**Discussion – Cell Phone Policy Options for Students and Staff**

Information was discussed

**Discussion – Change in Life Insurance Policies for Certified Staff**

Information was discussed

## **Curriculum Committee Meeting Minutes**

**June 3, 2025**

**5:00 p.m.**

**GPS Administration Board Room**

**In Attendance: Dr. Mike Simpson, John Hancock, Dr. Webster, Ron Plagg, Tina Smedley, Ben Huskey, and Pam Etcher, Carmen Walters Not In Attendance Due to Being Out Sick**

### **Ms. Walters / Mr. Hancock**

Mr. Hancock presented for Ms. Walters the renewal agreement for Renaissance Star for approval. Renaissance Star 360 is an approved screening assessment by the Oklahoma State Board of Education. We have used this company for many years at the elementary level. There is an increase of \$2,016.13 due to an increase in overall students this year from last year.

Mr. Hancock discussed for Ms. Walters the renewal of the Aurora Learning Community Association (ALCA) Agreement. We have used ALCA for many years to track data in all sub categories, as well as the Junior High utilizing it to create interim assessments.

Mr. Hancock gave an update on Summer School 2025 from Emily Carpenter. There are 50 students attending Summer School. Students take a pre and post test through STAR to track their achievement in reading. IXL is also used and will measure math and reading progress. Small groups and individual remediation is taking place daily based on the student's pretest. Teachers will be using hands on manipulatives and flash cards.

Mr. Hancock stated that Ms. Walters is still exchanging emails with Monica Brumnett, the DHS program administrator for the SBSS with changes they have recently been forced to make due to DHS funding decreases. At this time she is only able to provide two SBSS at 50%. Monica Brumnett will hopefully be able to provide additional information later this week or early next week. Due to the status of approval for the new Opioid grant, we will bring the two agreements for the 2 SBSS to the July board meeting.

Mr. Hancock stated that Ms. Walters reported that she is working on the Opioid Grant and hopes to have something for board approval on Monday night.

### **Dr. Webster**

Dr. Webster brought the following agreements, renewals, and memos:

- Agreement with Jessica Waddle, Certified Occupational Therapy Assistant, to provide Occupational Therapy during the 2025-2026 School Year



- Special Education Federal Flow Through change to allow Dr. Fanee Webster to be the authorized official to sign reimbursement claims.
- Contractual Agreement with Beth McLean for Occupational Therapy Services
- Edmentum Courseware agreement to provide an online platform for students with special needs.
- Contractual Agreement with Jacie Fite for Physical Therapy Services
- Professional Service Agreement with Teresa Ewing to provide Physical Therapy Services
- Agreement with Tiffany Keitz to provide Speech Therapy Services for the 2025-2026 school year
- Agreement with Samantha Betchan to provide Speech Therapy Services for the 2025-2026 school year
- Contractual Agreement with Visual Senses to provide Visual Impairment and Orientation and Mobility Services
- Special Services Agreement with United Community Action Head Start
- Agreement with Oklahoma Hearing Solutions, LLC, DBA: Fine Hearing Care for Audiological Services
- Agreement with Shae Sellers, Certified Occupational Therapy Assistant, to provide Occupational Therapy during the 2025-2026 School Year

#### **Dr. Simpson**

Dr. Simpson presented a Communication Services Contract for the 2025-26 school year.

Dr. Simpson gave district updates.

The meeting was adjourned at approximately 5:50 p.m.