



**Lawton Public Schools Board of Education
Regular Meeting
December 11, 2023 5:15 PM
Shoemaker Center Auditorium
753 NW Fort Sill Blvd**

Lawton, Oklahoma 73507

AGENDA

The Board reserves the right to consider, take up and take action on any agenda item in any order, except as to items 1-3. The Board may discuss, make motions, and vote on all matters appearing on the agenda. Such vote may be to adopt, reject, table, reaffirm, rescind, or to take no action on any item. Any person with a disability who needs special accommodations to attend the Board of Education meeting should notify the Clerk of the Board at least 24 hours, to the extent possible, prior to the scheduled time of the Board meeting. The telephone number is 580-357-6900. At the time and place designated, the Board will consider and act upon the matters set out on the Agenda for this meeting as follows:

1. Call to Order
2. Pledge of Allegiance - Kevin Hime
3. Roll Call to Establish Quorum
4. Special Guests/Special Recognitions - Kevin Hime and Zeldon Rice
5. Report of the Superintendent
 - 5.a. Discussion and possible action to approve sanctioning applications
 - 5.b. Discussion and possible action to approve the removal of probation on sanctioning applications
 - 5.c. Superintendent's Announcement(s)
6. Consent Agenda

(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request of any Board member, any one or more matters will be removed from the consent agenda and acted upon separately. Contracts are approved subject to review by the District's legal counsel. Any or all of the public record items included within the consent agenda, i.e. minutes to be submitted for approval; purchase orders to be submitted for acceptance; financial report; proposed transfer of funds between activity accounts; and fund-raising event listings, may be examined at the Office of the Clerk of the Board of Education at the Shoemaker Center, 753 Fort Sill Blvd., Lawton, OK. An appointment to review records is requested.)

 - 6.a. Update on OSSBA Policy:
CKDA

COA

- 6.b. Report of the Purchasing Agent/Encumbrance Clerk - Sheila Relf
 - 6.b.1. Approve Purchase Orders
General Fund (11) PO Numbers: 1607-1674
Building Fund (21) PO Numbers: 67-68
Bond Fund (33) PO Numbers: 149-168
 - 6.b.2. Change Order Listing
 - 6.b.3. Payroll Encumbrance Purchase Order Numbers
- 6.c. Report of the Chief Financial Officer - Lance Gibbs
 - 6.c.1. Treasurer's Report for the Month of November 30, 2023
- 6.d. Approval of the Minutes of the November 16, 2023 Regular Board Meeting
- 6.e. Item(s) Removed from the Consent Agenda for Separate Action
- 6.f. Approval of the Balance of the Consent Agenda
- 6.g. Approval of Item that was Previously Pulled for Separate Action
7. Proposed Executive Session to Discuss:
 - 7.a. The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Personnel Reports, Exhibit A and Exhibit B. (Exhibit B includes new potential hires and presented to the board under separate cover).
[Authorized by 25 OKLA.STAT. Section 307 (B)(1) of the Oklahoma Open Meeting Act]
8. Vote to Convene into Executive Session
9. Acknowledge Board's Return to Open Session
10. Executive Session Minutes Compliance Announcement
11. Superintendent's Personnel Report / Items Discussed in Executive Session
 - 11.a. Approval of Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover)
12. New Business - This refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Okla. Stat. tit. 25 Sec. 311(A)(9)
13. The next regular board meeting date is Monday, January 8, 2024, at 5:15 p.m., in the Shoemaker Center Auditorium.
14. Setting New Board Meeting Dates
15. Board Announcements
16. Adjournment

Date of Posting: Friday, December 8, 2023

Time of Posting: 4:00 p.m.

Location of Posting: www.lawtonps.org and front door of Shoemaker Education Center, 753 NW Ft. Sill Blvd., Lawton, OK

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LAWTON PUBLIC SCHOOLS

SCHOOL YEAR 2023-2024

Application for Sanctioning of Parent Organizations and Booster Clubs

Organization Name EHS Eisenhower Lady Eagles Soccer Booster Club EIN # 83-4579244

Organization's Bank Name Arvest Bank Account # 29839760

Faculty Sponsor's Name Becca Wyatt Phone: 580-713-9125 E-mail: rebecca.wyatt@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>David Towe</u>	<u>Nina Deem</u>	<u>Amanda Brandenburg</u>	
Address:	<u>8221 NW Stonebridge Ct</u>	<u>4501 NW Lincoln</u>	<u>7219 NW Cherry Circle</u>	
Phone:	<u>580-583-0118</u>	<u>580-583-9978</u>	<u>918-812-8163</u>	

Term Expiration: _____

Describe how the organization officers are appointed or elected Officers are elected in May. If we do not have enough officers after the May meeting, we ask player parents if they would be interested in helping to serve on the Executive Board.

Are dues or fees required to be a member of the organization: Yes No

Explain what amount and what the fees and dues cover N/A

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization to help provide necessary equipment/uniforms as needed, cover snacks for away games, help with meals for away games, provide the team with an end of season banquet and senior gifts/player recognition; possible tournament fees.

Estimated List of Material/Monetary Contributions Fundraisers - \$3000; t-shirt sales - \$1,000; sponsor donations - \$2,000

Estimated List of Expenses Soccer Equipment - \$1000; snacks/meals for away games - \$2000; banquet/senior gifts/player recognition - \$1,000; tournament fees - \$500

Principal's Recommendation: Approved Denied

Signature of Principal [Signature] Date _____

Signature of Organization's Officer [Signature] Date 10-2-2023

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

<input type="checkbox"/> PROBATION	Finance Dept. Initial	Date
Signature of Clerk of the Board	Date	

<input checked="" type="checkbox"/> APPROVED	Finance Dept. Initial	Date
Signature of Clerk of the Board	Date	

<input type="checkbox"/> DENIED	Finance Dept. Initial	Date
Signature of Clerk of the Board	Date	

WHITE: Finance Office
YELLOW: Organization
PINK: Principal

Reapplication for sanctioning is required annually

REVISED 6-3-19



SCHOOL YEAR 2023-2024

APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Organization Name Lawton MacArthur Girls soccer EIN# 88-3107512

Organization's Bank Name Liberty National Bank Bank Account # Liberty

Faculty Sponsor's Name Tifani Langston Phone: (580) 695-8009 E-mail: tifani.hoover@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Lorren Cortez</u>	<u>Kimberly Doughty</u>	<u>Shaun Phillips</u>	<u>Julie Caputo</u>
Address:	<u>2107 SE 90th St</u>	<u>5028 SE Redbud Place</u> <small>Lawton</small>	<u>5020 SE Redbud Pl.</u>	<u>6006 Kimiko Lane</u>
Phone:	<u>580-284-9324</u>	<u>(580) 512-4139</u>	<u>(405) 320-3383</u>	<u>(580) 585-0385</u>
Term Expiration:	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>	<u>23-24</u>

Describe how the organization officers are appointed or elected The officers are appointed at a booster club meeting then voted on by the members.

Are dues or fees required to be a member of the organization: Yes No

Explain what amount and what the fees and dues cover \$5.00 per membership, dues help cover cost of any needed equipment, food/drinks etc.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization The purpose is to support the girls soccer team by raising money for needed items and promote soccer in the Lawton-Fort Hill community

Estimated List of Material / Monetary Contributions Fundraisers - and dues

Estimated List of Expenses equipment, food, lodging

Principal's Recommendation: Approved Denied

Signature of Principal Danny Smith Date 11-30-23

Signature of Organization's Officer Tifani Hoover Date 11/30/23

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

PROBATION _____ / _____
Finance Dept. Initial Date

Signature of Clerk of the Board _____ / _____
Date

APPROVED TJH / 11-30-23
Finance Dept. Initial Date

Signature of Clerk of the Board _____ / _____
Date

DENIED _____ / _____
Finance Dept. Initial Date

Signature of Clerk of the Board _____ / _____
Date

WHITE: Finance Office
YELLOW: Organization
PINK: Principal

Reapplication for sanctioning is required annually



LAWTON PUBLIC SCHOOLS

SCHOOL YEAR 23-24

Application for Sanctioning of Parent Organizations and Booster Clubs

Organization Name EHS Volleyball Booster Club EIN # 46-5676063

Organization's Bank Name Ft Sill Federal Credit Union Bank Account # 2984950

Faculty Sponsor's Name Nicko Miranda Phone: 580-713-1355 E-mail: nicko.miranda@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Heath Hall</u>	<u>Emily Lock</u>	<u>SUSAN SHARP</u>	
Address:	<u>6 SW 71st St Lawton, OK 73505</u>	<u>7004 NW Compass Dr Lawton, OK 73505</u>	<u>1211 NW Cheswick Pl Lawton, OK 73505</u>	
Phone:	<u>419-908-8534</u>	<u>(580) 574-2839</u>	<u>(281) 701-5640</u>	
Term Expiration:	<u>2025</u>	<u>2025</u>	<u>2024</u>	

Describe how the organization officers are appointed or elected officers are volunteers or nominated by other club members

Are dues or fees required to be a member of the organization: Yes No

Explain what amount and what the fees and dues cover \$10 for adults \$5 for students they help with the startup cost of concessions

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization to support the team in any way needed

Estimated List of Material / Monetary Contributions Cookie Dough fundraiser \$4000 Believe it AHS fundraiser \$1000, Misc fundraisers + donations \$2000 Concessions \$1700

Estimated List of Expenses Away meals + Snacks \$2000, Senior Night \$700 End of Season Banquet \$2500

Principal's Recommendation: Approved Denied

Signature of Principal [Signature] Date 9/27/23

Signature of Organization's Officer [Signature] Date 9/27/23

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

PROBATION TLH 9-27-23
 Finance Dept. Initial: TLH Date: 9-27-23
Patty Nouweth 10/19/23
 Signature of Clerk of the Board: [Signature] Date: 10/19/23

APPROVED TLH 11-27-23
 Finance Dept. Initial: TLH Date: 11-27-23
[Signature] President
 Signature of Clerk of the Board: [Signature] Date: 11-27-23

DENIED
 Finance Dept. Initial: _____ Date: _____
 Signature of Clerk of the Board: _____ Date: _____

WHITE: Finance Office
YELLOW: Organization
PINK: Principal

Reapplication for sanctioning is required annually

REVISED 6-3-19



SCHOOL YEAR 2023-2024

Application for Sanctioning of Parent Organizations and Booster Clubs

Organization Name MacArthur Choral Association EIN # 46-5049797

Organization's Bank Name Arvest Bank Bank Account # 16876707

Faculty Sponsor's Name Ashley Mahan Phone: 580-695-0806 E-mail: ashley.mahan@lawtonps.org

Officer's Name: PRESIDENT VICE PRESIDENT TREASURER SECRETARY

Name (Print): Candace Bennight Carrie Scales Jennifer Kenner

Address: 402 NW Morford Dr Lawton, OK 73507 4809 NW Cheyenne Ave Lawton, OK 73505 4613 NE Pheasant Way Lawton, OK 73507

Phone: (580) 574-4699 (580) 713-8163 253 722 8193

Term Expiration: 07/2024 07/2024 07/2024

Describe how the organization officers are appointed or elected Election in the spring meeting. Voted in by members

Are dues or fees required to be a member of the organization: Yes No

Explain what amount and what the fees and dues cover

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization Supporting the Choir teacher and students to be able to participate in contests and activities.

Estimated List of Material / Monetary Contributions We do fundraisers to cover the cost.

Estimated List of Expenses Class trips \$200.00, Classroom materials 500.00, Contest fees 300.00

Principal's Recommendation: Approved Denied

Signature of Principal Danny Smith Date 9-19-23

Signature of Organization's Officer Candace M Bennight Date 9/19/23

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

PROBATION TLH 10-5-23 Finance Dept. Initial Date Signature of Clerk of the Board Date

APPROVED TLH 10-4-23 Finance Dept. Initial Date Signature of Clerk of the Board Date

DENIED Finance Dept. Initial Date Signature of Clerk of the Board Date

WHITE: Finance Office YELLOW: Organization PINK: Principal

Reapplication for sanctioning is required annually

REVISED 6-3-19



SCHOOL YEAR 2023-2024

Application for Sanctioning of Parent Organizations and Booster Clubs

Organization Name CMS PTO EIN # 83-3303290

Organization's Bank Name Fort Sill Federal Credit Union Bank Account # 309148

Faculty Sponsor's Name Larissa Krusinsky Phone: 580-678-5271 E-mail: LKrusinsky@lawtonps.org

Officer's Name PRESIDENT VICE PRESIDENT TREASURER SECRETARY

Name (Print): Crystal Plummer Alicia Ortiz Alannah Meyers-Young Kimber Downey

Address: 5386 NW Columbia 19 NW 28th St. 1718 NW Ozmun Ave 6806 NW Oak Dale

Phone: 580-695-2603 500 583-6076 580-340-9397 405-408-5543

Term Expiration: 2027 2025 2024 2026

Describe how the organization officers are appointed or elected approved by acclamation at the end of the year meeting.

Are dues or fees required to be a member of the organization: Yes No

Explain what amount and what the fees and dues cover \$16.00 regular membership \$16.00 no hassle membership

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization to raise money for the wants and needs of the students, teachers, and staff. This will enhance the school year for the better.

Estimated List of Material / Monetary Contributions Conference dinners, teacher appreciation week, holiday desserts, 8th grade dance + breakfast estimated at \$5,300.00

Estimated List of Expenses Concession Stands, Popcorn + Pickle, Popcorn Machine, staff + teacher appreciation estimated at \$2,360

Principal's Recommendation: Approved Denied

Signature of Principal [Signature] Date 9/27/23

Signature of Organization's Officer [Signature] Date 9/27/23

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

PROBATION TLH 10-5-23
Finance Dept. Initial Date
[Signature] 10/19/23
Signature of Clerk of the Board Date

APPROVED TLH 11-27-23
Finance Dept. Initial Date
[Signature]
Signature of Clerk of the Board Date

DENIED
Finance Dept. Initial Date
Signature of Clerk of the Board Date

WHITE: Finance Office
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PINK: Principal

Reapplication for sanctioning is required annually

REVISED 6-3-19

School Wellness Policy

Purpose

The Lawton Public School District recognizes the important role that schools play in the development of children's lifelong health habits, their ability to learn, and their overall well-being. Schools can improve the health of students not only by educating them about the importance of healthy behaviors, but also by implementing policies and creating environments that facilitate those behaviors.

Therefore, the District establishes the following policy to promote the health and wellness of students and staff and to ensure its schools comply with those standards established by federal and state law.

Specifically, this policy requires all schools in the District to:

- Allow parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review, and update of the school wellness policy.
- Establish nutrition guidelines that meet or exceed the United States Department of Agriculture's (USDA) school meal requirements and the nutrition standards for competitive foods and beverages.
- Create goals for nutrition promotion and education, physical activity and physical education, and other activities that promote student as well as staff health.
- Adopt a plan to ensure the policy is properly implemented, regularly assessed, and periodically updated.

Definitions

School campus: All areas of the property under the jurisdiction of the school that are accessible to students during the school day.

School day: The period of time from the midnight before to 30 minutes after the end of the instructional day.

Competitive foods and beverages: Foods and beverages that are sold on campus outside of the federal reimbursable school meals program during the school day (e.g., in vending machines or school stores).

Smart Snacks standards: Nutrition standards, issued by the USDA, that set limits on the amount of calories, salt, sugar, and fat in competitive foods and beverages.

Provisions Required in Written Wellness Policies

Federal law requires school districts to include certain elements in their written wellness policies. This Lawton Public School District's Wellness Policy is organized around those required elements. This section provides a list of required elements and a link to each corresponding element in the sample Wellness Policy:

Nutrition

- The USDA's meal pattern requirements for reimbursable meals under the National School Lunch Program and School Breakfast Program (See [School Meal Requirements](#))
- The USDA's Smart Snacks in Schools standards governing competitive foods (i.e., foods and beverages available for sale on campus outside of the school meal program) (See [Competitive Foods and Beverages](#))
- Nutrition standards for all foods and beverages provided, but not sold, to students on campus during the school day (See [Other Foods Provided at School](#))
- Specific goals for nutrition education (See [Nutrition Education](#))
- Specific goals for nutrition promotion (See [Nutrition and Healthy Food Promotion](#))
- Policies that allow marketing only of foods and beverages that meet the Smart Snacks standards governing competitive foods (i.e., those foods and beverages that may be sold on the school campus during the school day) (See [Food and Beverage Marketing](#))

Physical Education and Physical Activity

- Specific goals for physical activity (See [General Requirements](#))

Other Activities that Promote School Wellness

- Specific goals for other school-based activities that promote student wellness (See [Other Activities that Promote School Wellness](#))

Implementation, Monitoring, and Evaluation

- The name(s) of the district or school official(s) responsible for ensuring each school's compliance with the local school wellness policy (See [Local Leadership](#))

- A written plan allowing for stakeholder involvement and participation in the development, implementation, review, and update of the local school wellness policy (See [Community Involvement](#))

NUTRITION

School Meal Requirements

- The District will make nutritious foods available on campus during the school day to promote student and staff health. At minimum, the District Child Nutrition Program will serve reimbursable meals that meet the United States Department of Agriculture's (USDA) requirements and follow the Dietary Guidelines for Americans (DGA).
 - Specifically, the District will ensure that all meals are the following:
 - High in fiber.
 - Free of added trans fats.
 - Low in added fats.
 - Low in sugar.
 - Low in sodium.
 - Accessible, appealing, and attractive to all children.
 - Served in a clean, pleasant, and supervised setting.
 - Respectful of cultural diversity (e.g., students will be encouraged to suggest foods that reflect cultural traditions) and religious preferences.
 - Reviewed by a registered dietitian or other certified nutrition professional and/or based on a meal plan provided by a professional resource (e.g., the State Department of Education, the USDA, the Alliance for a Healthier Generation, or The Lunch Box).
- The District will ensure that schools provide breakfast through the USDA School Breakfast Program.
 - The District will also offer breakfast using alternate meal service options such as Breakfast in the Classroom, Second Chance Breakfast, Breakfast After the Bell, and/or Grab & Go Breakfast carts in the hallways.
 - The District will also encourage students to start the day with a healthy breakfast.
- **Water:** Schools will make clean drinking water available and accessible without restriction and at no charge at every district facility (including cafeterias and eating areas, classrooms, hallways, playgrounds, and faculty lounges) before, during, and after school.
 - Schools will also ensure the following:

- Students will be provided drinking cups, glasses, or reusable water bottles in places where meals and snacks are served.
 - All water sources and containers will be maintained on a regular basis to ensure good hygiene standards (including drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water)
 - Students will be allowed to bring drinking water from home and take water into the classroom, provided that the water is in a capped container, such as a bottle, to prevent spills.
- Information and Promotion:** As required under the National School Lunch Program (7 CFR 210.12), the District will promote activities to involve students and parents in the School Lunch Program.
- In addition, the District will do the following:
 - Send applications for reimbursable meal programs to families at the beginning of the school year and make applications available on the District website.
 - Distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.
 - Inform families about the availability of breakfasts for students.
 - Post information on the nutritional content and ingredients of school meals on menus in the cafeteria, on the District website and/or websites of individual schools, and/or in school newsletters.
- Adequate Time to Eat:** The District will allow students at least 10 minutes to eat breakfast and 20 minutes to eat lunch from the time they are seated AND/OR provide sufficient lunch periods that are long enough to give all students (K-12) adequate time to be served and eat their lunches.

Competitive Foods and Beverages

- All competitive foods and beverages sold to students during the school day must meet the USDA's Smart Snacks standards.ⁱ

Other Foods Provided at School

- Other foods and beverages provided (not sold) on campus (e.g., for classroom parties, celebrations, and afterschool-programming) must meet the USDA's Smart Snacks

standards.

- The District, however, may allow exemptions for up to two (2) celebrations during the school year, during which the foods and beverages served are not required to meet the Smart Snack standards.
- The District will provide parents and teachers with a list of ideas for healthy food as well as non-food alternatives for classroom parties (e.g., the USDA's resources on "[Popular Events](#)") and after-school programming (including celebrations).

Fundraising

- **Fundraising on Campus During the School Day: Only fundraisers that feature non-food items or foods and beverages that meet the Smart Snacks standards will be permitted.**
 - The District, however, may allow exemptions for up to *two (2) fundraisers* during the school year, during which the foods and beverages sold are not required to meet the Smart Snack standards. **Importantly, these exempted fundraisers cannot be held during normal meal service times.**
- Fundraising activities will not promote any particular food brands (e.g., fundraisers by fast food chains).
- The District will encourage fundraisers that do not sell food and/or that promote physical activity.
 - **After-School Concessions and Fundraisers: Foods and beverages offered at after-school concessions or as part of fundraisers held outside of school hours must also comply with the [USDA's Smart Snacks standards](#).**

Nutrition Education

- Schools will provide nutrition education to all grades (K-12), to give students the knowledge and skills necessary for lifelong healthy eating behaviors, including the following:
 - How to read labels and understand the problems associated with unhealthy food marketing to children.
 - What it means to eat healthfully, consume the proper nutrients, and maintain a wholesome and balanced diet.
- In addition, schools will ensure that nutrition education:
 - Complies with and supports state learning objectives and standards, including those related to [Oklahoma Academic Standards for Health](#) and the state's [Health Education Act](#).
 - Provides opportunities for students to practice and apply the skills and knowledge taught in the classroom (e.g., by using the cafeteria as a learning lab, visiting local

farms, etc.).

- Is made available for staff.
- Is promoted to families and the community.

Rewards and Punishment

- Food, beverages, and candy will not be used to reward or punish academic performance or student behavior.

Nutrition and Healthy Food Promotion

- The District will promote healthy food and beverage choices and appropriate portion sizes by doing the following:
 - Providing age-appropriate activities, such as food demonstrations and taste-testing that promote selection and consumption of healthy foods.
 - Offering information to families (via communications with parents, educational workshops, screening services, and health-related exhibitions and fairs) and encouraging them to teach their children about nutrition and healthy eating behaviors.
 - Exhibiting posters, signs, or other displays on the school campus that promote healthy nutrition choices.
 - Encouraging school staff to display healthy eating habits and physical activity choices to students (e.g., by eating with students during meal times, consuming only healthy snacks, meals, and beverages in front of students, sharing positive experiences with physical activity with students, etc.).

Food and Beverage Marketing

- Only foods and beverages that meet the USDA's Smart Snacks standards may be marketed in schools. The marketing of any brand, without reference to a specific product, is prohibited unless every food and beverage product manufactured, sold, or distributed under the corporate brand name meets the Smart Snacks standards.
- Marketing includes the following:
 - Advertising on any property or facility owned or leased by the school district or school and used at any time for school-related activities (including school buildings, athletic fields, parking lots, school buses, vending machines, scoreboards, uniforms, educational materials, and supplies).
 - Coupons, discounts, and corporate incentive programs that reward students (e.g., when they reach certain academic goals) with free or discounted items. Such rewards may not include

- foods or beverages that fail to satisfy the USDA's Smart Snacks standards.
- Corporate-sponsored programs that provide funds to schools in exchange for consumer purchases of certain items. Programs involving purchase of foods and beverages that do not meet the [USDA's Smart Snacks standards](#) USDA's Smart Snacks standards are not permitted.
 - If the non-compliant advertising is a permanent feature of a permanent fixture (e.g., a scoreboard), such advertising can remain until the permanent fixture is removed or replaced.

Staff Qualifications and Training

- The District will follow the [USDA's Professional Standards for State and Local Nutrition Programs](#) in selecting local school nutrition program directors. The District will also require all personnel in the school nutrition programs to complete annual continuing education and training.
- In addition, Child Nutrition Staff will do the following:
 - Receive training in basic nutrition, nutrition education, safe food preparation, and nutrition standards for healthy meals and snacks.
 - Organize and participate in educational activities that support healthy eating behaviors and food safety.

Farm-to-School Programs and School Gardens

- **The District will allow school gardens on *District* property.**
- **The District will dedicate resources (e.g., tools, materials, volunteer hours, etc.) to build a school garden on District property and/or actively participate in community gardens by dedicating the same resources as would be required for gardens on District property; establish designated areas where students can garden with guidance; offer related nutrition and food preparation lessons and opportunities for taste testing and hands-on learning.**
- **The District will incorporate local and/or regional products into the school meal program.**
- Schools will take field trips to local farms.
- As part of their education, students will learn about agriculture and nutrition.

PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

General Requirements

- **The District will ensure that all students participate in a minimum of sixty (60) minutes of physical activity each day, whether through physical education, exercise programs, after-school athletics, fitness breaks, recess, classroom activities, physical activity throughout the school day, or wellness and nutrition education.**

Recess and Physical Activity Breaks

- **Recess:** The District will require schools to provide elementary school students (K-5) at least 20 minutes of recess each day (in addition to the PE requirements). Additionally, the District will do the following:
 - Develop indoor recess guidelines to ensure students can have adequate physical activity on days when recess must be held indoors.
 - Require schools to hold recess before lunch, in order to increase food consumption, reduce waste, and improve classroom attentiveness when students return from lunch.
- **Physical Activity Breaks:** The District will require schools to provide all students (K-12) short breaks (three to five minutes) throughout the day to let them stretch, move around, and break up their time spent sitting. These physical activity breaks may take place during and/or between classroom time.
- **Physically Active Classrooms:** Provide support for teachers and other staff to incorporate classroom-based physical activities, such as classroom energizers, into academic lessons or as a break.

Physical Education (PE)

- The District will require all schools to establish a comprehensive, standards-based PE curriculum for each grade (K-12). Schools will ensure that PE classes and equipment afford all students (K-12) an equal opportunity to participate in PE.
 - This curriculum will be updated to support and prioritize new State and Federal learning standards that become available.
- **Elementary school students (K-5)** will participate in at least 150 minutes of PE per week throughout the entire school year.
- **Middle school students (6-8)** will participate in at least 225 minutes of PE per week throughout the entire school year.
- **High school students (9-12)** will participate in at least 225 minutes of PE per week throughout the entire school year.
- In addition, the following requirements apply to all students (K-12):
 - Students will engage in moderate to vigorous physical activity for more than 50 percent of the PE class time.
 - During PE, students will be given the opportunity to participate in many types of physical activity, including those that can be incorporated into everyday lifelong activity, as well as competitive and cooperative games.
 - PE classes will have a teacher/student ratio comparable to core subject classroom ratios.

Teacher Qualifications, Training, and Involvement

- PE classes will be taught by licensed teachers who are certified or endorsed to teach PE.
- Teachers will receive training on how to integrate physical activity into the curriculum. Some portion of this training will be incorporated into annual professional development.
- Schools will allow teachers the opportunity to participate in or lead physical activities before, during, and after school.

Punishment and Rewards

- Physical activity will not be used or withheld as punishment. (This does not apply to participation on sports teams that have specific academic requirements.)
- The District will provide a list of alternative ways for teachers and staff to discipline students.
- The District will strongly encourage teachers to use physical activity (e.g., extra recess) as a reward.

Grounds, Facilities, and Equipment

- The District will ensure the availability of proper equipment and facilities that meet safety standards and will conduct necessary inspections and repairs.

Community Use of Recreational Facilities

- The District will allow staff, students, their families, and other neighbors and community members to use school recreational facilities during non-school hours to increase opportunities to engage in physical activity.
- Consistent with state law, District policies and procedures, and applicable School Board policies regarding the use of school facilities during non-school hours, the District will work with local government (including city, county, and/or recreation districts) and/or community-based organizations to coordinate and enhance physical activity opportunities using school facilities before and after the school day, during weekends, and during school vacations.

Active Transportation

- The District will do the following:
 - Work with local officials to designate safe or preferred routes to school.
 - This includes local coordination to create designated [drop off locations](#) and procedures that promote physical activity and safety.
 - Encourage children and their families to walk and bike to and from school.

- Encourage parents to supervise groups of children who walk or bike together to and from school.
- Provide bike racks for students, faculty, and staff.
- Promote National and International Walk and Bike to School Week/Day.

After-School Physical Activity and Screen Time

After-school programming will do the following:

- Dedicate at least 20%, or at least 30 minutes (whichever is more), of program time to physical activity, which includes a mixture of moderate to vigorous physical activity.**
- Limit screen time to less than 60 minutes per day to be used only for homework and other educational or physical activity purposes.**
- Encourage staff to join children and youth in physical activity whenever possible.**
- Utilize outdoor space for physical activity as much as possible each day (weather permitting and with appropriate protection from the elements).
- Provide equal opportunities for children and youth with disabilities to be physically active.

OTHER ACTIVITIES THAT PROMOTE SCHOOL WELLNESS

Health Education

- Where applicable, schools' health education curriculums will follow the [Oklahoma Academic Standards](#) and new health education and literacy laws and guidance.
- Where applicable, multi-component, school-based health promotion interventions will be delivered, including: educational, behavioral, environmental, and other obesity prevention efforts (e.g., education classes, enhanced physical education, healthy food promotion, family outreach, etc.)

Staff Wellness

- The District recognizes that employee health is essential to student health and to creating healthy school environments. Accordingly, the District will implement an employee wellness program that promotes healthy eating, physical activity, and overall health. The District may partner with community agencies and organizations (e.g., local health departments, hospitals, health insurance companies, and local chapters of national organizations, such as the American Cancer Society, American Heart Association, Red Cross, and YMCA) to assist in providing education, services, and resources for staff.**
- The District will do the following to support staff wellness through:
 - Nutrition

- **Provide employees with access to a refrigerator, microwave, and sink with a water faucet.**
- **Provide (or partner with community organizations or agencies in order to offer) nutrition education through activities such as seminars, workshops, classes, meetings, and/or newsletters.**
- **Serve only those foods and beverages that meet Smart Snacks standards at all staff meetings, trainings, special occasions (e.g., birthdays and retirement parties), and other workplace gatherings.**
- **Partner with community organizations or agencies to offer staff accessible and free or low-cost healthy eating/weight management programs.**
- Physical Activity
 - **Provide access to on-campus athletic facilities, such as gyms, running tracks, basketball courts, tennis courts, and swimming pools.**
 - **Promote walking meetings.**
 - **Promote employee participation in physical activity by creating exercise clubs or groups and/or sponsoring employee sports teams.**
 - **Provide information about local physical activity resources and facilities, such as walking trails, community parks, and recreation facilities.**
 - **Incorporate 10-minute physical activity breaks into every hour of sedentary meetings, trainings, and other workplace gatherings.**
 - **Use posters, pamphlets, and other forms of communication to promote physical activity.**
 - **Promoting stairwell use, if applicable, throughout the workday by making stairs appealing and posting motivational signs.**
- General Wellness
 - **Partner with community organizations or agencies to provide stress management programs annually to staff.**
 - **Promote tobacco prevention and provide referral information on cessation services through the Oklahoma Tobacco Helpline.**
 - **Ensure access to a private space (other than a restroom) that has an electrical outlet, and provide flexible paid or unpaid break times to allow breastfeeding and/or breast milk to be expressed.**
 - **Partner with community organizations or agencies to offer voluntary health screenings annually to staff, including free or low-cost health assessments.**
 - **Partner with community organizations or agencies to offer immunization clinics (e.g., flu, Tdap, etc.) to staff.**
 - **Provide or partner with community organizations or agencies to offer free or low-cost first aid and CPR training.**

Professional Development

- The District will provide staff with educational resources and annual training in health and health-related topics.

IMPLEMENTATION, MONITORING, AND EVALUATION

Leadership

- The District has designated the Assistant Superintendent over safety to facilitate the development of the local school wellness policy, oversee appropriate updates to the policy, and ensure each school's compliance with the policy. The District will ensure that the designated official(s) fully understand(s) the federal and state laws related to wellness policies.

Community Involvement

- The District will permit parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to serve on the local school wellness policy committee and participate in the development, implementation, review, and update of the local school wellness policy. To encourage broad public participation in the process, the District will do the following:**
 - Actively notify parents and the broader community about the content and implementation of as well as any changes to the wellness policy, whether through electronic communications (e.g., email, District website, etc.), non-electronic means (e.g., mailings, presentations, etc.), or both.**
 - Ensure that all outreach and communication is culturally appropriate and translated as needed.**
 - Educate community stakeholders on how they can participate in the development, implementation, review, and update of the wellness policy and let them know why their participation is important to the health and wellness of students and the broader community.**

Assessments, Revisions, and Policy Updates

- **At least once every three years, the District will measure the extent to which schools are in compliance with the local wellness policy, as well as progress made in attaining the policy's goals. Additionally:**
 - **Parents, students, physical education teachers, school health professionals, the school board, school administrators, and the general public will be allowed to participate in the development, implementation, and periodic review and update of the local wellness policy.**
 - The District will assess how its policy compares with the latest national recommendations on school health, and will update the policy accordingly.
 - **The District will inform and update the public about the content and implementation of the local wellness policy** (via the District's website, handouts, newsletters sent directly to families' homes, etc.).

i 7 CFR 2010.11.

TOBACCO USE PROHIBITED

The Lawton Public Schools Board of Education is committed to providing a healthy and productive environment for all persons using the school facilities. The Board of Education, also, recognizes that tobacco smoking and the environmental tobacco smoke (second hand smoke) has been shown to be linked to illnesses and disability and that federal law prohibits smoking in any indoor facility or the grounds thereof, which is used to provide educational services to children. This policy applies to all public functions (ball games, concerts, etc.), extracurricular activities, and to anyone or any group using the district facilities and is intended to improve the health and safety of all individuals using the schools. This policy extends to personal vehicles while such vehicles are on school property.

The use of a tobacco product or vapor product shall be prohibited 24/7 in or on an educational facility that offers an early childhood education program or in which children in grades kindergarten through twelve are educated. The use of a tobacco product or vapor product shall also be prohibited 24/7 in school vehicles, and at any school-sponsored or school-sanctioned event or activity.

"Educational facility" is defined as any property, building, permanent structure, facility, auditorium, stadium, arena, or recreational facility owned, leased, or under the control of the school district

"School Vehicle" is defined as any transportation equipment or auxiliary transportation equipment as defined in 70 O.S. § 9-104.

"Chewing tobacco" is defined as any Cavendish, twist, plug, scrap, and any other kinds and forms of tobacco suitable for chewing.

"Smoking tobacco" is defined as any granulated, plug cut, crimp cut, ready rubbed, and any other kinds and forms of tobacco suitable for smoking in a pipe or cigarette.

"Tobacco product" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and any form of tobacco prepared in such manner to be suitable for chewing, smoking or both, and includes cloves or any other product packaged for smoking.

"Vapor product" is defined as noncombustible products, that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. Vapor product shall also include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device. Vapor products do not include any products regulated by the United States Food and Drug Administration under Chapter V of the Food, Drug, and Cosmetics Act.

All students, faculty, patrons, and staff are responsible for adhering to this policy. Employees are warned that violation of this policy may lead to dismissal action. Patrons who violate this policy will be asked to leave the school premises. Students violating this policy will be disciplined.

Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco or vaping products is prohibited

TOBACCO USE PROHIBITED CON'T

Students are also prohibited from possessing tobacco products or vaping products on, in, or upon any school property. If students are found to be carrying cigarettes or other tobacco products, or vaping products, the products will be confiscated.

The School District will not accept donations of gifts, money, or materials from the tobacco industry. This district will not participate in any type of services, events, or programs that are funded by the tobacco industry.

TOBACCO Cessation Support

- The School District will refer employees, parents/guardians, family members, and students (13 and older) interested in quitting tobacco use to the Oklahoma Tobacco Helpline and other cessation resources, if available.
- The School District will promote the Oklahoma Tobacco Helpline (1-800-QUIT-NOW or OKHelpline.com) to ensure awareness of the statewide services that are available.
- The School District will provide insurance benefits and access to the following types of assistance with no prior authorization or out-of-pocket cost to the employee:
 - Group, individual, and phone counseling
 - A minimum of four counseling sessions of at least 10 minutes each per attempt
 - Two quit attempts per year
 - Free cessation counseling is also offered by the Oklahoma Tobacco Helpline (1-800-QUIT-NOW)
 - All Food and Drug Administration (FDA) approved cessation aids
- The School District will communicate and promote the available tobacco cessation benefits and insurance coverage for employees to all prospective employees, new employees at the time of hire, and all existing employees on an annual basis.

REFERENCE: 21 O.S. §1247**63 O.S. §1-1522, et seq.****70 O.S. § 1210.212****20 U.S.C. §6083**

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 1607 - 5000, Fund(s): 11-GENERAL FUNDS

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1607	11/13/2023	27612	MAGNA WAVE	FFA/LIVESTOCK LASER LIGHT/KERN	2,000.00
11	1608	11/13/2023	19017	DEMCO, INC	BOOK SUPPLIES	315.27
11	1609	11/13/2023	25295	B & K HOTELS LLC	LODGING/FEB 2, 2024/WEATHERFORD	500.00
11	1610	11/13/2023	12058	COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL	REG/OAESP CONF/FEB 28-29, 2024/J. CRUZ	250.00
11	1611	11/13/2023	12058	COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL	REG/OAESP CONF/FEB 28-29, 2024/K CAUGHORN	250.00
11	1612	11/13/2023	151932	ELIJAH MORLETT	OUT OF STATE TRAVEL/MEAL PER DIEM	352.00
11	1613	11/13/2023	153863	BROOKE E ROONEY	OUT OF STATE TRAVEL/MEAL PER DIEM	352.00
11	1614	11/13/2023	007653	DELIA A GILBERT	OUT OF STATE TRAVEL/MEAL PER DIEM	352.00
11	1615	11/13/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/OFFICE SUPPLIES	200.00
11	1616	11/14/2023	009128	VANESSA PEREZ	OUT STATE TRAVEL/MEAL PER DIEM/REGISTRATION	4,248.00
11	1617	11/14/2023	29079	KID-SCAN LLC	FINGER PRINTING FOR THIRD PART TESTER	170.00
11	1618	11/14/2023	28919	LAKESHORE PARENT LLC	CONSTRUCTION PAPER	661.50
11	1619	11/14/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/LIBRARY BOOKS	5,000.00
11	1620	11/14/2023	19005	AMAZON CAPITAL SERVICES INC	CONSTRUCTION PAPER FOR WORKROOM	195.00
11	1621	11/15/2023	18272	B & H FOTO & ELECTRONICS CORP	INDIAN EDUCATION CAMERAS	5,700.00
11	1622	11/15/2023	25295	B & K HOTELS LLC	ALL STATE BAND	400.00
11	1623	11/15/2023	25479	JOLLY FARMER PRODUCTS US INC	FY STAND/FFA/HORTICULTURE SUPPLIES	5,500.00
11	1624	11/15/2023	19017	DEMCO, INC	BOOK PROCESSING SUPPLIES	527.36
11	1625	11/16/2023	26907	GRACENOTES LLC	SIGHT-READING SUBSCRIPTION/BAND, ORCH., VOCAL	1,833.60
11	1626	11/16/2023	802750	GREG W COX, INC	DOORS, FRAMES & HINGES/HUGH BISH	7,768.00
11	1627	11/17/2023	066081	APRIL RENEE ABRAHAM	LAWTON CHILDRENS CHOIR ALL-STATE	706.00
11	1628	11/17/2023	066081	APRIL RENEE ABRAHAM	TRAVEL WITH STUDENTS FOR ALL-STATE	2,095.00
11	1629	11/17/2023	20978	AMERICAN CHORAL DIRECTORS ASSOCIATION	ALL STATE FEES FOR MMS VOCAL MUSIC	180.00
11	1630	11/17/2023	802649	WALMART STORES EAST LP	NURSING SUPPLIES	104.42
11	1631	11/17/2023	9252	SAMS CLUB DIRECT	NURSING SUPPLIES	375.56
11	1632	11/27/2023	12058	COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL	REG/OAESP CONF/PAMELA SNAVELY/FEB 28-29, 2024/OKC	219.00
11	1633	11/27/2023	26288	OU E SUITES LLC	LODGING/FEB 29, 2024/PAMELA SNAVELY/OKC	160.00
11	1634	11/27/2023	19005	AMAZON CAPITAL SERVICES INC	LIBRARY/BATTLE OF BOOKS	120.00
11	1635	11/27/2023	802734	LOWE'S HOME CENTERS INC	FY STAND/CUSTODIAL SUPPLIES	450.00
11	1636	11/27/2023	28273	ABDO PUBLISHING	LIBRARY BOOKS	682.50

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 1607 - 5000, Fund(s): 11-GENERAL FUNDS

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1637	11/28/2023	25332	MCGRAW-HILL EDUCATION INC	OK INSPIRE SCIENCE SUBSCRIPTION	5,670.00
11	1638	11/28/2023	19005	AMAZON CAPITAL SERVICES INC	CUBBIES FOR 3RD GRADE	3,900.00
11	1639	11/28/2023	19005	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	590.00
11	1640	11/28/2023	19459	REALITYWORKS	INSTRUCTIONAL DVD	79.00
11	1641	11/28/2023	11341	THE LIBRARY STORE INC.	BOOK PROCESSING SUPPLIES	281.60
11	1642	11/29/2023	29104	EDUCATOR RESOURCES INC	PD REGISTRATION/FEB 22-24, 2024	1,298.00
11	1643	11/29/2023	801054	BEST WESTERN MARK MOTOR MOTEL	LODGING/ALL-STATE BAND/FEB 2 -3, 2024	1,000.00
11	1644	11/29/2023	154025	ASHLEY MAHAN	TRAVEL FOR OKCDA ALL-STATE, MEALS, HOTEL, REG..	1,404.84
11	1645	11/29/2023	154025	ASHLEY MAHAN	TRAVEL, HOTEL, REG. MEALS W/STUDENTS FOR ALL-STATE	2,348.33
11	1646	11/29/2023	20978	AMERICAN CHORAL DIRECTORS ASSOCIATION	ALL-STATE FEES	105.00
11	1647	11/29/2023	154625	ALEXANDRIA ROBINSON	TRAVEL FOR ALL-STATE , MEALS, LODGING, PARKING	635.00
11	1648	11/29/2023	066140	ANASTACIA LOUISE BRANNEN	TRAVEL FOR ALL-STATE, LODGING AND MEALS	1,328.22
11	1649	11/29/2023	18433	OKMEA	ALL-STATE STUDENT FEES	104.00
11	1650	11/29/2023	20978	AMERICAN CHORAL DIRECTORS ASSOCIATION	ALL-STATE FEES	105.00
11	1651	11/30/2023	29055	WEST OKLAHOMA DISTRICT NSDA	MHS SPEECH DEBATE REGISTRATION FEE	90.00
11	1652	11/30/2023	27800	NATIONAL FORENSIC LEAGUE	MHS SPEECH DEBATE NSDA MEMBERSHIP FEE	150.00
11	1653	11/30/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/INSTRUCTIONAL SUPPLIES	13,609.00
11	1654	11/30/2023	804935	ERIC ARMIN INC	MHS MATH CLUB SUPPLIES	297.20
11	1655	11/30/2023	624	BLICK ART MATERIALS LLC	MHS ART CLUB SUPPLIES	2,202.00
11	1656	11/30/2023	26290	SCHOOL CONNECT LLC	MHS/LHS CAREER/COLLEGE KIT	520.00
11	1657	11/30/2023	19459	REALITYWORKS	LHS HOW TO/CAREER TRAINING KITS	2,726.00
11	1658	11/30/2023	802773	HOME DEPOT CREDIT SERVICES	LHS HOW TO CLUB SUPPLIES	415.00
11	1659	11/30/2023	14260	BETHANY PUBLIC SCHOOLS	OKLA. SLP/SLPA CONFERENCE/FEB. 16, 2024	1,125.00
11	1660	11/30/2023	28950	TPC SECURITY LLC	READER SOFTWARE LICENSE	1,634.00
11	1661	11/30/2023	25687	FIBER PLATFORM LLC	WAN UPGRADE	40,017.79
11	1662	11/30/2023	28417	DOUGLAS FOOD STORES INC	SCOTSMAN NUGGET ICEMAKER WITH BIN MODEL UN324A-1	5,195.36
11	1663	11/30/2023	27651	CENTRAL PRODUCTS LLC	200/ 2.5 INCH PANS	2,870.00
11	1664	11/30/2023	12058	COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL	REG/OAESP CONF/OKC/2-28-23	438.00
11	1665	11/30/2023	803389	FIRST BAPTIST CHURCH	LIFE READY CONFERENCE & CAREER FAIR	1,250.00
11	1666	11/30/2023	13118	DISCOUNT SCHOOL SUPPLY	CONSTRUCTION PAPER	350.29
11	1667	11/30/2023	012685	STEPHANIE ANN BELLE	FY STAND/LOCAL TRAVEL/LPC	500.00
11	1668	12/01/2023	19005	AMAZON CAPITAL SERVICES INC	SCANNER IX1600	419.99

LAWTON PUBLIC SCHOOLS

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 1607 - 5000, Fund(s): 11-GENERAL FUNDS

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1669	12/04/2023	19005	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	430.00
11	1670	12/04/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/LIBRARY BOOKS	1,500.00
11	1671	12/04/2023	19005	AMAZON CAPITAL SERVICES INC	MEDICAL DETECTIVES SUPPLIES	14,265.57
11	1672	12/04/2023	19005	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	275.00
11	1673	12/04/2023	926990	LAWTON COMMUNICATIONS LLC	PROGRAM 2 MOTOROLA RADIOS	80.00
11	1674	12/04/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/INSTRUCTIONAL SUPPLIES	1,000.00

Non-Payroll Total:	\$151,876.40
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$151,876.40

LAWTON PUBLIC SCHOOLS

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 67 - 5000, Fund(s): 21-BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	67	11/17/2023	928399	K & C CONCRETE & CONSTRUCTION LLC	CONCRETE WORK/ATH BLEACHERS/ MHS, LHS. EHS	157,050.00
21	68	12/06/2023	813	CLAYCO INDUSTRIES INC	LABOR & MATERIALS/NEW ROOF/EES/ INSURANCE	693,976.00
Non-Payroll Total:						\$851,026.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$851,026.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 7/1/2023 - 6/30/2024, PO Range: 149 - 5000, Fund(s): 33-BOND FUND (2017)

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	149	11/15/2023	28720	THE LINCOLN ELECTRIC COMPANY	WELDING SUPPLIES/TAP CLASS	1,144.15
33	150	11/15/2023	802773	HOME DEPOT CREDIT SERVICES	PLUMBING SUPPLIES/TAP FUND	191.91
33	151	11/15/2023	19583	STEVE WEISS MUSIC	INSTRUMENT SUPPLIES FOR PERCUSSION	795.90
33	152	11/17/2023	901130	INTER CITY VIOLIN STUDIOS LLC	FY STAND/INSTRUMENT REPAIRS/ORCHESTRA	1,500.00
33	153	11/17/2023	19484	SCHOOL OUTFITTERS LLC	CHAIR DOLLY, MELODY MUSIC CHAIRS FOR ORCHESTRA	2,660.74
33	154	11/17/2023	27983	SOUTHEASTERN PERFORMANCE APPAREL	ALOOCATED FUNDS FOR UNIFORMS VOCAL MUSIC	1,573.00
33	155	11/17/2023	19005	AMAZON CAPITAL SERVICES INC	DESKS AND CHAIRS FOR ART CLASS	7,739.40
33	156	11/17/2023	19005	AMAZON CAPITAL SERVICES INC	FOLDING CHAIRS	3,616.50
33	157	11/28/2023	19005	AMAZON CAPITAL SERVICES INC	MINI BLINDS FOR CLASSROOM	450.00
33	158	11/30/2023	19005	AMAZON CAPITAL SERVICES INC	TABLES & CHAIRS FOR PHYSICAL SCIENCE	2,919.50
33	159	11/30/2023	802773	HOME DEPOT CREDIT SERVICES	AG MECH TOOLS-SEE ATTACHED LIST	7,098.74
33	160	11/30/2023	29097	EPTX COATINGS LLC	AG MECH TOOLS	7,377.50
33	161	11/30/2023	29098	JPW INDUSTRIES INC	AG MECH TOOLS	66,525.05
33	162	11/30/2023	25738	JAMES SUPPLIES LLC	AG MECH TOOLS- SEE ATTACHED LIST	27,629.80
33	163	11/30/2023	16076	FARM PLAN (ACCT #75334-94733)	AG MECH TOOLS	1,507.94
33	164	11/30/2023	19005	AMAZON CAPITAL SERVICES INC	AG MECH TOOLS	570.00
33	165	12/06/2023	929113	PAUL B GOODCHILD	LABOR/MATLS NEW STAGE CURTAINS AT EES	9,492.00
33	166	12/06/2023	928412	TAYLOR MADE FENCES	LABOR/MATLS FOR CHAIN LINK FENCE/ FBALL FIELD/ MHS	53,790.00
33	167	12/06/2023	928412	TAYLOR MADE FENCES	LABOR/MATLS FOR CHAIN LINK FENCE/ FBALL FIELD/ LHS	50,716.00
33	168	12/06/2023	928412	TAYLOR MADE FENCES	LABOR/MATLS FOR CHAIN LINK FENCE/ FBALL FIELD/ EHS	50,716.00

Non-Payroll Total:	\$298,014.13
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$298,014.13

Change Order Listing

Options: Fund(s): 11-GENERAL FUNDS, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 10/20/2023 - 6/30/2024, Minimum Amount Change: \$200.00, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
158	07/01/2023	066063	DOUGLAS EBEN BROWN	FY STAND/STATE TRAVEL	4,000.00
308	07/01/2023	4893	COMANCHE COUNTY ASSESSOR	FY REVALUATION FRO LAWTON I-008	5,203.50
377	07/01/2023	000965	DANNA D BROSS	FY STAND/TRAVEL/PROJ AWARE	2,000.00
457	07/01/2023	18078	TK ELEVATOR CORPORATION	FY STAND/ELEVATOR MAINTENANCE	2,500.00
478	07/01/2023	923206	DUNCAN JANITORIAL & INDUST SPLY INC	FY STAND/PARTS & SUPPLIES	1,000.00
693	07/01/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/OFFICE SUPPLIES	1,300.00
705	07/05/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/OFFICE SUPPLIES	500.00
850	07/19/2023	802734	LOWE'S HOME CENTERS INC	CUSTODIAL SUPPLIES	750.00
934	07/31/2023	19005	AMAZON CAPITAL SERVICES INC	SCHOOL SUPPLIES	2,100.00
935	07/31/2023	28244	ARBITERPAY TRUST ACCOUNT	OFFICIALS/GAME PERSONNEL FEES & TRANSACTIONS	20,002.00
938	07/31/2023	19005	AMAZON CAPITAL SERVICES INC	INSTRUCTIONAL SUPPLIES (STANDING)	300.00
990	08/04/2023	14231	CRISIS PREVENTION INSTITUTE, INC	CPI LIC. RENEWAL	600.00
1191	08/23/2023	927295	KAYSER MECHANICAL, INC	REPAIR AC'S @CAMERON STADIUM	628.00
1236	08/31/2023	11341	THE LIBRARY STORE INC.	FY24 BOOK PROCESSING SUPPLIES	200.00
1284	09/06/2023	927163	WASTESOLUTIONS LLC	RENTAL OF ROLL-OFF DUMPSTER/EHS	1,000.00
1388	09/25/2023	19005	AMAZON CAPITAL SERVICES INC	FY STAND/OFFICE SUPPLIES	542.59
1427	09/28/2023	19321	BD OF REGENTS UNIV OK HLTH SCIENCES CTR	REG/AUTISM CONF/OCT 25/JAN. 24/OKC	600.00
1444	10/03/2023	012096	JERRI O SANTOS	LODGING/NOV 13, 2023/6 ROOMS	588.00
1506	10/18/2023	248	PERMA BOUND HERTZBERG	FY STAND/LIBRARY BOOKS	250.00
1512	10/19/2023	28936	LISA MARTINEZ	TRAVEL , HOTEL, UBER, ,MEAL PER DIEM	208.46
1514	10/19/2023	153497	DONALD DUANE HOYT	TRAVEL, UBER, LODGING, BAG CHECK, AIR FARE	615.98
1540	10/26/2023	066343	KAYLA LEANNE JOHNSON	FY STAND/STATE TRAVEL	2,000.00
1541	10/26/2023	004038	CARMELA NA RENDINA	FY STAND/STATE TRAVEL	1,000.00
1558	10/31/2023	29082	MARRIOTT HOTEL SERVICES	LODGING/JUN 9-10, 2024	200.00
1589	11/03/2023	055794	LAURA CHONG JOHNSON	FY STAND/STATE TRAVEL	1,000.00
1590	11/03/2023	011647	CASSANDRA ANN JONES	FY STAND/STATE TRAVEL	1,000.00

Non-Payroll Total: \$50,088.53
Payroll Total: \$6,920,546.35
Report Total: \$7,542,325.20

Change Order Listing

Options: Fund(s): 21-BUILDING FUND, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 11/27/2023 - 6/30/2024,
Minimum Amount Change: \$200.00, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
58	10/24/2023	477	COMANCHE LUMBER COMPANY INC	FLOORING/WOODLAND HILLS HALLS	1,391.17
Non-Payroll Total:					\$1,391.17
Payroll Total:					\$0.00
Report Total:					\$1,391.17

Change Order Listing

Options: Fund(s): 33-BOND FUND (2017), Year: 2023-2024, ReferenceDate: PO Date, Date Range: 11/16/2023 - 6/30/2024,
Minimum Amount Change: \$200.00, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
110	09/13/2023	245	PENDER'S MUSIC COM	FY STAND/MUSIC SUPPLIES	500.00
Non-Payroll Total:					\$500.00
Payroll Total:					\$0.00
Report Total:					\$500.00

Lawton Public Schools
Lawton, Oklahoma

Administrative Services Division
Purchasing Department

Payroll Encumbrance Purchase Orders

December 11, 2023

FY23 Payroll Encumbrance Purchase Order Numbers:

PO# 50000 - 52399

**LAWTON PUBLIC SCHOOLS
SUMMARY OF FINANCIAL ACTIVITIES
FY24 NOVEMBER**

FUND	Beginning Period Balance	FY23 OUTSTANDING CHECKS	Period Revenue	Paid FY24 (include wires,WC,&ADJ)	Outstanding Payments Ending	CASH BALANCE
GENERAL FUND (11)	\$ 21,562,573.24	\$ 5,655,287.31	\$ 11,714,130.25	\$ 16,095,284.08	\$ 4,869,754.48	\$ 16,395,886.58
BUILDING LEVY FUND (21)	\$ 23,194,464.60	\$ 376,039.28	\$ 1,043,066.63	\$ 321,921.19	\$ 269,972.29	\$ 23,809,543.05
BOND 2017 (33)	\$ 2,810,375.95	\$ 171,012.25	\$ 18.55	\$ 258,888.87	\$ 795.90	\$ 2,381,289.28
LEASE PURCH (34)	\$ 7,417.10	\$ -	\$ 26.46	\$ -	\$ -	\$ 7,443.56
LEASE PURCH TURF (35)	\$ 946,195.27	\$ -	\$ -	\$ 753,288.30	\$ -	\$ 192,906.97
SINKING (41)	\$ 10,917,826.41	\$ -	\$ -	\$ -	\$ -	\$ 10,917,826.41
ENDOW (50)	\$ 173,315.74	\$ -	\$ 7,817.00	\$ 6,000.00	\$ -	\$ 175,132.74
ACTIVITY (60)	\$ 3,184,734.81	\$ 630.00	\$ 357,967.99	\$ 132,029.12	\$ 16,424.93	\$ 3,411,303.68
GIFTS (81)	\$ 8,000.00	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ 8,000.00
WC (83)	\$ 2,514.42	\$ -	\$ -	\$ 1,790.65	\$ -	\$ 723.77
	\$ 59,622,682.73	\$ 6,203,468.84	\$ 13,123,026.88	\$ 17,569,202.21	\$ 5,157,447.60	\$ 53,888,752.36





**Minutes of the Lawton Public Schools Board of
Education Regular Meeting
Held on Thursday, November 16, 2023**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Thursday, November 16, 2023 at 5:15 PM in the Shoemaker Center Auditorium, 753 NW Fort Sill Blvd, Lawton, Oklahoma.

1-3. Call to Order, Pledge of Allegiance and Roll Call

Zeldon Rice, President, called the meeting to order. Superintendent Kevin Hime led the flag salute. Roll call indicated the following board members were present:

Mary Bradley:	Present
Carla Clodfelter:	Present
Elizabeth Fabrega:	Present
Patty Neuwirth:	Present
James Peay:	Absent
Zeldon Rice:	Present

4. Special Guests/Special Recognitions - Kevin Hime and Zeldon Rice

PreK students from New Horizon entertained the board by performing a song called "When I Grow Up" These students were accompanied by Donna Catlin, Trevan Wyatt, administrators of New Horizons and by their music and movement teacher, Sara McGlothlin.

In recognition of LPS Board members, a video of staff members showing their appreciation was presented at the meeting.

5. Report of the Superintendent

a. Discussion and possible action to approve sanctioning applications

Motion Passed: Motion to approve sanctioning applications. passed with a motion by Carla Clodfelter and a second by Mary Bradley.

Carla Clodfelter:	Yes
Elizabeth Fabrega:	Yes
Mary Bradley:	Yes
Patty Neuwirth:	Yes
Zeldon Rice:	Yes

b. Discussion and possible action to approve the 2023 Clean School Bus Rebate Program

Motion Passed: Motion to approve the 2023 Clean School Bus Rebate Program passed with a motion by Patty Neuwirth and a second by Carla Clodfelter.

Carla Clodfelter:	Yes
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Elizabeth Fabrega: Yes
Mary Bradley: Yes
Patty Neuwirth: Yes
Zeldon Rice: Yes

c. Information Item: Business Operations and Educational Services Departmental Updates
Updated reports from Business Operations and Educational Services were provided to the board, sharing both recent and pending activities in their departments ensuring the board members stay informed about the district functions and initiatives.

d. Discussion on 2024-2025 LPS Instructional Calendar.

A draft of the 2024-2025 Instruction Calendar was presented to the board members.

e. Superintendent's Announcement(s)

6. Consent Agenda

(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request of any Board member, any one or more matters will be removed from the consent agenda and acted upon separately. Contracts are approved subject to review by the District's legal counsel. Any or all of the public record items included within the consent agenda, i.e. minutes to be submitted for approval; purchase orders to be submitted for acceptance; financial report; proposed transfer of funds between activity accounts; and fund-raising event listings, may be examined at the Office of the Clerk of the Board of Education at the Shoemaker Center, 753 Fort Sill Blvd., Lawton, OK. An appointment to review records is requested.)

a. Report of the Purchasing Agent/Encumbrance Clerk - Sheila Relf

1. Approve Purchase Orders

General Fund (11) PO Numbers 1481-1606

Building Fund (21) PO Numbers 58-66

Bond Fund (33) PO Numbers 128-148

Endowment Fund (50) PO Number 6

2. Change Order Listing

3. Payroll Encumbrance Purchase Order Numbers

b. Report of the Chief Financial Officer - Lance Gibbs

1. Treasurer's Report for the Month of October, 2023

c. Report of the Activity Fund Custodian - Kim Wander

1. Activity Fund Transfers, Expenditures, Establishments, and Amendments

2. Out of State Travel: Close Up, Washington, D.C.

d. Approve contract with CBDL, Inc for Construction Management at risk of security fence of MacArthur HS and MacArthur MS.

e. Approval of the Minutes of the October 19, 2023 Regular Board Meeting
Approval of the Minutes of the November 6, 2023 Special Board Meeting

f. Item(s) Removed from the Consent Agenda for Separate Action

g. Approval of the Balance of the Consent Agenda

Motion Passed: Motion to approve the balance of the consent agenda passed with a motion by Patty Neuwirth and a second by Carla Clodfelter.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

h. Approval of Item that was Previously Pulled for Separate Action

7. Proposed Executive Session to Discuss:

There was no executive session.

a. The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Personnel Reports, Exhibit A and Exhibit B. (Exhibit B includes new potential hires and presented to the board under separate cover).

[Authorized by 25 OKLA.STAT. Section 307 (B)(1) of the Oklahoma Open Meeting Act]

b. Discussion and possible board action to enter into litigation settlement agreements.

8. Vote to Convene into Executive Session

9. Acknowledge Board's Return to Open Session

10. Executive Session Minutes Compliance Announcement

11. Superintendent's Personnel Report / Items Discussed in Executive Session

a. Approval of Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover)

Motion Passed: Motion to approve the Superintendent's Personnel Report passed with a motion by Carla Clodfelter and a second by Mary Bradley.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

12. Discussion and possible board action to enter into litigation settlement agreements.

Motion Passed: Motion to approve litigation settlement agreements passed with a motion by Carla Clodfelter and a second by Elizabeth Fabrega.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

13. New Business - This refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Okla. Stat. tit. 25 Sec. 311(A)(9)

There was no new business.

14. The next regular board meeting date is Monday, December 11, 2023 at 5:15 p.m., in the Shoemaker Center Auditorium.

15. Setting New Board Meeting Dates

No new dates were set

16. Board Announcements

There were no announcements

17. Adjournment

The meeting adjourned at 5:39 p.m.

I, the undersigned clerk of the Board of Education of Lawton Public Schools, District I-8, Comanche County, Oklahoma, do hereby certify that prior notice of this meeting was given to the County Clerk of Comanche County, Oklahoma, listing the time, place, and date of the meeting. I also certify that at least 24 hours prior to the meeting, notice of the time and place and the agenda were posted in prominent view of the location of the meeting and in all respects Title 25, O.S. (Supp.) both inclusive, have been complied with fully.

Witness my hand and seal of the school district this 17th day of November, 2023.

School Seal:

Patty Neuwirth, Clerk of the Board

Schyla Brown, Minutes Clerk

Zeldon Rice, President

HUMAN RESOURCES

Personnel Report - Exhibit A

December 11, 2023

*Denotes Retirement; **Denotes never worked

The following RESIGNATIONS have been received:

CERTIFIED

NAME	ASSIGNMENT	END DATE
McMorris, Janaye	Teacher	11/15/2023
Parra, Brenda*	Teacher	11/27/2023
Scammahorn, Cheryl	Teacher	11/28/2023
Smith, Lacey	Teacher	12/18/2023
Wilson, Lindsey	Teacher	12/15/2023

SUPPORT

NAME	ASSIGNMENT	END DATE
Blevins, Megan	Personal Care Assistant	11/28/2023
Breeze, Ryan	Head Football, Head Track Coach	12/7/2023
Clay, Kelly	Landscape Worker	11/17/2023
DeBord, Jason	Assistant Director	12/1/2023
Fletcher, Callie	Personal Care Assistant	10/31/2023
Harris, DarKarn	Custodian	12/31/2023
Hurlocker, Andrea	Personal Care Assistant	12/8/2023
Liesen, Helena	Orchestra Assistant	12/15/2023
Moore, James	Assistant Basketball Coach	11/27/2023
Runnels, Heather	Personal Care Assistant	12/15/2023
Sadler, Shakyra	General Laborer	11/16/2023
Smith, Nicholas	HVAC Apprentice Installer	12/15/2023
Strand, Jennifer	District Swim Coach	11/29/2023
West, Lindsey	Office Manager	11/30/2023

The following ADJUNCT have been assigned for the 2023-2024 school year:

NAME	ASSIGNMENT	START DATE
Artzberger, Cindy	English as a Second Language	12/1/2023

HUMAN RESOURCES

Personnel Report - Exhibit B

December 11, 2023

The following EMPLOYMENTS are recommended for temporary contracts during
2023-2024 school year:

CERTIFIED

NAME	ASSIGNMENT	START DATE
Dabila, Destiny	Teacher	1/3/2024
Dunlap, Erica	Teacher	11/16/2023
Hagen, Brent	Interim Assistant Principal	11/27/2023
Jokinen, Kristen	Gifted and Talented	1/2/2024
Kemp, Nathan	Teacher	12/11/2023
Patterson, Ashley	Teacher	1/2/2024
Ray, Erin	Teacher	1/2/2024

SUPPORT

NAME	ASSIGNMENT	START DATE
Baker, Corbin	Cafe Custodian Part Time	11/27/2023
Boggs, Kerrie	Discretionary Aid	11/30/2023
Chambers, Helena	Cook	12/11/2023
Davis, Teia	Personal Care Assistant	11/27/2023
Hanson, Donnie	Police Officer	12/11/2023
Harris, Darnell	Custodian	11/15/2023
Hollis, Sara	Cafeteria Manager	12/4/2023
Jackson, Joshua	Custodian	11/29/2023
Kosaka, Crystal	Reserve Officer	12/4/2023
Lampkin, Kim	Library Assistant Part Time	1/2/2024
Lawrence, Shaylee	Cook	12/5/2023
Maddox, Bernard	Bus Monitor	12/11/2023
Marquez, Jessica	Cook	12/11/2023
Miles, Matthew	Police Officer	12/4/2023
Moore, Randall	Bus Driver	11/30/2023
Munn, Jennifer	Bus Monitor	1/2/2024
Okyere, Bismark	Part Time Custodian	11/28/2023
Pagan, Milka	Cook	1/2/2024
Pennington, Tammye	Secretary	12/4/2023

Perry, William	Police Officer	1/2/2024
Reid, Michael	Police Officer	1/2/2024
Ribbins, Ann	Discretionary Aid	12/11/2023
Thacker, Dustin	Welder	1/2/2024
Turner, Jedadiah	Maintenance Engineer	1/2/2024
Wilk, Jennifer	Personal Care Assistant	1/2/2024

The following ADJUNCT have been assigned for the 2023-2024 school year:

NAME	ASSIGNMENT	START DATE
Artzberger, Cindy	English as a Second Language	12/1/2023