

Monday, February 10, 2020 6:00 PM

Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag

II. Formal Adoption of the Agenda.

A. Motion, discussion, and vote on Motion to formally adopt Agenda.

III. Consent Agenda

A. Approval of the 1.13.2020 Regular Meeting Minutes.

B. Approval of 2019-20 General Fund Purchase Order Encumbrance numbers 803 through 971.

C. Approval of 2019-20 Building Fund Purchase Order Encumbrance numbers 126 through 136.

D. Approval of 2019-20 Child Nutrition Fund Purchase Order Encumbrance numbers 74 through 79.

E. Approval of 2019-20 Bond Fund 33 Purchase Order Encumbrance numbers 61 through 70.

F. Approval of the monthly financial reports of the School Activity Funds account.

G. Approval of the Treasurer's Report on the status of Funds and Investments.

H. Accept and approve the employee assignments for Mr. Johnny Bilby and Mrs. Kim Castaldi as the Title IX Co-Coordinators for Sapulpa Public Schools.

I. Accept and approve the employee assignment for Mrs. Katherine Stufflebeam as the ADA (Americans with Disabilities Act) and 504 (Rehabilitation Act) Coordinator.

J. Approval of the 2019-20 Audit Contract and Engagement Letter with Sanders, Bledsoe & Hewett.

K. Approval of Vision Bank Shawnee Invitational Basketball Tournament Contract for January 21-23, 2020.

L. Approval of the Oklahoma Secondary Schools Activities Association Contract for Athletic Contest through Bishop Kelley High School.

M. Approval of Declaration of Surplus:

N. Approval of Out of State Activity Trips.

O. Approval of Fundraisers.

IV. Hearing from the Public

V. Information and Discussion Items

A. Superintendent Comments

VI. Action Items

A. New Business - items not known or foreseen when agenda was posted.

B. Vote to approve/disapprove the District (School Year) Calendar 2020-21.

C. Discussion, motion, vote on a motion to approve/disapprove generous donation of \$4,500 from TTCU for the General Fund.

D. Discussion, motion, and vote on a motion to approve/disapprove the Muscogee Creek Nation Stem Grant Recipient Agreement for \$10,000 to fund STEM classroom resources and curriculum development.

E. Discussion, motion, and vote on a motion to approve/disapprove the updated 544.1.3 Student Activity Drug Testing Policy, as a second read.

F. Proposed Executive Session to discuss the purchase, sale or appraisal of certain real

estate property, to discuss Personnel listed and conduct ongoing evaluation of the Superintendent as authorized by 25 O.S. Section 307(B)(1)(B)(3) of the Oklahoma Open Meeting Act.

1. Vote to convene in Executive Session.
2. Vote to acknowledge the Board has returned to Open Session.
3. Statement of Executive Session Minutes.

G. Discussion and possible board action to approve/disapprove the sale of certain real estate property and to authorize the Superintendent of Schools to execute the details and sale of said property as discussed during Executive Session.

H. Personnel

1. Vote to approve/disapprove Employing Personnel as per attachment.
2. Vote to approve/disapprove FMLA for Bailey Hamm, effective February 22, 2020, through the end of school year.
3. Vote to approve/disapprove FMLA for Heather Ridge, effective January 15, 2020, through the end of the school year.
4. Vote to approve/disapprove FMLA for Renee Ensign, effective April 2, 2020, through the end of the school year.
5. Vote to approve/disapprove FMLA for Shelley Adams, effective January 27, 2020, through April 10, 2020.
6. Vote to approve/disapprove FMLA for Shain Stevens, effective January 30, 2020, through April 23, 2020.
7. Vote to approve/disapprove authorizing Shain Stevens to receive sick leave donations from other employees as authorized by Board Policy 461.18 Sick Leave Donation.
8. Vote to approve/disapprove authorizing Terrance (Blake) Downs to receive sick leave donations from other employees as authorized by Board Policy 736.2 Sick Leave Donation.
9. Vote to approve/disapprove authorizing Heather Ridge to receive sick leave donations from other employees as authorized by Board Policy 736.2 Sick Leave Donation.
10. Vote to accept Resignations received since the last board meeting.

VII. Adjournment



MUSCOGEE (CREEK) NATION STEM GRANT
Recipient Agreement

Sapulpa Public Schools (hereafter called Recipient) agrees to the following conditions of the STEM Grant Award Program of the Muscoogee (Creek) Nation Department of Education and Training.

I. Documented spending: The Recipient agrees:

1. Primary Spending of the award must be devoted to the cause listed in the application submitted. If the recipient has questions about their application, they may request a copy from the Muscoogee (Creek) Nation Department of Education and Training.
2. If the materials or programs described in the application are no longer available or have different pricing than the provided quote, the Recipient must notify the Muscoogee (Creek) Nation Department of Education and Training and gain written approval to spend funds.
3. If, due to pricing differences, or shifts in scope of the project, the Recipient is left with extra funds, they may request to spend those funds on related materials or programming. This request must be written (letter, email, fax, etc), and the approval or denial will be provided in writing as well.

II. Reporting: The Recipient,

1. Will complete programming tracking forms describing student demographics and participation.
2. Will complete a monitoring visit, if applicable, to display the programming accomplished through the STEM grant funding,
3. Understands a lack of compliance with the guidelines set out in this contract will result in being deemed ineligible for the next funding cycle.

III. The Grant Period will begin October 2019, and funds must be spent by June 2020.

Purchases beyond the limitations within this Agreement (either financial or time period) shall be at the sole risk and responsibility of the Recipient, and the Muscoogee (Creek) Nation Department of Education and Training shall not be obligated to pay for services or products exceeding the funding or period of this Agreement.

The Recipient will be accountable for their own insurance coverage. The Muscoogee (Creek) Nation will not be liable for any loss, injuries or damages.

IV. Signatures:

Muscoogee (Creek) Nation Authorized Representative

Date _____

× _____
Institution Authorized Representative

Date _____

PERSONNEL REPORT

February 10, 2020

CERTIFIED PERSONNEL REPORT

EMPLOYMENT

FIRST-YEAR TEMPORARY CONTRACTS FOR 2019-2020 (Positions/duties subject to assignment by the Superintendent.)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
None		

EXTRA DUTY ASSIGNMENTS/STIPENDS FOR 2019-2020

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
None	

REMOVAL OF EXTRA DUTY ASSIGNMENTS/STIPENDS FOR 2019-20

<u>Name</u>	<u>Extra-duty Assignment/Stipend</u>
None	

CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Day</u>
None			

LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Jaqlyn Bailey Hamm	Teacher	FMLA-Maternity	February 24, 2020
Renee Ensign	Teacher	FMLA-Maternity	April 2, 2020
Shelley Adams	Teacher	FMLA-Medical	January 27, 2020
Shain Stevens	Teacher	FMLA-Medical	January 30, 2020

TRANSFERS

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Whitney Yokum	Band	Asst. Director	Interim Head Director	January 13, 2020

RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Angie Maxwell	Latchkey Teacher	January 27, 2020

TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
None		

Encumbrance Register

Options: Year: 2019-2020, Date Range: 7/1/2019 - 6/30/2020, PO Range: 803 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	803	01/09/2020	9881	FLEETCOR TECHNOLOGIES OPERATING CO	UNLEADED GASOLINE-DISTRCT 2ND SEMESTER	15,000.00
11	804	01/09/2020	9881	FLEETCOR TECHNOLOGIES OPERATING CO	DIESEL - DISTRICT SECOND SEMESTER	25,000.00
11	805	01/09/2020	3826	SECURITY BANK CARD CENTER INC	Wal-Mart - lab supplies - D. Nagel	40.00
11	806	01/09/2020	81698	MICHELLE R BENNING	Travel Reimbursement- National JOM Conference	200.00
11	807	01/09/2020	2223	ROBERTS TRUCK CENTER	Stop Sign Wiring Harness	126.82
11	808	01/09/2020	30401	FOLLETT LIBRARY RESOURCES	Whitten - Library Books	2,875.87
11	809	01/09/2020	2419	LAKESHORE EQUIPMENT COMPANY	Title I Parental Involvement- Supplies for HPE	600.00
11	810	01/09/2020	2404	SCHOLASTIC INC	Title I Parental Involvement- Books for HPE	500.00
11	811	01/09/2020	3146	OFFICE DEPOT, INC	Office supplies	500.00
11	812	01/09/2020	3186	COUNTRYSIDE DIESEL REPAIR LLC	Cluster Programming and Diagnosis Bus 3	510.00
11	813	01/09/2020	8318	AMAZON	Curriculum books for MS Spanish	200.00
11	814	01/13/2020	84	STATE OF OKLAHOMA	Title IV-Speakers for Revolutionary Day	150.00
11	815	01/13/2020	4039	BUREAU OF EDUCATION & RESEARCH	S. TUTTLE/LIBRARY BOOK	99.00
11	816	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Romeo & Juliet - L. Humphries	112.50
11	817	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - classroom supplies - L. Humphries	409.69
11	818	01/13/2020	874	QUILL CORPORATION	classroom supplies - L. Humphries	119.78
11	819	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Book and reading guide bundle - L. Humphries	32.49
11	820	01/13/2020	1535	FOLLETT SCHOOL SOLUTIONS, INC	S. TUTTLE/LIBRARY BOOKS	1,009.53
11	821	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - books-Jr. High (L.Humphries)	145.00
11	822	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Wal-Mart - TV&mount - M.Haefner	737.99
11	823	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - Jr. High Library - books/spacemaker	1,700.00
11	824	01/13/2020	3826	SECURITY BANK CARD CENTER INC	GF - classroom materials for Kdg	470.85
11	825	01/13/2020	874	QUILL CORPORATION	counselor supplies	508.78
11	826	01/13/2020	874	QUILL CORPORATION	card stock/paper/toner	1,500.00
11	827	01/13/2020	3826	SECURITY BANK CARD CENTER INC	teaching bundles for English - L. Humphries	60.00
11	828	01/13/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - classroom supplies - L. Humphries	150.00
11	829	01/14/2020	30466	OKLAHOMA AUTISM NETWORK	615-Sped-ADOS-2 Refresher-Amy & Emily	200.00
11	830	01/14/2020	3826	SECURITY BANK CARD CENTER INC	Student Supplies for MS Art Class -ENASCO	30.00
11	831	01/14/2020	3826	SECURITY BANK CARD CENTER INC	Student supplies for MS PE-BSN SPORTS	1,000.00

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11	832	01/14/2020	3826	SECURITY BANK CARD CENTER INC	Student supplies for MS Art-DICK BLICK	970.00
11	833	01/14/2020	8318	AMAZON	Books for MS Library	130.00
11	834	01/14/2020	1818	MERRIFIELD OFFICE SUPPLY	200 cases of copy paper	5,448.00
11	835	01/14/2020	85	INTRADO INTERACTIVE SERVICES CORP	SCHOOL MESSENGER RENEWAL	7,291.20
11	836	01/14/2020	8318	AMAZON	Classroom Supplies for Sped Class	41.93
11	837	01/15/2020	8318	AMAZON	11 - 1052 -Bruner - Classroom Curricular Material	344.64
11	838	01/15/2020	8318	AMAZON	11 - 1052 -Ridgeway Co Curricular items	100.00
11	839	01/15/2020	8318	AMAZON	LibGenFundschoolsuppliesscienc efairmaterials	200.00
11	840	01/15/2020	874	QUILL CORPORATION	classroom supplies (Jr. High - Vanderslice)	378.06
11	841	01/15/2020	3103	PRIME EDUCATIONAL PRODUCTS, LLC	Grid graph paper (Vanderslice)	80.95
11	842	01/15/2020	8318	AMAZON	Supplies for MS Sped classes	651.25
11	843	01/16/2020	4899	DICK BLICK HOLDINGS, INC	mat for art show	1,000.00
11	844	01/17/2020	31941	JUNIOR LIBRARY GUILD	S.TUTTLE/ LIBRARY BOOKS	1,637.30
11	845	01/17/2020	31641	MATTHEW AARON RESIDE	GRADUATION SOUND	3,750.00
11	846	01/17/2020	54158	PARTY PRO RENTS	GRADUATION CHAIRS/SETUP	1,300.00
11	847	01/17/2020	30933	VARSITY BRANDS HOLDING CO, INC	PE Classroom Enrichment	500.00
11	848	01/17/2020	3826	SECURITY BANK CARD CENTER INC	nurses supplies (K. Woolery)	100.00
11	849	01/17/2020	958	NORTHEASTERN STATE UNIVERSITY	Advanced Placement Courses for 3 Teachers	150.00
11	850	01/17/2020	2129	CECIL COX ENTERPRISES	Tires for Van 28	399.60
11	851	01/17/2020	3826	SECURITY BANK CARD CENTER INC	Amazon-classroom supplies-Fund. of Tech.-Guerrero	193.96
11	852	01/17/2020	874	QUILL CORPORATION	classroom supplies-Jr. High History - Mark	275.45
11	853	01/17/2020	834	PERMA-BOUND	GF - Library Books	554.53
11	854	01/21/2020	3826	SECURITY BANK CARD CENTER INC	K-log platform/stage for art studio	840.71
11	855	01/21/2020	503	HOUGHTON MIFFLIN HARCOURT	CogAT Testing Supplies	3,500.00
11	856	01/21/2020	2560	HOUGHTON MIFFLIN HARCOURT	1st Grade CogAT Tests Scoring	3,000.00
11	857	01/21/2020	3826	SECURITY BANK CARD CENTER INC	Lowe's - shop equipment and project supplies	300.00
11	858	01/21/2020	80235	CURTIS L ROSE	GSA reimbursement travel (FtW Jan 25-27)	183.00
11	859	01/21/2020	3826	SECURITY BANK CARD CENTER INC	Lodging / Travel exp (FtW Show &sale Jan 25-28)	300.00
11	860	01/21/2020	1535	FOLLETT SCHOOL SOLUTIONS, INC	Library Classroom Student Enrichment	2,208.39
11	861	01/21/2020	3826	SECURITY BANK CARD CENTER INC	IDville - Lanyards - Jr. High	1,200.00
11	862	01/21/2020	31412	AMAZON CAPITAL SVCS, INC.	PVC white ID cards-PCARD	81.00
11	863	01/22/2020	193	ARCHWAY MARKETING SERVICES, INC.	Saxon Math Teacher Fact Cards	15.05

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	864	01/22/2020	3826	SECURITY BANK CARD CENTER INC	K. WOOLERY/NURSE/SUPPLIES	250.00
11	865	01/22/2020	8318	AMAZON	A.RICE/SCIENCE/REPLACEMENT PROJECTOR BULB	85.99
11	866	01/22/2020	30670	WELDON TRUCK PARTS	Warning Lights for Bus 2 and 4	207.40
11	867	01/22/2020	2223	ROBERTS TRUCK CENTER	Body Control Module Bus 3	1,316.58
11	868	01/22/2020	8318	AMAZON	Material for G/T Classroom	350.00
11	869	01/22/2020	3681	MID-TOWN AUTO AND DIESEL, INC	Repairs to Agriculture Truck 254	3,951.21
11	870	01/22/2020	31353	OKLAHOMA BPA	BPA enrollment	400.00
11	871	01/23/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - Classroom supplies - Humphries	470.00
11	872	01/23/2020	30829	SCHOOL NURSE SUPPLY	Supplies for Students for nurses office	100.00
11	873	01/24/2020	3826	SECURITY BANK CARD CENTER INC	11 - Technology/Sound System	599.00
11	874	01/24/2020	80764	EMILY CAMPBELL	615-Sped-ADOS Training-Mileage (Campbell)	116.56
11	875	01/24/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - classroom supplies - Jr. High Art	500.00
11	876	01/24/2020	874	QUILL CORPORATION	classroom supplies - Vanderslice	89.45
11	877	01/24/2020	3826	SECURITY BANK CARD CENTER INC	R. MARKLEY/AMAZON/CHIEF TV SUPPLIES	298.14
11	878	01/24/2020	3826	SECURITY BANK CARD CENTER INC	Office Supplies/Organization	300.00
11	879	01/24/2020	8318	AMAZON	Music Classroom Student Enrichment	188.85
11	880	01/24/2020	39594	IXL LEARNING, INC.	Creative Mathematics - Student Enrichment	150.00
11	881	01/24/2020	31967	SCHOLASTIC, CORPORATION	Scholastic book order - Jr. High	649.41
11	882	01/24/2020	859	TEACHER SYNERGY, LLC	Supplies for MS LA Students	49.99
11	883	01/24/2020	3826	SECURITY BANK CARD CENTER INC	JOM Staff and Student Supplies	2,000.00
11	884	01/24/2020	1681	SCHOLASTIC, CORPORATION	First Grade Student Classroom Enrichment	177.94
11	885	01/24/2020	3826	SECURITY BANK CARD CENTER INC	Amazon - makerspace - Jr. High Library	395.55
11	886	01/24/2020	8318	AMAZON	Kdg Classroom Student Enrichment - Code to 1020	284.75
11	887	01/24/2020	30003	LAKESHORE EQUIPMENT COMPANY	Kdg Classroom Student Enrichment	208.94
11	888	01/27/2020	80788	JASON D REZNICEK	Reimbursement for gasoline	15.00
11	889	01/27/2020	8318	AMAZON	Second Grade Classroom Enrichment	499.01
11	890	01/27/2020	30670	WELDON TRUCK PARTS	Bus 2 Backup Light	97.52
11	891	01/27/2020	8318	AMAZON	PreK Student Classroom Enrichment - Code to 1010	76.37
11	892	01/27/2020	30003	LAKESHORE EQUIPMENT COMPANY	PreK Classroom Student Enrichment - Code to 1010	318.00
11	893	01/27/2020	874	QUILL CORPORATION	classroom supplies - Leaton	416.61
11	894	01/27/2020	3826	SECURITY BANK CARD CENTER INC	Spanish reading & vocab - Jr. High - Leaton	21.94
11	895	01/27/2020	3826	SECURITY BANK CARD CENTER INC	Wal-Mart - Makerspace&Library supplies - Haefner	314.42

Encumbrance Register

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	896	01/27/2020	2972	US TOY CO INC.	PreK Student Enrichment - Student Art Drying Rack	105.00
11	897	01/28/2020	3826	SECURITY BANK CARD CENTER INC	Title II-Hotel to attend OASSP Conference in OKC	500.00
11	898	01/28/2020	235	CCOSA-COOP COUNCIL OK SCH	Title II-Registration fee for OASSP Conference	249.00
11	899	01/28/2020	3236	CERAMIC COTTAGE	Clay, glaze, bisque, tools	2,750.00
11	900	01/28/2020	80675	AARON R RICE	Mileage for Aaron Rice	150.00
11	901	01/28/2020	80576	NATALIE J BURNHAM	Mileage for Natalie Burnham	150.00
11	902	01/28/2020	80790	AUTUMN COLLINS	Mileage for Autumn Collins	150.00
11	903	01/28/2020	80790	AUTUMN COLLINS	Mileage for Autumn Collins to attend AP Institute	150.00
11	904	01/28/2020	958	NORTHEASTERN STATE UNIVERSITY	AP Summer Institute for Autumn Collins-Psychology	50.00
11	905	01/28/2020	3826	SECURITY BANK CARD CENTER INC	curriculum for Jr High - Humphries	50.50
11	906	01/28/2020	8202	PENSKE COMMERCIAL VEHICLES, US, LLC	Radiator for Bus 25	588.60
11	907	01/29/2020	3810	MUSIC IN MOTION	Music Classroom Student Enrichment	306.79
11	908	01/29/2020	8318	AMAZON	Supplies for MS Sped Classes	49.99
11	909	01/29/2020	3826	SECURITY BANK CARD CENTER INC	Supplies for MS Multi class WAL-MART	242.19
11	910	01/29/2020	8318	AMAZON	Student supplies for MS Multi Sped class	106.98
11	911	01/29/2020	8318	AMAZON	Student supplies for MS Sped Dept	230.79
11	912	01/29/2020	80587	STEPHANIE A KIESAU	Mileage and Per Diem for OSSAP Conference in OKC	300.00
11	913	01/29/2020	1681	SCHOLASTIC, CORPORATION	Second Grade Student Classroom Enrichment	922.37
11	914	01/29/2020	30003	LAKESHORE EQUIPMENT COMPANY	PreK Student Enrichment	489.10
11	915	01/29/2020	8318	AMAZON	Student supplies for Sped Dept	138.91
11	916	01/29/2020	3146	OFFICE DEPOT, INC	Supplies for students to use in Counseling office	77.08
11	917	01/29/2020	170	VISTAPRINT	Vinyl Banners w/Grommets for Student School Events	123.74
11	918	01/29/2020	8318	AMAZON	Supplies for MS SS dept	19.95
11	919	01/29/2020	1803	TEACHER SYNERGY, LLC	Counselor Student Enrichment	167.45
11	920	01/29/2020	8318	AMAZON	Counselor Student Enrichment	707.24
11	921	01/29/2020	2984	LIBERTY FLAGS	US and OK Flags	50.46
11	922	01/29/2020	30581	READ NATURALLY	11 - Read Live Prorated Subscription	475.00
11	923	01/29/2020	32083	SCHOLASTIC, CORPORATION	Magazines for MS Geography classes	373.56
11	924	01/30/2020	8318	AMAZON	First Grade Student Enrichment	293.40
11	925	01/30/2020	80288	JOSEPH TUTTLE	National JOM conference per diem	350.00
11	926	01/30/2020	3826	SECURITY BANK CARD CENTER INC	Nation JOM conference expenses	1,000.00

Encumbrance Register

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	927	01/30/2020	60534	CHRISTIE HURST	613-Sped-Mileage-Hurst-Training OKC	227.63
11	928	01/30/2020	4240	MIKE J NAIFEH	HS COUNSELORS/A-FRAME BD SIGN	85.00
11	929	01/30/2020	8318	AMAZON	materials for Sped smartboard	65.00
11	930	01/30/2020	8318	AMAZON	Supplies for MS Sped Classrooms	106.24
11	931	01/30/2020	3146	OFFICE DEPOT, INC	Supplies for MS SS Dept-P CARD	33.28
11	932	01/30/2020	3826	SECURITY BANK CARD CENTER INC	Licenses to manage Apple devices	100.00
11	933	01/30/2020	54082	SOCIAL STUDIES SCHOOL SERVICE	Additional SS Curriculum for MS SS Dept	373.08
11	934	01/30/2020	8318	AMAZON	Materials for MS PreAP classrooms	955.00
11	935	01/30/2020	1818	MERRIFIELD OFFICE SUPPLY	Student Enrichment Data Folders - code to 2340	38.37
11	936	01/30/2020	30003	LAKESHORE EQUIPMENT COMPANY	Fifth Grade Enrichment - Pls code to 1055	49.98
11	937	01/30/2020	8318	AMAZON	Fifth Grade Student Enrichment - Code to 1055	440.82
11	938	01/30/2020	3020	LIGHTHOUSE INTEGRATED SYSTEMS	Assistance for OpenOps Migration	750.00
11	939	01/30/2020	8318	AMAZON	Journeys: Intervention Enrichment - Reading 1130	250.00
11	940	01/31/2020	1818	MERRIFIELD OFFICE SUPPLY	floor mats	230.10
11	941	01/31/2020	931	SAIED MUSIC CO.	music for Choir - Vail	16.80
11	942	01/31/2020	3826	SECURITY BANK CARD CENTER INC	Wal-Mart - Stamps - Vail	55.00
11	943	01/31/2020	1818	MERRIFIELD OFFICE SUPPLY	classroom supplies (Vail)	9.00
11	944	01/31/2020	4365	PEEQ TECHNOLOGIES, INC	Fifth Grade Student Enrichment - Code to 1055	203.99
11	945	01/31/2020	8318	AMAZON	Fifth Grade Student Enrichment - Code to 1055	258.75
11	946	01/31/2020	4050	***MIDWEST SPORTING GOODS - SBC	Shoes for Nicholas Vaughn	100.00
11	947	01/31/2020	8318	AMAZON	Kindergarten Student Enrichment	428.95
11	948	01/31/2020	8318	AMAZON	Kindergarten Student Enrichment	477.78
11	949	01/31/2020	8318	AMAZON	First Grade Student Enrichment	456.55
11	950	01/31/2020	1803	TEACHER SYNERGY, LLC	Word Wall 3rd/4th Gr Stu Enrichment	20.30
11	951	01/31/2020	30003	LAKESHORE EQUIPMENT COMPANY	PreK Student Enrichment - Code to 1010	497.33
11	952	01/31/2020	8318	AMAZON	Student supplies for MS Math Dept	167.09
11	953	01/31/2020	8318	AMAZON	Student Supplies LA Dept	462.50
11	954	01/31/2020	3826	SECURITY BANK CARD CENTER INC	Student supplies for Counselor office	520.00
11	955	01/31/2020	3826	SECURITY BANK CARD CENTER INC	Paper for Enrollment Center	100.00
11	956	01/31/2020	8318	AMAZON	Student supplies for Principals	280.00

Encumbrance Register

Options: Year: 2019-2020, Date Range: 7/1/2019 - 6/30/2020, PO Range: 803 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	957	01/31/2020	2635	FLINN SCIENTIFIC, INC.	Classroom supplies for MS Science Dept	776.58
11	958	02/03/2020	3826	SECURITY BANK CARD CENTER INC	11 - Supplies for classrooms	2,000.00
11	959	02/03/2020	1400	GBC - NORTH AMERICAN DIRECT	GF - Limation for teachers	600.00
11	960	02/03/2020	3826	SECURITY BANK CARD CENTER INC	11 - 2574 Nurse Supplies	200.00
11	961	02/03/2020	8318	AMAZON	Nursing Supplies	20.00
11	962	02/03/2020	8318	AMAZON	Principal Two way Radios	210.00
11	963	02/03/2020	31412	AMAZON CAPITAL SVCS, INC.	BACON/SCI.DEPT/SUPPLIES	170.00
11	964	02/03/2020	874	QUILL CORPORATION	GT Student Enrichment	300.00
11	965	02/03/2020	8318	AMAZON	Hart Classroom Student Enrichment	247.48
11	966	02/03/2020	81927	KEYLA CHAPMAN	Travel Reimbursement	30.00
11	967	02/03/2020	81695	APRIL S REYNA	Travel Reimbursement	30.00
11	968	02/03/2020	25	BARBARA A. SORRELS	Title IV-Registration to Trauma Workshop - Tulsa	1,200.00
11	969	02/03/2020	2187	OK ASBO	SPRING CONFERENCE - TERRONES	100.00
11	970	02/07/2020	3826	SECURITY BANK CARD CENTER INC	621-P-card Sped-Amazon-Supplies & Materials	500.00
11	971	02/07/2020	60139	OSSBA	REGISTRATION FOR BOND SEMINAR	750.00
Non-Payroll Total:						\$132,222.65
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$132,222.65

Encumbrance Register

Options: Year: 2019-2020, Date Range: 7/1/2019 - 6/30/2020, PO Range: 126 - 9999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	126	01/09/2020	39452	JOE CARNER	District Plumbing Service	5,000.00
21	127	01/09/2020	3158	WILLIAM A. HARRISON, INC.	HVAC Parts and Service	3,000.00
21	128	01/21/2020	2069	LED USA.COM	Lighting for District	100.00
21	129	01/28/2020	39745	MICHAEL MORGAN	Repair, replace door jam room 300 at JHE	600.00
21	130	01/29/2020	2069	LED USA.COM	Stage/Auditorium lightbulbs	1,500.00
21	131	01/30/2020	8318	AMAZON	Exhaust fan Freedom, Switches for locks	300.00
21	132	01/31/2020	3202	Maintenance Supply Company, Inc.	District Custodial Supplies	1,600.00
21	133	01/31/2020	32	CINTAS CORPORATION	District Building Cleaning Supplies	1,000.00
21	134	02/03/2020	1597	ENVIRONMENTAL HAZARD CONTROL INC.	3 year Asbestos Inspection	1,500.00
21	135	02/03/2020	706	ACURA NEON INC	REPAIR SIGN IN FRONT OF WAC	1,000.00
21	136	02/07/2020	546	TEMPLE ENTERPRISES OF TULSA, INC.	Blower Wheel Pulley	45.00

Non-Payroll Total:	\$15,645.00
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$15,645.00

Regular Meeting of The Board of Education Independent School District Number 33, Creek County
Monday, January 13, 2020 6:00 PM
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag.

President Larry Hoover called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby lead the Pledge of Allegiance.

II. Formal Adoption of the Agenda

II.A. Motion, discussion, and vote on Motion to formally adopt Agenda.

To formally adopt Agenda passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

III. Recognition of Sapulpa School Board Members and Teachers of the Year.

Mr. Armstrong started with the Board Members and thanked them for the excellent job they do for our District in the volunteer position that they hold. January is Board Member appreciation month. He then turned it over to Donia for the introduction of the Site Teachers of the Year. She spoke of upcoming celebratory events for these teachers and what's next for each of them. They will interview with a local committee of admin and teachers in hopes of becoming the District Teacher of the year. Once chosen, that person will then begin to put together a portfolio for the possibility of State Teacher of the Year. A Support Employee will be named at a future date. Ms. Doudican then turned it over to Principal's to introduce their 2019-20 Site Teacher of the Year, starting with the HS.

Secondary: HS- Kari Kearney, Jr. High-Danielle Nagel, Bartlett-Kim Wedel, Middle School-Michael Goode

Elementary: Freedom-Shay Miller, Holmes Park-Barbara Lowe, Jefferson Heights-Letizia Ridgeway, and Liberty-Luanne Guerrero

IV. Consent Agenda

IV.A. Approval of the 12.09.2019 Regular Meeting Minutes.

IV.B. Approval of 2019-20 General Fund Purchase Order encumbrance numbers 716 through 802.

IV.C. Approval of 2019-20 Building Fund Purchase Order encumbrance numbers 118 through 125.

IV.D. Approval of 2019-20 Child Nutrition Fund Purchase Order encumbrance numbers 64 and 73.

IV.E. Approval of 2019-20 Bond Fund (Lease Revenue) Purchase Order encumbrance number 6.

IV.F. Approval of 2019-20 Bond Fund 33 Purchase Order encumbrance number 60.

IV.G. Approval of Insurance Fund 86 Purchase Order encumbrance number 23.

IV.H. Approval of the monthly financial reports of the School Activity Funds account.

IV.I. Approval of the Treasurer's Report on the status of Funds and Investments.

IV.J. Approval of 2019-20 IEP Agreement between Sapulpa Public Schools and Tulsa Public Schools as per attachment.

IV.K. Approval of amended MOU with Central Tech for the Career Exploration Elective Course for JH and HS. The agreement is between Dept. of Rehabilitation Services, SPS, and Central Tech.

IV.L. Approval of generous donation of \$350.00 from the Daughters of the American Revolution for the Road to Revolution: Colonial Times 2.0 event on February 6, 2020.

IV.M. Approval of the Out-Of-State activity trips as per Attachment.

IV.N. Approval of Fundraisers as per Attachment.

Approval of Consent Agenda Items A-N passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

V. Hearing from the Public

Joyce Bruner, parent, to address the Board on Student Activity Drug Testing.

VI. Action Items

VI.A. Discussion, motion, and vote on a motion to approve/disapprove the 2018-19 fiscal year audit, presented by Sanders, Bledsoe, and Hewett auditing firm.

To approve the 2018-19 fiscal year audit, presented by Sanders, Bledsoe, and Hewett auditing firm passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

VI.B. Discussion, motion, and vote on a motion to approve or disapprove the generous grant donations of \$229,188.00 from Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified department per attachment.

To approve the generous grant donations of \$229,188.00 from Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified department per attachment passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

VI.C. Discussion, motion, and vote on a motion to approve/disapprove renewal of E-Rate 2020-21 Internet WAN Provider as per attachment.

To approve renewal of E-Rate 2020-21 Internet WAN Provider as per attachment passed with a motion by Steve McCormick and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

VII. Information & Discussion Items

VII.A. Superintendent Comments-Finance and Mid Year Update

Mr. Armstrong invited Kenda Terrones, Finance Director, to join him at the podium to discuss State of Finance and what's to come.

Summary:

*Weighted Average Daily Membership declines dictate less state aid.

*Local Valuation corrections are occurring which means more local Ad Valorem, money for us in all funds, but less state aid.

*A small bond issue in 2021 could also alleviate some of the cuts.

*Plan Now, Save Now.

VII.B. Discussion on updating Policy 544.1.3 Student Activity Drug Testing

Mr. Bilby, Assistant Superintendent, stated that meetings with the Athletic Director and head coaches were in the works to finalize an updated draft of Policy 544.1.3 Student Activity Drug Testing for review at the next BOE meeting.

VIII. Proposed Executive Session to discuss Personnel listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307(B) of the Oklahoma Open Meeting Act.

VIII.A. Vote to convene in Executive Session.

To convene in Executive Session at 6:57 pm passed with a motion by Melinda Ryan and a second by Steve McCormick.

Sarah Havenstrite: Yea
Larry Hoover: Yea
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea
Yea: 5, Nay: 0

VIII.B. To acknowledge the Board has returned to Open Session.

President Hoover acknowledged the Board's return to Open Session at 7:17 pm.

VIII.C. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 6:57 pm to discuss Personnel as listed and to conduct ongoing evaluation of the Superintendent, as authorized by 25 O.S. Section 307 (B)(1) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 7:17 pm. Present in Executive Session were Sarah Havenstrite, Steve McCormick, Wayne Richards, Melinda Ryan, Larry Hoover, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

IX. Personnel

IX.A. Vote to approve/disapprove Employing Personnel as per attachment.

To approve Employing Personnel as per attachment passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

IX.B. Vote to approve/disapprove FMLA Request for Terrance (Blake) Downs effective December 12, 2019, through March 5, 2020.

To approve FMLA Request for Terrance (Blake) Downs effective December 12, 2019, through March 5, 2020 passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

IX.C. Vote to accept Resignations received since the last board meeting.

Bart and Claudia Bartlett arrived after the approval of the generous Bartlett Grants. Vice-President Melinda Ryan spoke for the Board and District, thanking them for all that they make possible for the students and teachers of Sapulpa Public schools.

To accept Resignations received since the last board meeting passed with a motion by Steve McCormick and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

X. Adjournment

To adjourn at 7:22 pm passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 5, Nay: 0

544.1.3 **STUDENT ACTIVITY DRUG TESTING** (Revised 8-3-09, 00-00-20)(see procedure page)

- A. **Purpose:** To protect the health and safety of extra-curricular activities students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Sapulpa Public School District.

This policy governs only performance-enhancing and illegal drug use by students participating in certain extra-curricular activities. The sanctions imposed for violations of this policy will be limitations solely upon limiting the opportunity of any student determined to be in violation of this policy to a student's privilege to participate in extra-curricular activities. No suspensions from school or academic sanctions will be imposed for violations of this policy.

Participation in school-sponsored interscholastic extra-curricular activities at the Sapulpa Public School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. Accordingly, students in extra-curricular activities carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal drugs.

The purposes of this policy are five-fold:

1. To educate students of the serious physical, mental and emotional harm caused by illegal drug use.
2. To alert students with possible substance abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using such substances.
3. Ensure that students adhere to a training program that bars the intake of illegal and performance-enhancing drugs.
4. To prevent injury, illness, and harm for students that may arise as a result from illegal and performance-enhancing drug use.
5. To offer students practices, competition and school activities free of the effects of illegal and performance-enhancing drug use.

For the safety, health and well being of students in extra-curricular activities the Sapulpa Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 8 **6-8th and 9-12th**. The administration may adopt regulations to implement this policy.

B. Definitions:

1. **Activity Student** means a member of any ~~junior high or high school~~ **6-8th or 9-12th** Sapulpa Public School District sponsored extra-curricular organization which participates in interscholastic competition. This includes any student that represents Sapulpa Schools in any extra-curricular activity in interscholastic competition, such as FFA, FCCLA, Academic Team, Band, Vocal, Ping Ping, Cheerleader, Speech/Debate, JROTC and Athletics.
2. **Drug use test** means a scientifically substantiated method to test for the presence of illegal or performance-enhancing drugs or the metabolites thereof in a person's urine.
3. **Random Selection Basis** means a mechanism for selecting activity students for drug testing that:
 - a. Results in an equal probability that any activity student from a group of activity students subject to the selection mechanism will be selected, and
 - b. Does not give the School District discretion to waive the selection of any activity student selected under the mechanism.
4. **Illegal drugs** means any substance which an individual may not sell, possess, use, distribute or purchase under either Federal or Oklahoma law. Illegal drugs includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. Illegal drugs shall also include alcohol.
5. **Performance-enhancing** drugs include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term performance-enhancing drugs does not include dietary or nutritional supplements such as vitamins, minerals and proteins which can be lawfully purchased in over-the-counter transactions.
6. **Positive** when referring to a drug use test administered under this policy means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.
7. **Reasonable suspicion** means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by an activity student supplied to school officials by other students, staff members, or patrons.

C. Procedures:

Each activity student shall be provided with a copy of the "Student Drug Testing Consent Form" which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities.

The consent requires the activity student to provide a urine sample and/or hair follicle for the following:

- (a) mass screening
- (b) when the activity student is selected by the random selection process. ~~basis to provide a urine sample and/or hair follicle~~
- (c) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs.
- (d) any follow up drug test.

No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form."

Each Activity Student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or sponsor shall be responsible for explaining the Policy to all prospective students. ~~and for preparing an~~ The district will provide an educational presentation to acquaint the student with the harmful consequences of drug and alcohol use and abuse.

Drug use testing for Activity Students will also be chosen by an outside agency on a random selection basis monthly (no more than 5%) from a list of all Activity Students who are involved in off-season or in-season activities.

In addition to the drug tests required above, any Activity Student may be required at any time to submit to a test for illegal or performance-enhancing drugs, or the metabolites thereof when an administrator, coach, or sponsor has reasonable suspicion of illegal or performance-enhancing drug use or drug use affect by that particular student. All activity students will be tested prior to participating in their respective sport, activity and/or competition.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Sapulpa Public School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specifications to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility with appropriate privacy measures taken. The principal shall designate a school employee of the same sex as the student to accompany the student to a restroom or other private facility with appropriate privacy measures taken. The monitor shall not observe the student while the specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding thirty (30) days. The parent or legal guardian shall be able to confirm the medication list submitted by their child during the twenty-four (24) hours following any drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees.

- D. **Confidentiality** - The laboratory will notify the principal or designee of any positive test. To keep the positive test results confidential, the principal or designee will only notify the student, the head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal or designee will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal or to the lab. The Sapulpa Public School District will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug. Test results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities.
- E. **Consequences** - Any Activity Student who tests positive in a drug test under this policy or under policy 544.1 "ILLEGAL AND ILLICIT DRUGS AND ALCOLHOL shall be subject to the following restrictions:
1. For the First Offense:
 - a. The parent/guardian will be contacted immediately **within 3 school days** and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian/**mentor**, athletic director/sponsor, and principal concerning the positive drug test. At this time the student will be suspended from participation in all regularly scheduled school sanctioned events or competitions for 20% of the season with a two event minimum. Multi event competitions such as tournaments will be counted as one event per day.

These consequences will be imposed for all activities in which the student is currently involved. In order to continue to practice/train in the activity the student and parent/guardian/mentor must, within five (5) school days of the joint meeting, be enrolled and participating in Sapulpa Public Schools drug education classes and complete within 30 school days. Additionally, the student must voluntarily submit to a second drug test to be administered within 30 school days of the initial test results meeting. The follow up test must show a reduction in the numbers provided by the outside laboratory. ~~two (2) weeks in accordance with the testing provisions of this policy. The cost of this test will be absorbed by the student and/or his/her parent/guardian.~~

~~If parent/guardian and student agree to these provisions, the student will continue to practice/train in the activity. If the student fails the follow up drug test, is determined to be on violation of policy 544.1, or fails to complete the SPS counseling program this will be considered a second offense and will be subject to the guidelines in this policy.~~

~~Should the parent/student not agree to these provisions the consequences listed in this policy for the second offense will be imposed.~~

- b. These restrictions and requirements shall begin immediately, consecutive in nature. Provided, however, a student who on his or her own volition informs (self-refers) the athletic director, principal, or coach/sponsor of usage before being notified to submit to a drug use test will be allowed to remain active in all activities covered under this policy. Such student will however, be considered to have committed his/her first offense under the policy, and will be required to re-test as would a student who has tested positive. This can only be used once in the career of the student.
2. For the Second Offense: A meeting will be scheduled with the student, parent/guardian/mentor, athletic director/sponsor, and principal concerning the positive drug test. At this time a complete suspension from participation in all extra-curricular activities for 60 school days will begin. The student may continue to practice/train with the activity following all requirements of the coach/director. The student will be required to submit to ~~three~~ a follow up drug test during the 60-day period to be administered within 30 school days of the initial test results meeting and must complete a Sapulpa Public School approved (step 2) drug counseling program. The follow up test must show a reduction in the numbers provided by the outside laboratory. ~~The cost of the testing and the counseling program will be paid by the student and/or his/her parent/guardian.~~

An opportunity to reduce the 60-day suspension to a minimum 30-day suspension would be available with the following required items completed:

1. Attend and complete a professional drug/alcohol evaluation/assessment and follow its recommendations at the expense of the parent/guardian.
2. 6 hours of community service as determined by the district.

If the student fails one the follow up (The follow up test must show a reduction in the numbers provided by the outside laboratory) drug test, is determined to be in violation of policy 544.1, or fails to complete the SPS counseling program this will be considered a third offense and will be subject to the guidelines in this policy.

- ~~3. For the Third Offense: A meeting will be scheduled with the student, parent/guardian/mentor, athletic director/sponsor, and principal concerning the positive drug test. At this time a complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for one calendar year (12 consecutive months). ~~At this time, the activity student will be placed on probation. and will be required to provide a urine sample on a monthly basis for a period of 1 calendar year. The time and date will be unknown to the student and determined by the principal/athletic director or designee. The costs of these tests will be absorbed by the student and/or his/her parent/guardian. If the activity student fails one (1) urine drug test during the 1 year probation period, he/she is suspended from all extra-curricular participation for the school career.~~~~

~~If the activity student completes the 1 year probation period with 100% clean urine samples and no questions of tampering, the student is eligible to be reinstated to the activity at the discretion of the coach/director as a second offender in the Sapulpa Public Schools Student Activity Drug Testing Policy.~~
Any additional positive tests will revert back to the 3rd offense.

Appeal-3rd offense

An Activity student who has been determined by the principal/athletic director to be in violation of this policy shall have the limited right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent or his/her designee(s) in writing within five (5) school days of notice of the positive test. A student requesting a review will remain eligible to participate in practice, team meetings in all extra-curricular activities until the review is completed. The Superintendent or his/her

designee(s) shall then determine whether the original finding(s) were justified and if they will be modified and/or upheld. No further review of the Superintendent's or his/her designee(s) decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent or his/her designee(s) which shall be final and non-appealable.

F. The effective timeline for students to be held accountable for each subsequent offense is the remainder of their testing group (6-8th grade and 9-12th grade). All students will be cleared of all their offenses at the beginning of their 9th grade year. ~~school their high school career. Example: If a student commits a first offense in the eighth grade and is randomly tested again in the tenth grade with a positive result, then the second offense is considered to have occurred and the consequences listed in this document will be enforced~~

G. Refusal to Submit to Drug Use Test

A participating student, who refuses to submit to a drug test authorized under this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performance and competitions for the remainder of the school year. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

H. Tampering

If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal/athletic director who will then determine if a new sample should be obtained.

If tampering is determined and/or if an attempt to make urine test invalid by lab results, this is an automatic 1st, 2nd, or 3rd offense depending on timeline of activity student.

I. Medical Marijuana

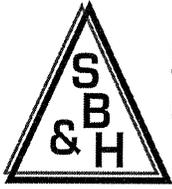
The school district recognizes that safety is a paramount concern in all extracurricular activities, and students under the influence of marijuana may endanger the participation of other students. Therefore, a student extracurricular activities participant who tests positive for marijuana or its metabolites shall be

considered in violation of this policy and subject to the loss of the privilege to participate in extracurricular activities even if the participant is in possession of a valid medical marijuana license.

J. Drug/Alcohol Violations outside of the Activity Policy

All drug/alcohol related incidents occurring outside of the student activity drug testing policy guidelines (544.1) will be considered a violation of the activity policy, and the student will proceed to the next step in the activity policy. For example, if a student has no prior offenses and is found to be in possession of drugs or alcohol at school, or is under the influence of drugs/alcohol at school, then the student will receive consequences under the student activity drug policy's 1st offense, and be subject to possible school discipline.

*This policy will go into effect on July 1st, 2020



SANDERS, BLEDSOE & HEWETT
CERTIFIED PUBLIC ACCOUNTANTS, LLP

Stephen H. Sanders, CPA (ret.)
Eric M. Bledsoe, CPA
Jeffrey D. Hewett, CPA
Christopher P. Gullekson, CPA

P.O. BOX 1310 • 101 N. MAIN ST. • BROKEN ARROW, OK 74013 • (918) 449-9991 • (800) 522-3831 • FAX (918) 449-9779

February 3, 2020

Ms. Kenda Terrones, CFO
Sapulpa Public Schools
511 E. Lee Ave.
Sapulpa, OK 74066

We are pleased to offer our bid and to confirm our understanding of the services we are to provide Sapulpa Public Schools (the District) for the year ended June 30, 2020. We will audit the financial statements – regulatory basis of the governmental activities, which collectively comprise the basic financial statements of the District, as of and for the year ended June 30, 2020. We understand the financial statements will be presented in accordance with a financial reporting model, and prepared using a regulatory basis of accounting, as prescribed by the Oklahoma State Department of Education.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance.

- Preparation of the 2020-21 Temporary Appropriations
- Preparation of the 2020-21 Estimate of Needs
- State Auditor and Inspector's filing fee for your 2019-20 audit report
- Presentation of the 2019-20 audit report to your Board of Education
- Supplemental Appropriations, as needed
- Preparation of 2019-20 Schedule of Expenditures of Federal Awards
- Unlimited toll-free telephone consultation throughout the year with District personnel relating to any matter of concern

Supplementary information accompanies the District's financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the third paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on –

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996, and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion and to render the required reports. If our opinion on the financial statements or the Single Audit compliance opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of the Uniform Guidance. As part of the audit, we will assist

with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal control, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the government activities, each major fund, and the aggregate remaining fund information of the District in conformity with U.S. Generally Accepted Accounting Principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by the Uniform Guidance, it is management's responsibility to follow-up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. You are responsible for the preparation of the supplementary information in conformity with U.S. Generally Accepted Accounting Principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or government regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, fund sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Controls

Our audits will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee had complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the Uniform Guidance and related addenda for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is Management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Sanders, Bledsoe & Hewett, CPAs, LLP, and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to Oklahoma State Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Sanders, Bledsoe & Hewett, CPAs, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the Oklahoma State Department of Education, U. S. Department of Education and Office of Management and Budget. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$9,200. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and

Ms. Kenda Terrones, CFO
Sapulpa Public Schools
Page 7

to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report and letter of comment is available on our website, www.sbhauditors.com.

We appreciate the opportunity to be of service to Sapulpa Public Schools and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

At this time, we are not able to determine if your District will need a Single Audit performed in accordance with the Uniform Guidance, as described in this letter. When, and if it is determined that the District will not need a Single Audit to be performed, we will issue another engagement letter, if required.

Sincerely,



Sanders, Bledsoe & Hewett
Certified Public Accountants, LLP

RESPONSE

This letter correctly sets forth the understanding of Sapulpa Public Schools.

By: _____

Title: _____

Date: _____

**Bishop Kelley High School
Athletic Department
3905 S. Hudson
Tulsa, OK 74135**

**Oklahoma Secondary Schools Activities Association
Contract for Athletic Contests**

We Bishop Kelley High School, party of the first part, do this 20th day of January 2020 contract for three games to be held during the specified tournament week of December 10, 11, and 12, 2020:

Sapulpa High School (Men's Basketball)

To be played in a tournament format, three games at the
Bishop Kelley High School Girls Basketball Tournament on the specified dates.

The school canceling this contract without the consent of the other shall forfeit the sum of **\$1000.00** to the offended school.

Both parties agree that the rules of the OSSAA are part of this contract and that the suspension or termination of membership in this association of either party shall render this contract null and void. Provided that this contract shall not be binding on either party unless a copy, properly signed, is returned to the party of the first part by
February 10, 2020

Bishop Kelley High School

Party of the first part



Lance Parks, Athletic Director

Visiting Team

Party of the second party

Principal or Athletic Director

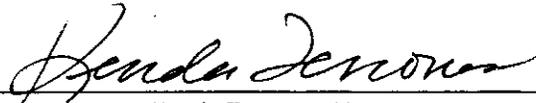
Bishop Kelley High School
3905 S. Hudson
Tulsa, OK 74135
Phone #: 918-627-3390
Fax #: 918-664-2134
e-mail: www.lparks@bishopkelley.org

**SAPULPA PUBLIC SCHOOLS
TREASURER'S SUMMARY
JANUARY 2020**

	GENERAL FUND	BUILDING FUND	CH NUTR FUND	BOND FUND	SINKING FUND	INSURANCE FUND
BEG BALANCE	1,061,872.48	(35,439.78)	195,399.04	1,265,674.81	310,500.37	45,989.88
DEPOSITS	6,257,081.24	591,153.54	118,061.81	-	3,536,590.03	37,500.00
CHECKS ISSUED						
Current Year	2,301,317.71	70,572.50	182,573.46	33,617.37	11,825.00	39,680.00
Prior Year	155.52	-	-	-	-	-
END BALANCE	5,017,480.49	485,141.26	130,887.39	1,232,057.44	3,835,265.40	43,809.88
Last Yr Same Month	6,151,208.40	461,126.89	330,748.68	2,362,943.60	6,928,145.33	-
Gain or (Loss)	(1,133,727.91)	24,014.37	(199,861.29)	(1,130,886.16)	(3,092,879.93)	43,809.88

Notes: General Fund - State Aid reduced payment by \$306,816 due to reduction in allocation

I CERTIFY THAT THIS REPORT, SUMMARIZED ON PAGES 1, 2, AND 3
IS CORRECT AND IN ACCORDANCE WITH THE RECORDS.



Kenda Terrones, Treasurer

<u>GENERAL FUND</u>	<u>PREVIOUS TOTAL</u>	<u>CURRENT MONTH</u>	<u>NEW YR-TO-DATE</u>
<u>Local Revenue</u>			
Current Ad Valorem	48,143.30	4,072,315.29	4,120,458.59
Prior Ad Valorem	121,075.23	13,898.09	134,973.32
Homestead & In Lieu Tax	23,289.53	26,410.92	49,700.45
Interest Earned	40,791.29	13,633.15	54,424.44
Rental of Facilities	2,100.00	0.00	2,100.00
Sale of Surplus Equipment	0.00	0.00	0.00
Insurance Recovery	57,193.07	0.00	57,193.07
Workers' Compensation	0.00	0.00	0.00
Misc Reimbursements	52,419.92	918.88	53,338.80
Donations and Contributions	4,000.00	4,500.00	8,500.00
Repayment from CNF	0.00	0.00	0.00
Repayment from Activity Fd	<u>85,031.76</u>	<u>1,363.85</u>	<u>86,395.61</u>
Local TOTALS	434,044.10	4,133,040.18	4,567,084.28
<u>County Revenue</u>			
Mill Levy	25,717.30	393,836.99	419,554.29
Mortgage Tax	<u>51,852.42</u>	<u>9,792.23</u>	<u>61,644.65</u>
County TOTALS	77,569.72	403,629.22	481,198.94
<u>State Revenue</u>			
Gross Production	105,998.60	15,537.94	121,536.54
Auto Tags	793,152.04	136,218.22	929,370.26
School Land	218,060.44	60,026.52	278,086.96
Tax Stamps & Other Misc	2,526.12	464.29	2,990.41
Farm Implement Tax Stamp	0.00	0.00	0.00
State Aid (Fdn. & Incentive)	6,087,075.00	910,599.00	6,997,674.00
Flexible Benefit	1,263,092.66	273,682.96	1,536,775.62
Alternative Ed/High Challenge	0.00	36,881.92	36,881.92
Staff Development	0.00	0.00	0.00
National Board Cert Stipends	0.00	44,100.00	44,100.00
Reading Sufficiency	0.00	63,448.22	63,448.22
State Textbook Allocation	78,614.60	15,722.92	94,337.52
Driver's Education	12,710.00	0.00	12,710.00
Okla Parents as Teachers	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
State Misc/ACE Technology	0.00	0.00	0.00
State Misc/ACE Remediation	0.00	0.00	0.00
State Misc/Gear Up (022)	0.00	0.00	0.00
Robotics Grant (3690)	0.00	0.00	0.00
Vocational Salaries	3,660.00	0.00	3,660.00
Voc. Incentive Assistance	17,338.00	0.00	17,338.00
Okla Education Lottery Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
State TOTALS	8,582,227.46	1,556,681.99	10,138,909.45

Federal Revenue

Y-T-D

CUR

Y-T-D

FEMA	0.00	0.00	0.00
Title VII - Indian Ed (561)	92,801.92	15,771.72	108,573.64
JROTC	35,644.98	5,893.39	41,538.37
SIG Grants -Liberty	230,045.90	0.00	230,045.90
Title I (511)	588,635.34	65,187.36	653,822.70
Title II Part A (541)	90,303.37	10,215.10	100,518.47
IDEA-B Flow Thru (621)	425,248.22	61,198.20	486,446.42
IDEA-B Preschool 3-5 (641)	14,949.66	3,165.56	18,115.22
Title 10 (596)	24,596.42	2,298.52	26,894.94
JOM (563)	36,119.54	0.00	36,119.54
Carl Perkins (421)	<u>43,468.01</u>	<u>0.00</u>	<u>43,468.01</u>
Federal TOTALS	1,581,813.36	163,729.85	1,745,543.21

TOTAL GEN FUND **10,675,654.64** **6,257,081.24** **16,932,735.88**

BUILDING FUND

Current Taxes	6,875.69	581,596.73	588,472.42
Prior Taxes	17,289.67	1,984.88	19,274.55
In Lieu of Taxes	3,315.04	3,771.93	7,086.97
Facility Rental	7,420.00	2,300.00	9,720.00
Insurance Recovery	0.00	0.00	0.00
Farm Implement Tax Stamp	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
FEMA	0.00	0.00	0.00
Donations and Contributions	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>
Building Fund TOTALS	34,900.40	591,153.54	626,053.94

CHILD NUTR FUND

Local (Meals, Interest, etc)	181,459.03	30,436.19	211,895.22
State Reimbursement	199,932.37	0.00	199,932.37
Federal Reimbursement	<u>342,836.35</u>	<u>87,625.62</u>	<u>430,461.97</u>
Child Nutrition Fund TOTALS	724,227.75	118,061.81	842,289.56

TOTAL GF/BF/CNF **11,434,782.79** **6,966,296.59** **18,401,079.38**

BOND FUND

Interest	0.00	0.00	0.00
Sale of New Bonds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Bond Fund TOTALS	0.00	0.00	0.00

SINKING FUND

Current Taxes	43,115.64	3,502,100.09	3,545,215.73
Prior Taxes	105,873.33	11,777.14	117,650.47
In Lieu of Taxes	21,090.40	22,712.80	43,803.20
Interest/In Lieu Reimb	0.00	0.00	0.00
State Land Reimbursement	0.00	0.00	0.00
Farm Implement Tax Stamp	0.00	0.00	0.00
Premium on Bonds Sold	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Sinking Fund TOTALS	170,079.37	3,536,590.03	3,706,669.40

INSURANCE REIMBURSEMENT FUND **602,951.18** **37,500.00** **640,451.18**
GRAND TOTAL **12,207,813.34** **10,540,386.62** **22,748,199.96**

Encumbrance Register

Options: Year: 2019-2020, Date Range: 7/1/2019 - 6/30/2020, PO Range: 61 - 9999, Fund Codes: 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	61	01/09/2020	30803	MIDWEST RACQUETBALL & SPORTING	WHITE JERSEY FOOTBALL UNIFORMS	10,416.00
33	62	01/14/2020	30568	TEMPERATURE CONTROL SYSTEMS	ACTUATORS FOR HOLMES PARK	369.72
33	63	01/14/2020	1097	TRANE U.S. INC.	HVAC COMPRESSOR BLOWER JHE	1,254.09
33	64	01/17/2020	1097	TRANE U.S. INC.	HVAC REPLACEMENT PARTS FOR JHE	915.55
33	65	01/21/2020	39745	MICHAEL MORGAN	DRYWALL CEILING TILES KIDS CLOSET	10,022.00
33	66	01/21/2020	2183	RIVERSIDE HEAT & AIR	KIDS CLOSET HVAC WASHINGTON	9,500.00
33	67	01/21/2020	3674	JOE BOWEN	CARPET FOR KIDS CLOSET	1,500.00
33	68	01/24/2020	32059	AADVANTAGE LAUNDRY SYSTEMS	WASHER/DRYER FOR FOOTBALL	13,208.30
33	69	01/28/2020	3826	SECURITY BANK CARD CENTER INC	CHAIRS FOR COUNSELOR OFFICES/SHS	1,000.00
33	70	02/03/2020	3826	SECURITY BANK CARD CENTER INC	CABINETS FOR CENTRAL OFFICE INSTRUCTION	552.00
Non-Payroll Total:						\$48,737.66
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$48,737.66



Sapulpa Public Schools 2020-2021

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

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1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Begin Semester Parent Conference Night No School
 End Semester Teacher Workday Professional Day

1st Semester	2nd Semester																				
<p>August 2020</p> <p>12 New teachers report</p> <p>17 All teachers report (Professional Day)</p> <p>18 Prof. Day/Work Day</p> <p>19 Prof. Day/Work Day</p> <p>20 First day of School</p> <p>September</p> <p>7 Labor Day(No School)</p> <p>October</p> <p>2 Professional Day</p> <p>5 Elementary PT Conf.</p> <p>6 Secondary PT Conf.</p> <p>12 All District PT Conf.</p> <p>14-16 Fall Break (No School)</p>	<p>November</p> <p>23-27 Thanksgiving Holiday (No School)</p> <p>December</p> <p>21-January 1 Winter Holiday (No School)</p> <p>January 2021</p> <p>4 Prof Day/Work Day</p> <p>5 Classes Resume</p> <p>18 Martin L. King Jr. Day (No School)</p> <p>February</p> <p>12 Professional Day</p> <p>15 President's Day (No School)</p> <p>March</p> <p>2 Secondary PT Conf.</p> <p>4 Elementary PT Conf.</p> <p>8 All District PT Conf.</p> <p>12-19 Spring Break</p> <p>April</p> <p>State Testing</p>																				
<table border="1" style="margin: auto;"> <tr><td colspan="2">1st Semester</td></tr> <tr><td>Days Taught</td><td>77</td></tr> <tr><td>PT Conferences</td><td>1</td></tr> <tr><td>Professional Days</td><td>3</td></tr> <tr><td>Teacher Workday</td><td>1</td></tr> </table>	1st Semester		Days Taught	77	PT Conferences	1	Professional Days	3	Teacher Workday	1	<table border="1" style="margin: auto;"> <tr><td colspan="2">2nd Semester</td></tr> <tr><td>Days Taught</td><td>90</td></tr> <tr><td>PT Conferences</td><td>1</td></tr> <tr><td>Professional Days</td><td>2</td></tr> <tr><td>Teacher Workday</td><td>1</td></tr> </table>	2nd Semester		Days Taught	90	PT Conferences	1	Professional Days	2	Teacher Workday	1
1st Semester																					
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<table border="1" style="margin: auto;"> <tr><td colspan="2">Total</td></tr> <tr><td>Days Taught</td><td>167</td></tr> <tr><td>Weather Days</td><td>4</td></tr> </table>		Total		Days Taught	167	Weather Days	4														
Total																					
Days Taught	167																				
Weather Days	4																				

Freedom Elementary
~~SCHOOL~~

SUPERINTENDENT'S REQUEST FOR
OUT OF STATE ACTIVITY TRIP

REQUESTING GROUP: Freedom 5th Grade DATE OF REQUEST: 1/24/2020

SPONSOR: Jessica Nicholson

DESTINATION: Washington D.C. & Williamsburg

DATE LEAVING (DAY AND DATE) 6/4/2021 (could be as early as 6/2)

DATE RETURNING (DAY AND DATE) 6/9/2021 (could be as late as 6/11)

NUMBER OF SCHOOL DAYS MISSED 0 - summer break

THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY ACCOUNT
AND THE FUNDS WERE RAISED BY BOARD APPROVED FUNDRAISERS.

PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED:

parent payment & individual fundraisers

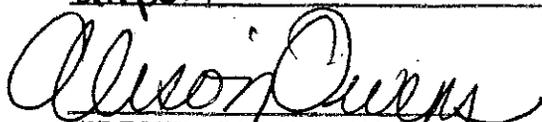
NUMBER OF STUDENTS ATTENDING: TBD NUMBER OF SPONSORS: 3

PURPOSE OF

TRIP: to explore the locations of America's history and government - see the historical places that we've learned about in class.

MODE OF

TRANSPORTATION: plane & charter bus (booked by E.F. tours), parents will drop-off & pick up at airport


PRINCIPAL'S APPROVAL


SUPERINTENDENT'S APPROVAL

PERSONNEL REPORT

February 10, 2020

SUPPORT PERSONNEL REPORT

EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Linda Oates	Kdg Assistant/\$11.26 hr	January 21, 2020
Kayla Ogden	Band Tutor/\$500	January 22, 2020

EXTRA DUTY STIPENDS FOR 2019-20

<u>Name</u>	<u>Extra Duty</u>
Cindy Tyler	Latch Key/\$11.96 hr

REMOVAL OF EXTRA DUTY STIPENDS FOR 2019-20

<u>Name</u>	<u>Extra Duty</u>
None	

CHANGE OF STATUS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
None			

LEAVE REQUEST WITHOUT PAY

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
None			

LEAVE REQUEST

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
None			

FMLA REQUEST

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Heather Ridge	Child Nutrition	Maternity	January 15, 2020

**ADJUNCT/SUPPORT EMPLOYEE VOLUNTEER
COACHING CONTRACTS FOR 2019-20**

<u>Name</u>	<u>Assignment</u>
None	

<u>Name</u>	<u>From</u>	<u>TRANSFER</u>	<u>To</u>	<u>Effective Date</u>
None				

RESIGNATIONS/RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Patricia (Trish) Little	Paraprofessional	February 18, 2020
*Misty Jones	HQ Assistant	January 13, 2020

TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
None		

Encumbrance Register

Options: Year: 2019-2020, Date Range: 7/1/2019 - 6/30/2020, PO Range: 74 - 9999, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	74	01/10/2020	4157	THE EDU-SOURCE CORPORATION	Replacement Skins for Commons Benches	315.44
22	75	01/10/2020	3826	SECURITY BANK CARD CENTER INC	Nature Seal Produce Rinse	700.00
22	76	01/16/2020	31940	TYSON FOODS, INC.	Beef, Pork and Peanut Butter Items for Processing	6,285.28
22	77	01/24/2020	3656	S A PIAZZA & ASSOC. LLC	Pizza and Breadsticks using USDA Cheese	6,507.20
22	78	02/03/2020	3826	SECURITY BANK CARD CENTER INC	Cleaning supplies for coffee machine	50.00
22	79	02/07/2020	2858	ECOLAB	Water Filters and Cartridges for kitchen equipment	7,497.55
Non-Payroll Total:						\$21,355.47
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$21,355.47



Shawnee Athletics

Director of Athletics: Todd Boyer
Assistant Director: Ron Arthur
Athletic Secretary: Shari Dillard
Office: 405-214-7130 Fax: 405-214-7139

Shawnee High School
1001 N. Kennedy
Shawnee, OK 74801

Vision Bank Shawnee Invitational Basketball Tournament

January 21-23, 2021

Contract

To reserve your spot in the 2021 Vision Bank Shawnee Invitational, please have this form signed and returned to Shawnee High School by February 10, 2020.

Please return by email or fax to:

Shawnee High School

Attention: Todd Boyer

tboyer@shawnee.k12.ok.us

FAX: Shawnee Athletic Department

405 214-7139

School: Sapulpa High School

Coach: Rickey Bruner

Please Check below:

Girls

Boys

Yes, we will return in 2021.

No, we will not return in 2021.

If marking yes, signing below will serve as official confirmation / contract and a binding agreement for your participation in the 2021 tournament.

SIGNATURE _____

TITLE _____



Shawnee Athletics

Director of Athletics: Todd Boyer
Assistant Director: Ron Arthur
Athletic Secretary: Shari Dillard
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405 214-7139

School: Sapulpa High School

Coach: Dorlean Galip

Please Check below:

Girls Boys

Yes, we will return in 2021.

No, we will not return in 2021.

If marking yes, signing below will serve as official confirmation / contract and a binding agreement for your participation in the 2021 tournament.

SIGNATURE _____

TITLE _____

I.T. SURPLUS

150 desktops

180 monitors

10 printers

Miscellaneous cords

SAPULPA HIGH SCHOOL

SUPERINTENDENT'S REQUEST FOR
OUT OF STATE ACTIVITY TRIP

REQUESTING GROUP: Spanish Club DATE OF REQUEST: 1/24/20
SPONSOR: Jon Boyne
DESTINATION: Joplin, MO
DATE LEAVING (DAY AND DATE) Friday, March 13
DATE RETURNING (DAY AND DATE) Friday, March 13
NUMBER OF SCHOOL DAYS MISSED 0

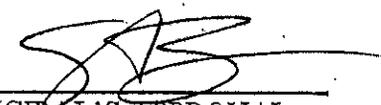
THIS TRIP IS SPONSORED THROUGH EXISTING MONIES IN MY ACTIVITY ACCOUNT
AND THE FUNDS WERE RAISED BY BOARD APPROVED FUNDRAISERS.

PLEASE LIST BRIEFLY HOW THESE FUNDS WERE RAISED: Spanish National Honor Society Budget

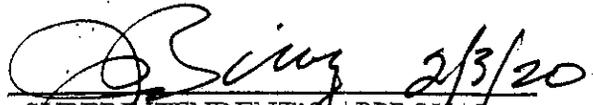
NUMBER OF STUDENTS ATTENDING: 7 NUMBER OF SPONSORS: 1

PURPOSE OF TRIP: To compete in foreign language contest involving schools from the surrounding 4 states.

MODE OF TRANSPORTATION: Van



PRINCIPAL'S APPROVAL



SUPERINTENDENT'S APPROVAL

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2020 - 1/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 HS GRANTS	\$5,357.71	\$0.00	\$0.00	\$0.00	\$5,357.71	\$3,844.13	\$1,513.58
802 HS OFFICE	\$5,789.61	\$0.00	\$0.00	\$382.46	\$5,407.15	\$4,376.48	\$1,030.67
803 CREDIT RECOVERY	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
804 ID BADGE	\$3,712.53	\$290.00	\$0.00	\$315.00	\$3,687.53	\$285.97	\$3,401.56
805 HS ART	\$8,951.31	\$3,000.00	\$0.00	\$0.00	\$11,951.31	\$67.25	\$11,884.06
806 HS BAND	\$4,674.51	\$796.15	\$2,521.85	\$2,426.77	\$5,565.74	\$3,678.60	\$1,887.14
807 HS BAND BOOSTER CONCESSION	\$9,350.93	\$2,218.23	(\$1,490.00)	\$7,260.02	\$2,819.14	\$2,496.04	\$323.10
808 HS OKLAHOMA CLOSE UP	\$473.50	\$0.00	\$0.00	\$0.00	\$473.50	\$0.00	\$473.50
809 HS HOSPITALITY COMMITTEE	\$102.00	\$94.00	\$0.00	\$0.00	\$196.00	\$0.00	\$196.00
810 HS STAY(STUD TCH AIDS YOUTH)	\$445.06	\$0.00	\$0.00	\$0.00	\$445.06	\$0.00	\$445.06
811 HS COUNSELING OFFICE	\$5,282.91	\$0.00	\$0.00	\$0.00	\$5,282.91	\$0.00	\$5,282.91
812 HS BUSINESS PROF ASSOC (BPA)	\$634.03	\$0.00	\$0.00	\$0.00	\$634.03	\$0.00	\$634.03
814 HS AP EXAMS	\$6,616.00	\$701.00	(\$676.00)	\$0.00	\$6,641.00	\$6,681.00	(\$40.00)
815 HS FCCLA	\$1,755.75	\$1,620.00	\$0.00	\$1,748.56	\$1,627.19	\$365.00	\$1,262.19
816 HS INDIAN ED PANTRY	\$272.95	\$0.00	\$0.00	\$34.27	\$238.68	\$209.50	\$29.18
817 HS LIBRARY	\$2,109.24	\$0.00	\$0.00	\$15.00	\$2,094.24	\$472.97	\$1,621.27
818 HS NATIONAL HONOR SOCIETY	\$3,687.55	\$1,700.00	\$0.00	\$13.00	\$5,374.55	\$1,660.47	\$3,714.08
819 GREEN-THUMB CHIEFTAINS	\$871.27	\$150.00	\$0.00	\$83.35	\$937.92	\$73.18	\$864.74
820 HS NAACP	\$158.88	\$0.00	\$0.00	\$0.00	\$158.88	\$0.00	\$158.88
821 HS SENIORS 2021	\$3,587.15	\$0.00	\$0.00	\$0.00	\$3,587.15	\$100.00	\$3,487.15
822 HS SENIORS 2020	\$7,233.73	\$0.00	\$0.00	\$0.00	\$7,233.73	\$1,015.69	\$6,218.04
823 HS SENIORS 2022	\$3,062.98	\$0.00	\$0.00	\$0.00	\$3,062.98	\$50.00	\$3,012.98
824 HS SCIENCE & ENGINEERING	\$2,545.22	\$8,110.00	\$0.00	\$0.00	\$10,655.22	\$4,696.62	\$5,958.60
825 HS SPANISH HONOR SOCIETY	\$1,306.48	\$120.00	\$0.00	\$319.20	\$1,107.28	\$120.00	\$987.28
826 HS SPECIAL ED/OLYMPICS	\$1,293.14	\$15,500.00	\$0.00	\$0.00	\$16,793.14	\$5.00	\$16,788.14
827 HS STUDENT COUNCIL	\$4,083.13	\$200.00	\$0.00	\$34.70	\$4,248.43	\$1,456.67	\$2,791.76
828 HS VOCAL MUSIC	\$5,174.79	\$33,271.11	\$588.00	\$11,343.75	\$27,690.15	\$8,742.50	\$18,947.65
829 HS AG ED & FFA	\$14,966.65	\$3,796.30	\$0.00	\$316.77	\$18,446.18	\$6,791.92	\$11,654.26
830 HS LYONS SPED	\$1,704.98	\$0.00	\$0.00	\$0.00	\$1,704.98	\$0.00	\$1,704.98
831 HS YEARBOOK	\$10,751.79	\$0.00	\$0.00	\$0.00	\$10,751.79	\$194.04	\$10,557.75
832 HS SIZEMORE SPED	\$488.33	\$0.00	\$0.00	\$0.00	\$488.33	\$0.00	\$488.33
833 HS FISHING TEAM/CLUB	\$70.50	\$0.00	\$0.00	\$0.00	\$70.50	\$0.00	\$70.50
834 HIDER TRUST- FFA SCHOLARSHIPS	\$20,650.95	\$0.00	\$0.00	\$0.00	\$20,650.95	\$0.00	\$20,650.95
835 HS BAND AUXILIARIES	\$5,014.51	\$416.62	\$2,017.14	\$546.00	\$6,902.27	\$5,503.00	\$1,399.27
836 HS BAND TRIPS	\$42,506.54	\$4,174.73	(\$2,870.29)	\$1,803.19	\$42,007.79	\$2,449.49	\$39,558.30
837 HS BAND GRANTS	\$11,763.92	\$43,000.00	(\$70.00)	\$7,742.11	\$46,951.81	\$5,496.34	\$41,455.47
838 HS PING PINGS	\$3,649.31	\$1,253.66	(\$108.70)	\$0.00	\$4,794.27	\$0.00	\$4,794.27
840 HS INDIAN PARENT COMMITTEE	\$519.04	\$0.00	\$0.00	\$0.00	\$519.04	\$100.00	\$419.04
841 HS SAPULPA INDIAN CLUB	\$1,834.63	\$0.00	\$0.00	\$0.00	\$1,834.63	\$0.00	\$1,834.63
842 HS KEY CLUB	\$1,059.08	\$0.00	\$0.00	\$590.50	\$468.58	\$0.00	\$468.58
843 HS GSA, GAY STRAIGHT ALLIANCE	\$68.71	\$0.00	\$0.00	\$0.00	\$68.71	\$0.00	\$68.71
844 HS PRODUCTIONS	\$7,332.75	\$10,340.00	\$0.00	\$774.04	\$16,898.71	\$2,339.00	\$14,559.71
845 HS CULINARY ARTS	\$1,160.16	\$250.00	\$0.00	\$65.99	\$1,344.17	\$829.40	\$514.77
846 HS JROTC	\$20,228.13	\$28,311.50	\$0.00	\$3,359.14	\$45,180.49	\$6,150.38	\$39,030.11
847 HIDER TRUST- JROTC SCHOLARSHIPS	\$16,126.47	\$0.00	\$0.00	\$0.00	\$16,126.47	\$0.00	\$16,126.47
848 HS SCHOOL NURSE	\$2,134.74	\$0.00	\$0.00	\$0.00	\$2,134.74	\$0.00	\$2,134.74
850 CANNON SCHOLARSHIP- FFA	\$270.00	\$0.00	\$0.00	\$0.00	\$270.00	\$0.00	\$270.00
851 HS SENIOR GIRL EVENTS	\$1,803.43	\$1,400.00	\$0.00	\$0.00	\$3,203.43	\$1,800.00	\$1,403.43
852 HS FIRST ROBOTICS	\$10,416.32	\$33,500.00	\$0.00	\$716.20	\$43,200.12	\$2,283.80	\$40,916.32
853 MIRANDA BROOKE MEM SCHOLARSHIP	\$3,075.00	\$100.00	\$0.00	\$0.00	\$3,175.00	\$0.00	\$3,175.00
854 HS INDIAN ED STAFF DEV	\$3,345.04	\$26.00	\$0.00	\$50.16	\$3,320.88	\$1,478.22	\$1,842.66
855 HS PHYSICS	\$684.22	\$0.00	\$0.00	\$0.00	\$684.22	\$0.00	\$684.22
856 E-SPORTS	\$1.91	\$0.00	\$0.00	\$0.00	\$1.91	\$0.00	\$1.91
857 JH OFFICE	\$4,654.28	\$150.00	\$0.00	\$993.93	\$3,810.35	\$597.18	\$3,213.17
860 JH LIBRARY	\$1,707.00	\$506.20	\$0.00	\$518.10	\$1,695.10	\$0.00	\$1,695.10
863 JH STUDENT COUNCIL	\$3,487.00	\$0.00	\$0.00	\$628.12	\$2,858.88	\$795.31	\$2,063.57
864 JH VOCAL MUSIC	\$11,335.73	\$627.60	(\$588.00)	\$3,425.00	\$7,950.33	\$350.00	\$7,600.33

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2020 - 1/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
866 JH YEARBOOK	\$4,281.97	\$35.00	\$0.00	\$0.00	\$4,316.97	\$0.00	\$4,316.97
870 JH ART	\$1,498.50	\$0.00	\$0.00	\$692.28	\$806.22	\$438.59	\$367.63
871 JH TAPS	\$3,028.07	\$0.00	\$0.00	\$129.22	\$2,898.85	\$379.00	\$2,519.85
872 STEM JH MATH & SCIENCE	\$4,239.76	\$0.00	\$0.00	\$0.00	\$4,239.76	\$0.00	\$4,239.76
874 JR HIGH GRANTS	\$5,196.63	\$0.00	\$0.00	\$0.00	\$5,196.63	\$1,686.54	\$3,510.09
877 MS OFFICE	\$6,401.22	\$1,678.84	\$0.00	\$102.99	\$7,977.07	\$1,857.36	\$6,119.71
878 MS LIBRARY	\$106.32	\$0.00	\$0.00	\$0.00	\$106.32	\$0.00	\$106.32
879 MS STUDENT OF THE MONTH	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
880 MS STUDENT COUNCIL	\$18.90	\$0.00	\$0.00	\$0.00	\$18.90	\$0.00	\$18.90
881 MS YEARBOOK	\$895.75	\$350.00	\$0.00	\$0.00	\$1,245.75	\$0.00	\$1,245.75
883 MS CHOIR	\$8,050.50	\$150.00	\$0.00	\$170.00	\$8,030.50	\$1,190.00	\$6,840.50
885 MS NASA	\$438.93	\$0.00	\$0.00	\$69.30	\$369.63	\$230.70	\$138.93
886 MS NJHS	\$873.95	\$0.00	\$0.00	\$0.00	\$873.95	\$100.00	\$773.95
887 7TH/8TH GR VOLLEYBALL	\$636.33	\$0.00	\$0.00	\$0.00	\$636.33	\$0.00	\$636.33
888 MS GRANTS	\$1,047.36	\$0.00	\$0.00	\$0.00	\$1,047.36	\$1,039.69	\$7.67
892 SPED DIRECTOR	\$728.68	\$0.00	\$0.00	\$0.00	\$728.68	\$150.49	\$578.19
893 LIBERTY LIBRARY	\$1,158.16	\$0.00	\$0.00	\$0.00	\$1,158.16	\$339.99	\$818.17
894 LIBERTY MISC	\$2,040.86	\$0.00	\$0.00	\$971.32	\$1,069.54	\$390.79	\$678.75
895 LIBERTY FUNDRAISING	\$6,437.41	\$0.00	\$0.00	\$166.43	\$6,270.98	\$2,720.35	\$3,550.63
896 LIBERTY STEM CLUB	\$24,084.47	\$3,862.30	\$0.00	\$0.00	\$27,946.77	\$16,685.96	\$11,260.81
897 LIBERTY GRANTS	\$2,363.21	\$0.00	\$0.00	\$1,630.98	\$732.23	\$545.66	\$186.57
900 FREEDOM MISC	\$3,156.37	\$0.00	\$0.00	\$388.39	\$2,767.98	\$2,253.98	\$514.00
901 FREEDOM FUNDRAISING	\$5,853.67	\$0.00	\$0.00	\$0.00	\$5,853.67	\$1,694.19	\$4,159.48
902 FREEDOM LIBRARY	\$1,250.26	\$0.00	\$0.00	\$0.00	\$1,250.26	\$568.47	\$681.79
903 FREEDOM GRANTS	\$1,395.00	\$0.00	\$0.00	\$424.00	\$971.00	\$758.78	\$212.22
907 JEFFERSON HTS MISC	\$1,924.06	\$0.00	\$0.00	\$144.64	\$1,779.42	\$1,268.08	\$511.34
908 JEFFERSON HTS FUNDRAISING	\$12,337.07	\$10.00	\$0.00	\$407.95	\$11,939.12	\$2,670.98	\$9,268.14
910 JEFFERSON HTS GRANTS	\$2,691.48	\$6,200.00	\$0.00	\$319.09	\$8,572.39	\$338.74	\$8,233.65
911 JEFFERSON HTS LIBRARY	\$2,055.81	\$0.00	\$0.00	\$0.00	\$2,055.81	\$273.05	\$1,782.76
919 HOLMES PARK MISC	\$8,004.63	\$64.63	\$0.00	\$541.09	\$7,528.17	\$1,715.35	\$5,812.82
920 HOLMES PARK FUNDRAISING	\$34,443.44	\$4,613.00	\$0.00	\$1,330.83	\$37,725.61	\$11,061.10	\$26,664.51
921 HOLMES PARK LIBRARY	\$714.07	\$0.00	\$0.00	\$0.00	\$714.07	\$0.00	\$714.07
922 HOLMES PARK GRANTS	\$3,042.99	\$0.00	\$0.00	\$394.93	\$2,648.06	\$1,122.40	\$1,525.66
929 DISTRICT STEM	\$3,000.00	\$4,700.00	\$0.00	\$0.00	\$7,700.00	\$400.00	\$7,300.00
930 SAPULPA ACADEMIC CONF	\$267.36	\$0.00	\$0.00	\$0.00	\$267.36	\$0.00	\$267.36
932 GT GRANTS	\$11,820.21	\$0.00	\$0.00	\$0.00	\$11,820.21	\$300.00	\$11,520.21
933 NOW (INTEREST INCOME)	\$20,107.54	\$1,079.40	\$0.00	\$199.41	\$20,987.53	\$100.00	\$20,887.53
934 DRIVERS EDUCATION	\$0.00	\$6,125.00	\$0.00	\$0.00	\$6,125.00	\$0.00	\$6,125.00
936 STEM-CAMP INVENTION	\$7,582.90	\$24,000.00	\$0.00	\$0.00	\$31,582.90	\$0.00	\$31,582.90
937 LATCHKEY	\$51,000.31	\$15,854.40	\$0.00	\$120.08	\$66,734.63	\$2,099.57	\$64,635.06
939 EDUCATION FOUNDATION	\$79.90	\$0.00	\$0.00	\$0.00	\$79.90	\$0.00	\$79.90
941 LOCAL SCH CHILD WELFARE	\$30,196.64	\$33,054.17	\$0.00	\$2,264.57	\$60,986.24	\$37,986.24	\$23,000.00
943 ALTERNATIVE SCHOOL GRANTS	\$228.49	\$0.00	\$0.00	\$0.00	\$228.49	\$193.93	\$34.56
945 SPS FOOD SERV ASSOC	\$8,030.64	\$0.00	\$0.00	\$0.00	\$8,030.64	\$100.00	\$7,930.64
946 SOFT DRINK MONEY	\$34,469.17	\$13,123.27	\$0.00	\$1,101.48	\$46,490.96	\$6,126.74	\$40,364.22
947 ALTERNATIVE SCHOOL	\$4,069.52	\$660.00	\$0.00	\$195.63	\$4,533.89	\$222.20	\$4,311.69
948 JACKSON SCHOLARSHIP	\$1,054.00	\$0.00	\$0.00	\$0.00	\$1,054.00	\$0.00	\$1,054.00
949 CLEARING ACCOUNT	\$1,837.00	\$0.00	\$676.00	\$676.00	\$1,837.00	\$0.00	\$1,837.00
950 SERVICE CENTER	\$453.23	\$0.00	\$0.00	\$172.80	\$280.43	\$57.40	\$223.03
952 CHROMEBOOK INS/REPAIR	\$12,063.28	\$370.00	\$0.00	\$0.00	\$12,433.28	\$4,388.08	\$8,045.20
954 5TH GRADE ELEM BASKETBALL	\$1,799.66	\$1,312.00	\$0.00	\$750.00	\$2,361.66	\$2,050.00	\$311.66
956 CENTENNIAL PLAZA PROJECT	\$1,973.34	\$0.00	\$0.00	\$0.00	\$1,973.34	\$0.00	\$1,973.34
957 HOMELESS	\$564.99	\$0.00	\$0.00	\$0.00	\$564.99	\$0.00	\$564.99
958 STUDENT ACTIVITY DRUG TEST FEE	\$9,754.10	\$0.00	\$0.00	\$47.50	\$9,706.60	\$2,796.00	\$6,910.60
960 ATHLETIC SPORTS OVERALL	\$7,220.40	\$5,999.61	\$0.00	\$3,571.15	\$9,648.86	\$6,179.42	\$3,469.44
961 FOOTBALL BUDGET	\$18,887.89	\$0.00	\$7,500.00	\$662.00	\$25,725.89	\$5,600.88	\$20,125.01
962 BOYS BASKETBALL BUDGET	\$3,518.36	\$1,626.63	\$0.00	\$2,707.53	\$2,437.46	\$75.00	\$2,362.46

Sapulpa Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 1/1/2020 - 1/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
963 GIRLS BASKETBALL BUDGET	\$2,250.60	\$0.00	\$0.00	\$0.00	\$2,250.60	\$2,200.00	\$50.60
964 BASEBALL BUDGET	\$8,976.98	\$1,828.00	\$0.00	\$3,754.50	\$7,050.48	\$3,989.00	\$3,061.48
965 SOFTBALL BUDGET	\$2,606.69	\$0.00	\$0.00	\$1,465.00	\$1,141.69	\$50.00	\$1,091.69
966 WRESTLING BUDGET	\$7,953.13	\$0.00	\$0.00	\$886.64	\$7,066.49	\$700.00	\$6,366.49
967 TENNIS BUDGET	\$1,929.52	\$0.00	\$0.00	\$250.00	\$1,679.52	\$0.00	\$1,679.52
968 TRACK BUDGET	\$4,714.08	\$0.00	\$0.00	\$120.00	\$4,594.08	\$1,350.00	\$3,244.08
969 GOLF BUDGET	\$3,636.26	\$0.00	\$0.00	\$800.00	\$2,836.26	\$672.00	\$2,164.26
971 ATHLETIC - BOOSTER CLUB	\$67,485.54	\$4,360.20	\$0.00	\$16,304.37	\$55,541.37	\$12,357.36	\$43,184.01
972 CROSS COUNTRY BUDGET	\$8,844.42	\$0.00	\$0.00	\$301.80	\$8,542.62	\$0.00	\$8,542.62
973 BOYS SOCCER BUDGET	\$5,486.27	\$178.17	\$0.00	\$3,637.00	\$2,027.44	\$0.00	\$2,027.44
974 ATHLETICS - TRAINER	\$6.46	\$0.00	\$0.00	\$0.00	\$6.46	\$0.00	\$6.46
975 GIRLS SOCCER BUDGET	\$11,021.08	\$0.00	\$0.00	\$2,542.00	\$8,479.08	\$5,837.25	\$2,641.83
976 GIRLS VOLLEYBALL BUDGET	\$3,130.89	\$0.00	\$0.00	\$0.00	\$3,130.89	\$0.00	\$3,130.89
977 CHEER BUDGET	\$1,007.09	\$210.00	\$0.00	\$0.00	\$1,217.09	\$702.00	\$515.09
978 ALL EVENTS GATE	\$9,487.60	\$10,637.11	(\$7,500.00)	\$3,777.58	\$8,847.13	\$3,198.84	\$5,648.29
979 JR HIGH CHEER	\$451.09	\$0.00	\$0.00	\$0.00	\$451.09	\$155.00	\$296.09
983 DRUG TEST-PHYSICALS	\$828.60	\$0.00	\$0.00	\$0.00	\$828.60	\$60.96	\$767.64
986 CHIEFTAIN CENTER CONCESSION	\$3,490.86	\$5,029.84	\$0.00	\$2,367.69	\$6,153.01	\$947.38	\$5,205.63
Total	\$815,525.40	\$342,734.67	\$0.00	\$102,063.50	\$1,056,196.57	\$229,930.64	\$826,265.93

UTILITIES COMPARISON 2017-18 TO 2019-20

	410 <u>Water</u>	623 <u>Diesel</u>	624 <u>Electricity</u>	625 <u>Gasoline</u>	627 <u>Nat'l Gas</u>	<u>MO</u> <u>TOTAL</u>	<u>YTD</u> <u>TOTAL</u>	<u>INCR/DECR</u>	<u>INCR/DECR</u>	<u>%</u>
Jul 17	12,762	2,179	36,117	1,733	2,517	55,308	55,308	5,607	5,607	11.28%
Aug 17	13,918	275	50,675	952	2,247	68,066	123,375	5,836	11,444	10.22%
Sep 17	14,726	5,866	70,665	2,269	2,424	95,950	219,324	9,618	21,061	10.62%
Oct 17	15,064	8,738	68,873	2,582	2,882	98,140	317,464	25,512	46,573	17.19%
Nov 17	15,655	9,949	64,543	2,066	2,105	94,317	411,781	-237	46,336	12.68%
Dec 17	13,813	9,997	49,825	1,744	2,855	78,234	490,015	13,972	60,308	14.03%
Jan 18	12,627	6,980	39,510	1,219	14,222	74,557	564,573	-1,681	58,627	11.59%
Feb 18	13,263	11,118	38,694	2,253	15,861	81,190	645,762	12,434	71,061	12.36%
Mar 18	13,473	12,079	44,300	2,209	11,975	84,036	729,798	17,258	88,319	13.77%
Apr 18	13,547	10,035	42,401	2,061	10,309	78,353	808,151	15,046	103,365	14.67%
May 18	13,958	9,162	36,900	3,393	5,739	69,153	877,304	4,503	107,867	14.02%
Jun 18	13,987	13,287	36,002	3,962	3,551	70,789	948,093	13,362	121,230	14.66%
TOTAL										
Jul 18	13,493		51,728		2,348	67,569	67,569	12,261	12,261	
Aug 18	13,640	6,419	59,286	6,209	2,159	87,713	155,282	32,405	44,666	28.76%
Sep 18	14,198	8,594	56,217	3,168	2,416	84,594	239,877	-11,356	33,311	13.89%
Oct 18	15,164	12,551	61,639	3,309	2,649	95,311	335,188	-2,829	30,482	9.09%
Nov 18	15,896	16,415	59,224	0	4,018	95,554	430,741	1,237	31,718	7.36%
Dec 18	12,758	11,815	38,543		6,626	69,742	500,483	-8,493	23,226	4.64%
Jan 19	12,374	10,440	33,268	0	13,620	69,702	570,184	-4,856	18,370	3.22%
Feb 19	15,087	9,780	30,075		16,935	71,877	642,061	-9,313	9,057	1.41%
Mar 19	13,795	10,950	32,734		13,964	71,443	713,504	-12,593	-3,536	-0.50%
Apr 19	12,962	10,007	30,886		12,145	66,001	779,505	-12,352	-15,888	-2.04%
May 19	13,859	18,714	27,639		7,604	67,816	847,321	-1,337	-17,224	-2.03%
Jun 19	14,802	11,403	27,789		3,959	57,954	905,275	-12,835	-30,059	-3.32%
Jul 19	13,466		39,988		1,268	54,722	54,722	-12,847	-12,847	-23.48%
Aug 19	13,155	2,489	45,733	3,535	2,309	67,221	121,943	-20,492	-33,339	-27.34%
Sep 19	14,550	7,658	60,281	2,961	2,180	87,630	209,573	3,036	-30,304	-14.46%
Oct 19	16,451	12,725	71,410	3,270	2,326	106,181	315,754	10,870	-19,434	-6.15%
Nov 19	15,551	15,630	63,334	3,025	2,770	100,310	416,064	4,756	-14,677	-3.53%
Dec 19	13,565	11,586	40,967	3,044	6,698	75,861	491,925	6,119	-8,558	-1.74%
Jan 20	11,527	8,678	31,172	2,177	11,529	65,083	557,008	-4,619	-13,176	-2.37%

General Fund
2019-20 WORKING BUDGET - Initial

	Initial Budget	
	2019-20	
WADM		6,018
State Allocation - Initial	\$	13,474,428
Allocation adjustment	\$	52,405
Textbook appropriations	\$	180,674
Projected Other Revenue (Local, State, Federal)	\$	14,953,406
Mid-Term Adjustment 12/20/19	\$	<u>(568,178)</u>
CURRENT YEAR REVENUE (EON)	\$	28,092,735
2018-19 Carryover (audited)	\$	<u>2,801,709</u>
Total Revenue per EON	\$	30,894,444
 Projected Expenses		
1 Salaries	\$	20,599,842 ***
2 Benefits	\$	5,866,835 ***
3 Purchased Professional & Technical Services	\$	92,609 **
4 Contracted Property Services	\$	260,000 *
5 Other Contracted Services	\$	300,000
6 Supplies & Materials	\$	1,275,000
7 Property Expenses	\$	100,000
8 Other Objects	\$	<u>350,000</u>
Total Expenses	\$	28,844,286
Projected Carryover	\$	2,050,158 7.30%
Estimated add'l Ad Valorem		316,349.30
	\$	2,366,507.17 8.42%

* Reduced for amount of copier leases (\$40,000)

** Reduced by amount of software leases moved to bond (\$132,391)

*** Includes \$1220 raise plus \$120,000 for 4 new positions. Reduced by \$120,000 of payroll moved to building fund

GENERAL FUND EXPENDITURE COMPARISON

<u>ACCOUNTS PAYABLE</u>						<u>CERTIFIED PAYROLL</u>						<u>SUPPORT PAYROLL</u>					
		Monthly		YTD				Monthly		YTD				Monthly		YTD	
AP 2018-19	AP 2019-20	Diff	Sub Total	% Change		Cert 18-19	Cert 19-20	Diff	Sub Total	% Change		Supp 18-19	Supp 19-20	Diff	Sub Total	% Change	
Jul	412,681	416,766	4,086	0.99%	Jul	130,069	169,856	39,787	39,787	30.59%	Jul						
Aug	256,819	279,188	22,370	8.71%	Aug	279,489	1,130,772	851,284	891,070	318.82%	Aug	291,941	536,383	244,442	244,442	83.73%	
Sep	374,640	222,002	-152,638	-40.74%	Sep	1,699,779	1,805,623	105,843	996,914	6.23%	Sep	575,650	581,050	5,400	249,842	0.94%	
Oct	167,110	313,194	146,084	87.42%	Oct	1,587,674	1,681,613	93,939	1,090,852	5.92%	Oct	545,164	547,499	2,335	252,177	0.43%	
Nov	185,944	172,741	-13,203	-7.10%	Nov	1,585,508	1,705,829	120,321	1,211,173	7.59%	Nov	559,213	530,335	-28,877	223,300	-5.16%	
Dec	142,962	134,807	-8,155	-5.70%	Dec	1,737,394	1,694,660	-42,734	1,168,439	-2.46%	Dec	523,161	526,634	3,474	226,774	0.66%	
Jan	159,325	115,246	-44,080	-27.67%	Jan	1,590,393	1,668,349	77,956	1,246,394	4.90%	Jan	521,170	517,723	-3,446	223,327	-0.66%	
Feb	113,479		-113,479	-100.00%	Feb	1,704,811		-1,704,811	-458,417	-100.00%	Feb	577,048		-577,048	-353,721	-100.00%	
Mar	134,403		-134,403	-100.00%	Mar	1,719,826		-1,719,826	-2,178,243	-100.00%	Mar	557,713		-557,713	-911,435	-100.00%	
Apr	175,621		-175,621	-100.00%	Apr	1,576,414		-1,576,414	-3,754,657	-100.00%	Apr	531,272		-531,272	-1,442,707	-100.00%	
May	127,760		-127,760	-100.00%	May	1,576,399		-1,576,399	-5,331,056	-100.00%	May	553,785		-553,785	-1,996,492	-100.00%	
Jun	190,841		-190,841	-100.00%	Jun 12	1,565,984		-1,565,984	-6,897,041	-100.00%	Jun 5	545,229		-545,229	-2,541,721	-100.00%	
Jun 30	31,048		-31,048	-100.00%	Jun 30			0	-6,897,041		Jun 30			0	-2,541,721		
					(Jul)	1,428,866		-1,428,866	-8,325,907	-100.00%	(Jul)	586,594		-586,594	-3,128,315	-100.00%	
					(Aug)	1,299,467		-1,299,467	-9,625,374	-100.00%	(Aug)	236,454		-236,454	-3,364,769	-100.00%	
TOTAL	2,472,631	1,653,945	-818,686			19,482,076	9,856,702					6,604,394	3,239,625				

ACCOUNTS PAYABLE AND PAYROLL SUMMARY

AP&PR 19-20	YTD TOTAL	AP&PR 18-19	YTD TOTAL	Mo Diff	Mo % Change	Total % Change
Jul	586,622	586,622	542,750	43,872	8.08%	8.08%
Aug	1,946,344	2,532,966	828,248	1,370,999	135.00%	84.75%
Sep	2,608,674	5,141,641	2,650,069	4,021,068	-1.56%	27.87%
Oct	2,542,306	7,683,947	2,299,948	6,321,016	10.54%	21.56%
Nov	2,408,905	10,092,852	2,330,665	8,651,681	3.36%	16.66%
Dec	2,356,101	12,448,954	2,260,555	10,912,235	4.23%	14.08%
Jan	2,301,318	14,750,271	2,266,771	13,179,007	1.52%	11.92%
Feb	0	14,750,271	2,281,860	15,460,866		
Mar	0	14,750,271	2,277,539	17,738,405		
Apr	0	14,750,271	2,283,307	20,021,713		
May	0	14,750,271	2,257,944	22,279,657		
Jun	0	14,750,271	5,884,484	28,164,141		
TOTAL	14,750,271.21		28,164,140.59	-13,413,869		

YTD TOTALS

AP YTD%	CP YTD%	SP YTD%	
0.99%	30.59%	0.00%	Jul
8.71%	318.82%	83.73%	Aug
-12.1%	47.26%	17.68%	Sep
1.6%	29.51%	15.01%	Oct
0.5%	22.93%	11.63%	Nov
-0.1%	16.64%	9.18%	Dec
-2.7%	14.48%	7.36%	Jan
			Feb
			Mar
			Apr
			May
			(Jun)

EXPENDITURE PERCENTAGES

	19-20	18-19	17-18	16-17	15-16	14-15	13-14	12-13	11-12	10-11	09-10	08-09	07-08	06-07	05-06
AP	11.21%	8.78%	9.81%	9.13%	9.18%	12.85%	13.66%	12.31%	11.42%	12.13%	13.59%	14.13%	13.89%	16.06%	16.74%
CERT	66.82%	67.79%	67.46%	68.01%	69.37%	66.32%	65.73%	69.14%	68.24%	68.44%	68.45%	67.09%	67.34%	64.94%	64.13%
SUPP	21.96%	23.45%	22.73%	22.86%	21.45%	20.82%	20.60%	18.55%	20.34%	19.42%	17.97%	18.78%	18.77%	19.00%	19.13%
ALL PR	88.79%	91.24%	90.19%	90.87%	90.82%	87.15%	86.34%	87.69%	88.58%	87.87%	86.41%	85.87%	86.11%	83.94%	83.26%
TOTAL	100.00%	100.01%	100.00%												