



AGENDA

Mustang Board of Education Regular Meeting

Monday, July 13, 2015 at 6:00 PM

Maxine and George P Morris Alternative Center/Mustang Education Center,
400 N Clear Springs Road, Mustang, OK 73064, 12400 SW 15th St., Yukon,

Oklahoma 73099

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma will hold a Mustang Board of Education Regular Meeting on Monday, July 13, 2015 at 6:00 PM. The place and street of the meeting will be Maxine and George P Morris Alternative Center/Mustang Education Center, 400 N Clear Springs Road, Mustang, OK 73064, 12400 SW 15th St., Yukon, Oklahoma 73099.

The Board of Education may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to approve, reject, table, reaffirm, rescind, or take no action on any agenda matter.

- A. Invocation and Flag Salute
- B. Roll Call (may be silent)
- C. Superintendent's Report
 - 1. Construction Update
 - 2. SDE Annual Conference
 - 3. Board Correspondence
- D. Deputy Superintendent Report
 - 1. Summer Central Enrollment
 - 2. HR Update
- E. Board Reports
- F. Standing and Financial Resolutions
 - 1. Chief Financial Officer Report

- a. Vote to approve or not approve the Schedule of Encumbrances and Monthly Financial Reports:

G. Public Participation

H. Consent Agenda

1. Board of Education Minutes:

- a. June 8, 2015 Regular Board Minutes
- b. June 24, 2015 Special Board Minutes

2. Transfer of Funds:

- a. Transfer from HS Activity Acct #818 to Administration Activity Fund #867 in the amount of \$53.36 for reimbursement.
- b. Transfer from HS Cheer Activity Account #861 to Athletics Activity Account #818 in the amount of \$200.00 for relay for life.
- c. Transfer to HS Athletics Activity Account #803 from closing activity accounts below:
1. HS Cheer Athletics Activity Acct #817 - \$104.86
2. HS Boy's Basketball Activity Acct #805 - \$116.00
3. HS Boys Tennis Activity Acct #880 - \$172.83
4. HS Baseball Activity Acct #865 - \$73.97
5. HS Swim Team Activity Acct #962 - \$194.99
6. HS Boys Track Activity Acct #941 - \$369.39
7. HS Wrestling Activity Acct #925 - \$2.49
8. HS Girls Soccer Activity Acct #883 - \$2,888.50
9. HS Girls Softball Activity Acct #871 - \$549.62
10. HS Golf Activity Acct #822 - \$72.33
11. HS Girls Track Activity Acct #820 - \$364.32
12. HS Boys Soccer Activity Acct #819 - \$1,991.44
13. HS Girls Basketball Activity Acct #321.74
14. HS Freshman/Varsity Football Activity Acct #876 - \$1,816.00
15. HS Boys/Girls Cross Country Activity Acct #882 - \$3,402.20

3. Acceptance of Donation:

- a. Approval of donation of purchase and installation of digital sign for Mustang Elementary from the Mustang Elementary PTO.

4. Approval of Revisions of Policy and Procedures:

- a. Policy #5065 Proficiency-Based Promotion/Credit by Examination - TABLED
- b. Policy#5070 Promotion & Retention
- c. Policy #5080 Student Conduct and Discipline - Suspension Appeal Process

5. Approval of list of open transfers for SY15-16:
6. Approval of Technology Surplus of computers, monitors and peripheral components.
7. Approval for Rosenstein Fist & Ringold to provide legal services on an "as needed" basis for SY2015-2016.
8. Approval for Walta & Walta to provide legal services on an "as needed" basis for SY15-16.
9. Approval for McAfee & Taft Law firm to provide legal services on an "as needed" basis for SY15-16.
10. Approval of new job description for Coordinator position: Coordinator of Federal Programs
11. Approval of renewal of contract with City of Mustang for two (2) experienced Mustang police officers for the SY15-16 in the amount of \$117,862.30.
12. Approval of renewal of contract with Westmoreland Therapies, LLC for Speech/Language Therapy to provide services to identified students with special needs for the SY15-16 paid with federal funds.
13. Approval of renewal of contract with Dr. Scott Singleton, BCBA to provide specialized services relating to the provision of educational and behavioral services for specifically identified students for SY15-16, paid with federal funds.
14. Approval of renewal of Contract with Canadian County Health Department for SY15-16 to perform services as part of the Autism Toddler Replication Program of Early Foundations. This program is funded from project 641 of Federal Funds in the amount of \$1,000 per month for a teacher assistant.
15. Approval of renewal of contract with Big Teams to maintain the Mustang Athletics website, www.mustangbroncos.org for the SY15-16 school year at a fee of \$1,200.00, paid out of Activity Account #803.
16. Approval of renewal of contract for the athletic department to use Rank One Sport Athlete Management and Scheduling Software for the SY15-16 school year at a fee of \$500.00 paid out of Activity Account #803.
17. Approval of renewal of contract with Canadian County Education Center for 12 seats in the amount of \$38,268.00 for the SY15-16.
18. Approval of renewal of contract with Visual Senses to provide educational consultant services of students who present a visual impairment for the SY15-16.

19. Approval of renewal of contract with Speech Pathway, LLC for Speech/Language Therapy to provide services to identified students with special needs for the SY15-16 and paid with federal funds.
20. Approval of renewal of contracts with Sybil George, Amy Farris, Stephanie Pyle, April Sanders and Shelly Neeley for Occupational Therapy to provide services to identified students with special needs for the SY15-16.
21. Approval of renewal of contracts with JoAnne Walkup and Melody Thomason for Physical Therapy services to identified students with special needs for the SY15-16.
22. Approval of renewal of contract with Lesa Carter as Consultant for the Deaf/Hard of Hearing to provide services to identified students with special needs for the SY15-16 paid with federal funds.
23. Approval of renewal of agreement with The University of Central Oklahoma to provide clinical rotation experience for speech-language pathology students for the SY15-16.
24. Approval of renewal of contract with Project Enriching Children's Communication Opportunities (ECCO) to provide services to identified as deaf or hard of hearing with information and training to the family to enhance child's communication development for the SY15-16, paid with federal funds.
25. Approval of renewal of contract with Sign Language Resource Services, Inc. (SLRS, Inc.) for certified Sign Language Services for the entire school district for the SY15-16.
26. Approval of renewal of policy maintenance with Oklahoma State School Board Association for SY15-16 in the amount of \$500.00.
27. Approval of renewal of membership with United Suburban Schools Association for SY15-16 in the amount of \$1,650.00.
28. Approval of the MPS Support Handbook for SY15-16.
29. Approval of awarding Sam's Club the copy paper bid for the District copy paper for the SY15-16.
30. Approval of Timberlake Change Order #1 for the following on the Mustang Elementary Re-roof: *This change order will be a deduct to the contract amount for the deletion of new roof insulation and re-using existing roof insulation found to be in good condition. This will be a total decrease to the CONTRACT of \$42,044.00

31. Approval of Timberlake Change Order #7 on the Mustang Elementary Gym. This will decrease the contingency of \$7,598.71.
32. Approval of Timberlake Change Order #8 on MPS Event Center. Total to be deducted from Contingency - \$608.60
1. PCO 28 – RFI070 – Walls up in IT room 126 - \$2,329
2. PCO30 – ASI029 – Remove front dormer – CREDIT \$<8,023.00>
3. PCO47 – Submittal review comments for Elevator Equipment Room Door re-work - \$77.65
4. PCO59 – ASI035 – Filter concerns for RTU’s by Owner - \$5,695.69
5. PCO62 – ASI040 – Add’l electrical outlets requested by Owner - \$529.26
33. Approval of Timberlake Change Order #1 for the JROTC Training Center. This will be a credit to the contingency of \$2,367.50.

I. Business

1. The Board will consider and may vote to approve the bids for new computer for classrooms and labs for High School and Creek Elementary.
2. The Board will consider and may vote to approve the contract with Earth Networks-WeatherBug severe weather Alerting program for SY15-16, renewal is based annually and will be paid out of Athletic Activity Account #898 in the amount of \$1,500.00.
3. The Board will consider and may vote to approve the MAPS request for the purchase of various textbooks district wide in the amount of \$170,000.00.

J. New Business:

K. Executive Session The Board of Education will consider and may vote to convene in Executive Session.

1. Oklahoma Statutes Title 25, § Section 307(B)(1): Discuss employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee.
 - a. Schedule "A"
 - b. Schedule "B"
2. Oklahoma Statutes Title 25, Section 307 § (B)(2): Discussing negotiations concerning employees and representatives of employee groups.
3. Oklahoma Statutes Section 307 (B) (3): Discussing the purchase or appraisal of real property

L. Acknowledge Return to Open Session

- M. Statement of Executive Session Minutes by Board Clerk
- N. Vote to approve or not approve the Superintendent's Recommendation concerning employment as listed on Schedule "A".
- O. Vote to approve or not approve the Superintendent recommendation concerning employment as listed on Schedule "B".
- P. Adjournment.



**Bond Projects & Construction
Board Report
July 2015**

District Bond Project Status:

Project	Bond	Contract Amount	Substantial Completion Date	Status	Contingency \$ Remaining	% Complete
Prairie View Elementary	2012	\$13.4M	Aug 2014	Warranty Walk thru July 16th	\$0	100%
Valley Gym Renovations	2012	\$652K	Aug 2014	Warranty Walk thru July 16th	\$0	100%
High School Event Center	2012	\$11.2M	Oct 2015	Exterior Brick & Metal, Drywall install	\$78K	58%
New Elem. Gym	2012	\$2.9M	Aug 2015	Flooring install; Old Gym renovation	\$11K	76%
JROTC Facility	2014	\$1.3M	Aug. 2015	Glass and brick install Interior finishes	\$34K	70%
Storm Shelters MEC	2014	\$417K	Oct 2015	Earth work complete Concrete walls install	\$30K	16%
Vo Ag Barn	2014	TBD	TBD	Re-bid		0%
Softball/Baseball Practice Facility	2014	\$1.06M	Feb 2015	Warranty Phase Practice field complete	\$0K	100%
Roof Replace Mustang Elementary	2009	\$254K	Aug 2015	Old roof removed, new roof install	\$72K	56%
Cooling Tower Replacement Lakehoma and HS K bldg.	2009	\$493K	Dec 2015	Summer prep for winter install	\$25K	0%

Roadblocks:

- May and June Rainfall 25+ inches
- JROTC water line not in correct place on City utility atlas as planned, on the south side of the street.
- Rain has delayed the ME gym parking lot install.

Other Project Items:

1. Warranty walk-thru on Prairie View & Valley Gym elementary July 16
2. Lakehoma & Mustang Elementary interior Audit for repairs throughout the bldg.
3. Lakehoma and Mustang Elementary Playground upgrades
4. Centennial Pre-K play area turf installation
5. Horizon Art and Band HVAC unit replacement
6. Horizon bleacher repairs to damaged seats
7. Lakehoma Cooling tower and Boiler replacement, Hunter Mechanical
8. K Bldg. Cooling tower replacement, Hunter Mechanical
9. Creek Boiler Replacement – Out for Bid
10. Organizing and finalizing Event Center, JROTC, ME Gym Furniture/equipment purchases
11. HS parking hole repair; Prkg strips MMS, MNMS, HS teacher prkg.
12. District wide Fire alarm and sprinkler repairs
13. Trails Fire Alarm Panel replacement
14. Flooring repairs across the district at all sites
15. Projector installations at the HS (40 qty.)
16. MMS security alarm system audit and repair
17. Roof leak repair as required at all sites
18. Paint projects thru out the district on schedule

	TOTAL	MHS	MMS	MNMS	CANYON	HORIZON	LAKEHOMA	ELEMENTAR	CENTENNIAL	VALLEY	PRAIRIE VIE	TRAILS	CREEK	PK
June	109	20	8	6	9	4	2	7	4	7	3	12	5	22
July	58	8	4	4	3	1	8	4	3	5	3	6	5	4
August														
TOTALS														

2014-2015 Central Enrollment (Total Enrollment)

	TOTAL	MHS	MMS	MNMS	CANYON	HORIZON	LAKEHOMA	ELEMENTAR	CENTENNIAL	VALLEY	PRAIRIE VIE	TRAILS	CREEK	PK
June	94	12	6	3	8	4	5	6	4	6	10	9	9	12
July	494	71	25	31	35	21	16	30	27	35	29	60	85	29
August	373	29	14	48	40	28	17	11	23	50	32	32	30	19
TOTALS	961	112	45	82	83	53	38	47	54	91	71	101	124	60

MMS	45	MNMS	82
HORIZON	53	CANYON	83
LAKEHOMA	38	VALLEY	91
ELEMENTARY	47	TRAILS	101
CENTENNIAL	54	CREEK	124
	237	PV	71
			552

JULY 13TH, 2015 BOARD MEETING

FISCAL YEAR 2015

PAYROLL

LEASE REVENUE BOND (10)

GENERAL FUND (11)

51556-51559

GENERAL FUND CO-OP (12)

BUILDING FUND (21)

29-31

FOOD SERVICE (22)

LEASE REVENUE BOND (23)

OKC MAPS TRUST (24)

BOND FUND (31)

BOND FUND (32)

BOND FUND (33)

BOND FUND (34)

BOND FUND (35)

BOND FUND (36)

BOND FUND (37)

BOND FUND (38)

BOND FUND (39)

MUSTANG PUBLIC SCHOOLS
Encumbrance Register
General Fund 2014-2015

<i>Year</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
2015	11	51556	MUSTANG PUBLIC SCHOOLS - TRS	TRS REAL JUNE CORRECTION	06/25/2015	47.61
2015	11	51558	MUSTANG PUBLIC SCHOOLS - TRS	TRS JULY CORRECTION	06/26/2015	44.27
2015	11	51559	MUSTANG PUBLIC SCHOOLS - TRS	TRS AUGUST CORRECTION	06/27/2015	338.72
Total Printed:						430.60
Total Balance Forward:						59,508,042.08
Total to Date:						59,508,472.68

Building Fund 2014-2015
Detail Encumbrance Listing
As of 07/08/2015

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
29	06/24/2015	JOHNSTONE SUPPLY	15007308	
SUPPLIES			055-2620-618-000-0000-000-055	218.55
			Total Purchase Order	218.55
30	06/24/2015	LINKS LAWN EQUIPMENT	15007309	
SUPPLIES			055-2620-618-000-0000-000-055	260.00
			Total Purchase Order	260.00
31	06/24/2015	TRANE CO	15007310	
SERVICE CALL			055-2620-433-000-0000-000-055	1,500.00
			Total Purchase Order	1,500.00
			Total Fund	1,978.55

JULY 13TH, 2015 BOARD MEETING

FISCAL YEAR 2016		PAYROLL
LEASE REVENUE BOND (10)	1-35	
GENERAL FUND (11)	1-157	50000-50168
BUILDING FUND (21)	1-9	
FOOD SERVICE (22)	1-52	50000-50025
OKC MAPS TRUST (24)	1	
BOND FUND (31)		
BOND FUND (32)	1-9	
BOND FUND (33)	1-14	
BOND FUND (34)	1-18	
BOND FUND (35)	1-4	
BOND FUND (36)	1-3	
BOND FUND (37)	1-22	
BOND FUND (38)		
BOND FUND (39)	1-38	

LSE REVENUE ISS 2012 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	LWPB ARCHITECTURE	ROLLOVER PO 15000024	
ROLLOVER			174-4400-334-000-0000-000-150	103,510.22
			Total Purchase Order	103,510.22
2	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 15000026	
ROLLOVER			173-2620-332-000-0000-000-705	3,999.02
			Total Purchase Order	3,999.02
3	07/01/2015	BRANDON MITCHELL	ROLLOVER PO 15000029	
ROLLOVER			171-2630-459-000-0000-000-145	4,000.00
			Total Purchase Order	4,000.00
4	07/01/2015	CHICKASAW TELECOM	ROLLOVER PO 15000231	
ROLLOVER			171-2580-530-000-0000-000-145	4,867.41
			Total Purchase Order	4,867.41
5	07/01/2015	DELL COMPUTER CORP	ROLLOVER PO 15000236	
ROLLOVER			172-1000-653-100-0000-000-140	2,895.50
			Total Purchase Order	2,895.50
6	07/01/2015	DELL COMPUTER CORP	ROLLOVER PO 15000242	
ROLLOVER			171-1000-653-100-0000-000-145	2,895.50
			Total Purchase Order	2,895.50
7	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 15000246	
ROLLOVER			175-4400-332-000-0000-000-105	7,520.78
			Total Purchase Order	7,520.78
8	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 15000248	
ROLLOVER			175-4400-332-000-0000-000-110	31,128.65
			Total Purchase Order	31,128.65
9	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 15000260	
ROLLOVER			175-4200-459-000-0000-000-105	35,117.78
			Total Purchase Order	35,117.78
10	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 15000275	
ROLLOVER			206-4300-459-000-0000-000-705	102,037.30
			Total Purchase Order	102,037.30
11	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 15000276	
ROLLOVER			175-4300-459-000-0000-000-110	34,108.91
			Total Purchase Order	34,108.91
12	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 15000307	
ROLLOVER			173-4600-459-000-0000-000-705	4,428,458.90
			Total Purchase Order	4,428,458.90
13	07/01/2015	KENNETH DALE SHOCKLEY	ROLLOVER PO 15000753	
ROLLOVER			174-2630-459-000-0000-000-150	1,970.00
			Total Purchase Order	1,970.00
14	07/01/2015	PARIZEK BROS SERVICES	ROLLOVER PO 15000979	
ROLLOVER			174-2630-459-000-0000-000-150	1,497.20
			Total Purchase Order	1,497.20
15	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 15001466	
ROLLOVER PO			175-4300-459-000-0000-000-105	994,232.88
			Total Purchase Order	994,232.88

LSE REVENUE ISS 2012 2015-2016

Detail Encumbrance Listing

As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
16	07/01/2015	GRAINGER	ROLLOVER PO 15001997	
ROLLOVER			174-2620-618-000-0000-000-150	364.50
			Total Purchase Order	364.50
17	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 15002596	
ROLLOVER			175-4400-332-000-0000-000-105	19,500.00
			Total Purchase Order	19,500.00
18	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 15003329	
ROLLOVER			173-2620-332-000-0000-000-705	45,248.00
			Total Purchase Order	45,248.00
19	07/01/2015	HUNTER MECHANICAL & CONTROLS	ROLLOVER PO 15004702	
ROLLOVER			172-2620-453-000-0000-000-140	9,610.10
			Total Purchase Order	9,610.10
20	07/01/2015	PARIZEK BROS SERVICES	ROLLOVER PO 15006723	
ROLLOVER			174-2630-459-000-0000-000-150	10,000.00
			Total Purchase Order	10,000.00
21	07/01/2015	EGR CONSTRUCTION, INC.	ROLLOVER PO 15007092	
ROLLOVER			173-2620-459-000-0000-000-705	27,133.00
			Total Purchase Order	27,133.00
22	07/01/2015	C-NET SECURITY AND CABLE	ROLLOVER PO 15007130	
ROLLOVER			173-4620-432-000-0000-000-705	8,500.00
			Total Purchase Order	8,500.00
23	07/01/2015	C-NET SECURITY AND CABLE	ROLLOVER PO 15007131	
ROLLOVER			175-4620-432-000-0000-000-105	1,260.00
			Total Purchase Order	1,260.00
24	07/01/2015	EGR CONSTRUCTION, INC.	ROLLOVER PO 15007208	
ROLLOVER			173-2620-654-000-0000-000-705	1,220.00
			Total Purchase Order	1,220.00
25	07/01/2015	AMERICAN FENCE COMPANY	ROLLOVER PO 15007244	
ROLLOVER			175-2630-459-000-0000-000-105	5,000.00
			Total Purchase Order	5,000.00
26	07/01/2015	LOWES CREDIT SERVICES	ROLLOVER PO 15007248	
ROLLOVER			171-2620-618-000-0000-000-145	544.14
			Total Purchase Order	544.14
27	07/01/2015	HARRISON-ORR AIR CONDITIONING LLC	ROLLOVER PO 15007253	
ROLLOVER			172-2620-453-000-0000-000-140	31,576.00
			Total Purchase Order	31,576.00
28	07/01/2015	EDMOND MUSIC COMPANY	ROLLOVER PO 15007263	
ROLLOVER			172-1000-655-000-0000-000-140	9,200.00
			Total Purchase Order	9,200.00
29	07/01/2015	AMERICAN FENCE COMPANY	ROLLOVER PO 15007288	
ROLLOVER			175-2620-459-000-0000-000-105	4,500.00
			Total Purchase Order	4,500.00
30	07/01/2015	STAPLES BUSINESS ADVANTAGE 1561215	ROLLOVER PO 15007291	14
ROLLOVER			171-2620-654-000-0000-000-145	168.68
			Total Purchase Order	168.68

LSE REVENUE ISS 2012 2015-2016
 Detail Encumbrance Listing
 As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
31	07/01/2015	VIDEO REALITY	ROLLOVER PO 15007292	
ROLLOVER PO			175-2560-653-000-0000-000-105	11,643.00
			Total Purchase Order	11,643.00
32	07/01/2015	VIDEO REALITY	ROLLOVER PO 15007293	
ROLLOVER			175-2560-653-000-0000-000-105	10,062.00
			Total Purchase Order	10,062.00
33	07/01/2015	FORD AUDIO	ROLLOVER PO 15007295	
ROLLOVER			173-2230-653-000-0000-000-705	140,000.00
			Total Purchase Order	140,000.00
34	07/01/2015	INDECO SALES	ROLLOVER PO 15007296	
ROLLOVER			172-2620-654-000-0000-000-140	2,200.00
			Total Purchase Order	2,200.00
35	07/01/2015	SYNERGY DATA COM	ROLLOVER PO 15007312	
ROLLOVER PO			173-2580-653-000-0000-000-056	832.80
			175-2580-653-000-0000-000-056	141.00
			Total Purchase Order	973.80
Total Fund				6,096,943.27

General Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	AGRI-LAWN	060 SPRAYING OF GROUNDS DW	
		060 PURCHASE ORDER FOR 2PRAYING OF THE GROUNDS DISTRICT WIDE FOR THE FY15-16	060-2630-426-000-0000-000-060	18,000.00
Total Purchase Order				18,000.00
2	07/01/2015	BRADFORD SUPPLY	055 PARTS/SUPPLIES	
		055 PURCHASE PARTS/SUPPLIES FOR HVAC UNITS DISTRICT WIDE FY15-16	055-2620-618-000-0000-000-055	2,000.00
Total Purchase Order				2,000.00
3	07/01/2015	OLDHAM ACRES LANDSCAPING, INC.	060 LANSCAPE MAINTENANCE	
		060 LANDSCAPE/SHRUB/BED MAINTENANCE DISTRICT WIDE FOR THE FY15-16	060-2630-426-000-0000-000-060	1,165.00
			060-2630-426-000-0000-000-060	10,835.00
Total Purchase Order				12,000.00
4	07/01/2015	TRANE CO	055 PARTS/LABOR	
		055 PURCHASE ORDER IS FOR PARTS AND LABOR FOR HVAC ISSUES DISTRICT WIDE.	055-2620-433-000-0000-000-055	5,000.00
Total Purchase Order				5,000.00
5	07/01/2015	AT&T	056TECHNOLOGY	
		PHONE SERVICE FOR DISTRICT 2015-2016	056-2580-530-000-0000-000-056	22,500.00
Total Purchase Order				22,500.00
6	07/01/2015	COX COMMUNICATIONS, INC	056TECHNOLOGY	
		COX PHONE SERVICE	056-2580-530-000-0000-000-056	45,000.00
Total Purchase Order				45,000.00
7	07/01/2015	EAGLE SOFTWARE INC.	056TECHNOLOGY	
		BASIC SUPPORT COVERAGE/ACADEMIC VMWARE vSPHERE 5 ENTERPRISE	056-2580-432-000-0000-000-056	2,172.00
		BASIC SUPPORT/ACADEMIC VMWARE vCENTER SERVER 5 FOUNDATION FOR vSPHERE UP TO 3 HOSTS	056-2580-432-000-0000-000-056	327.00
		REMOTE MONITORING SERVICE EAGLE HELP DESK WILL RECEIVE AND REVIEW NIGHTLY REPORTS AND CRITICAL ALERTS/NOTIFICATIONS TO ASSISTCUSTOMER WITH PROACTIVELY MAINTANING THE HEALTH OF THE ENVIROMENT	056-2580-432-000-0000-000-056	950.00
		EAGLE LEVEL 1 24x7x365 SUPPORT COVERAGE FOR VMWARE, LICENSED PER CPU WITH DEDICATED EAGLE EGINEER	056-2580-432-000-0000-000-056	1,200.00
Total Purchase Order				4,649.00
8	07/01/2015	IDENT-A-KID	056TECHNOLOGY	
		CANYON RIDGE IDENT A KID 1-CCSS SOFTWARE LICENSE CLASSIC EDITION - 2.10 (PC VERSION)	056-2580-653-000-0000-000-056	240.00
Total Purchase Order				240.00
9	07/01/2015	INFINITE COHESION LTD	056TECHNOLOGY	
		eSCHOOL VIEW HOSTING AND SUPPORT	056-2580-653-000-0000-000-056	3,570.00
Total Purchase Order				3,570.00
10	07/01/2015	OKLAHOMA OFFICE SYSTEMS, INC.	056TECHNOLOGY	
		PRINT SHOP	056-2530-440-000-0000-000-056	14,500.00
Total Purchase Order				14,500.00
11	07/01/2015	NCS PEARSON	056TECHNOLOGY	16
		POWER SCHOOL SUPPORT	056-2230-530-000-0000-000-056	47,438.25
Total Purchase Order				47,438.25

General Fund 2015-2016
Detail Encumbrance Listing
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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
12	07/01/2015	NEXTEL COMMUNICATIONS	056TECHNOLOGY	
		CELL SERVICE FOR DISTRICT	056-2580-530-000-0000-000-056	26,500.00
			Total Purchase Order	26,500.00
13	07/01/2015	SYNERGY DATA COM	056TECHNOLOGY	
		OPEN FOR SUPPLIES	056-2560-653-000-0000-000-056	1,000.00
			Total Purchase Order	1,000.00
14	07/01/2015	TOTAL RECALL	056TECHNOLOGY	
		LICENSE FOR ACCOUNT-ABILITY	056-2230-432-000-0000-000-056	19,995.15
			Total Purchase Order	19,995.15
15	07/01/2015	TWOTREES TECHNOLOGIES	056TECHNOLOGY	
		SOPHOS AND END POINT SECURITY	056-2580-432-000-0000-000-056	9,600.00
			Total Purchase Order	9,600.00
16	07/01/2015	TWOTREES TECHNOLOGIES	056	
		INTERNET AND MAIL FILTER	056-2580-432-000-0000-000-056	2,000.00
			056-2580-432-000-0000-000-056	22,000.00
			Total Purchase Order	24,000.00
17	07/01/2015	UPWARD TECHNOLOGY	056TECHNOLOGY	
		ACTIVITY TRACKER	056-2580-530-000-0000-000-056	600.00
			Total Purchase Order	600.00
18	07/01/2015	TYLER TECHNOLOGIES	056TECHNOLOGY	
		VERSATRANS e-LINK EXTENDED SUPPORT	056-2580-530-000-0000-000-056	821.73
		VERSATRANS SIF EXTENDED SUPPORT	056-2580-530-000-0000-000-056	1,089.54
			Total Purchase Order	1,911.27
19	07/01/2015	WESTEL, INC	056TECHNOLOGY	
		LONG DISTANCE SERVICE	056-2560-530-000-0000-000-056	300.00
			Total Purchase Order	300.00
20	07/01/2015	WILLIAM KEVIN BACK	541 MILEAGE WBACK STILLWATER	
		MILEAGE TO PLTW STILLWATER JULY 6-8 - SOUTH	541-2213-580-000-0000-000-505	109.25
			Total Purchase Order	109.25
21	07/01/2015	ROBERT LEE JOHNSON	541 MILEAGE RJOHNSON STILLWATE	
		MILEAGE TO PLTW STILLWATER JULY 6-8 - NORTH	541-2213-580-000-0000-000-510	109.25
			Total Purchase Order	109.25
22	07/01/2015	OKLAHOMA STATE UNIVERSITY	541 PLTW July 6-8 Stillwater	
		PLTW JULY 6-8 FLIGHT AND SPACE TUITION WILLIAM BACK	541-2213-860-000-0000-000-505	700.00
		PLTW JULY 6-8 FLIGHT AND SPACE TUITION ROBERT JOHNSON - NORTH	541-2213-860-000-0000-000-510	700.00
		PLTW JULY 6-8 FLIGHT AND SPACE LODGING WILLIAM BACK - SOUTH	541-2213-580-000-0000-000-505	300.00
		PLTW JULY 6-8 FLIGHT AND SPACE LODGING ROBERT JOHNSON - NORTH	541-2213-580-000-0000-000-510	300.00
		PLTW JULY 6-8 FLIGHT AND SPACE MEAL PLAN ROBERT JOHNSON - NORTH	541-2213-580-000-0000-000-510	140.00
		PLTW JULY 6-8 FLIGHT AND SPACE MEAL PLAN WILLIAM BACK - SOUTH	541-2213-580-000-0000-000-505	140.00
			Total Purchase Order	2,280.00
23	07/02/2015	CANADIAN COUNTY COURT CLERK	050 SCHOOL ELECTIONS	17
		ESTIMATED EXPENSES FOR VARIOUS SCHOOL ELECTIONS FOR SY15-16	050-2314-810-000-0000-000-050	16,000.00

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23	07/02/2015	CANADIAN COUNTY COURT CLERK	050 SCHOOL ELECTIONS	
			Total Purchase Order	16,000.00
24	07/02/2015	CITY OF MUSTANG	050 - 2 RESOURCE OFFICERS	
		2 RESOURCE OFFICERS AT NINE (9) EQUAL PAYMENTS OF \$13,095.81 MAKING TOTAL SALARY \$117,862.30. FIRST PAYMENT DUE ON OR BEFORE SEPTEMBER 15, 2015. TO BE BOARD APPROVED ON JULY 13, 2105.	050-2660-344-000-0000-000-050	117,862.30
			Total Purchase Order	117,862.30
25	07/02/2015	EDUCATION WEEK	050 Renewal of Subscription	
		RENEWAL OF SUBSCRIPTION FOR SUPERINTENDENT 37 ISSUES - NEW TERM STARTS 10/07/2015	050-2321-648-000-0000-000-050	74.94
			Total Purchase Order	74.94
26	07/02/2015	MUSTANG NEWS	050 Legal Notices	
		ESTIMATED EXPENSES FOR LEGAL NOTICES FOR SY2015-2016	050-2560-540-000-0000-000-050	1,300.00
			Total Purchase Order	1,300.00
27	07/02/2015	NATIONAL SCHOOL PUBLIC RELATIONS	050 MEMBERSHIP RENEWAL	
		FOR COMMUNICATION OFFICER SHANNON RIGSBY FOR RENEWAL OF 1 YEAR MEMBERSHIP	050-2560-810-000-0000-000-050	260.00
			Total Purchase Order	260.00
28	07/02/2015	OPTIMAL PHONE INTERPRETERS, INC.	050 RENEWAL FOR 15-16	
		INTERPRETER PHONE SERVICE FOR DISTRICT SY15-16 WITH \$50 MINIMUM. USED FOR IEP'S, PARENT TEACHER CONFERENCES AND ETC.	050-2199-323-000-0000-000-050	1,200.00
			Total Purchase Order	1,200.00
29	07/02/2015	OSSBA-OK STATE SCH BOARDS	050 WEBINARS FOR BOARD MEMBERS	
		REGISTRATION FOR BOARD MEMBERS TO ATTEND WEBINARS FOR SY2015-2016	050-2319-810-000-0000-000-050	300.00
			Total Purchase Order	300.00
30	07/02/2015	OSSBA-OK STATE SCH BOARDS	050- POLICY MAINTENANCE SERVIC	
		POLICY MAINTENANCE SERVICE FOR SY 15-16	050-2321-810-000-0000-000-050	500.00
			Total Purchase Order	500.00
31	07/02/2015	OSSBA-OK STATE SCH BOARDS	050 - SCHOOL MEMBERSHIP 14-15	
		SCHOOL MEMBERSHIP DUES FOR 2015-2016	050-2321-810-000-0000-000-050	4,600.00
			Total Purchase Order	4,600.00
32	07/02/2015	SHANNON GAIL RIGSBY	050 MILEAGE REIMBURSEMENT	
		ESTIMATED MILEAGE FOR COMMUNICATION OFFICER FOR SY2015-2016	050-2560-580-000-0000-000-050	800.00
			Total Purchase Order	800.00
33	07/02/2015	ROSENSTEIN, FIST & RINGOLD	050 LEGAL SERVICES	
		LEGAL SERVICES FOR SY15-16	050-2317-354-000-0000-000-050	15,000.00
			Total Purchase Order	15,000.00
34	07/02/2015	SECURITY	050 BOARD MEETING SECURITY	
		SECURITY FOR REGULAR BOARD MEETINGS FOR SY15-16 AT \$100 PER EVENT BEGINNING JULY 13, 2015	050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
35	07/02/2015	UNITED SUBURBAN SCHOOLS ASSOC.	050 RENEWAL OF MEMBERSHP	
		DISTRICT MEMBERSHIP FOR SY2015-2016	050-2340-810-000-0000-000-050	1,650.00

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
35	07/02/2015	UNITED SUBURBAN SCHOOLS ASSOC.	050 RENEWAL OF MEMBERSHP	
			Total Purchase Order	1,650.00
36	07/02/2015	WALTA AND WALTA	050 LEGAL SERVICES	
		ESTIMATED LEGAL SERVICES FOR SY15-16 RATE IS \$185 AND HOUR PER CONTRACT	050-2317-354-000-0000-000-050	4,000.00
			Total Purchase Order	4,000.00
37	07/02/2015	A-WELDERS SUPPLY	055 SHOP SUPPLIES	
		055 SHOP SUPPLIES/RENTAL FEES	055-2620-618-000-0000-000-055	500.00
			Total Purchase Order	500.00
38	07/02/2015	A-WELDERS SUPPLY	053 WELDING SUPPLIES FY15-16	
		053 PURCHASE ORDER FOR THE FY15-16 TO PURCHASE WELDING SUPPLIES/RENTAL OF CYLINDERS FOR THE BUILDINGS AND GROUNDS DEPARTMENT	053-2620-618-000-0000-000-053	300.00
			Total Purchase Order	300.00
39	07/02/2015	ACTION LOCK & SAFE	053 KEYS/LOCK/MISC SUPPLIES	
		053 PURCHASE ORDER FOR KEYS,LOCKS, AND MISC SUPPLIES FOR THE FY15-16	053-2620-618-000-0000-000-053	1,000.00
			Total Purchase Order	1,000.00
40	07/02/2015	ALL SEASON BUILDING & SUPPLY	055 MISC SUPPLIES/MATERIALS	
		055 PURCHASE ORDER FOR MISC SUPPLIES/MATERIALS FOR DISTRICT WIDE PROJECTS TO BE DONE FOR THE FY15-16	055-2620-618-000-0000-000-055	1,000.00
			Total Purchase Order	1,000.00
41	07/02/2015	ALL SEASON BUILDING & SUPPLY	053 MISC SUPPLIES/MATERIALS	
		053 PURCHASE ORDER FOR MISC SUPPLIES/MATERIALS FOR BUILDING AND GROUNDS PROJECTS DISTRICT WIDE	053-2620-618-000-0000-000-053	2,000.00
			Total Purchase Order	2,000.00
42	07/02/2015	AUTOMATED BUILDING SYSTEMS, IN	055 HVAC CONTROL SERV/REPAIRS	
		055 HVAC CONTROL SERVICE/REPAIRS	055-2620-439-000-0000-000-055	3,000.00
			Total Purchase Order	3,000.00
43	07/02/2015	CARRIER CORP	055 HVAC REPAIRS/PARTS/SERV	
		055 HVAC REPAIRS/PARTS AND SERVICE FOR THE FY15-16	055-2620-618-000-0000-000-055	1,000.00
			Total Purchase Order	1,000.00
44	07/02/2015	CARRIER SALES AND DISTRIBUTION, LLC	055 HVAC SUPPLIES/MATERIALS	
		055 HVAC SUPPLIES/MATERIALS FOR THE FY15-16	055-2620-618-000-0000-000-055	1,000.00
			Total Purchase Order	1,000.00
45	07/02/2015	CENTRAL OKLAHOMA WINNELSON	055 PLUMBING SUPPLIES/MATERIAL	
		055 PLUMBING SUPPLIES/MATERIALS TO BE USED ON PLUMBING PROBLEMS, PROJECTS FOR THE FY15-16	055-2620-618-000-0000-000-055	15,000.00
			Total Purchase Order	15,000.00
46	07/02/2015	DEALERS ELECTRICAL SUPPLY	055 ELEC SUPPLIES/MATERIALS	
		055 ELECTRICAL SUPPLIES/MATERIALS FOR PROJECTS THROUGH OUT THE DISTRICT FOR THE FY15-16	055-2620-618-000-0000-000-055	3,000.00
			Total Purchase Order	3,000.00
47	07/02/2015	EARTHSMART CONTROLS, LLC	055 HVAC CONTROLS/SERVICE	
		055 CHARGE FOR 40 HOURS OF SERVICE TO GET ALL HVAC CONTROLS ONLINE WITH NEW PASS WORDS ETC	055-2620-438-000-0000-000-055	3,500.00
			Total Purchase Order	3,500.00

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
48	07/02/2015	EEI	055 HVAC SUPPLIES/MATERIALS	
		055 HVAC SUPPLIES/MATERIALS	055-2620-618-000-0000-000-055	5,000.00
				Total Purchase Order
				5,000.00
49	07/02/2015	ENDEX OF OKLAHOMA, INC.	053 INTERCOM SERV/REPAIRS	
		053 PURCHASE ORDER FOR SERVICE/REPAIRS ON INTERCOMS DISTRICT WIDE	053-2620-438-000-0000-000-053	1,500.00
				Total Purchase Order
				1,500.00
50	07/02/2015	FEDERAL CORPORATION	055 HVAC FANS/MOTORS/SUPPLIES	
		055 HVAC MOTORS/FANS AND OTHER SUPPLIES FOR THE FY15-16	055-2620-618-000-0000-000-055	2,000.00
				Total Purchase Order
				2,000.00
51	07/02/2015	H-I-S PAINT MFG. CO., INC.	053 PAINT SUPPLIES	
		053 PAINT SUPPLIES FOR DISTRICT WIDE PROJECTS	053-2620-618-000-0000-000-053	1,000.00
				Total Purchase Order
				1,000.00
52	07/02/2015	HAMBRICK-FERGUSON, INC.	055 HVAC SUPPLIES/MATERIALS	
		055 HVAC SUPPLIES/MATERIALS FOR FY15-16	055-2620-618-000-0000-000-055	2,000.00
				Total Purchase Order
				2,000.00
53	07/02/2015	HUNZICKER BROTHERS, INC.	055 ELECTRICAL SUPPLIES/MATL	
		055 ELECTRICAL SUPPLIES FOR THE FY15-16	055-2620-618-000-0000-000-055	1,500.00
				Total Purchase Order
				1,500.00
54	07/02/2015	JOHNSTONE SUPPLY	055 HVAC SUPPLIES/MATERIALS	
		055 HVAC SUPPLIES/MATERIALS FOR THE FY15-16	055-2620-618-000-0000-000-055	220.13
			055-2620-618-000-0000-000-055	779.87
				Total Purchase Order
				1,000.00
55	07/02/2015	LINKS LAWN EQUIPMENT	053 GROUNDS SUPPLIES/MATERIALS	
		053 PURCHASE MISC GROUNDS EQUIPMENT/SUPPLIES AND MATERIALS	053-2620-618-000-0000-000-053	1,000.00
				Total Purchase Order
				1,000.00
56	07/02/2015	LOWES CREDIT SERVICES	053 MISC SUPPLIES/MATERIALS	
		053 PURCHASE MISC SUPPLIES/MATERIALS FOR BUILDINGS AND GROUNDS PROJECTS DISTRICT WIDE	053-2620-618-000-0000-000-053	1,000.00
				Total Purchase Order
				1,000.00
57	07/02/2015	MULLIN PLUMBING WEST DIVISION, INC.	055 PLUMBING SERVICES/REPAIRS	
		055 PLUMBING SERVICES/REPAIRS FOR THE FY15-16	055-2620-437-000-0000-000-055	10,000.00
				Total Purchase Order
				10,000.00
58	07/02/2015	SEAL TIGHT DOORS & WINDOWS	053 MISC GLASS REPAIRS/SERVICE	
		053 PURCHASE ORDER FOR MISC GLASS REPAIRS/SERVICE FOR FY15-16	053-2620-438-000-0000-000-053	1,000.00
				Total Purchase Order
				1,000.00
59	07/02/2015	SHERWIN WILLIAMS	053 PAINT SUPPLIE/MATERIALS	
		053 PURCHASE ORDER FOR PAINT SUPPLIES/MATERIALS FOR THE FY15-16	053-2620-618-000-0000-000-053	1,000.00
				Total Purchase Order
				1,000.00
60	07/02/2015	THYSSEN KRUPP ELEVATOR	053 ELEVATOR REPAIRS/SERVICE	
		053 PURCHASE ORDER FOR ELEVATOR REPAIRS/SERVICE FOR THE FY15-16	053-2620-438-000-0000-000-053	1,520.00
				Total Purchase Order
				1,500.00

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61	07/02/2015	TRACTOR SUPPLY	053 MISC SUPPLIES/MATERIALS	
		053 MISC SUPPLIES/MATERIALS FOR THE FY15-16	053-2620-618-000-0000-000-053	500.00
			Total Purchase Order	500.00
62	07/02/2015	AGAR FORD JARMON & MULDROW INS	CYBER INS POLICY RENEWAL	
		NEW CYBER LIABILITY POLICY FOR FY16-17	050-2580-529-000-0000-000-050	10,577.00
			Total Purchase Order	10,577.00
63	07/02/2015	AGAR FORD JARMON & MULDROW INS	PROPERTY INS RENEWAL 16-17	
		PROPERTY INSURANCE RENEWAL FOR FY16-17	050-2620-523-000-0000-000-050	341,502.32
			Total Purchase Order	341,502.32
64	07/02/2015	BERNINA OF OKLAHOMA CITY	SEWING MACHINES 4 MMS	
		NEW SEWING MACHINES BERNINA 330	050-1000-656-100-0000-000-505	10,999.94
			Total Purchase Order	10,999.94
65	07/02/2015	OKLAHOMA SCHOOLS INSURANCE GROUP	PROPERTY CASUALTY INS RENEWAL	
		PROERTY CASUALTY INSURANCE RENEWAL FOR FY16-17	050-2620-523-000-0000-000-050	156,265.00
			Total Purchase Order	156,265.00
66	07/02/2015	OSSBA-OK STATE SCH BOARDS	050 RENEWAL OF EMEETING	
		RENEWAL OF EMEETING SERVICE FOR SY15-16	050-2312-346-000-0000-000-050	750.00
			Total Purchase Order	750.00
67	07/02/2015	LIBERTY MUTUAL	050 SURETY BONDS	
		SURETY BONDS - RENEWAL NAME AND POSITION	050-2312-525-000-0000-000-050	450.00
		SCHEDULE BONDS	050-2313-525-000-0000-000-050	6,150.00
			050-2321-525-000-0000-000-050	350.00
			050-2511-525-000-0000-000-050	200.00
			Total Purchase Order	7,150.00
68	07/02/2015	MAS INC	050 FINANCE SOFTWARE	
		ANNUAL SOFTWARE AND SUPPORT AGREEMENT	050-2511-432-000-0000-000-050	1,029.01
			050-2511-432-000-0000-000-050	11,319.11
			Total Purchase Order	12,348.12
69	07/02/2015	OPTIMAL PHONE INTERPRETERS, INC.	050 PHONE INTERPRETER	
		LAST YEAR'S PO WAS CLOSED PRIOR TO RECEIVING FINAL INVOICE.	050-2199-323-239-0000-000-050	143.60
			Total Purchase Order	143.60
70	07/02/2015	OSAG	100 050 WORKERS COMP	
		WORKER'S COMP FOR FY16	100-5300-290-000-0000-000-050	639,071.00
			Total Purchase Order	639,071.00
71	07/02/2015	UMB BANK N.A.	050 BANK FEES	
		BANK FEES	050-2511-810-000-0000-000-051	550.00
			050-2511-810-000-0000-000-051	1,700.00
			Total Purchase Order	2,250.00
72	07/02/2015	MUSTANG NEWS	050 SUBSCRIPTION RENEWAL	
		1 YEAR SUBSCRIPTION FOR SUPERINTENDENT'S OFFICE	050-2321-647-000-0000-000-050	20.00
			Total Purchase Order	20.00
73	07/02/2015	OSSBA-OK STATE SCH BOARDS	051 MINUTES TRAINING	
		MINUTES CLERK TRAINING SEPTEMBER 2015	000-2312-860-000-0000-000-051	60.00
			Total Purchase Order	59.00
74	07/02/2015	OSSBA-OK STATE SCH BOARDS	050 OSSBA CONFERENCE	
		OSSBA CONFERENCE REGISTRATION FOR 6 ADMINISTRATORS TO ATTEND AUGUST 28-30, 2015	050-2321-860-000-0000-000-050	1,500.00

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74	07/02/2015	OSSBA-OK STATE SCH BOARDS CONFERENCE AT COX CENTER	050 OSSBA CONFERENCE	
			Total Purchase Order	1,500.00
75	07/02/2015	SECURITY BOARD MEETING SECURITY FOR JUNE 2016	050 JUNE SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
76	07/02/2015	SECURITY BOARD MEETING SECURITY FOR MAY 2016	050 MAY SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
77	07/02/2015	SECURITY BOARD MEETING SECURITY FOR APRIL 2016	050 APRIL SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
78	07/02/2015	SECURITY BOARD MEETING SECURITY FOR MARCH 2016	050 MARCH SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
79	07/02/2015	SECURITY BOARD MEETING SECURITY FOR FEBRUARY 2016	050 FEBRUARY SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
80	07/02/2015	SECURITY BOARD MEETING SECURITY FOR JANUARY 2016	050 JANUARY SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
81	07/02/2015	SECURITY BOARD MEETING SECURITY FOR DECEMBER 2015	050 DECEMBER SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
82	07/02/2015	SECURITY BOARD MEETING SECURITY FOR NOVEMBER 2015	050 NOVEMBER SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
83	07/02/2015	SECURITY BOARD MEETING SECURITY FOR OCTOBER	050 OCTOBER SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
84	07/02/2015	SECURITY SEPTEMBER BOARD MEETING SECURITY	050 SEPTEMBER SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
85	07/02/2015	SECURITY BOARD MEETING SECURITY FOR AUGUST 2015	050 AUGUST SECURITY 050-2660-344-000-0000-000-050	100.00
			Total Purchase Order	100.00
86	07/02/2015	AIR & EARTH INC 053 ANNUAL ASBETOS CONTRACT	053 ANNUAL ASBESTOS CONTRACT 053-2620-438-000-0000-000-053	3,000.00
			Total Purchase Order	3,000.00
87	07/02/2015	CARRIER CORP 055 SERVICE WORK THAT WAS DONE AT CREEK ELEMENTARY BACK ON 6/23/2015, LABOR, SUPPLIES AND TRUCK CHARGE	055 SERVICE WORK AT CE 055-2620-433-000-0000-000-055	1,945.00
			Total Purchase Order	1,945.00
88	07/02/2015	CITY OF MUSTANG 053 PERMITS AND FALSE ALARM FOR THE SOUTH DISTRICT	053 PERMITS/FALSE ALARMS 053-2620-810-000-0000-000-053	500.00

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88	07/02/2015	CITY OF MUSTANG	053 PERMITS/FALSE ALARMS	
		FOR THE FY15-16		
			Total Purchase Order	500.00
89	07/02/2015	CITY OF OKC POLICE DEPT.	053 PERMITS/FALSE ALARM FEES	
		053 PERMITS/FALSE ALARMS FOR THE NORTH DISTRICT	053-2620-810-000-0000-000-053	172.00
		FOR THE FY15-16	053-2620-810-000-0000-000-053	328.00
			Total Purchase Order	500.00
90	07/02/2015	COMTEC ELECTRONIC SYSTEMS, INC	053 MONITORING SERVICE DW	
		053 MONITORING SERVICES FOR DISTRICT WIDE	053-2670-438-000-0000-000-053	23,566.92
		FIRE/BURG FOR THE FY15-16		
			Total Purchase Order	23,566.92
91	07/02/2015	FIRECO	053 FIRE EXT INSPECTIONS	
		053 FIRE EXTINGUISHER INSPECTIONS	053-2620-438-000-0000-000-053	5,000.00
			Total Purchase Order	5,000.00
92	07/02/2015	P&L FIRE PROTECTION, INC.	053 FIRE SPRINKLER INSPECTIONS	
		053 FIRE SPRINKLER INSPECTIONS DISTRICT WIDE	053-2620-438-000-0000-000-053	2,950.00
			053-2620-438-000-0000-000-053	3,050.00
			Total Purchase Order	6,000.00
93	07/02/2015	THYSSEN KRUPP ELEVATOR	053 BRONZE AGREEMENT F/ELEV	
		053 BRONZE AGREEMENT FOR THE DISTRICT WIDE	053-2620-438-000-0000-000-053	495.60
		ELEVATORS FOR THE FY15-16	053-2620-438-000-0000-000-053	5,444.40
			Total Purchase Order	5,940.00
95	07/06/2015	CHICKASAW TELECOM	056TECHNOLOGY	
		SUPPLIES	056-2580-653-000-0000-000-056	2,500.00
			Total Purchase Order	2,500.00
96	07/06/2015	ID SPECIALTIES, INC	056TECHNOLOGY	
		VINYL REMOVEABLE CLIPS 500 PER BAG	056-2580-619-000-0000-000-056	55.00
		HID 2000 iCLASS CARD PROXIMITY BADGE IMAGING	056-2580-619-000-0000-000-056	650.00
		QUALITY 26 BIT		
		ITEM#2000LGGMN		
		YMCKO 5 PANEL RIBBON FULL COLOR FRONT WITH	056-2580-619-000-0000-000-056	110.00
		OVERCOAT 200 IMAGES CLEANING ROLLER INCLUDED WITH		
		CARTRIDGE		
		#800033-840		
			Total Purchase Order	815.00
97	07/06/2015	INTERSTATE ALL BATTERY CENTER	056TECHNOLOGY	
		BATTERIES FOR FRONT ROWS	056-2580-613-000-0000-000-056	500.00
			Total Purchase Order	500.00
98	07/06/2015	OFFICE DEPOT	056TECHNOLOGY	
		SUPPLIES	056-2580-613-000-0000-000-056	2,500.00
			Total Purchase Order	2,500.00
99	07/06/2015	RELIANCE COMMUNICATIONS, LLC	056TECHNOLOGY	
		RENEWAL SCHOOL NESSENGER COMPLETE 12 MONTH	056-2580-530-000-0000-000-056	12,590.40
			Total Purchase Order	12,590.40
100	07/06/2015	INTERLINE BRANDS, INC	060 DURA GLOSS	
		060 PURCHASE DURA GLOSS	060-2620-618-000-0000-000-060	1,202.40
			Total Purchase Order	1,202.40
101	07/06/2015	PITNEY BOWES	052 POSTAGE	
		052 POSTAGE FOR DISTRICT WIDE USE	052-2620-530-000-0000-000-052	5,000.00

General Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
101	07/06/2015	PITNEY BOWES	052 POSTAGE	
			052-2620-530-000-0000-000-052	5,000.00
			Total Purchase Order	10,000.00
102	07/06/2015	PITNEY BOWES	052 POSTAGE MACHINE LEASE PYMT	
052		LEASE PAYMENTS FOR THE POSTAGE MACHINE	052-2620-440-000-0000-000-052	9,792.00
			Total Purchase Order	9,792.00
103	07/06/2015	TERMINIX	050 TERMITE INSPECTIONS	
		ADMIN - 906 S HEIGHTS	050-2620-424-000-0000-000-050	314.00
		CREEK ELEMENTARY - 10821 SW 15TH	050-2620-424-000-0000-000-050	595.00
		LAKEHOMA ELEMENTARY - 224 S CLEAR SPRINGS RD	050-2620-424-000-0000-000-050	525.00
		VALLEY ELEMENTRAY - 3001 S MUSTANG RD	050-2620-424-000-0000-000-050	720.00
		MUSTANG ELEMENTARY - 400 S MUSTANG RD	050-2620-424-000-0000-000-050	241.00
		MUSTANG EDUCATION CTR - 400 S CLEAR SPRINGS RD	050-2620-424-000-0000-000-050	575.00
		MUSTANG ELEMENTARY - 400 S MUSTANG RD	050-2620-424-000-0000-000-050	695.00
		HIGH SCHOOL - 801 S SNYDER DR	050-2620-424-000-0000-000-050	425.00
		TRAILS ELEMENTARY - 12025 SW 15TH ST	050-2620-424-000-0000-000-050	695.00
			Total Purchase Order	4,785.00
104	07/06/2015	AMERICAN SCHOOL BOARD JOURNAL	050 SUBSCRIPTION RENEWAL	
		RENEWAL OF SUBSCRIPTION FOR BOARD MEMBERS, GROUP NUMBER 000008507 @39.00 EACH	050-2319-647-000-0000-000-051	117.00
			Total Purchase Order	117.00
105	07/06/2015	LRP PUBLICATIONS	050 SUBSCRIPTION RENEWAL	
		RENEWAL FOR SUPERINTENDENT AND BOARD MEMBERS 300502.ASP BOARD AND ADMINISTRATOR, SCHOOL EDITION NEWSLETTER	050-2321-647-000-0000-000-051	308.50
			Total Purchase Order	308.50
106	07/06/2015	MCAFEE & TAFT	050 LEGAL SERVICES	
		ESTIMATED LEGAL EXPENSE FOR SY2015-2016 ON "AS NEEDED" BASIS	050-2317-354-000-0000-000-050	3,000.00
			Total Purchase Order	3,000.00
107	07/06/2015	WAL-MART-6032202040025802	050 SUPERINTENDENT SUPPLIES	
		ESTIMATED COST FOR OFFICE SUPPLIES FOR SUPERINTENDENT SUCH AS NOTEBOOKS, CARDS, FRAMES, ETC. FOR SY 2015-2016	050-2321-619-000-0000-000-051	300.00
			Total Purchase Order	300.00
108	07/06/2015	WAL-MART-6032202040025802	050 COMMUNICATION SUPPLIES	
		GENERAL OFFICE SUPPLIES FOR COMMUNICATION OFFICER FOR SY2015-2016 - SUCH AS FRAMES, NOTEBOOKS, ETC.	050-2323-619-000-0000-000-051	100.00
			Total Purchase Order	100.00
109	07/06/2015	WILLIAM KEVIN BACK	412 TRAVEL W BACK	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 - W BACK	412-1000-580-317-8700-000-505	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - W BACK	412-1000-580-317-8700-000-505	92.00
		ONE NIGHT HOTEL FOR SUMMER CONF AUG 3-4 - W BACK	412-1000-580-317-8700-000-505	150.00
			Total Purchase Order	414.50
110	07/06/2015	CREATIVE MATHEMATICS	511 CREATIVE MATH PD TRIALS	
		CC1260 - TEN BLOCK BOOKS FOR PD FOR TITLE I MATH - TRAILS	511-2213-641-429-2231-000-120	1,788.00
			Total Purchase Order	1,788.00

General Fund 2015-2016
Detail Encumbrance Listing
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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
111	07/06/2015	RISA G DEMETER	412 TRAVEL R DEMETER	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 - R DEMETER	412-1000-580-314-8400-000-705	172.50
		PER DIEM FOR SUMM CONF AUG 3-4 - R DEMETER	412-1000-580-314-8400-000-705	92.00
		ONE NIGHTS HOTEL FOR SUMMER CONF AUG 3-4 - R DEMETER	412-1000-580-314-8400-000-705	150.00
Total Purchase Order				414.50
112	07/06/2015	DANNY K GRIFFIN	412 TRAVEL D GRIFFIN	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 - D GRIFFIN	412-1000-580-311-8000-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - D GRIFFIN	412-1000-580-311-8000-000-705	92.00
		ONE NIGHTS HOTEL TULSA FOR SUMMER CONF AUG 3-4 - D GRIFFIN	412-1000-580-311-8000-000-705	150.00
Total Purchase Order				414.50
113	07/06/2015	KYLE ARDEN GUYER	412 TRAVEL K GUYER	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF - AUG 3-4 K GUYER	412-2213-580-316-8100-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - K GUYER	412-2213-580-316-8100-000-705	92.00
		ONE NIGHTS HOTEL TULSA FOR SUMMER CONF AUG 3-4 - K GUYER	412-2213-580-316-8100-000-705	300.00
Total Purchase Order				564.50
114	07/06/2015	CHAD A HARPER	412 TRAVEL C HARPER	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 - C HARPER	412-1000-580-317-8700-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - C HARPER	412-1000-580-317-8700-000-705	92.00
		ONE NIGHTS HOTEL TULSA FOR SUMMER CONF AUG 3-4 - C HARPER	412-1000-580-317-8700-000-705	150.00
Total Purchase Order				414.50
115	07/06/2015	JOHN R HARRIS	412 TRAVEL R HARRIS	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 2015 - R HARRIS	412-1000-580-311-8000-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - R HARRIS	412-1000-580-311-8000-000-705	92.00
		ONE NIGHTS HOTEL TULSA FOR SUMMER CONF AUG 3-4 - R HARRIS	412-1000-580-311-8000-000-705	150.00
Total Purchase Order				414.50
116	07/06/2015	ROBERT LEE JOHNSON	412 TRAVEL R JOHNSON	
		MILEAGE TO AND FROM TULSA SUMMER CONF AUG 3-4 - R JOHNSON	412-1000-580-317-8700-000-705	172.50
		PER DIEM SUMMER CONF TULSA AUG 3-4 - R JOHNSON	412-1000-580-317-8700-000-705	92.00
		ONE NIGHTS HOTEL TULSA SUMMER CONF AUG 3-4 - R JOHNSON	412-1000-580-317-8700-000-705	150.00
Total Purchase Order				414.50
117	07/06/2015	MICHAEL NEAL RACHLIN	412 TRAVEL M RACHLIN	
		MILEAGE TO AND FROM TULSA FOR SUMMER CONF AUG 3-4 - M RACHLIN	412-1000-580-312-8600-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - M RACHLIN	412-1000-580-312-8600-000-705	92.00
		ONE NIGHTS HOTEL TULSA FOR SUMMER CONF AUG 3-4 - M RACHLIN	412-1000-580-312-8600-000-705	150.00
Total Purchase Order				414.50
118	07/06/2015	KAREN WOODARD	412 TRAVEL K WOODARD	25
		MILEAGE TO AND FROM TULSA SUMMER CONF AUG 3-4 - K WOODARD	412-1000-580-314-8400-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - K WOODARD	412-1000-580-314-8400-000-705	92.00

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
118	07/06/2015	KAREN WOODARD	412 TRAVEL K WOODARD	
		ONE NIGHTS HOTEL TULSA SUMMER CONF AUG 3-4 - K WOODARD	412-1000-580-314-8400-000-705	150.00
				Total Purchase Order
				414.50
119	07/06/2015	DESTA DONETTE YEILDING	412 TRAVEL D YEILDING	
		MILEAGE TO AND FROM TULSA FOR SUMM CONF AUG 3-4 - D YEILDING	412-1000-580-314-8400-000-705	172.50
		PER DIEM FOR SUMMER CONF AUG 3-4 - D YEILDING	412-1000-580-314-8400-000-705	92.00
		ONE NIGHTS HOTEL TULSA SUMMER CONF AUG 3-4 - D YEILDING	412-1000-580-314-8400-000-705	150.00
				Total Purchase Order
				414.50
120	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF D YEILDING	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - D YEILDING	412-1000-860-314-8400-000-705	70.00
				Total Purchase Order
				70.00
121	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF K WOODARD	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - K WOODARD	412-1000-860-314-8400-000-705	70.00
				Total Purchase Order
				70.00
122	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF M RACHLIN	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - M RACHLIN	412-1000-860-312-8600-000-705	70.00
				Total Purchase Order
				70.00
123	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF R JOHNSON	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - R JOHNSON	412-1000-860-317-8700-000-705	70.00
				Total Purchase Order
				70.00
124	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF R HARRIS	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - R HARRIS	412-1000-860-311-8000-000-705	70.00
				Total Purchase Order
				70.00
125	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF C HARPER	
		OK ACTE SUMMER CONF TULSA AUG 3-4 2015 - C HARPER	412-1000-860-317-8700-000-705	70.00
				Total Purchase Order
				70.00
126	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF K GUYER	
		OK ACTE SUMMER CONF TULSA - AUG 3-4 2015 - K GUYER	412-1000-860-316-8100-000-705	70.00
				Total Purchase Order
				70.00
127	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF D GRIFFIN	
		OK ACTE SUMMER CONF AUGUST 3-4 2015 - D GRIFFIN	412-1000-860-311-8000-000-705	70.00
				Total Purchase Order
				70.00
128	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONF R DEMETER	
		OK ACTE SUMMER CONF AUG 3-4, 2015 REGISTRATION R DEMETER	412-1000-860-314-8400-000-705	70.00
				Total Purchase Order
				70.00
129	07/06/2015	OK DEPT OF CAREER TECH CONFERENCE	412 SUMMER CONFERENCE WB	
		OK ACTE SUMMER CONF AUG 3-4, 2015 - W BACK	412-1000-860-317-8700-000-505	70.00
				Total Purchase Order
				70.00
130	07/06/2015	A.S.C. AUTOMOTIVE	054 VEH PARTS	
		054 VEH PARTS	000-2650-612-000-0000-000-054	1,943.28
			000-2650-612-000-0000-000-054	8,066.72
				Total Purchase Order
				10,000.00
131	07/06/2015	FENTRESS OIL CO., INC.	054 OIL FLUID SUPPLIES	

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification		
131	07/06/2015	FENTRESS OIL CO., INC.	054 OIL FLUID SUPPLIES		
		054 OIL FLUID SUPPLIES	000-2740-612-000-0000-000-054	5,000.00	
				Total Purchase Order	5,000.00
132	07/06/2015	OKLAHOMA TURNPIKE ASSOC	054 PIKE PASS		
		054 PIKEPASS	000-2720-810-000-0000-000-054	3,000.00	
				Total Purchase Order	3,000.00
133	07/06/2015	ON-SITE FUEL SERVICE	054 ST DSL TRANS		
		054 ST DSL TRANS	000-2740-623-000-0000-000-054	4,397.05	
			000-2740-623-000-0000-000-054	145,602.95	
				Total Purchase Order	150,000.00
134	07/06/2015	ROSS TRANSPORTATION	054 BUS PARTS		
		054 BUS PARTS	000-2740-612-000-0000-000-054	2,230.48	
			000-2740-612-000-0000-000-054	20,769.52	
				Total Purchase Order	23,000.00
135	07/06/2015	UNIFIRST	054 RAGS/DUST MATS		
		054 RAGS/DUST MATS	000-2740-612-000-0000-000-054	600.00	
				Total Purchase Order	600.00
136	07/06/2015	TYLER TECHNOLOGIES	054 MAINT/EXTENDED SUPPORT		
		054 MAINT/EXTENDED SUPPORT	000-2720-432-000-0000-000-054	4,869.51	
				Total Purchase Order	4,869.51
137	07/06/2015	FUELMAN	054 NS GAS TRANS		
		054 NON STUDENT TRANS-GAS	000-2650-625-000-0000-000-054	1,740.42	
			000-2650-625-000-0000-000-054	48,259.58	
		054 NON STUDENT DSL	000-2650-623-000-0000-000-054	101.65	
			000-2650-623-000-0000-000-054	2,898.35	
		054 STUDENT DSL TRANS	000-2740-623-000-0000-000-054	324.46	
			000-2740-623-000-0000-000-054	14,675.54	
		054 STUDENT GAS TRANS	000-2740-625-000-0000-000-054	240.74	
			000-2740-625-000-0000-000-054	6,759.26	
				Total Purchase Order	75,000.00
138	07/07/2015	MAXIM HEALTHCARE SERVICES, INC	059 MAXIM STAFF SOLUTIONS		
		NURSE SERVICES - 5/11-5/14/2015 FOR STUDENT RICHARDSON	059-2132-323-239-0000-000-059	1,280.00	
		NURSE SERVICES FOR 5/15/2015 FOR STUDENT RICHARDSON	059-2132-323-239-0000-000-059	250.00	
		NURSE SERVICES FOR 5/18-5/20/2015 FOR STUDENT RICHARDSON	059-2132-323-239-0000-000-059	960.00	
		NURSE SERVICES FOR 5/21/2015 FOR STUDENT RICHARDSON	059-2132-323-239-0000-000-059	230.00	
		NURSE SERVICES FOR 5/11,5/12,5/15/2015 FOR STUDENT L TURLEY	059-2132-323-239-0000-000-059	337.50	
		NURSE SERVICES FOR 5/18 AND 5/19/2015 FOR STUDENT L TURLEY	059-2132-323-239-0000-000-059	225.00	
		NURSES SERVICES - 4/20/2015	059-2132-323-239-0000-000-059	310.00	
		NURSES SERVICES - 4/21-4/24/2015	059-2132-323-239-0000-000-059	1,280.00	
		NURSES SERVICES - 4/27-4/30/2015	059-2132-323-239-0000-000-059	1,280.00	
		NURSES SERVICES - 5/1/2015	059-2132-323-239-0000-000-059	190.00	
		NURSES SERVICES - 5/4-5/8/2015	059-2132-323-239-0000-000-059	1,600.00	
		NURSES SERVICES - 4/20-4/24/2015 L Turley	059-2132-323-239-0000-000-059	562.50	
		NURSES SERVICES - 4/27/2015 L TURLEY	059-2132-323-239-0000-000-059	60.00	
		NURSES SERVICES - 4/28/2015 L TURLEY	059-2132-323-239-0000-000-059	112.50	
		NURSES SERVICES - 4/29/2015 L TURLEY	059-2132-323-239-0000-000-059	75.00	
		NURSES SERVICES - 4/30-5/1/2015 L TURLEY	059-2132-323-239-0000-000-059	225.00	

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
138	07/07/2015	MAXIM HEALTHCARE SERVICES, INC	059 MAXIM STAFF SOLUTIONS	
		NURSES SERVICES - 5/4-5/8/2015 L TURLEY	059-2132-323-239-0000-000-059	562.50
Total Purchase Order				9,540.00
139	07/07/2015	PUTNAM CITY PUBLIC SCHOOLS	183 ESY PCPS TRANSPORT	
		TRANSFER IN STATE STUDENTS W/DISABILITIES SCHOOL JUNE 2015 ESY - ADDTL PO	183-1000-561-239-0000-000-059	415.46
Total Purchase Order				415.46
140	07/07/2015	APRIL NEICHOLE KECK	183 ESY NEICHOLE KECK	
		VISION SERVICES FOR JUNE 2015 ESY - ADDTL PO	183-1000-322-239-0000-000-059	922.50
		VISION SERVICES FOR JULY 2015 ESY	183-1000-322-239-0000-000-059	1,200.00
Total Purchase Order				2,122.50
141	07/07/2015	WAL-MART-6032202040025802	183 SUPPLIES JULY ESY	
		SUPPLIES FOR ESY JULY 2015	183-1000-681-239-2765-000-059	15.67
			183-1000-681-239-2765-000-059	284.33
Total Purchase Order				300.00
142	07/07/2015	DELL COMPUTER CORP	059 PRINTER INK S HAZELBAKER	
		331-0778 - DELL 1400 PRINTER INK - BLACK S HAZELBAKER	059-2199-611-239-0000-000-059	69.99
		331-0723 - DELL 1400 PRINTER INK - MAGENTA S HAZELBAKER	059-2199-611-239-0000-000-059	69.99
		331-0777 - DELL 1400 PRINTER INK - CYAN S HAZELBAKER	059-2199-611-239-0000-000-059	69.99
		331-0779 - DELL 1400 PRINTER INK - YELLOW S HAZELBAKER	059-2199-611-239-0000-000-059	69.99
Total Purchase Order				279.96
143	07/07/2015	UNITED SEATING AND MOBILITY, LLC	059 REPAIRS TO EQUIPMENT	
		REPAIRS TO MWC - ZIPPIE Z SN-ZZ23530	059-2170-430-239-0000-000-059	135.10
		REPAIRS TO MANUAL WHEELDCHAIR	059-2170-430-239-0000-000-059	98.94
Total Purchase Order				234.04
144	07/07/2015	LRP PUBLICATIONS	621 RENEWL OF PUBLICATIONS	
		RENEWL OF SUBSCRIPTION OF THE SPECIAL EDUCATION CUSTOMER NUMBER 047019	621-2330-642-239-0000-000-059	344.50
		RENEWL SUBSCRIPTION OF TODAY'S SCHOOL PSYCHOLOGISTS CUSTOMER NUMBER 047019	621-2330-642-239-0000-000-059	244.50
Total Purchase Order				589.00
145	07/07/2015	CANADIAN COUNTY JUVENILE CENTER	388 12 SLOTS AT CENTER	
		PER CONTRACT WITH CCEC FOR 10 MONTHS @ \$3,189.00 PER MONTH FOR 12 SLOTS AT THE CENTER	388-1000-561-430-0000-000-064	38,268.00
Total Purchase Order				38,268.00
146	07/07/2015	ACT	064 ACT TESTING	
		ACT TESTING FOR 2015-2016 SCHOOL YEAR	064-1000-614-100-0000-000-064	250.00
Total Purchase Order				250.00
147	07/07/2015	BARNES & NOBLE	064 BOOK STUDY FOR CURR TEAM	
		BOOK STUDY FOR CURRICULUM TEAM - "LEARNING IN THE FAST LANE" PAPER BACK BOOOK - FREE SHIPPING	064-2212-641-100-0000-000-064	268.18
Total Purchase Order				268.18
148	07/07/2015	CCOSA	311 MCREL RE-TRAINING	
		MCREL RE-TRAINING FOR 9 PRINCIPALS	311-2573-860-100-0000-000-064	540.00
Total Purchase Order				528.00
149	07/07/2015	CCOSA	311 TLE RE-TRAINING	
		TLE RE-TRAINING FOR 8 PRINCIPALS	311-2573-860-100-0000-000-064	960.00

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PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
149	07/07/2015	CCOSA	311 TLE RE-TRAINING	
			Total Purchase Order	960.00
150	07/07/2015	CCOSA	311 McRel Training Principals	
		MCREL TRAINING FOR 1 PRINCIPAL	311-2573-860-100-0000-000-064	211.00
			Total Purchase Order	211.00
151	07/07/2015	CCOSA	311 TLE Training Principals	
		TLE TRAINING FOR 2 PRINCIPALS \$380.00 PP	311-2573-860-100-0000-000-064	760.00
			Total Purchase Order	760.00
152	07/07/2015	HARDING UNIVERISITY INC	311 LIT LAB	
		LIT LAB (SMART STEP LITERACY LAB CLASSROOM PROJECT) - GROUP OK-DELTA	311-2213-360-271-1130-000-064	10,733.00
			Total Purchase Order	10,733.00
153	07/07/2015	ES2	055 HVAC CONTROLS SERV/REP	
		055 CONTROLS SERVICE AND REPAIRS	055-2620-438-000-0000-000-055	2,500.00
			Total Purchase Order	2,500.00
154	07/07/2015	HUNTER MECHANICAL & CONTROLS	055 LIFT STATION @ FB STADIUM	
		055 REPAIR THE LIFT STATION AT THE HS FOOTBALL STADIUM	055-2620-438-000-0000-000-055	1,500.00
			Total Purchase Order	1,500.00
155	07/07/2015	MSDSONLINE INC	060 MSDS ONLINE SERVICE	
		060 MSDS ONLINE SERVICE FOR DISTRICT WIDE ACCESS TO ALL CHEMICALS IN THE DISTRICT	060-2620-444-000-0000-000-060	4,799.00
			Total Purchase Order	4,799.00
156	07/07/2015	STERICYCLE	052 BIO/MED WASTE SERVICES	
		052 SERVICE FOR THE BIOMEDICAL WASTE PICK UP	052-2620-438-000-0000-000-052	3,634.92
			Total Purchase Order	3,634.92
157	07/07/2015	OK DEPT OF CAREER TECH CONFERENCE	412 NEW TEACHER ACADEMY	
		NEW TEACHER REGISTRATION JULY 14-16 STILLWATER - WHITNEY MILLER	412-2213-860-314-8400-000-705	75.00
			Total Purchase Order	75.00
Total Fund				2,121,181.18

MUSTANG PUBLIC SCHOOLS
Encumbrance Register
General Fund 2015-2016

<i>FYear</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
2016	11	50000	JANNA K GUTHRIE	PAYROLL	07/06/2015	1,117.24
2016	11	50001	CHAD A HARPER	PAYROLL	07/06/2015	28.22
2016	11	50002	LEE A HARRISON	PAYROLL	07/06/2015	1,004.38
2016	11	50003	RICHARD D KETCH	PAYROLL	07/06/2015	112.85
2016	11	50004	MICHAEL A MELEDEO	PAYROLL	07/06/2015	3,134.80
2016	11	50005	PAMELA B SHADE	PAYROLL	07/06/2015	801.26
2016	11	50006	CARISSA D SHELTON	PAYROLL	07/06/2015	1,117.24
2016	11	50007	DONNA B SOLOMON	PAYROLL	07/06/2015	428.84
2016	11	50008	TRACY ANN JAMES	PAYROLL	07/06/2015	710.97
2016	11	50009	LAURA ANN BOYD	PAYROLL	07/06/2015	1,128.53
2016	11	50010	JUSTIN MICHAEL WILSON	PAYROLL	07/06/2015	902.82
2016	11	50011	CARIE ANNE ALLEN	PAYROLL	07/06/2015	1,297.81
2016	11	50012	NICOLE LEANN WILSON	PAYROLL	07/06/2015	823.82
2016	11	50013	GINA CAY GARRIOTT	PAYROLL	07/06/2015	1,758.63
2016	11	50014	BRANDI LYNN GORE	PAYROLL	07/06/2015	541.69
2016	11	50015	KEVIN RAY KORSTJENS	PAYROLL	07/06/2015	56.43
2016	11	50016	JUDITH MARIE KUCZYNSKI	PAYROLL	07/06/2015	112.85
2016	11	50017	CAROLINE NANCE MILLER	PAYROLL	07/06/2015	203.13
2016	11	50018	JENNIFER ELIZABETH EVERSON	PAYROLL	07/06/2015	902.82
2016	11	50019	JACQUELINE ADELE HARRISON	PAYROLL	07/06/2015	440.12
2016	11	50020	DANA LARSON	PAYROLL	07/06/2015	609.41
2016	11	50021	VICTORIA MARIE BAILEY	PAYROLL	07/06/2015	902.82
2016	11	50022	JOHN HANNON	PAYROLL	07/06/2015	1,705.34
2016	11	50023	BIRDIE M FARNSWORTH	PAYROLL	07/06/2015	1,117.24
2016	11	50024	TIFFANY ANN MASSIE	PAYROLL	07/06/2015	1,241.39
2016	11	50025	JANE WALLIS	PAYROLL	07/06/2015	586.85
2016	11	50026	DANNY K GRIFFIN	PAYROLL	07/06/2015	28.22
2016	11	50027	JOHN R HARRIS	PAYROLL	07/06/2015	56.43
2016	11	50028	OMAR AHMED JONES	PAYROLL	07/06/2015	28.22
2016	11	50029	SUZETTE B HUTCHISON	PAYROLL	07/06/2015	589.35
2016	11	50030	TAMMY L HUTCHISON	PAYROLL	07/06/2015	748.17
2016	11	50031	SHELLY KAY MCNEIL	PAYROLL	07/06/2015	1,228.84
2016	11	50032	CHERYL L PARKS	PAYROLL	07/06/2015	691.66
2016	11	50033	CHASITY MICHAELA HEAD	PAYROLL	07/06/2015	639.50
2016	11	50034	ALICE PAUL	PAYROLL	07/06/2015	833.85
2016	11	50035	ANGELA KAY MCCLURE	PAYROLL	07/06/2015	263.33
2016	11	50036	ROBERT LEE MARTIN	PAYROLL	07/06/2015	1,103.45
2016	11	50037	JENNIFER K BARBIC	PAYROLL	07/06/2015	601.88
2016	11	50038	JAYNE ANN ANDREWS	PAYROLL	07/06/2015	614.42
2016	11	50039	SUSAN MARIE ADKINS	PAYROLL	07/06/2015	664.58
2016	11	50040	KRISTIE DAWN BROWN	PAYROLL	07/06/2015	326.02
2016	11	50041	MICHAEL F WALLACE	PAYROLL	07/06/2015	645.90
2016	11	50042	DONALD RAY HAND	PAYROLL	07/06/2015	1,103.45
2016	11	50043	NADIA B COFFMAN	PAYROLL	07/06/2015	1,103.45
2016	11	50044	MICHELLE HUNTER	PAYROLL	07/06/2015	620.69
2016	11	50045	CHRIS MICHAEL MANGUS	PAYROLL	07/06/2015	1,081.51
2016	11	50046	KIMBERLY NUNNERY	PAYROLL	07/06/2015	545.46
2016	11	50047	KELLY MARIE COCKRUM	PAYROLL	07/06/2015	520.38
2016	11	50048	CLAUDIA JEAN VICKERY	PAYROLL	07/06/2015	840.13
2016	11	50049	E MARIE MCCULLER	PAYROLL	07/06/2015	457.51
2016	11	50050	CHRISTY DAWN NEWTON	PAYROLL	07/06/2015	576.80
2016	11	50051	ERMA J GAGE	PAYROLL	07/06/2015	965.52
2016	11	50052	GINA LORRAINE JOHNSON	PAYROLL	07/06/2015	564.27
2016	11	50053	LISA DIANE BASS	PAYROLL	07/06/2015	302.64
2016	11	50054	RODNEY D DAVIDSON	PAYROLL	07/07/2015	94.05
2016	11	50055	DONNA V FARRIS	PAYROLL	07/07/2015	80.74
2016	11	50056	SHARON K PRANGE	PAYROLL	07/07/2015	94.05

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<i>fYear</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
2016	11	50057	KAROL A PYLE	PAYROLL	07/07/2015	53.83
2016	11	50058	JANET K RUTTER	PAYROLL	07/07/2015	80.74
2016	11	50059	LINDA A SERY	PAYROLL	07/07/2015	94.05
2016	11	50060	WAYNE EARL HUGHES	PAYROLL	07/07/2015	94.05
2016	11	50061	CANDIS ANN RYCZKOWSKI	PAYROLL	07/07/2015	94.05
2016	11	50062	MARY JENNIFER THOMAS	PAYROLL	07/07/2015	62.70
2016	11	50063	WYNAN IMBODEN HENDERSON	PAYROLL	07/07/2015	94.05
2016	11	50064	ALLISON ERIN DENNIS	PAYROLL	07/07/2015	94.05
2016	11	50065	TONYA MASHELLE HOTT	PAYROLL	07/07/2015	94.05
2016	11	50066	NICOLE ANNE MENCOR	PAYROLL	07/07/2015	94.05
2016	11	50067	AMELIA DAUGHERTY	PAYROLL	07/07/2015	31.34
2016	11	50068	MICHAEL ANTHONY HALE	PAYROLL	07/07/2015	62.70
2016	11	50069	AMY LYNN REED	PAYROLL	07/07/2015	94.05
2016	11	50070	PAMELA RAYE LEE	PAYROLL	07/07/2015	31.34
2016	11	50071	CHRISTOPHER DOUGLAS KROMER	PAYROLL	07/07/2015	94.05
2016	11	50072	ALBERT WAYNE LEE	PAYROLL	07/07/2015	94.05
2016	11	50073	LINDSAY NICOLE BOGARD	PAYROLL	07/07/2015	62.70
2016	11	50074	JOANGELINA KAYE RENYER	PAYROLL	07/07/2015	31.34
2016	11	50075	JOYCE MARIE WINTERS	PAYROLL	07/07/2015	26.91
2016	11	50076	CONNIE CAPRI STUCKEY	PAYROLL	07/07/2015	31.34
2016	11	50077	ANDREA MICHELLE WELLMAN	PAYROLL	07/07/2015	26.91
2016	11	50078	CARL DEAN DAVIS	PAYROLL	07/07/2015	94.05
2016	11	50079	MELISSA NANNETTE SCOTT	PAYROLL	07/07/2015	94.05
2016	11	50080	JOHN ROBERT LYNCH	PAYROLL	07/07/2015	62.70
2016	11	50081	KRISTIE KAY DAY	PAYROLL	07/07/2015	80.74
2016	11	50082	MELISSA ANN HAFTEK	PAYROLL	07/07/2015	31.34
2016	11	50083	ALISA LYNN TRAMMELL	PAYROLL	07/07/2015	94.05
2016	11	50084	MELINDA FAYE TERRELL	PAYROLL	07/07/2015	80.74
2016	11	50085	ALISON MICHELE ORENDAC	PAYROLL	07/07/2015	100.70
2016	11	50086	ALISON JUNE CAID STEELE	PAYROLL	07/07/2015	31.34
2016	11	50087	HAYLEY ELIZABETH BOOTHE	PAYROLL	07/07/2015	31.34
2016	11	50088	BRIAN WAYNE NELSON	PAYROLL	07/07/2015	94.05
2016	11	50089	CRYSTAL ANN HUGGINS	PAYROLL	07/07/2015	94.05
2016	11	50090	AMBER SARIL WAGGONER	PAYROLL	07/07/2015	94.05
2016	11	50091	FRANCES EVELYN STIDHAM	PAYROLL	07/07/2015	31.34
2016	11	50092	KRYSTAL DIANNE TURNER	PAYROLL	07/07/2015	94.05
2016	11	50093	CHERYL LYNN JOHNSON	PAYROLL	07/07/2015	62.70
2016	11	50094	LISA YVONNE CLANTON	PAYROLL	07/07/2015	62.70
2016	11	50095	DALYCIA PHIPPS	PAYROLL	07/07/2015	31.34
2016	11	50096	GUILLERMO ENRIQUE LOZANO	PAYROLL	07/07/2015	62.70
2016	11	50097	PAMELA LORRAINE HOMER	PAYROLL	07/07/2015	94.05
2016	11	50098	JAMES ROBERT GRIGSBY	PAYROLL	07/07/2015	94.05
2016	11	50099	KIM RENEE MATHIS-SPECK	PAYROLL	07/07/2015	62.70
2016	11	50100	KEVIN EUGENE SCHUNEMAN	PAYROLL	07/07/2015	62.70
2016	11	50101	JOSEPH H LARSEN	PAYROLL	07/07/2015	26.91
2016	11	50102	QUENTIN LARUE PLOCH	PAYROLL	07/07/2015	80.74
2016	11	50103	WHITNEY MACKAYE TWIEHAUS	PAYROLL	07/07/2015	62.70
2016	11	50104	TRISHA D CLARK	PAYROLL	07/07/2015	94.05
2016	11	50105	HARLEY LYNN WEBB	PAYROLL	07/07/2015	407.52
2016	11	50106	BENJAMIN D TSCHETTER	PAYROLL	07/07/2015	752.35
2016	11	50107	KIM WEINRICH	PAYROLL	07/07/2015	3,009.34
2016	11	50108	ESTHER D ASTLEY	PAYROLL	07/07/2015	626.95
2016	11	50109	CARLA D BUCK	PAYROLL	07/07/2015	125.40
2016	11	50110	ANGELA M CHOATE	PAYROLL	07/07/2015	315.40
2016	11	50111	BAMBI L DUNN	PAYROLL	07/07/2015	125.40
2016	11	50112	JULIE R FLETCHER	PAYROLL	07/07/2015	125.40
2016	11	50113	ANITA SUE HAFTEK	PAYROLL	07/07/2015	125.40

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<i>fYear</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
2016	11	50114	SHERI L MAPLES	PAYROLL	07/07/2015	125.40
2016	11	50115	MARIETTA B PALESANO	PAYROLL	07/07/2015	125.40
2016	11	50116	LISA K ROHWER	PAYROLL	07/07/2015	125.40
2016	11	50117	ELLIOT S STEINER	PAYROLL	07/07/2015	125.40
2016	11	50118	CHARLES F STOVER	PAYROLL	07/07/2015	125.40
2016	11	50119	MANDY R WEINRICH	PAYROLL	07/07/2015	125.40
2016	11	50120	CARIN MELISSA MCSPERITT	PAYROLL	07/07/2015	125.40
2016	11	50121	RITA JANE MYERS	PAYROLL	07/07/2015	125.40
2016	11	50122	AMBER NICHELLE TERRELL	PAYROLL	07/07/2015	125.40
2016	11	50123	KENDRA ELAINE COPE	PAYROLL	07/07/2015	125.40
2016	11	50124	CONNIE RENEE SLOAN	PAYROLL	07/07/2015	125.40
2016	11	50125	CAROLINE MILDRED NEEL	PAYROLL	07/07/2015	125.40
2016	11	50126	JENNIFER LYNN MCINTIRE	PAYROLL	07/07/2015	125.40
2016	11	50127	NICOLE MARIE RICHARDSON	PAYROLL	07/07/2015	125.40
2016	11	50128	BRYAN SEAN BROOKS	PAYROLL	07/07/2015	125.40
2016	11	50129	KERI KAY HIATT	PAYROLL	07/07/2015	125.40
2016	11	50130	JESSICA ANN WILKES	PAYROLL	07/07/2015	125.40
2016	11	50131	KATRINA ELYSE WHITEHEAD	PAYROLL	07/07/2015	125.40
2016	11	50132	KIMBERLY ANN SPILLMAN	PAYROLL	07/07/2015	125.40
2016	11	50133	JEREMY LEE DOMBEK	PAYROLL	07/07/2015	125.40
2016	11	50134	JON MARK YATES	PAYROLL	07/07/2015	125.40
2016	11	50135	SHAWNDA TRENT	PAYROLL	07/07/2015	125.40
2016	11	50136	KELLY DAWN NIXON	PAYROLL	07/07/2015	125.40
2016	11	50137	LAUREN RENE SHAFFER	PAYROLL	07/07/2015	125.40
2016	11	50138	KRISTEN ASHLEY EARLEY	PAYROLL	07/07/2015	125.40
2016	11	50139	KERRY LYNN VILLANUEVA	PAYROLL	07/07/2015	125.40
2016	11	50140	CHRISTY DIANE SELF	PAYROLL	07/07/2015	125.40
2016	11	50141	RACHEL MARIE THOMAS	PAYROLL	07/07/2015	125.40
2016	11	50142	JENNIFER RENEE BOGGS	PAYROLL	07/07/2015	125.40
2016	11	50143	LINDA SUSAN NUNLEY	PAYROLL	07/07/2015	125.40
2016	11	50144	CALAH CHRISTINE LYNES	PAYROLL	07/07/2015	125.40
2016	11	50145	JARED SMITH PROCK	PAYROLL	07/07/2015	125.40
2016	11	50146	KATIE LOUISE PRUETT	PAYROLL	07/07/2015	125.40
2016	11	50147	CANDACE LEE GRIFFIN	PAYROLL	07/07/2015	125.40
2016	11	50148	MEGAN DIANE ST.HILAIRE	PAYROLL	07/07/2015	125.40
2016	11	50149	RHONDA KAYE BAKER	PAYROLL	07/07/2015	125.40
2016	11	50150	KRISTINA LYNN DUFF	PAYROLL	07/07/2015	125.40
2016	11	50151	ERIC H FREDRICKSON	PAYROLL	07/07/2015	125.40
2016	11	50152	BRIANA MARIE RICCIO	PAYROLL	07/07/2015	125.40
2016	11	50153	SUE ANN MCGOWAN-MILLER	PAYROLL	07/07/2015	125.40
2016	11	50154	STACY IRWIN	PAYROLL	07/07/2015	125.40
2016	11	50155	SHAROLYN DAVIS	PAYROLL	07/07/2015	125.40
2016	11	50156	KIMBERLY DAWN AUSTIN	PAYROLL	07/07/2015	626.95
2016	11	50157	LOY WAYNE WILLIAMS	PAYROLL	07/07/2015	125.40
2016	11	50158	CATHERINE ANN CORNELIUS	PAYROLL	07/07/2015	125.40
2016	11	50159	JAMMIE KOCH	PAYROLL	07/07/2015	125.40
2016	11	50160	JOY D MILLER	PAYROLL	07/07/2015	125.40
2016	11	50161	LORIE L TORRES	PAYROLL	07/07/2015	125.40
2016	11	50162	PHYLLIS SUE COX	PAYROLL	07/07/2015	125.40
2016	11	50163	MIRANDA NICOLE CARR	PAYROLL	07/07/2015	125.40
2016	11	50164	SANDI KAYE WELCH	PAYROLL	07/07/2015	125.40
2016	11	50165	MELANIE ANN CLASON	PAYROLL	07/07/2015	125.40
2016	11	50166	JAYMI RHEA HARNLY	PAYROLL	07/07/2015	125.40
2016	11	50167	JAQUITA ANN MARTIN	PAYROLL	07/07/2015	325.40
2016	11	50168	BELINDA JO WATSON	PAYROLL	07/07/2015	125.40

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<i>fYear</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
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					Total Printed:	57,311.96
					Total Balance Forward:	2,121,181.18
					Total to Date:	2,178,493.14

Building Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/02/2015	CHEM-AQUA INC	WATER TREATMENT SERVICE	
		WATER TREATMENT SERVICE FOR DISTRICT WIDE FY15-16	000-2620-438-000-0000-000-050	12,000.00
			Total Purchase Order	12,000.00
2	07/02/2015	CITY OF MUSTANG	050 WATER/SEWER F/SOUTH DIST	
		050 PARTIAL WATER/SEWER/GARBAGE SERVICE FOR THE SOUTH DISTRICT	050-2620-411-000-0000-000-050	5,137.46
			050-2620-411-000-0000-000-050	121,862.54
			Total Purchase Order	127,000.00
3	07/02/2015	CITY OF OKLAHOMA CITY	050 WATER SERVICES F/N DIST	
		PARTIAL WATER/SEWER SERVICES FOR THE NORTH DISTRICT FOR THE FY15-16	050-2620-411-000-0000-000-050	3,903.88
			050-2620-411-000-0000-000-050	35,096.12
			Total Purchase Order	39,000.00
4	07/02/2015	CLEARWATER ENTERPRISES	050 PURCHASE OF NATURAL GAS	
		PURCHASE OF NATURAL GAS	050-2620-627-000-0000-000-050	1,626.24
			050-2620-627-000-0000-000-050	63,373.76
			Total Purchase Order	65,000.00
5	07/02/2015	OG&E	ELECTRICAL SERVICE	
		1/2 OF THE ELECTRICAL SERVICE FOR THE FY15-16	050-2620-624-000-0000-000-050	105,528.54
			050-2620-624-000-0000-000-050	574,471.46
			Total Purchase Order	680,000.00
6	07/02/2015	OKLAHOMA NATURAL GAS	050 NATURAL GAS	
		1/2 OF THE PURCHASE OF NATURAL GAS FOR THE FY15-16	050-2620-627-000-0000-000-050	3,289.25
			050-2620-627-000-0000-000-050	51,710.75
			Total Purchase Order	55,000.00
7	07/02/2015	WASTE CONNECTIONS OF OKC	050 GARBAGE SERVICE F/N DIST	
		050 PARTIAL GARBAGE SERVICE FOR THE NORTH DISTRICT FOR THE FY15-16	050-2620-411-000-0000-000-050	14,239.54
			050-2620-411-000-0000-000-050	21,760.46
			Total Purchase Order	36,000.00
8	07/07/2015	ARAPAHO PEST CONTROL	050 DW EXTERMINATING SERVICE	
		050 NORTH SIDE AND THE ADMIN EXTERMINATING SERVICES	000-2620-424-000-0000-000-050	5,000.00
			Total Purchase Order	5,000.00
9	07/07/2015	DUNCAN'S EXTERMINATING SERVICE, INC	050 DW EXTERMINATING SERVICES	
		050 SOUTH DISTRICT EXTERMINATING SERVICES	000-2620-424-000-0000-000-050	5,000.00
			Total Purchase Order	5,000.00
			Total Fund	1,024,000.00

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	ACTION LOCK & SAFE	LOCK & KEY BLANKET	
		LOCK AND KEY BLANKET ORDER	176-3140-618-700-0000-000-050	300.00
			Total Purchase Order	300.00
2	07/01/2015	ALL SEASON BUILDING & SUPPLY	HARDWARE AND SUPPLIES BLKT	
		HARDWARE AND SUPPLIES BLANKET ORDER	176-3140-618-700-0000-000-050	300.00
			Total Purchase Order	300.00
3	07/01/2015	ALL STATE HOOD CLEANING, INC.	HOOD VENT CLEANING	
		HOOD VENT CLEANING FOR ALL KITCHENS	176-3140-429-700-0000-000-050	2,300.00
			Total Purchase Order	2,300.00
4	07/01/2015	ASSOCIATED APPLIANCE, INC.	REPAIR PARTS BLANKET	
		REPAIR PARTS BLANKET ORDER	176-3140-618-700-0000-000-050	300.00
			Total Purchase Order	300.00
5	07/01/2015	AUTO-CHLOR SERVICES, INC	CHEMICAL BLKT ORDER	
		CHEMICAL BLANKET ORDER	176-3140-618-700-0000-000-050	16,500.00
			Total Purchase Order	16,500.00
6	07/01/2015	AUTOMATIC FIRE CONTROL	SEMI-ANNUAL FIRE INSPECTION	
		SEMI-ANNUAL FIRE INSPECTION BLANKET ORDER	176-3140-439-700-0000-000-050	3,000.00
			Total Purchase Order	3,000.00
7	07/01/2015	TAMARA DENISE BALES	MILEAGE REIMBURSEMENTBLKT	
		MILEAGE REIMBURSEMENT BLANKET ORDER	176-3140-580-700-0000-000-050	50.00
			Total Purchase Order	50.00
8	07/01/2015	BANK OF OKLAHOMA	PETTY CASH FOR OPEN HOUSES	
		PETTY CASH FOR OPEN HOUSE AT ALL KITCHENS	176-5200-950-700-0000-000-050	1,485.00
			Total Purchase Order	1,485.00
9	07/01/2015	CITY TREASURER	CLASS A LICENSES	
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-110	50.00
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-510	75.00
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-120	50.00
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-125	50.00
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-145	50.00
		CLASS A FOOD SERVICE LICENSE	176-3190-810-700-0000-000-150	50.00
			Total Purchase Order	325.00
10	07/01/2015	COMTEC ELECTRONIC SYSTEMS, INC	REFRIG-FREEZER MONITORING	
		REFRIGERATOR AND FREEZER MONITORING BLANKET ORDER	176-3140-438-700-0000-000-050	2,316.00
			176-3140-438-700-0000-000-050	684.00
			Total Purchase Order	3,000.00
11	07/01/2015	COZENS REFRIGERATION INC	REFRIG-FREEZER REPAIR BLKT	
		REFRIGERATOR AND FREEZER REPAIR BLANKET ORDER	176-3140-439-700-0000-000-050	35,000.00
			Total Purchase Order	35,000.00
12	07/01/2015	THELMA L COZENS	MILEAGE REIMBURSEMENT BLKT	
		MILEAGE REIMBURSEMENT BLANKET ORDER	176-3140-580-700-0000-000-050	50.00
			Total Purchase Order	50.00
13	07/01/2015	DEALERS ELECTRICAL SUPPLY	ELECTRICAL PARTS BLANKET	
		ELECTRICAL SUPPLIES BLANKET ORDER	176-3140-618-700-0000-000-050	500.00
			Total Purchase Order	500.00
14	07/01/2015	DEPARTMENT OF HUMAN SERVICES	COMMODITY DISTRIBUTION FEE	

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
14	07/01/2015	DEPARTMENT OF HUMAN SERVICES	COMMODITY DISTRIBUTION FEE	
		COMMODITY DISTRIBUTION SERVICES	176-3140-599-700-0000-000-050	12,000.00
			Total Purchase Order	12,000.00
15	07/01/2015	DUNCAN'S EXTERMINATING SERVICE, INC	EXTERMINATION SERVICES	
		EXTERMINATION SERVICES BLANKET ORDER	176-3140-424-700-0000-000-050	456.00
		EXTERMIANTION SERVICES	176-3140-424-700-0000-000-705	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-110	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-105	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-510	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-505	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-115	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-120	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-125	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-135	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-140	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-145	360.00
		EXTERMINATION SERVICES	176-3140-424-700-0000-000-150	360.00
			Total Purchase Order	4,776.00
16	07/01/2015	FERGUSON ENVIRONMENTAL RESOURCES	GREASE TRAP CLEANING	
		GREASE TRAP CLEANING	176-3140-429-700-0000-000-050	2,500.00
			Total Purchase Order	2,500.00
17	07/01/2015	FLOWERS BAKING COMPANY	BREAD BLANKET ORDER	
		BREAD BLANKET ORDER HIGH SCHOOL	176-3150-634-700-0000-000-705	3,500.00
		BREAD BLANKET ORDER VALLEY	176-3150-634-700-0000-000-110	2,500.00
		BREAD BLANKET ORDER ME	176-3150-634-700-0000-000-105	2,000.00
		BREAD BLANKET ORDER MMS	176-3150-634-700-0000-000-505	3,000.00
		BREAD BLANKET ORDER LAKEHOMA	176-3150-634-700-0000-000-115	2,000.00
		BREAD BLANKET ORDER NORTH MIDDLE	176-3150-634-700-0000-000-510	3,000.00
		BREAD BLANKET ORDER FOR TRAILS	176-3150-634-700-0000-000-120	2,000.00
		BREAD BLANKET ORDER CREEK	176-3150-634-700-0000-000-125	2,000.00
		BREAD BLANKET ORDER HORIZON	176-3150-634-700-0000-000-145	1,500.00
		BREAD BLANKET ORDER CENTENNIAL	176-3150-634-700-0000-000-135	1,500.00
		BREAD BLANKET ORDER CANYON RIDGE	176-3150-634-700-0000-000-145	2,000.00
		BREAD BLANKET ORDER PRAIRIE VIEW	176-3150-634-700-0000-000-150	2,000.00
			Total Purchase Order	27,000.00
18	07/01/2015	GRAINGER	REPAIR PARTS AND FANS BLKT	
		REPAIR PARTS AND FANS BLANKET ORDER	176-3140-618-700-0000-000-050	500.00
			Total Purchase Order	500.00
19	07/01/2015	HAGAR RESTAURANT SERVICE	REPAIR PARTS AND SERVICE	
		REPAIR PARTS AND SERVICE	176-3140-439-700-0000-000-050	2,500.00
			Total Purchase Order	2,500.00
20	07/01/2015	HEARTLAND PAYMENT SYSTEMS, INC.	SOTWARE LICENSE-TECH SUPPORT	
		HEARTLAND PAYMENT SYSTEMS	176-3140-346-700-0000-000-050	7,000.00
			Total Purchase Order	7,000.00
21	07/01/2015	JULIE HENNAN	STUDENT LUNCH REFUND	
		STUDENT LUNCH REFUND FOR DAVID FROM MMS	176-3190-930-700-0000-000-505	87.00
		STUDENT LUNCH REFUND FOR KATHERINE FROM PRAIRIE VIEW	176-3190-930-700-0000-000-150	85.50
			Total Purchase Order	172.50
22	07/01/2015	HILAND DAIRY	MILK BLANKET ORDER	

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
22	07/01/2015	HILAND DAIRY	MILK BLANKET ORDER	
		MILK BLANKET ORDER HIGH SCHOOL	176-3150-632-700-0000-000-705	45,000.00
		MILK BLANKET ORDER VALLEY	176-3150-632-700-0000-000-110	25,000.00
		MILK BLANKET ORDER ME	176-3150-632-700-0000-000-105	20,000.00
		MILK BLANKET ORDER MMS	176-3150-632-700-0000-000-505	27,500.00
		MILK BLANKET ORDER LAKEHOMA	176-3150-632-700-0000-000-115	20,000.00
		MILK BLANKET ORDER NORTH MIDDLE	176-3150-632-700-0000-000-510	27,500.00
		MILK BLANKET ORDER TRAILS	176-3150-632-700-0000-000-120	25,000.00
		MILK BLANKET ORDER CREEK	176-3150-632-700-0000-000-125	20,000.00
		MILK BLANKET ORDER HORIZON	176-3150-632-700-0000-000-145	20,000.00
		MILK BLANKET ORDER CENTENNIAL	176-3150-632-700-0000-000-135	20,000.00
		MILK BLANKET ORDER CANYON RIDGE	176-3150-632-700-0000-000-145	25,000.00
		MILK BLANKET ORDER PRAIRIE VIEW	176-3150-632-700-0000-000-150	25,000.00
			Total Purchase Order	300,000.00
23	07/01/2015	HOBART CORPORATION	REPAIR PARTS AND SERVICE	
		REPAIR PARTS AND SERVICE BLANKET ORDER	176-3140-439-700-0000-000-050	16,000.00
			Total Purchase Order	16,000.00
24	07/01/2015	MARKET PLACE PRODUCE LLC,	PRODUCE BLANKET ORDER	
		PRODUCE BLANKET ORDER HIGH SCHOOL	176-3150-633-700-0000-000-705	30,000.00
		PRODUCE BLANKET ORDER VALLEY	176-3150-633-700-0000-000-110	10,000.00
		PRODUCE BLANKET ORDER ME	176-3150-633-700-0000-000-705	8,000.00
		PRODUCE BLANKET ORDER MMS	176-3150-633-700-0000-000-505	14,500.00
		PRODUCE BLANKET ORDER LAKEHOMA	176-3150-633-700-0000-000-115	8,000.00
		PRODUCE BLANKET ORDER NORTH MIDDLE	176-3150-633-700-0000-000-510	14,500.00
		PRODUCE BLANKET ORDER TRAILS	176-3150-633-700-0000-000-120	10,000.00
		PRODUCE BLANKET ORDER CREEK	176-3150-633-700-0000-000-125	10,000.00
		PRODUCE BLANKET ORDER CENTENNIAL	176-3150-633-700-0000-000-135	8,000.00
		PRODUCE BLANKET ORDER HORIZON	176-3150-633-700-0000-000-140	8,000.00
		PRODUCE BLANKET ORDER CANYON RIDGE	176-3150-633-700-0000-000-145	12,000.00
		PRODUCE BLANKET ORDER PRAIRIE VIEW	176-3150-633-700-0000-000-150	12,000.00
			Total Purchase Order	145,000.00
25	07/01/2015	JOHN BENNETT CREATIVE SERVICES	MENU MAGIC CD AND WEB ACCESS	
		MENU MAGIC CD AND WEB ACCESS	176-3140-653-700-0000-000-050	700.00
			Total Purchase Order	700.00
26	07/01/2015	CARMENE A KROUTIL	MILEAGE REIMBURSEMENT BLKT	
		MILEAGE REIMBURSEMENT BLANKET ORDER	176-3140-580-700-0000-000-050	50.00
			Total Purchase Order	50.00
27	07/01/2015	L. E. ACKER CO.	REPAIR PARTS BLANKET	
		REPAIR PARTS BLANKET ORDER	176-3140-618-700-0000-000-050	200.00
			Total Purchase Order	200.00
28	07/01/2015	LIBERTY MUTUAL	SURETY BOND	
		SURETY BOND	176-3190-525-700-0000-000-050	1,450.00
			Total Purchase Order	1,450.00
29	07/01/2015	LOWES CREDIT SERVICES	REPAIR PARTS AND SMALL APPLIAN	
		REPAIR PARTS AND SMALL APPLIANCES	176-3140-618-700-0000-000-050	500.00
			Total Purchase Order	500.00
30	07/01/2015	RACHEL E MARTIN	MILEAGE REIMBURSEMENT BLKT	37
		MILEAGE REIMBURSEMENT BLANKET ORDER	176-3140-580-700-0000-000-050	50.00
			Total Purchase Order	50.00

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
31	07/01/2015	MASSCO	CHEMICAL BLANKET ORDER	
		CHEMICAL BLANKET ORDER ME	176-3140-617-700-0000-000-105	2,000.00
		CHEMICAL BLANKET ORDER LAKEHOMA	176-3140-617-700-0000-000-115	2,000.00
			Total Purchase Order	4,000.00
32	07/01/2015	MICHAEL FOODS	COMMODITY EGG PROCESSING	
		COMMOCITY EGG PROCESSING BLANKET ORDER	176-3150-639-700-0000-000-050	17,000.00
			Total Purchase Order	17,000.00
33	07/01/2015	MIZUNI, INC	SIF AGENT FOR NUTRIKIDS	
		SIF AGENT FOR NUTRIKIDS	176-3140-346-700-0000-000-050	5,000.00
			Total Purchase Order	5,000.00
34	07/01/2015	MULLIN PLUMBING WEST DIVISION, INC.	PLUMBING SERVICES BLANKET	
		PLUMBING SERVICES BLANKET ORDER	176-3140-437-700-0000-000-050	1,500.00
			Total Purchase Order	1,500.00
35	07/01/2015	MUSTANG NEWS	NEWSPAPER AD BLANKET	
		NEWSPAPER AD BLANKET ORDER	176-3140-540-700-0000-000-050	600.00
			Total Purchase Order	600.00
36	07/01/2015	MUSTANG TIMES	NEWSPAPER AD BLANKET	
		NEWSPAPER AD BLANKET ORDER	176-3140-540-700-0000-000-050	700.00
			Total Purchase Order	700.00
37	07/01/2015	NUTRI-LINK TECHNOLOGIES, INC	ONLINE APPLICATION FEE	
		ONLINE APPLICATION ENTRY SYSTEM SERVICE FEE	176-3140-810-700-0000-000-050	2,800.00
			Total Purchase Order	2,800.00
38	07/01/2015	OFFICE DEPOT	OFFICE SUPPLIES	
		PENTEL RSVP BALLPOINT PENS - BLACK - MED POINT 1 DOZEN	176-3140-619-700-0000-000-050	33.96
		PENTEL RSVP BALLPOINT PENS - BLUE- MED POINT- 1 DOZEN	176-3140-619-700-0000-000-050	8.49
		OFFICE DEPOT INVISIBLE TAPE 10 PK	176-3140-619-700-0000-000-050	35.98
		OFFICE DEPOT 3 X 3 STICKY NOTES - YELLOW- 18 PK	176-3140-619-700-0000-000-050	44.97
		OFFICE DEPOT 1 1/2 X 2 STICKY NOTES YELLOW 12 PKG	176-3140-619-700-0000-000-050	17.97
		OFFICE DEPOT 8 1/2 X 11 3/4 CANARY LEGAL PADS, 1 DOZEN	176-3140-619-700-0000-000-050	17.99
		OFFICE DEPOT MASKING TAPE 0.71 X 60 YD	176-3140-619-700-0000-000-050	43.80
		OFFICE DEPOT MANILA FILE FOLDERS - LEGAL- 100 CT	176-3140-619-700-0000-000-050	35.97
		OFFICE DEPOT HANGING FOLDERS, LEGAL 1/5 CUT 25 CT	176-3140-619-700-0000-000-050	31.47
		BANKERS BOX 12 PK, LETTER/LEGAL	176-3140-619-700-0000-000-050	39.99
			Total Purchase Order	310.59
39	07/01/2015	OKLAHOMA JANITORIAL SUPPLY	CHEMICALS AND SUPPLIES	
		CHEMICALS AND CLEANING SUPPLIES BLANKET ORDER	176-3140-618-700-0000-000-050	3,500.00
			Total Purchase Order	3,500.00
40	07/01/2015	OKLAHOMA STATE DEPARTMENT OF HEALTH	FOOD SVC ESTAB LICENSES	
		FOOD SERVICE ESTABLISHMENT LICENSE HIGH SCHOOL	176-3190-810-700-0000-000-705	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE VALLEY	176-3190-810-700-0000-000-110	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE ME	176-3190-810-700-0000-000-105	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE MMS	176-3190-810-700-0000-000-505	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE LAKEHOMA	176-3190-810-700-0000-000-115	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE NORTH MIDDLE	176-3190-810-700-0000-000-510	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE TRAILS	176-3190-810-700-0000-000-120	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE CREEK	176-3190-810-700-0000-000-125	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE HORIZON	176-3190-810-700-0000-000-140	100.00

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
40	07/01/2015	OKLAHOMA STATE DEPARTMENT OF HEALTH	FOOD SVC ESTAB LICENSES	
		FOOD SERVICE ESTABLISHMENT LICENSE CENTENNIAL	176-3190-810-700-0000-000-135	100.00
		FOOD SERVICE ESTABLISHMENT LICENSE CANYON RIDGE	176-3190-810-700-0000-000-145	100.00
		FOOD SERVICIE ESTABLISHMENT LICENSE PRAIRIE VIEW	176-3190-810-700-0000-000-150	100.00
			Total Purchase Order	1,200.00
41	07/01/2015	OSWALT RESTAURANT SUPPLY	SMALL EQUIPMENT BLANKET	
		SMALL EQUIPMENT BLANKET ORDER	176-3140-618-700-0000-000-050	3,500.00
			Total Purchase Order	3,500.00
42	07/01/2015	CCH INCORPORATED	NUTRITION NUGGETS NEWSLETTER	
		NUTRITION NUGGETS NEWSLETTER	176-3140-642-700-0000-000-050	649.00
			Total Purchase Order	649.00
43	07/01/2015	SAM'S CLUB	PAPER GOODS AND SUPPLIES	
		PAPER GOODS AND SUPPLIES	176-3140-617-700-0000-000-050	300.00
			Total Purchase Order	300.00
44	07/01/2015	CITY OF MUSTANG	ROOM RENTAL FOR IN-SERVICE	
		ROOM RENTAL FOR IN-SERVICE MEETING TO BE HELD 8/19/15	176-3140-443-700-0000-000-050	197.50
			Total Purchase Order	197.50
45	07/01/2015	UNITED PRINTING	RUBBER STAMP BLANKET ORDER	
		RUBBER STAMP BLANKET ORDER	176-3140-618-700-0000-000-050	200.00
			Total Purchase Order	200.00
46	07/01/2015	UNITED REFRIGERATION, INC.	REPAIR PARTS AND SUPPLIES	
		REPAIR PARTS AND SUPPLIES BLANKET ORDER	176-3140-618-700-0000-000-050	2,500.00
			Total Purchase Order	2,500.00
47	07/01/2015	US FOODSERVICE INC.	FOOD AND NON FOOD BLANKET	
		FOOD BLANKET ORDER HIGH SCHOOL	176-3150-631-700-0000-000-705	200,000.00
		NON-FOOD BLANKET ORDER HIGH SCHOOL	176-3140-617-700-0000-000-705	30,000.00
		FOOD BLANKET ORDER VALLEY	176-3150-631-700-0000-000-110	40,000.00
		NON-FOOD BLANKET ORDER VALLEY	176-3140-617-700-0000-000-110	10,000.00
		FOOD BLANKET ORDER ME	176-3150-631-700-0000-000-105	35,000.00
		NON-FOOD BLANKET ORDER ME	176-3140-617-700-0000-000-105	6,000.00
		FOOD BLANKET ORDER MMS	176-3150-631-700-0000-000-505	50,000.00
		NON-FOOD BLANKET ORDER MMS	176-3140-617-700-0000-000-505	10,000.00
		FOOD BLANKET ORDER LAKEHOMA	176-3150-631-700-0000-000-115	35,000.00
		NON-FOOD BLANKET ORDER LAKEHOMA	176-3140-617-700-0000-000-115	6,000.00
		FOOD BLANKET ORDER NORTH MIDDLE	176-3150-631-700-0000-000-510	50,000.00
		NON-FOOD BLANKET ORDER NORTH MIDDLE	176-3140-617-700-0000-000-510	10,000.00
		FOOD BLANKET ORDER TRAILS	176-3150-631-700-0000-000-120	40,000.00
		NON-FOOD BLANKET ORDER TRAILS	176-3140-617-700-0000-000-120	10,000.00
		FOOD BLANKET ORDER CREEK	176-3150-631-700-0000-000-125	40,000.00
		NON-FOOD BLANKET ORDER CREEK	176-3140-617-700-0000-000-125	8,000.00
		FOOD BLANKET ORDER HORIZON	176-3150-631-700-0000-000-140	30,000.00
		NON-FOOD BLANKET ORDER HORIZON	176-3140-617-700-0000-000-140	5,000.00
		FOOD BLANKET ORDER CENTENNIAL	176-3150-631-700-0000-000-135	30,000.00
		NON-FOOD BLANKET ORDER CENTENNIAL	176-3140-617-700-0000-000-135	5,000.00
		FOOD BLANKET ORDER CANYON RIDGE	176-3150-631-700-0000-000-145	40,000.00
		NON-FOOD BLANKET ORDER CANYON RIDGE	176-3140-617-700-0000-000-145	10,000.00
		FOOD BLANKET ORDER PRAIRIE VIEW	176-3150-631-700-0000-000-150	40,000.00
		NON-FOOD BLANKET ORDER PRAIRIE VIEW	176-3140-617-700-0000-000-150	10,000.00
			Total Purchase Order	750,000.00

Child Nutrition Programs Fund 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
48	07/01/2015	WAL-MART COMMUNITY/GECRB	FOOD AND NON FOOD ITEMS	
		FOOD BLANKET ORDER	176-3150-631-700-0000-000-050	700.00
		NON-FOOD BLANKET ORDER	176-3140-617-700-0000-000-050	1,100.00
			Total Purchase Order	1,800.00
49	07/01/2015	WAREHOUSE SUPPLIES	COPY PAPER, ENVELOPES & RCPTS	
		COPY PAPER, ENVELOPES AND RECEIPT BOOKS	176-3140-611-700-0000-000-050	600.00
			Total Purchase Order	600.00
50	07/01/2015	YUKON REVIEW	NEWSPAPER ADS	
		NEWSPAPER AD BLANKET ORDER	176-3140-540-700-0000-000-050	500.00
			Total Purchase Order	500.00
51	07/02/2015	ACTION LOCK & SAFE	REPLACE LOCKS ON DRINK CASES	
		LSDA SHOWCASE LOCK SINGLE BITTED	176-3140-618-700-0000-000-705	140.00
		REMOVE SLIDING DOORS PREP FOR INSTALL SLIDE ROD TO BE ABLE TO SECURE SHOW CASE	176-3140-618-700-0000-000-705	245.00
		SERVICE CALL	176-3140-618-700-0000-000-705	50.00
			Total Purchase Order	435.00
52	07/07/2015	ZEC SALES, INC.	LATCH FOR PROOFER DOOR	
		LATCH FOR PROOFER DOOR, PART #64-21-10	176-3140-618-700-0000-000-505	38.33
		SHIPPING	176-3140-618-700-0000-000-505	15.00
			Total Purchase Order	53.33
			Total Fund	1,380,853.92

MUSTANG PUBLIC SCHOOLS
Encumbrance Register
Child Nutrition Programs Fund 2015-2016

<i>fYear</i>	<i>Fund</i>	<i>P.O.</i>	<i>Vendor Name</i>	<i>Description</i>	<i>eDate</i>	<i>Classified</i>
2016	22	50000	THELMA L COZENS	PAYROLL	07/07/2015	94.05
2016	22	50001	RUTH A DUBOIS	PAYROLL	07/07/2015	31.34
2016	22	50002	CARMENE A KROUTIL	PAYROLL	07/07/2015	31.34
2016	22	50003	LANA J TINDALL	PAYROLL	07/07/2015	80.74
2016	22	50004	JOYCE WRIGHT	PAYROLL	07/07/2015	80.74
2016	22	50005	ROXANNE S DAVIS	PAYROLL	07/07/2015	94.05
2016	22	50006	MARGARET LEE GROVES	PAYROLL	07/07/2015	94.05
2016	22	50007	CHARLOTTE ANN HOLT	PAYROLL	07/07/2015	94.05
2016	22	50008	LORI ANN WILLIAMSON	PAYROLL	07/07/2015	62.70
2016	22	50009	VALERIE N NGUYEN	PAYROLL	07/07/2015	80.74
2016	22	50010	CHERYL ANN WHITE	PAYROLL	07/07/2015	53.83
2016	22	50011	BARBARA SUE SULLIVAN	PAYROLL	07/07/2015	31.34
2016	22	50012	STEVEN DALE COATNEY	PAYROLL	07/07/2015	1,998.21
2016	22	50013	BERTHA SUE OLLISON	PAYROLL	07/07/2015	62.70
2016	22	50014	CARRIE MICHELLE LONG	PAYROLL	07/07/2015	62.70
2016	22	50015	EVA VILLA	PAYROLL	07/07/2015	62.70
2016	22	50016	REBECCA DAWN GOBER	PAYROLL	07/07/2015	31.34
2016	22	50017	MELISSA ANN LANGGUTH	PAYROLL	07/07/2015	94.05
2016	22	50018	DEBORAH R CURTESS	PAYROLL	07/07/2015	62.70
2016	22	50019	MARIA ELENA TOVAR	PAYROLL	07/07/2015	31.34
2016	22	50020	LAURIE ANN CATHEY	PAYROLL	07/07/2015	94.05
2016	22	50021	L DENISE PERHANE	PAYROLL	07/07/2015	94.05
2016	22	50022	MARY RAY	PAYROLL	07/07/2015	31.34
2016	22	50023	KRISTY DAWN WOOTEN	PAYROLL	07/07/2015	62.70
2016	22	50024	TAMARA DENISE BALES	PAYROLL	07/07/2015	2,448.97
2016	22	50025	WESLEY J ZERBY	PAYROLL	07/07/2015	1,684.13

Total Printed: 7,649.95
 Total Balance Forward: 1,380,853.92
 Total to Date: 1,388,503.87

BegPo 1
EndPo 1

OKC MAPS TRUST 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

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<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	TIMBERLAKE CONSTRUCTION	109 ROLLOVER PO 1	
		CONCRETE DRIVE FOR SNYDER LAND PREP	109-2630-455-000-0000-000-705	22,500.00
			Total Purchase Order	22,500.00
			Total Fund	22,500.00

Bond Fund #32 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	R.K. BLACK	ROLLOVER PO 6	
		ROLLOVER 15000612	147-2530-440-000-0000-000-056	15,765.22
			Total Purchase Order	15,765.22
2	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 32	
		ROLLOVER 15002608	159-2620-459-000-0000-000-705	43,750.00
			Total Purchase Order	43,750.00
3	07/01/2015	IMAGENET CONSULTING, LLC	ROLLOVER PO 35	
		ROLLOVER 15002946	168-2580-653-100-0000-000-056	1,398.00
			Total Purchase Order	1,398.00
4	07/01/2015	CONVERGINT TECHNOLOGIES, LLC	ROLLOVER PO 36	
		ROLLOVER 15004326	147-2620-459-000-0000-000-120	10,325.00
			Total Purchase Order	10,325.00
5	07/01/2015	ALLEN CONSULTING, INC	ROLLOVER PO 43	
		ROLLOVER 15007169	157-2620-334-000-0000-000-705	11,400.00
			Total Purchase Order	11,400.00
6	07/01/2015	STANDARD ROOFING, CO., INC.	ROLLOVER PO 44	
		ROLLOVER 15007175	156-2620-458-000-0000-000-105	33,269.00
			156-2620-458-000-0000-000-105	161,731.00
			Total Purchase Order	195,000.00
7	07/01/2015	ALLEN CONSULTING, INC	ROLLOVER PO 45	
		ROLLOVER PO 15007199	157-2620-334-000-0000-000-115	9,000.00
			Total Purchase Order	9,000.00
8	07/01/2015	BENTLEY FLOORING, INC.	ROLLOVER PO 46	
		ROLLOVER 15007272	159-2620-654-000-0000-000-705	6,260.00
			Total Purchase Order	6,260.00
9	07/07/2015	TIMBERLAKE CONSTRUCTION	REPLACE HVAC UNITS @ LE/HS K	
		LE COOLING TOWER REPLACEMENT/HS K BLDG HVAC REPLACEMENT	157-2620-453-000-0000-000-115	234,600.00
			Total Purchase Order	234,600.00
			Total Fund	527,498.22

Bond Fund #33 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/07/2015	BOSC, INC.	146 FINANCIAL ADVISORY SRVCS	
		FINANCIAL ADVISORY FEES	146-2511-331-000-0000-000-050	19,559.00
			Total Purchase Order	19,559.00
2	07/07/2015	STANDARD & POOR'S	146 ANALYTICAL SRVCS BOND FEE	
		ANALYTICAL SERVICES FOR BOND FEES	162-2511-331-000-0000-000-050	16,500.00
			Total Purchase Order	16,500.00
3	07/07/2015	TIMBERLAKE CONSTRUCTION	162 VIDEO BOARD EVENT CENTER	
		VIDEO BOARD FOR EVENT CENTER	162-4720-652-000-0000-000-705	84,967.00
			Total Purchase Order	84,967.00
4	07/07/2015	BSN SPORTS, INC.	162 800 SOFTBALL UNIFORMS	
		NIKE WOMEN'S TR FIT 5 -BLACK	162-1000-657-800-0000-000-705	280.00
		11-1		
		8.5-1		
		8-1		
		7.5-1		
		6.5-1		
		8.5-1		
		NIKE AIR PEGASUS	162-1000-657-800-0000-000-705	140.00
		11-1		
		10-1		
		NIKE TEAM GAME DAY POLO	162-1000-657-800-0000-000-705	324.00
		ANTHRACITE		
		BLACK MORSEY		
		S-4		
		M-2		
		L-1		
		XL-2		
		NIKE PRESEASON POLO	162-1000-657-800-0000-000-705	414.00
		WHITE		
		NIKE TEXTURED PULLOVER	162-1000-657-800-0000-000-705	468.00
		ANTHRACITE		
		BLACK MORSEY		
		NIKE SOFTBALL JERSEYS REPLACEMENTS	162-1000-657-800-0000-000-705	656.00
		OKAY ON THE GREY AND RED NIKE JERSEY FROM LAST		
		SEASON HERE IS WHAT WE NEED. ONE RED AND ONE		
		GREY FOR EACH		
		#4- MEDIUM		
		#00- LARGE		
		#10-LARGE		
		#17-XL		
		SHIPPING	162-1000-657-800-0000-000-705	165.00
			Total Purchase Order	2,447.00
5	07/07/2015	BSN SPORTS, INC.	162 800 GIRLS BB UNIFORMS	
		WAVE BASKETBALLS 28.5	162-1000-683-800-0000-000-705	779.88
		MASTER COMBINATION LOCK -RED	162-1000-683-800-0000-000-705	349.00
		MASTER LOCK CONTROL KEY FOR V 69 SERIES	162-1000-683-800-0000-000-705	7.00
		MARK V SCOREBOOKS	162-1000-683-800-0000-000-705	33.00
		FOX MINI WHISTLES	162-1000-683-800-0000-000-705	36.00
		NIKE WOMEN'S UNIFIED GAME UNIFORM	162-1000-657-800-0000-000-705	210.00
		RED TOPS		
		SAME AS LAST YEAR REPLACEMENT JERSEYS		
		#3-M		
		#15-M		
		#20-S		
		NIKE CLUB BACKPACK -BLACK	162-1000-657-800-0000-000-705	44.00
		MORSEY LOGO-RED		
		BASKETBALL UNDER-WHITE		
		SHIPPING	162-1000-657-800-0000-000-705	225.00

Bond Fund #33 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
5	07/07/2015	BSN SPORTS, INC.	162 800 GIRLS BB UNIFORMS	
			Total Purchase Order	1,935.88
6	07/07/2015	BSN SPORTS, INC.	162 800 FOOTBALL UNIFORMS	
		WILSON GST FOOTBALLS	162-1000-683-800-0000-000-705	769.90
		SHIPPING	162-1000-683-800-0000-000-705	69.29
			Total Purchase Order	839.19
7	07/07/2015	BSN SPORTS, INC.	162 800 BOYS BB UNIFORMS	
		NIKE DISRUPTION UNIFORM TOP AND BOTTOM- HOME	162-1000-657-800-0000-000-705	2,240.00
		NIKE DISRUPTION UNIFORM TOP AND BOTTOM - AWAY	162-1000-657-800-0000-000-705	2,240.00
		NIKE DISRUPTION UNIFORM TOP AND BOTTOM- ALTERNATE	162-1000-657-800-0000-000-705	2,240.00
		SHIPPING	162-1000-657-800-0000-000-705	275.00
			Total Purchase Order	6,995.00
8	07/07/2015	BSN SPORTS, INC.	162 800 FOOTBALL UNIFORMS	
		RECONDITIONING HELMETS	162-1000-657-800-0000-000-705	5,868.75
		RIDDELL FACEMASK	162-1000-657-800-0000-000-705	6,695.00
		DECALS FOR HELMETS	162-1000-657-800-0000-000-705	1,500.00
		SHIPPING	162-1000-657-800-0000-000-705	395.00
			Total Purchase Order	14,458.75
9	07/07/2015	BSN SPORTS, INC.	162 800 TRACK UNIFORMS	
		RED/WHITE NIKE MEN'S TIGHT TANK	162-1000-657-800-0000-000-705	1,450.00
		MEN'S NIKE SHORT	162-1000-657-800-0000-000-705	650.00
		RED NIKE MEN'S ANCHOR SHORT	162-1000-657-800-0000-000-705	500.00
		SHIPPING	162-1000-657-800-0000-000-705	156.00
			Total Purchase Order	2,756.00
10	07/07/2015	BSN SPORTS, INC.	162 800 TENNIS UNIFORMS	
		ADIDAS FEATHER III	162-1000-657-800-0000-000-705	148.00
		ZERO TENNIS COURT SHOES		
		NIKE FREE 5.0	162-1000-657-800-0000-000-705	140.00
		SHIPPING	162-1000-657-800-0000-000-705	40.00
			Total Purchase Order	328.00
11	07/07/2015	BSN SPORTS, INC.	162 800 TRACK UNIFORMS	
		RED NIKE AIRBORNE TOP- BLK/M 20/S 20/M	162-1000-657-800-0000-000-705	1,200.00
		BLK NIKE AIRBORNE TOP 6/S 6/M - REDM	162-1000-657-800-0000-000-705	360.00
		BLK WONENS TEMPO BOY SHORT	162-1000-657-800-0000-000-705	1,000.00
		S-20		
		M-27		
		L-3		
		SHIPPING	162-1000-657-800-0000-000-705	153.00
			Total Purchase Order	2,713.00
12	07/07/2015	BSN SPORTS, INC.	162 800 FOOTBALL UNIFORMS	
		UNDER ARMOUR CUSTOM ICON JERSEYS AND PANT SET- MORSEY LOGO ON PANTS- 2 COLOR TACKLE TWILL	162-1000-657-800-0000-000-705	21,250.00
		SHIPPING	162-1000-657-800-0000-000-705	445.00
			Total Purchase Order	21,695.00
13	07/07/2015	EDMOND GOLF	162 800 GOLF UNIFORMS	
		TITLEIST 2015 68" UMBRELLAS	162-1000-683-800-0000-000-705	910.00
		BUSHNELL PATRIOT PACK TOUR V3 RANGE FINDER	162-1000-683-800-0000-000-705	822.00
		MUSTANG LOGO GOLF TEES	162-1000-683-800-0000-000-705	450.00
			Total Purchase Order	2,132.00
14	07/07/2015	OFFICE DEPOT	162 800 OFFICE CHAIR	

Bond Fund #33 2015-2016
 Detail Encumbrance Listing
 As of 07/08/2015

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
14	07/07/2015	OFFICE DEPOT	162 800 OFFICE CHAIR	
		BRENTON STUDIO BRIESSA MID BACK VINYL CHAIR BLACK	162-1000-683-800-0000-000-705	1,119.86
			Total Purchase Order	1,119.86
			Total Fund	178,445.68

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 4	
		ROLLOVER 15000686	169-4400-332-000-0000-000-050	6,870.00
			Total Purchase Order	6,870.00
2	07/01/2015	CARRIER CORP	ROLLOVER PO 13	
		ROLLOVER 15004181	157-2620-723-000-0000-000-125	2,571.00
			Total Purchase Order	2,571.00
3	07/01/2015	COMTEC ELECTRONIC SYSTEMS, INC	ROLLOVER PO 14	
		ROLLOVER 15004336	157-2660-459-000-0000-000-510	149.00
			157-2660-459-000-0000-000-705	250.00
			Total Purchase Order	399.00
4	07/01/2015	ALL SEASON BUILDING & SUPPLY	ROLLOVER PO 16	
		ROLLOVER 15005374	169-2620-618-000-0000-000-105	60.89
			169-2620-618-000-0000-000-115	56.91
			Total Purchase Order	117.80
5	07/01/2015	LOWES CREDIT SERVICES	ROLLOVER PO 19	
		ROLLOVER PO 15005380	169-2620-618-000-0000-000-105	301.58
			169-2620-618-000-0000-000-105	523.90
			169-2620-618-000-0000-000-115	400.00
			169-2620-618-000-0000-000-115	698.54
			Total Purchase Order	1,924.02
6	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 25	
		ROLLOVER 15005718	162-2620-453-002-0000-000-050	2,000.00
			162-2620-453-002-0000-000-705	2,000.00
			Total Purchase Order	4,000.00
7	07/01/2015	ALL SEASON BUILDING & SUPPLY	ROLLOVER PO 26	
		ROLLOVER 15005894	169-2620-618-000-0000-000-050	45.50
			169-2620-618-000-0000-000-050	137.67
			Total Purchase Order	183.17
8	07/01/2015	LOWES CREDIT SERVICES	ROLLOVER PO 27	
		ROLLOVER 15005896	169-2620-618-000-0000-000-050	286.72
			Total Purchase Order	286.72
9	07/01/2015	P&L FIRE PROTECTION, INC.	ROLLOVER PO 30	
		ROLLOVER 15006153	169-2620-453-000-0000-000-115	3,850.00
			Total Purchase Order	3,850.00
10	07/01/2015	MULLIN PLUMBING WEST DIVISION, INC.	ROLLOVER PO 37	
		ROLLOVER 15007093	169-2620-457-000-0000-000-105	7,908.60
			Total Purchase Order	7,908.60
11	07/01/2015	NOAH'S PARK AND PLAYGROUNDS	ROLLOVER PO 38	
		ROLLOVER 15007165	169-2630-459-000-0000-000-135	4,250.00
			Total Purchase Order	4,250.00
12	07/01/2015	FULL CIRCLE MILLWORK	ROLLOVER PO 39	
		ROLLOVER 15007171	169-2620-459-000-0000-000-105	4,695.00
			Total Purchase Order	4,695.00
13	07/01/2015	FULL CIRCLE MILLWORK	ROLLOVER PO 40	
		ROLLOVER 15007172	169-2620-459-000-0000-000-115	1,580.00
			Total Purchase Order	1,580.00
14	07/01/2015	LDS BUILDING SPECIALITIES	ROLLOVER PO 41	
		ROLLOVER 15007209	169-2620-654-000-0000-000-105	2,094.00

Bond Fund #34 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
14	07/01/2015	LDS BUILDING SPECIALITIES	ROLLOVER PO 41	
			Total Purchase Order	2,094.00
15	07/01/2015	LDS BUILDING SPECIALITIES	ROLLOVER PO 42	
		ROLLOVER 15007247	169-2620-618-000-0000-000-105	678.00
			Total Purchase Order	678.00
16	07/01/2015	GRAINGER	ROLLOVER PO 43	
		ROLLOVER 15007275	169-2620-656-000-0000-000-105	171.45
			Total Purchase Order	171.45
17	07/01/2015	THOMPSON EDUCATIONAL FURNISHINGS	ROLLOVER PO 44	
		ROLLOVER 15007298	169-2620-654-000-0000-000-105	496.00
			Total Purchase Order	496.00
18	07/07/2015	OLDHAM ACRES LANDSCAPING, INC.	LANDSCAPE REPLACEMENTS	
		MHS FRONT -	169-2630-714-000-0000-000-705	495.00
		STADIUM EAST BED	169-2630-714-000-0000-000-705	1,171.00
		STADIUM WEST BED	169-2630-714-000-0000-000-705	587.50
			Total Purchase Order	2,253.50
			Total Fund	44,328.26

Bond Fund #35 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	PHILLIP MCDONALD ROOFING	ROLLOVER PO 11	
		ROLLOVER 15007173	156-2620-458-000-0000-000-130	550.00
			Total Purchase Order	550.00
2	07/01/2015	PHILLIP MCDONALD ROOFING	ROLLOVER PO 12	
		ROLLOVER 15007174	156-2620-458-000-0000-000-135	250.00
			Total Purchase Order	250.00
3	07/01/2015	STANDARD ROOFING, CO., INC.	ROLLOVER PO 13	
		ROLLOVER 15007249	156-2620-458-000-0000-000-110	3,485.00
			Total Purchase Order	3,485.00
4	07/01/2015	STANDARD ROOFING, CO., INC.	ROLLOVER PO 14	
		ROLLOVER 15007277	156-2620-458-000-0000-000-110	490.00
			Total Purchase Order	490.00
			Total Fund	4,775.00

Bond Fund #36 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
1	07/07/2015	OKLAHOMA ATTORNEY GENERAL	146 BOND EXAMINATION FEES	
		ATTORNEY GENERAL BOND TRANSCRIPT EXAMINATION FEES	146-2511-331-000-0000-000-050	3,000.00
			Total Purchase Order	3,000.00
2	07/07/2015	PHILLIPS MURRAH P.C.	146 LEGAL SRVCS 4 BOND FEES	
		LEGAL SERVICES FOR BOND FEES	146-2511-331-000-0000-000-050	5,000.00
			Total Purchase Order	5,000.00
3	07/07/2015	TIMBERLAKE CONSTRUCTION	157 LE/HS K BLDG HVAC REPLACE	
		LE COOLING TOWER REPLACEMENT/HS K BLDG HVAC REPLACEMENT	157-2620-453-000-0000-000-705	259,383.00
			Total Purchase Order	259,383.00
			Total Fund	267,383.00

Bond Fund #37 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
1	07/01/2015	MR ROOF INC	ROLLOVER PO 8	
		ROLLOVER 15000341	156-2620-458-000-0000-000-705	36,000.00
			Total Purchase Order	36,000.00
2	07/01/2015	C-NET SECURITY AND CABLE	ROLLOVER PO 20	
		ROLLOVER 15003980	164-4620-459-000-0000-000-050	5,030.00
			Total Purchase Order	5,030.00
3	07/01/2015	JACKSON MECHAICAL SERVICES INC.	ROLLOVER PO 25	
		ROLLOVER 15004703	157-2620-435-000-0000-000-125	2,315.26
			157-2620-435-000-0000-000-510	2,685.20
			157-2620-435-000-0000-000-705	2,066.84
			Total Purchase Order	7,067.30
4	07/01/2015	EEI	ROLLOVER PO 27	
		ROLLOVER 15005068	157-2620-453-000-0000-000-125	945.00
			Total Purchase Order	945.00
5	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 33	
		ROLLOVER 15005982	156-4400-332-000-0000-000-105	665.00
			156-4400-332-000-0000-000-105	1,608.73
			Total Purchase Order	2,273.73
6	07/01/2015	EEI	ROLLOVER PO 34	
		ROLLOVER 15006151	157-2620-453-000-0000-000-125	9,238.00
			Total Purchase Order	9,238.00
7	07/01/2015	LDS BUILDING SPECIALITIES	ROLLOVER PO 38	
		ROLLOVER 15006720	164-2620-618-000-0000-000-510	1,820.00
			Total Purchase Order	1,820.00
8	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 42	
		ROLLOVER 15007054	159-2620-459-000-0000-000-705	18,495.23
			Total Purchase Order	18,495.23
9	07/01/2015	COMTEC ELECTRONIC SYSTEMS, INC	ROLLOVER PO 43	
		ROLLOVER 15007101	164-4620-432-000-0000-000-505	4,499.00
			Total Purchase Order	4,499.00
10	07/01/2015	DOOR CONTROLS OF OKLAHOMA CITY	ROLLOVER PO 44	
		ROLLOVER 15007117	164-2620-618-000-0000-000-705	1,000.00
			Total Purchase Order	1,000.00
11	07/01/2015	SOONER FLOORING, INC	ROLLOVER PO 45	
		ROLLOVER 15007137	159-2620-459-000-0000-000-505	2,441.00
			Total Purchase Order	2,441.00
12	07/01/2015	SOONER FLOORING, INC	ROLLOVER PO 46	
		ROLLOVER 15007138	159-2620-459-000-0000-000-115	4,462.00
			Total Purchase Order	4,462.00
13	07/01/2015	SOONER FLOORING, INC	ROLLOVER PO 47	
		ROLLOVER 15007139	159-2620-459-000-0000-000-105	6,973.00
			Total Purchase Order	6,973.00
14	07/01/2015	SOONER FLOORING, INC	ROLLOVER PO 48	
		ROLLOVER 15007167	159-2620-459-000-0000-000-510	8,957.50
			Total Purchase Order	8,957.50
15	07/01/2015	STANDARD ROOFING, CO., INC.	ROLLOVER PO 49	

Bond Fund #37 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

<i>PurOrder</i>	<i>Date</i>	To Whom Issued / Detail Description	Po Description / Classification	
15	07/01/2015	STANDARD ROOFING, CO., INC.	ROLLOVER PO 49	
		ROLLOVER 15007176	156-2620-458-000-0000-000-105	59,731.00
			Total Purchase Order	59,731.00
16	07/01/2015	ACTION LOCK & SAFE	ROLLOVER PO 50	
		ROLLOVER 15007250	164-2620-618-000-0000-000-105	2,526.52
			Total Purchase Order	2,526.52
17	07/01/2015	INDECO SALES	ROLLOVER PO 51	
		ROLLOVER 15007276	160-2620-654-000-0000-000-510	8,800.00
			Total Purchase Order	8,800.00
18	07/01/2015	KNIGHT PAVING, INC	ROLLOVER PO 52	
		ROLLOVER 15007289	158-2630-455-000-0000-000-705	2,980.00
			Total Purchase Order	2,980.00
19	07/01/2015	KNIGHT PAVING, INC	ROLLOVER PO 53	
		ROLLOVER 15007290	158-2630-455-000-0000-000-510	3,824.00
			Total Purchase Order	3,824.00
20	07/01/2015	Y.I. SPECIALISTS, INC	ROLLOVER PO 54	
		ROLLOVER 15007294	160-2620-654-000-0000-000-705	226.00
			Total Purchase Order	226.00
21	07/01/2015	SOONER FLOORING, INC	ROLLOVER PO 55	
		ROLLOVER 15007297	159-2620-459-000-0000-000-105	2,195.00
			Total Purchase Order	2,195.00
22	07/01/2015	OKLAHOMA ROOFING & SHEET METAL	ROLLOVER PO 22	
		ROLLOVER 15004327	156-2620-458-000-0000-000-050	3,794.79
			Total Purchase Order	3,794.79
			Total Fund	193,279.07

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification		
1	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 31		
		ROLLOVER 15000983		154-4300-459-000-0000-000-705	190,000.00
			Total Purchase Order		190,000.00
2	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 61		
		ROLLOVER 15002219		162-4400-332-000-0000-000-705	8,369.99
			Total Purchase Order		8,369.99
3	07/01/2015	NOAH'S PARK AND PLAYGROUNDS	ROLLOVER PO 63		
		ROLLOVER 15002223		151-2630-459-000-0000-000-053	72,287.25
			Total Purchase Order		72,287.25
4	07/01/2015	DEALERS ELECTRICAL SUPPLY	ROLLOVER PO 71		
		ROLLOVER 15002276		147-2620-618-000-0000-000-055	3,595.98
			Total Purchase Order		3,595.98
5	07/01/2015	CDW GOVERNMENT, INC.	ROLLOVER PO 93		
		ROLLOVER 15003210		168-1000-653-003-0000-000-140	450.00
			Total Purchase Order		450.00
6	07/01/2015	MARK DEAL AND ASSOCIATES	ROLLOVER PO 114		
		ROLLOVER 15003750		155-4200-710-000-0000-000-705	2,850.00
			Total Purchase Order		2,850.00
7	07/01/2015	LEGACY ENGINEERING	ROLLOVER PO 117		
		ROLLOVER 15003813		155-2630-334-000-0000-000-705	6,250.00
			Total Purchase Order		6,250.00
8	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 126		
		ROLLOVER 15003935		153-4400-332-000-0000-000-705	2,999.40
				153-4400-332-000-0000-000-705	7,182.46
			Total Purchase Order		10,181.86
9	07/01/2015	C-NET SECURITY AND CABLE	ROLLOVER PO 132		
		ROLLOVER 15004117		168-2580-653-000-0000-000-056	212.00
			Total Purchase Order		212.00
10	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 136		
		ROLLOVER 15004123		153-4300-459-000-0000-000-705	235,424.92
				153-4300-459-000-0000-000-705	501,107.32
			Total Purchase Order		736,532.24
11	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 143		
		ROLLOVER 15004407		154-4400-332-000-0000-000-705	420.00
				154-4400-332-000-0000-000-705	6,789.36
			Total Purchase Order		7,209.36
12	07/01/2015	VERNIER	ROLLOVER PO 177		
		ROLLOVER 15006124		168-1000-653-004-0000-000-510	6,120.06
				168-1000-653-004-0000-000-510	1,678.96
			Total Purchase Order		7,799.02
13	07/01/2015	CDW GOVERNMENT, INC.	ROLLOVER PO 186		
		ROLLOVER 15006328		168-1000-653-004-1050-000-115	200.00
			Total Purchase Order		200.00
14	07/01/2015	VIDEO REALITY	ROLLOVER PO 189		
		ROLLOVER 15006333		168-1000-653-004-1050-000-115	370.50
			Total Purchase Order		370.50

Bond Fund #39 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
15	07/01/2015	ORIENTAL TRADING COMPANY	ROLLOVER PO 201	
		ROLLOVER 15006379	165-1000-657-100-0000-000-140	204.73
			Total Purchase Order	204.73
16	07/01/2015	VERNIER	ROLLOVER PO 203	
		ROLLOVER 15006382	168-1000-653-004-0000-000-145	79.00
			Total Purchase Order	79.00
17	07/01/2015	WAL-MART-6032202040025802	ROLLOVER PO 204	
		ROLLOVER 15006383	165-1000-618-100-0000-000-140	332.39
			Total Purchase Order	332.39
18	07/01/2015	WEST MUSIC	ROLLOVER PO 207	
		ROLLOVER 15006386	165-1000-655-100-0000-000-140	1,513.03
			Total Purchase Order	1,513.03
19	07/01/2015	FJM	ROLLOVER PO 208	
		ROLLOVER 15006515	165-1000-655-100-0000-000-705	135,842.50
			Total Purchase Order	135,842.50
20	07/01/2015	AIMS EDUC. FOUNDATION	ROLLOVER PO 209	
		ROLLOVER 15006580	168-1000-653-004-1050-000-115	59.00
			Total Purchase Order	59.00
21	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 220	
		ROLLOVER 15006722	155-4400-332-000-0000-000-705	4,154.55
			Total Purchase Order	4,154.55
22	07/01/2015	MAXI - AIDS	ROLLOVER PO 230	
		ROLLOVER 15006966	168-1000-653-004-0000-000-145	41.68
			Total Purchase Order	41.68
23	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 235	
		ROLLOVER 15006971	154-4300-459-000-0000-000-130	20,875.06
			154-4300-459-000-0000-000-130	396,124.94
			Total Purchase Order	417,000.00
24	07/01/2015	MA + ARCHITECTS	ROLLOVER PO 236	
		ROLLOVER 15006977	154-4400-332-000-0000-000-705	5,225.37
			Total Purchase Order	5,225.37
25	07/01/2015	TIMBERLAKE CONSTRUCTION	ROLLOVER PO 239	
		ROLLOVER 15007034	162-2620-459-000-0000-000-705	1,398.33
			Total Purchase Order	1,398.33
26	07/01/2015	NOAH'S PARK AND PLAYGROUNDS	ROLLOVER 247	
		ROLLOVER 15007166	151-2630-459-000-0000-000-135	16,000.00
			Total Purchase Order	16,000.00
27	07/01/2015	AUTOMATED BUILDING SYSTEMS, IN	ROLLOVER PO 249	
		ROLLOVER 15007238	153-4720-453-000-0000-000-140	3,072.70
			Total Purchase Order	3,072.70
28	07/01/2015	CDW GOVERNMENT, INC.	ROLLOVER PO 250	
		ROLLOVER 15007245	168-2580-653-000-0000-000-056	550.00
			Total Purchase Order	550.00
29	07/01/2015	DIGI SECURITY SYSTEMS, LLC	ROLLOVER PO 251	
		ROLLOVER 15007246	168-2580-653-000-0000-000-056	375.00

Bond Fund #39 2015-2016
Detail Encumbrance Listing
As of 07/08/2015

PurOrder	Date	To Whom Issued / Detail Description	Po Description / Classification	
29	07/01/2015	DIGI SECURITY SYSTEMS, LLC	ROLLOVER PO 251	
			Total Purchase Order	375.00
30	07/01/2015	EAGLE SOFTWARE INC.	ROLLOVER PO 252	
ROLLOVER 15007251			168-2580-653-000-0000-000-056	20,650.08
			168-2580-653-000-0000-000-056	1,940.02
			Total Purchase Order	22,590.10
31	07/01/2015	EAGLE SOFTWARE INC.	ROLLOVER PO 253	
ROLLOVER 15007252			168-2580-653-000-0000-000-056	181,072.97
			168-2580-653-000-0000-000-056	13,830.09
			Total Purchase Order	194,903.06
32	07/01/2015	DIGI SECURITY SYSTEMS, LLC	ROLLOVER PO 254	
ROLLOVER 15007273			168-2580-653-000-0000-000-056	11,850.00
			Total Purchase Order	11,850.00
33	07/01/2015	DIGI SECURITY SYSTEMS, LLC	ROLLOVER PO 255	
ROLLOVER 15007274			168-2580-653-000-0000-000-056	4,591.00
			Total Purchase Order	4,591.00
34	07/01/2015	SYNERGY DATA COM	ROLLOVER PO 256	
ROLLOVER 15007278			168-2580-653-000-0000-000-056	1,079.00
			Total Purchase Order	1,079.00
35	07/01/2015	AMERICAN FENCE COMPANY	ROLLOVER PO 257	
ROLLOVER 150007287			162-2620-459-000-0000-000-705	250.00
			Total Purchase Order	250.00
36	07/07/2015	APPLE INC.	168 TECHNOLOGY	
IMAC 21.5			168-1000-653-000-0000-000-056	30,625.00
APPLECARE PROTECTION			168-1000-653-000-0000-000-056	2,950.00
FINAL CUT PRO			168-1000-653-000-0000-000-056	3,749.75
			Total Purchase Order	37,324.75
37	07/07/2015	FOLLETT SCHOOL SOLUTIONS, INC	168 TECHNOLOGY	
SOFTWARE LICENSE TEXTBOOK AND RESOURCE MANAGER BUNDLE			168-2230-530-000-0000-000-056	32,436.00
			Total Purchase Order	32,436.00
38	07/07/2015	IMAGENET CONSULTING, LLC	168 TECHNOLOGY	
44" IMAGE PROGRAF iPF8400s			168-2580-653-000-0000-000-056	3,500.00
PERFORATED WINDOW FILM 36X75			168-2580-653-000-0000-000-056	225.00
ADHENSIVE BACK VINYL (MATTE) 36X100			168-2580-653-000-0000-000-056	94.00
10MIL POSTER PAPER (GLOSS) 36X100			168-2580-653-000-0000-000-056	90.00
46# COLOR COATED BOND 36X100			168-2580-653-000-0000-000-056	34.00
			Total Purchase Order	3,943.00
			Total Fund	1,941,123.39

Report Options: As Of Date: 6/30/2015

Cash By Account and Fund

AC 0100	MAPS TRUST		
2015	24	OKC MAPS TRUST	\$75,770.30
			Total AC 0100 <u>\$75,770.30</u>
AC 0101	BANK OF OKLAHOMA, N.A.		
2013	11	General Fund	\$5,348.38
2014	11	General Fund	\$35,129.57
2015	11	General Fund	\$7,014,597.77
2015	12	Co-op Fund (For Coop Programs)	\$2,387.42
2014	21	Building Fund	\$544.93
2015	21	Building Fund	\$185,260.29
2013	22	Child Nutrition Programs Fund	\$643.66
2014	22	Child Nutrition Programs Fund	\$47,331.44
2015	22	Child Nutrition Programs Fund	\$534,595.12
2015	31	Bond Fund #31	\$107,384.37
2015	32	Bond Fund #32	\$1,117,336.70
2015	33	Bond Fund #33	\$2,643,120.08
2015	34	Bond Fund #34	\$106,360.54
2015	35	Bond Fund #35	\$305,366.00
2015	36	Bond Fund #36	\$9,716,789.99
2015	37	Bond Fund #37	\$734,541.19
2015	38	Bond Fund #38	\$275,345.82
2015	39	Bond Fund #39	\$3,101,503.30
2014	41	Sinking Fund	\$1,485,000.00
2015	41	Sinking Fund	\$3,913,944.11
			Total AC 0101 <u>\$31,332,530.68</u>
AI 0103	YUKON NATIONAL		
2015	41	Sinking Fund	\$245,000.00
			Total AI 0103 <u>\$245,000.00</u>
AI 0110	BANK OF COMMERCE		
2015	41	Sinking Fund	\$240,000.00
			Total AI 0110 <u>\$240,000.00</u>
AI 0111	CORNERSTONE BANK		
2015	11	General Fund	\$485,000.00
			Total AI 0111 <u>\$485,000.00</u>
AI 0112	FIRST NATL BANK OF CHICKASHA		
2015	11	General Fund	\$245,000.00
			Total AI 0112 <u>\$245,000.00</u>
AI 0114	BANK OF MIZUHO (BROKERED BOSC)		
2015	11	General Fund	\$249,000.00
			Total AI 0114 <u>\$249,000.00</u>
AI 0120	BANK OF THE WEST		
2015	41	Sinking Fund	\$1,000,000.00
			Total AI 0120 <u>\$1,000,000.00</u>
			<u>\$33,872,300.98</u>

Cash By Fund

2013	11	General Fund	\$5,348.38
2014	11	General Fund	\$35,129.57

Report Options: As Of Date: 6/30/2015

Cash By Account and Fund

2015	11	General Fund	\$7,993,597.77
2015	12	Co-op Fund (For Coop Programs)	\$2,387.42
2014	21	Building Fund	\$544.93
2015	21	Building Fund	\$185,260.29
2013	22	Child Nutrition Programs Fund	\$643.66
2014	22	Child Nutrition Programs Fund	\$47,331.44
2015	22	Child Nutrition Programs Fund	\$534,595.12
2015	24	OKC MAPS TRUST	\$75,770.30
2015	31	Bond Fund #31	\$107,384.37
2015	32	Bond Fund #32	\$1,117,336.70
2015	33	Bond Fund #33	\$2,643,120.08
2015	34	Bond Fund #34	\$106,360.54
2015	35	Bond Fund #35	\$305,366.00
2015	36	Bond Fund #36	\$9,716,789.99
2015	37	Bond Fund #37	\$734,541.19
2015	38	Bond Fund #38	\$275,345.82
2015	39	Bond Fund #39	\$3,101,503.30
2014	41	Sinking Fund	\$1,485,000.00
2015	41	Sinking Fund	\$5,398,944.11
			<hr/>
			\$33,872,300.98
			<hr/>

MUSTANG PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FUNDS

Report Options: As Of Date: 7/2015; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 801 INDUSTRIAL ARTS	\$9,398.81	\$0.00	\$0.00	\$0.00	\$9,398.81	\$0.00	\$9,398.81
Project 802 ANNUAL - H.S.	\$28,244.23	\$0.00	\$0.00	\$0.00	\$28,244.23	\$0.00	\$28,244.23
Project 803 HIGH SCHOOL ATHLETICS	\$63,106.65	\$0.00	\$0.00	\$0.00	\$63,106.65	\$0.00	\$63,106.65
Project 804 BAND - H.S.	\$13,472.55	\$0.00	\$0.00	\$0.00	\$13,472.55	\$0.00	\$13,472.55
Project 805 BOYS BASKETBALL - H.S.	\$116.11	\$0.00	\$0.00	\$0.00	\$116.11	\$0.00	\$116.11
Project 806 BOYS SOCCER - H.S.	\$1,993.35	\$0.00	\$0.00	\$0.00	\$1,993.35	\$0.00	\$1,993.35
Project 807 CENTENNIAL COUNSELING	\$2,015.61	\$0.00	\$0.00	\$0.00	\$2,015.61	\$0.00	\$2,015.61
Project 808 CENTENNIAL MEDIA	\$5,108.51	\$0.00	\$0.00	\$0.00	\$5,108.51	\$0.00	\$5,108.51
Project 809 D.A.R.E.	\$285.49	\$0.00	\$0.00	\$0.00	\$285.49	\$0.00	\$285.49
Project 810 MUSTANG ELEMENTARY	\$22,871.17	\$0.00	\$0.00	\$0.00	\$22,871.17	\$0.00	\$22,871.17
Project 812 ART	\$4,907.51	\$0.00	\$0.00	\$0.00	\$4,907.51	\$0.00	\$4,907.51
Project 813 CENTENNIAL MUSIC	\$348.61	\$0.00	\$0.00	\$0.00	\$348.61	\$0.00	\$348.61
Project 814 FFA - H.S.	\$24,519.60	\$0.00	\$0.00	\$0.00	\$24,519.60	\$0.00	\$24,519.60
Project 815 FCCLA - H.S.	\$2,452.28	\$0.00	\$0.00	\$0.00	\$2,452.28	\$0.00	\$2,452.28
Project 816 FRENCH CLUB - H.S.	\$146.93	\$0.00	\$0.00	\$0.00	\$146.93	\$0.00	\$146.93
Project 817 FRESHMEN CHEER - H.S.	\$104.86	\$0.00	\$0.00	\$0.00	\$104.86	\$0.00	\$104.86
Project 818 HIGH SCHOOL GENERAL	\$105,736.83	\$0.00	\$0.00	\$0.00	\$105,736.83	\$0.00	\$105,736.83
Project 819 GIRLS BASKETBALL - H.S.	\$321.74	\$0.00	\$0.00	\$0.00	\$321.74	\$0.00	\$321.74
Project 820 GIRLS TRACK - H.S.	\$364.32	\$0.00	\$0.00	\$0.00	\$364.32	\$0.00	\$364.32
Project 821 GIRLS VOLLEYBALL - H.S.	\$5,353.68	\$0.00	\$0.00	\$0.00	\$5,353.68	\$0.00	\$5,353.68
Project 822 GOLF-HS	\$72.33	\$0.00	\$0.00	\$0.00	\$72.33	\$0.00	\$72.33
Project 823 LAKEHOMA ELEM	\$34,914.50	\$0.00	\$0.00	\$0.00	\$34,914.50	\$0.00	\$34,914.50
Project 824 CENTENNIAL ART	\$2,806.21	\$0.00	\$0.00	\$0.00	\$2,806.21	\$0.00	\$2,806.21
Project 825 MEDIA-HS	\$4,037.73	\$0.00	\$0.00	\$0.00	\$4,037.73	\$0.00	\$4,037.73
Project 826 MEDIA - MS	\$3,235.05	\$0.00	\$0.00	\$0.00	\$3,235.05	\$0.00	\$3,235.05
Project 827 MEDIA -NORTH MS	\$7,773.16	\$0.00	\$0.00	\$0.00	\$7,773.16	\$0.00	\$7,773.16
Project 828 KEY CLUB HS	\$453.33	\$0.00	\$0.00	\$0.00	\$453.33	\$0.00	\$453.33
Project 829 ATHLETICS - MS	\$8,545.29	\$0.00	\$0.00	\$0.00	\$8,545.29	\$0.00	\$8,545.29
Project 830 BAND - MS	\$6,437.61	\$0.00	\$0.00	\$0.00	\$6,437.61	\$0.00	\$6,437.61
Project 831 CHEER - MS	\$987.68	\$0.00	\$0.00	\$0.00	\$987.68	\$0.00	\$987.68
Project 832 FCA -MS	\$2,668.51	\$0.00	\$0.00	\$0.00	\$2,668.51	\$0.00	\$2,668.51
Project 833 MIDDLE SCHOOL	\$15,523.49	\$0.00	\$0.00	\$0.00	\$15,523.49	\$0.00	\$15,523.49
Project 834 SKILLS FOR LIVING - MS	\$396.27	\$0.00	\$0.00	\$0.00	\$396.27	\$0.00	\$396.27
Project 835 PEP CLUB - MS	\$781.78	\$0.00	\$0.00	\$0.00	\$781.78	\$0.00	\$781.78
Project 836 SCIENCE CLUB - MS	\$1,328.46	\$0.00	\$0.00	\$0.00	\$1,328.46	\$0.00	\$1,328.46
Project 837 CHEER - NORTH MS	\$651.27	\$0.00	\$0.00	\$0.00	\$651.27	\$0.00	\$651.27
Project 838 STUDENT COUNCIL - MS	\$1,030.95	\$0.00	\$0.00	\$0.00	\$1,030.95	\$0.00	\$1,030.95
Project 839 VOCAL MUSIC - MS	\$9,562.80	\$0.00	\$0.00	\$0.00	\$9,562.80	\$0.00	\$9,562.80
Project 840 YEARBOOK - MS	\$8,488.83	\$0.00	\$0.00	\$0.00	\$8,488.83	\$0.00	\$8,488.83
Project 841 MUSTANG VALLEY ELEM	\$36,226.07	\$0.00	\$0.00	\$0.00	\$36,226.07	\$0.00	\$36,226.07
Project 842 NAT'L HONOR SOCIETY-HS	\$810.70	\$0.00	\$0.00	\$0.00	\$810.70	\$0.00	\$810.70
Project 843 MEDIA -CREEK	\$2,505.07	\$0.00	\$0.00	\$0.00	\$2,505.07	\$0.00	\$2,505.07
Project 844 ATHLETICS - NORTH MS	\$3,687.27	\$0.00	\$0.00	\$0.00	\$3,687.27	\$0.00	\$3,687.27
Project 845 BAND - NORTH MS	\$2,206.48	\$0.00	\$0.00	\$0.00	\$2,206.48	\$0.00	\$2,206.48
Project 846 MISC REVENUE	\$1,356.72	\$0.00	\$0.00	\$0.00	\$1,356.72	\$0.00	\$1,356.72
Project 847 NORTH MIDDLE SCHOOL	\$12,781.40	\$0.00	\$0.00	\$0.00	\$12,781.40	\$0.00	\$12,781.40
Project 848 POM-PON - HS	\$3,094.01	\$0.00	\$0.00	\$0.00	\$3,094.01	\$0.00	\$3,094.01
Project 849 PEP CLUB - NORTH MS	\$96.29	\$0.00	\$0.00	\$0.00	\$96.29	\$0.00	\$96.29
Project 850 SCIENCE CLUB - NORTH MS	\$6,554.74	\$0.00	\$0.00	\$0.00	\$6,554.74	\$0.00	\$6,554.74
Project 851 SPEECH CLUB - NORTH MS	\$348.61	\$0.00	\$0.00	\$0.00	\$348.61	\$0.00	\$348.61
Project 852 STUDENT COUNCIL - NORTH MS	\$1,246.33	\$0.00	\$0.00	\$0.00	\$1,246.33	\$0.00	\$1,246.33
Project 853 VOCAL MUSIC - NORTH MS	\$1,942.52	\$0.00	\$0.00	\$0.00	\$1,942.52	\$0.00	\$1,942.52
Project 854 YEARBOOK-NORTH MS	\$10,527.71	\$0.00	\$0.00	\$0.00	\$10,527.71	\$0.00	\$10,527.71
Project 855 JR CLASS - HS	\$25,833.62	\$0.00	\$0.00	\$0.00	\$25,833.62	\$0.00	\$25,833.62
Project 856 SCIENCE/MATH - H.S.	\$2,417.70	\$0.00	\$0.00	\$0.00	\$2,417.70	\$0.00	\$2,417.70
Project 857 SR CLASS - HS	\$86,773.44	\$0.00	\$0.00	\$0.00	\$86,773.44	\$0.00	\$86,773.44
Project 858 SPECIAL OLYMPICS	\$2,978.96	\$0.00	\$0.00	\$0.00	\$2,978.96	\$0.00	\$2,978.96
Project 859 DRAMA DEPARTMENT/CLUE	\$7,199.97	\$0.00	\$0.00	\$0.00	\$7,199.97	\$0.00	\$7,199.97
Project 860 STUDENT COUNCIL - HS	\$3,180.52	\$0.00	\$0.00	\$0.00	\$3,180.52	\$0.00	\$3,180.52
Project 861 VARSITY CHEER - HS	\$10,214.26	\$0.00	\$0.00	\$0.00	\$10,214.26	\$0.00	\$10,214.26
Project 862 VOCAL MUSIC - HS	\$3,194.03	\$0.00	\$0.00	\$0.00	\$3,194.03	\$0.00	\$3,194.03
Project 863 SCHOLARSHIP FUND	\$1,253.52	\$0.00	\$0.00	\$0.00	\$1,253.52	\$0.00	\$1,253.52
Project 864 D.E.C.A. - H.S.	\$4,588.24	\$0.00	\$0.00	\$0.00	\$4,588.24	\$0.00	\$4,588.24

MUSTANG PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FUNDS

Report Options: As Of Date: 7/2015; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 865 BASEBALL - H.S.	\$73.97	\$0.00	\$0.00	\$0.00	\$73.97	\$0.00	\$73.97
Project 866 SIXTH GRADE - NORTH M.S.	\$621.89	\$0.00	\$0.00	\$0.00	\$621.89	\$0.00	\$621.89
Project 867 ADMINISTRATION	\$5,739.65	\$0.00	\$0.00	\$0.00	\$5,739.65	\$0.00	\$5,739.65
Project 868 MEDIA - VALLEY	\$8,890.27	\$0.00	\$0.00	\$0.00	\$8,890.27	\$0.00	\$8,890.27
Project 869 COUNSELING ACTIVITIES - '	\$876.54	\$0.00	\$0.00	\$0.00	\$876.54	\$0.00	\$876.54
Project 870 TRAILS ELEMENTARY	\$7,434.46	\$0.00	\$0.00	\$0.00	\$7,434.46	\$0.00	\$7,434.46
Project 871 GIRLS SOFTBALL - H.S.	\$549.62	\$0.00	\$0.00	\$0.00	\$549.62	\$0.00	\$549.62
Project 872 SPANISH CLUB - H.S.	\$347.02	\$0.00	\$0.00	\$0.00	\$347.02	\$0.00	\$347.02
Project 873 MEDIA - MUSTANG TRAILS	\$7,259.93	\$0.00	\$0.00	\$0.00	\$7,259.93	\$0.00	\$7,259.93
Project 874 M.E.A.D. - MUSTANG ELEME	\$2,295.47	\$0.00	\$0.00	\$0.00	\$2,295.47	\$0.00	\$2,295.47
Project 875 DRUG FREE CLUB - TRAILS	\$1,826.71	\$0.00	\$0.00	\$0.00	\$1,826.71	\$0.00	\$1,826.71
Project 876 9TH-VARSITY FOOTBALL H.:	\$1,816.00	\$0.00	\$0.00	\$0.00	\$1,816.00	\$0.00	\$1,816.00
Project 877 GIFTED AND TALENTED	\$760.30	\$0.00	\$0.00	\$0.00	\$760.30	\$0.00	\$760.30
Project 878 TRANSPORTATION	\$2,444.60	\$0.00	\$0.00	\$0.00	\$2,444.60	\$0.00	\$2,444.60
Project 879 CREEK CHOIR	\$443.67	\$0.00	\$0.00	\$0.00	\$443.67	\$0.00	\$443.67
Project 880 BOYS-GIRLS TENNIS H.S.	\$172.83	\$0.00	\$0.00	\$0.00	\$172.83	\$0.00	\$172.83
Project 881 L.E. DRUG FREE LEADERS	\$3,003.25	\$0.00	\$0.00	\$0.00	\$3,003.25	\$0.00	\$3,003.25
Project 882 BOYS/GIRLS CROSS COUNTE	\$3,402.20	\$0.00	\$0.00	\$0.00	\$3,402.20	\$0.00	\$3,402.20
Project 883 GIRLS SOCCER - H.S.	\$2,888.50	\$0.00	\$0.00	\$0.00	\$2,888.50	\$0.00	\$2,888.50
Project 884 CHISHOLM TRAILS	\$2,166.37	\$0.00	\$0.00	\$0.00	\$2,166.37	\$0.00	\$2,166.37
Project 885 BUILDER'S CLUB - MS	\$169.67	\$0.00	\$0.00	\$0.00	\$169.67	\$0.00	\$169.67
Project 886 BUILDER'S CLUB - NORTH M	\$1,519.34	\$0.00	\$0.00	\$0.00	\$1,519.34	\$0.00	\$1,519.34
Project 887 DEBATE CLUB - HS	\$408.70	\$0.00	\$0.00	\$0.00	\$408.70	\$0.00	\$408.70
Project 888 MUSTANG CREEK ELEM	\$10,351.34	\$0.00	\$0.00	\$0.00	\$10,351.34	\$0.00	\$10,351.34
Project 889 MEDIA - LE	\$2,297.06	\$0.00	\$0.00	\$0.00	\$2,297.06	\$0.00	\$2,297.06
Project 890 RENAISSANCE - MS	\$683.38	\$0.00	\$0.00	\$0.00	\$683.38	\$0.00	\$683.38
Project 891 READING - MS	\$6,418.41	\$0.00	\$0.00	\$0.00	\$6,418.41	\$0.00	\$6,418.41
Project 892 RENAISSANCE - NORTH MS	\$1,251.89	\$0.00	\$0.00	\$0.00	\$1,251.89	\$0.00	\$1,251.89
Project 893 RENAISSANCE - HS	\$2,246.97	\$0.00	\$0.00	\$0.00	\$2,246.97	\$0.00	\$2,246.97
Project 894 SPECIAL LIFE SKILLS -MS	\$957.68	\$0.00	\$0.00	\$0.00	\$957.68	\$0.00	\$957.68
Project 895 TECHNOLOGY STUDENT-ME	\$3,256.70	\$0.00	\$0.00	\$0.00	\$3,256.70	\$0.00	\$3,256.70
Project 896 ACADEMIC TEAM -HS	\$2,443.27	\$0.00	\$0.00	\$0.00	\$2,443.27	\$0.00	\$2,443.27
Project 897 ART CLUB -HS	\$2,874.31	\$0.00	\$0.00	\$0.00	\$2,874.31	\$0.00	\$2,874.31
Project 898 ATHLETIC TRAINING -HS	\$14,602.19	\$0.00	\$0.00	\$0.00	\$14,602.19	\$0.00	\$14,602.19
Project 899 TECHNOLOGY - NORTH MS	\$34.42	\$0.00	\$0.00	\$0.00	\$34.42	\$0.00	\$34.42
Project 900 ADMIN USE OF FACILITY	\$60,146.30	\$0.00	\$0.00	\$0.00	\$60,146.30	\$0.00	\$60,146.30
Project 901 P.A.S.S. - MEC	\$4,171.26	\$0.00	\$0.00	\$0.00	\$4,171.26	\$0.00	\$4,171.26
Project 902 CRI ACTIVITY ACCOUNT	\$30,459.91	\$0.00	\$0.00	\$0.00	\$30,459.91	\$0.00	\$30,459.91
Project 903 ADVANCED PLACEMENT -H:	\$10,924.04	\$0.00	\$0.00	\$0.00	\$10,924.04	\$0.00	\$10,924.04
Project 904 GROUNDS IMPROVEMENT	\$1,268.86	\$0.00	\$0.00	\$0.00	\$1,268.86	\$0.00	\$1,268.86
Project 905 CRI STAFF ACCOUNT	\$2,649.39	\$0.00	\$0.00	\$0.00	\$2,649.39	\$0.00	\$2,649.39
Project 906 HS FRESHMAN F.C.C.L.A.	\$1,357.35	\$0.00	\$0.00	\$0.00	\$1,357.35	\$0.00	\$1,357.35
Project 907 OUTDOOR CLASSROOM - M	\$3,563.62	\$0.00	\$0.00	\$0.00	\$3,563.62	\$0.00	\$3,563.62
Project 908 GOLF - NORTH MS	\$486.11	\$0.00	\$0.00	\$0.00	\$486.11	\$0.00	\$486.11
Project 909 CRI COUNSELING ACTIVITY	\$1,019.50	\$0.00	\$0.00	\$0.00	\$1,019.50	\$0.00	\$1,019.50
Project 910 CANYON RIDGE INT MEDIA.	\$1,072.41	\$0.00	\$0.00	\$0.00	\$1,072.41	\$0.00	\$1,072.41
Project 911	\$2,055.00	\$0.00	\$0.00	\$0.00	\$2,055.00	\$0.00	\$2,055.00
Project 912 CANYON RIDGE VOCAL/MU:	\$9,307.57	\$0.00	\$0.00	\$0.00	\$9,307.57	\$0.00	\$9,307.57
Project 913 CRI ART	\$3,265.72	\$0.00	\$0.00	\$0.00	\$3,265.72	\$0.00	\$3,265.72
Project 914 CANYON RIDGE INT PE	\$2,520.14	\$0.00	\$0.00	\$0.00	\$2,520.14	\$0.00	\$2,520.14
Project 915 TRACK/CROSS COUNTRY-N	\$1,118.07	\$0.00	\$0.00	\$0.00	\$1,118.07	\$0.00	\$1,118.07
Project 916 CREEK/NORTH OUTDOOR	\$323.80	\$0.00	\$0.00	\$0.00	\$323.80	\$0.00	\$323.80
Project 917 CANYON RIDGE INT ARCHE	\$23.00	\$0.00	\$0.00	\$0.00	\$23.00	\$0.00	\$23.00
Project 918 FOOTBALL - NORTH MS	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00
Project 919 PRAIRIE VIEW ACTIVITY	\$11,196.84	\$0.00	\$0.00	\$0.00	\$11,196.84	\$0.00	\$11,196.84
Project 920 PRE-KINDERGARTEN- MEC	\$12,123.70	\$0.00	\$0.00	\$0.00	\$12,123.70	\$0.00	\$12,123.70
Project 921 PRAIRIE VIEW STAFF	\$1,338.23	\$0.00	\$0.00	\$0.00	\$1,338.23	\$0.00	\$1,338.23
Project 922 SPECIAL EDUCATION - M-H	\$5,516.25	\$0.00	\$0.00	\$0.00	\$5,516.25	\$0.00	\$5,516.25
Project 923 ART - LAKEHOMA	\$1,334.53	\$0.00	\$0.00	\$0.00	\$1,334.53	\$0.00	\$1,334.53
Project 924 MUSICAL - HS	\$32,237.25	\$0.00	\$0.00	\$0.00	\$32,237.25	\$0.00	\$32,237.25
Project 925 WRESTLING - HS	\$2.49	\$0.00	\$0.00	\$0.00	\$2.49	\$0.00	\$2.49
Project 926 JROTC - HS	\$3,854.46	\$0.00	\$0.00	\$0.00	\$3,854.46	\$0.00	\$3,854.46
Project 927 HS ATHLETIC DEPT. STAFF	\$14,617.44	\$0.00	\$0.00	\$0.00	\$14,617.44	\$0.00	\$14,617.44

MUSTANG PUBLIC SCHOOLS
Custodians Analysis
SCHOOL ACTIVITY FUNDS

Report Options: As Of Date: 7/2015; Time Frame: For Month; Field Order: Project; Group Totals: ; Page Break: No

	Begin Balance	Receipts	Adjusting Entries	Checks	Cash End Balance	Unpaid Purchase Orders	End Balance
Project 928 CANYON RIDGE INT READIN	\$1,316.25	\$0.00	\$0.00	\$0.00	\$1,316.25	\$0.00	\$1,316.25
Project 929 MUSTANG ELEMENTARY ST	\$5,465.26	\$0.00	\$0.00	\$0.00	\$5,465.26	\$0.00	\$5,465.26
Project 930 MUSTANG VALLEY STAFF	\$5,625.98	\$0.00	\$0.00	\$0.00	\$5,625.98	\$0.00	\$5,625.98
Project 931 MUSTANG LAKEHOMA STAF	\$7,848.96	\$0.00	\$0.00	\$0.00	\$7,848.96	\$0.00	\$7,848.96
Project 932 MUSTANG TRAILS STAFF	\$9,344.53	\$0.00	\$0.00	\$0.00	\$9,344.53	\$0.00	\$9,344.53
Project 933 MUSTANG CREEK STAFF	\$8,789.26	\$0.00	\$0.00	\$0.00	\$8,789.26	\$0.00	\$8,789.26
Project 934 MUSTANG MIDDLE SCHOOL	\$11,251.37	\$0.00	\$0.00	\$0.00	\$11,251.37	\$0.00	\$11,251.37
Project 935 MNMS STAFF	\$2,580.34	\$0.00	\$0.00	\$0.00	\$2,580.34	\$0.00	\$2,580.34
Project 937 HIGH SCHOOL STAFF	\$15,724.49	\$0.00	\$0.00	\$0.00	\$15,724.49	\$0.00	\$15,724.49
Project 938 EDUCATION CENTER STAFF	\$3,762.46	\$0.00	\$0.00	\$0.00	\$3,762.46	\$0.00	\$3,762.46
Project 939 ADMINISTRATION STAFF	\$196.86	\$0.00	\$0.00	\$0.00	\$196.86	\$0.00	\$196.86
Project 940 HIGH SCHOOL TECH EDUC/	\$110.92	\$0.00	\$0.00	\$0.00	\$110.92	\$0.00	\$110.92
Project 941 HIGH SCHOOL BOYS TRACH	\$369.39	\$0.00	\$0.00	\$0.00	\$369.39	\$0.00	\$369.39
Project 942 HS - BUSINESS PROF. OF A	\$4,043.66	\$0.00	\$0.00	\$0.00	\$4,043.66	\$0.00	\$4,043.66
Project 943 MUSTANG CREEK COUNSEL	\$3,387.84	\$0.00	\$0.00	\$0.00	\$3,387.84	\$0.00	\$3,387.84
Project 944 MPS SPECIAL NEEDS	\$44.21	\$0.00	\$0.00	\$0.00	\$44.21	\$0.00	\$44.21
Project 945 MUSTANG CREEK ART	\$5,811.62	\$0.00	\$0.00	\$0.00	\$5,811.62	\$0.00	\$5,811.62
Project 946 ECO CLUB HIGHSCHOOL	\$256.02	\$0.00	\$0.00	\$0.00	\$256.02	\$0.00	\$256.02
Project 947 LAKEHOMA MUSIC	\$167.62	\$0.00	\$0.00	\$0.00	\$167.62	\$0.00	\$167.62
Project 948 MUSTANG TRAILS ART	\$4,582.54	\$0.00	\$0.00	\$0.00	\$4,582.54	\$0.00	\$4,582.54
Project 949 MUSTANG TRAILS HONOR C	\$1,279.13	\$0.00	\$0.00	\$0.00	\$1,279.13	\$0.00	\$1,279.13
Project 950 CENTENNIAL ELEMENTARY	\$31,152.33	\$0.00	\$0.00	\$0.00	\$31,152.33	\$0.00	\$31,152.33
Project 951 TRAILS SPECIAL ED.	\$620.09	\$0.00	\$0.00	\$0.00	\$620.09	\$0.00	\$620.09
Project 952 CENTENNIAL STAFF	\$4,687.38	\$0.00	\$0.00	\$0.00	\$4,687.38	\$0.00	\$4,687.38
Project 953 MUSTANG ELEM ART	\$2,926.80	\$0.00	\$0.00	\$0.00	\$2,926.80	\$0.00	\$2,926.80
Project 954 MUSTANG ELEM MEDIA	\$3,626.08	\$0.00	\$0.00	\$0.00	\$3,626.08	\$0.00	\$3,626.08
Project 955 TRAILS READING CARNIVAL	\$1,349.30	\$0.00	\$0.00	\$0.00	\$1,349.30	\$0.00	\$1,349.30
Project 956 TRAILS STUDENT COUNCIL	\$1,989.58	\$0.00	\$0.00	\$0.00	\$1,989.58	\$0.00	\$1,989.58
Project 957 MUSTANG TRAILS PE ACTIV	\$3,268.27	\$0.00	\$0.00	\$0.00	\$3,268.27	\$0.00	\$3,268.27
Project 958 ME COUNSEL CLOSED 8-16-	\$399.46	\$0.00	\$0.00	\$0.00	\$399.46	\$0.00	\$399.46
Project 959 H.S. SPANISH NAT'L HONOF	\$1,512.41	\$0.00	\$0.00	\$0.00	\$1,512.41	\$0.00	\$1,512.41
Project 960 H.S. MAC CHOIR	\$820.73	\$0.00	\$0.00	\$0.00	\$820.73	\$0.00	\$820.73
Project 961 H.S. VIDEO CLUB	\$630.68	\$0.00	\$0.00	\$0.00	\$630.68	\$0.00	\$630.68
Project 962 H.S. SWIM TEAM	\$194.99	\$0.00	\$0.00	\$0.00	\$194.99	\$0.00	\$194.99
Project 964 ARCHERY CLUB - MS	\$3,438.76	\$0.00	\$0.00	\$0.00	\$3,438.76	\$0.00	\$3,438.76
Project 965 VALLEY STUDENT COUNCIL	\$2,695.83	\$0.00	\$0.00	\$0.00	\$2,695.83	\$0.00	\$2,695.83
Project 966 CENTENNIAL OUTDOOR CL	\$20.90	\$0.00	\$0.00	\$0.00	\$20.90	\$0.00	\$20.90
Project 967 MUSTANG STUDENTS IN NE	\$5,210.09	\$0.00	\$0.00	\$0.00	\$5,210.09	\$0.00	\$5,210.09
Project 969 CRI OUTDOOR CLASSROOM	\$3,651.81	\$0.00	\$0.00	\$0.00	\$3,651.81	\$0.00	\$3,651.81
Project 970 CRI STUDENT COUNCIL	\$493.20	\$0.00	\$0.00	\$0.00	\$493.20	\$0.00	\$493.20
Project 971 CANYON RIDGE YEARBOOK	\$3,521.52	\$0.00	\$0.00	\$0.00	\$3,521.52	\$0.00	\$3,521.52
Project 972 CRI COMMUNICATIONS/BRC	\$2,357.72	\$0.00	\$0.00	\$0.00	\$2,357.72	\$0.00	\$2,357.72
Project 973 CRI TECHNOLOGY STDNT A	\$532.87	\$0.00	\$0.00	\$0.00	\$532.87	\$0.00	\$532.87
Project 974 CRI SPANISH ACCT	\$867.96	\$0.00	\$0.00	\$0.00	\$867.96	\$0.00	\$867.96
Project 975 CRI RENAISSANCE ACCT	\$1,612.19	\$0.00	\$0.00	\$0.00	\$1,612.19	\$0.00	\$1,612.19
Project 977 CRI SPECIAL EDUCATION A	\$973.81	\$0.00	\$0.00	\$0.00	\$973.81	\$0.00	\$973.81
Project 978 HORIZON INT ACTIVITY ACC	\$34,888.72	\$0.00	\$0.00	\$0.00	\$34,888.72	\$0.00	\$34,888.72
Project 979 HORIZON INT STAFF ACCT	\$2,861.89	\$0.00	\$0.00	\$0.00	\$2,861.89	\$0.00	\$2,861.89
Project 980 HORIZON INT COUNSELING	\$1,203.24	\$0.00	\$0.00	\$0.00	\$1,203.24	\$0.00	\$1,203.24
Project 981 HORIZON INT MEDIA ACCT	\$395.88	\$0.00	\$0.00	\$0.00	\$395.88	\$0.00	\$395.88
Project 982 PRAIRIE VIEW MEDIA	\$988.08	\$0.00	\$0.00	\$0.00	\$988.08	\$0.00	\$988.08
Project 983 HORIZON INT VOCAL/MUSIC	\$2,010.99	\$0.00	\$0.00	\$0.00	\$2,010.99	\$0.00	\$2,010.99
Project 984 HORIZON INT ART ACCOUN	\$398.42	\$0.00	\$0.00	\$0.00	\$398.42	\$0.00	\$398.42
Project 989 HORIZON INT OUTDOOR CI	\$3,038.81	\$0.00	\$0.00	\$0.00	\$3,038.81	\$0.00	\$3,038.81
Project 990 CENTENNIAL PE	\$4,661.62	\$0.00	\$0.00	\$0.00	\$4,661.62	\$0.00	\$4,661.62
Project 993 CENTINNIAL ARCHERY	\$276.21	\$0.00	\$0.00	\$0.00	\$276.21	\$0.00	\$276.21
Project 994 PRAIRIE VIEW MUSIC	\$743.51	\$0.00	\$0.00	\$0.00	\$743.51	\$0.00	\$743.51
Project 995 PRAIRIE VIEW PE	\$2,425.97	\$0.00	\$0.00	\$0.00	\$2,425.97	\$0.00	\$2,425.97
Project 997 HORIZON INT SPECIAL ED A	\$1,972.23	\$0.00	\$0.00	\$0.00	\$1,972.23	\$0.00	\$1,972.23
Project 998 MUSTANG VALLEY PE ACTI'	\$2,481.92	\$0.00	\$0.00	\$0.00	\$2,481.92	\$0.00	\$2,481.92
Grand Total	\$1,181,175.05	\$0.00	\$0.00	\$0.00	\$1,181,175.05	\$0.00	\$1,181,175.05

Mustang Board of Education
Regular Board Meeting Minutes
June 08, 2015

Mustang Education Center/Maxine and George P Morris Alternative Center
400 N Clear Springs Road, Mustang, OK 73064
6:00 PM

AUTHORITY OF THE BOARD OF EDUCATION

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District I-069 of Canadian County, Oklahoma held a Regular Meeting on Monday, June 08, 2015 at 6:00 PM. The place and street of the meeting was the Mustang Education Center/Maxine and George P Morris Alternative Center/400 N Clear Springs Road, Mustang, OK 73064.

Notice of this meeting was given to the County Clerk of Canadian County, Oklahoma at least forty-eight (48) hours prior to such meeting, and public notice of this meeting, with an agenda posted in prominent view at the Mustang Education Center, 400 North Clear Springs Road, Mustang, Oklahoma, at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

Chad Fulton gave the invocation and Mike Kessler led the flag salute.

Chad Fulton called the meeting to order at 6:00 p.m. with Amanda Strassle and Mike Kessler present.

Superintendent's Report

1. Citizens of Character - Caring/Forgiveness
 - Centennial Elementary - Asia Sykes
 - Creek - Lindzay Farris
 - Lakehoma - Trevin Dick
 - ME - Taylor Hamilton
 - Prairie View - Emily Steele
 - Trails - Madison Garland
 - Valley - Kenzie Liederbach
 - Canyon Ridge - Taylor Griffin
 - Horizon - Moe Moe Tun
 - MMS - Charles Stover
 - MNMS - Macey Mayfield
 - HS - Aubrey Payne
2. Above and Beyond-Michael Staton
3. Great Expectations model school - Lakehoma
4. Special Business Meeting - June 24, 2015 at 6:00 p.m. at Mustang Administration Building, 906 S Heights Drive, Mustang, OK 73064
5. Board Correspondence - None

Deputy Superintendent Report

1. Stock Take Presentation--Academic Services Team - Dr. Mills, Denise Locke and Julie Moore gave presentation.

Board Reports - NONE

Updated Attendance:

Jim Davis was updated to present at: 6:30 PM

On a motion made by Amanda Strassle and a second by Mike Kessler, the Board voted to approve the Schedule of Encumbrances and Monthly Financial Reports.

FISCAL YEAR 2015	
LEASE REVENUE BOND (10)	15007092, 15007130-15007131, 15007136, 15007208
GENERAL FUND (11)	15007094-15007099, 15007102-15007103, 15007115-15007116, 15007168, 15007200, 15007210-15007212, 15007217-15007221
BUILDING FUND (21)	15007127-15007128, 15007145-15007146, 15007151-15007152, 15007180, 15007233
FOOD SERVICE (22)	15007126, 15007163-15007164, 15007177-15007179, 15007222-15007232
BOND FUND (32)	15007169, 15007175, 15007199
BOND FUND (33)	15007239
BOND FUND (34)	15007093, 15007165, 15007171-15007172, 15007209
BOND FUND (35)	15007173-15007174
BOND FUND (36)	15007100
BOND FUND (37)	15007101, 15007117, 15007137-15007139, 15007167, 15007176
BOND FUND (38)	15007134
BOND FUND (39)	15007129, 15007132-15007133, 15007135, 15007166, 15007170, 15007238
FISCAL YEAR 2015 PAYROLL	
GENERAL FUND (11)	51530-51548
FOOD SERVICE (22)	50132

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

Public Participation - None

On a motion by Amanda Strassle and a second by Jim Davis, the Board voted to approve all the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of discussion, consideration and action on the following items that the Superintendent recommends be approved.

1. Board of Education Minutes
 - a. May 11, 2015
2. Acceptance of Donation:
 - a. Donation from Mustang Creek PTA for Mustang Creek Activity Acct #933 in the amount of \$760.00.
 - b. Donation from Jim Bluncks/Lifetouch to Mustang Trails Activity Acct #932 in the amount of \$1,341.09 to be used for the purpose of instructional materials.
 - c. Donation from Tom Jackson Photography to Prairie View Activity Acct #919 in the amount of \$1,349.64.

- d. Donation from Canyon Ridge PTA to Canyon Ridge Art Activity Acct #913 in the amount of \$2,000.00 to purchase art materials, supplies and/or technology for art class projects and instruction
 - e. Donation from Horizon Intermediate PTSA to Horizon Intermediate Activity Acct #978 in the amount of \$5,489.15 to purchase iPads, ipad cases, stands, etc.
 - f. Donation from Canyon Ridge PTA to Canyon Ridge Intermediate School Activity Account #902 in the amount of \$9,351.27 to purchase technology, materials, and/or equipment for teacher and student use for the SY2015-2016.
 - g. Donation from The Bridge to Mustang Public Schools for paper for the SY2015-2016 in the amount of \$50,000.00.
3. Transfer of Funds:
- a. Transfer from Transportation Activity Fund #878 to Administration Activity Fund #867 in the amount of \$106.72 for reimbursement of retirement awards.
 - b. Transfer from Canyon Ridge PE Activity Fund #914 to Activity Fund #902 in the amount of \$2,000.00 for dodgeball fundraiser.
 - c. Transfer from MMS Staff Activity Acct#934 to Administration Staff Act. Acct #939 in the amount of \$230.00 for reimbursement of Eureka water.
4. Out-of-State or Overnight Travel:
- a. Approval for MHS Pom Squad to attend OU's Spirit Camp May 27-30th, 2015 in Norman, Oklahoma.
 - b. Approval for the HS girls' basketball team, fifteen (15) student athletes and four coaches (4) to attend camp in Owasso, Oklahoma June 1-2, 2015.
 - c. Approval for thirty (30) HS cheerleaders and two (2) sponsors to attend the NCA Cheer Camp at OSU - Stillwater, Oklahoma on June 4-6th, 2015.
 - d. Approval for fifteen (15) 2015-2016 MNMS Cheerleaders and two (2) sponsors to attend the NCA Cheer Camp in Norman, Oklahoma from June 4-6, 2015.
 - e. Approval for fifteen (15) MMS Cheerleaders and two (2) sponsors to attend the Jeff and Craig's Cheer Camp in Norman, Oklahoma on June 5-7th, 2015.
 - f. Approval for sixteen (16) Boys' Soccer team members and six (6) sponsors to attend the Burlington Iowa Summer Soccer Tournament on June 19-21, 2015.
 - g. Approval for twelve (12) FFA Student Leaders and two (2) sponsors to attend the FFA Alumni Camp in Wagoner, Oklahoma from June 28-July 1, 2015 at the Tulsa Baptist Assembly Camp.
 - h. Approval for MHS band students and sponsors to attend the Bands of America Regional Competition in St. Louis, MO from October 15-18
5. Approval for paying the following teachers a one-time Mentor stipend of \$250.00 for the second semester: Amy Wilson, Dana Larson, Kaylee Mangus, Kelly Nixon, Kendra Cope
6. Approval of list of open transfers for SY2015-2016:
7. Approval of renewing contract with Chem-Aqua for water treatment service for SY2015-2016 in the amount of \$24,000.00.
8. Approval of the renewal of the Bronze Service Agreement with ThyssenKrupp Elevator Corporation for the preventive maintenance for all elevators throughout the district.
9. Approval of the renewal of the agreement with Air & Earth AHERA Management Plan Maintenance Contract for SY2015-2016 in the amount of \$3,000.00.
10. Approval of the renewal of the 2nd year of a 3 year contract agreement with MSDSONline for our Material Safety Data Sheets to be available online district wide in the amount of \$4,799.00 for the SY2015-2016.

11. Approval of the renewal of the 2nd year of a 5 year lease agreement with Pitney Bowes for our postage service equipment and the district's mail tracking system.
12. Approval of the renewal of the 2nd year of a 5 year service agreement with CINTAS for dust mop services district wide for the Custodial Department.
13. Approval of the renewal of OSSBA Membership in the amount of \$4,600.00 for SY2015-2016.
14. Approval of continuing agreement with State of Oklahoma Department of Rehabilitation Services for Transition School-to-work: Work Study program for the SY15-16.
15. Approval of continuing contract with Oklahoma Family Counseling Services to provide services for up to 24 students in grades 1-8 for Bronco Academy for the SY2015-2016 in the amount of \$100,000.00.
16. Approval of continuing contract with Oklahoma Family Counseling Services to provide a variety of counseling services and PASS-B (Promoting Appropriate School and Social Behaviors) serving K-12th for the SY2015-2016 in the amount of \$62,000.00.
17. Approval to continue agreement with Auto-Chlor System for the SY2015-2016.
18. Approval of Surplus list of textbooks and library books.
19. Approval of renewing surface lease only agreement in the amount of \$2,500.00 to Mitchell Farms.
20. Approval of Timberlake Construction Standard Form Agreement as the contractor for the storm shelter at Mustang Education Center.
21. Approval of Timberlake Change Order #6 on the Mustang Elementary Gym. This will decrease the contingency by \$3,272.36.
 - a. RFP006 - Existing Gym flooring \$443.23
 - b. RFP008 - Existing window replacement \$4,619.41
 - c. RFI043 - 4" CMU grout and rebar requirements - CREDIT \$<2,517.00>
 - d. Storefront height modifications at openings 109A and 109B - \$726.72
22. Approval of Timberlake Change Order #5 on Mustang Event Center. This will be a deduction to the contingency of \$26,399.95.
 - a. Add'l steel for lintel and hip roof brick ledge angles
 - b. Furring out walls where plumbing conflicts with steel
 - c. Event room modifications
 - d. Floor penetrations for data and camera's and video board
 - e. Add video board above concessions
 - f. Support for decking on upper bleachers treads
23. Approval of Timberlake Change Order #6 for the Mustang Event Center. This will be a deduction to the contingency of \$11,305.91.
 - a. Gerflor attraction flooring in corridors 161 and 113.
24. Approval of Timberlake Change Order #7 on Mustang Event Center.
 - a. Video Board
25. Approval of the renewal of the lease-purchase for the fiscal year ending June 30, 2016 as required under the provisions of the Sublease Agreement dated July 1, 2012 by and between the District and Canadian County Educational Facilities Authority.
26. Renewal of contract for the 2015-2016 fiscal school year for the Workers' Compensation coverage through the Oklahoma School Assurance Group in the amount of \$639,071.00
27. Approval of Bread bids and bid recommendation for SY2015-2016.
28. Approval of Produce bids and bid recommendation for SY2015-2016
29. Approval of Dairy bids and bid recommendation for SY2015-2016.
30. Approval of Prime Vendor bids and bid recommendation for SY2015-2016.
31. Approval of surplus from Technology throughout the district
32. Approval of renewal of software lease agreement with Municipal Accounting Systems, Inc. for the SY15-16 in the amount of \$12,348.12

33. Approval of continuing agreement to have the Latchkey program at the following locations for the SY15-16.
Mustang Elementary, Prairie View, Valley, Creek, Trails, Horizon Intermediate, and Canyon Ridge Intermediate.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

Business

On a motion made by Mike Kessler and a second by Jim Davis, the Board voted to approve the following increases:

- a. Adult and visitor and second lunch price from \$3.25 to \$3.50.
- b. Student breakfast price from \$1.50 to \$1.75
- c. Adult and visitor and second breakfast price from \$1.75 to \$2.00.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Amanda Strassle and a second by Mike Kessler, the Board voted to approve the firm Sander, Bledsoe, & Hewett as the auditors for the 2015-2016 school year.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Mike Kessler and a second by Amanda Strassle, the Board voted to approve the Ford Audio-Visual Proposal for the Mustang Event Center.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Jim Davis and a second by Amanda Strassle, the board voted to approve the renewal with Insurica and OSIG for the SY15-16 for general liability, property, school board legal liability and certified acts of terrorism, and business automobile, cyber insurance for the fiscal year 15-16.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Amanda Strassle and a second by Jim Davis, the Board voted to approve the bid for Server/SAN Infrastructure Upgrade.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Mike Kessler and a second by Jim Davis, the Board voted to approve the supplemental appropriation to the General Fund in the amount of \$1,089,094.89.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

New Business:

On a motion made by Amanda Strassle and a second by Jim Davis, the Board voted to approve the supplemental appropriation for Child Nutrition in the amount of \$518,080.46. Total figures were not available before posting of agenda.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Amanda Strassle and a second by Chad Fulton, the Board voted to approve the supplemental appropriation for the Building Fund in the amount of \$175,850.14. Total Figures were not available before posting of agenda.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Chad Fulton and a second by Amanda Strassle, the Board voted to convene in Executive Session at 7:09 p.m.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Jim Davis and a second by Amanda Strassle, the Board voted to return to Open Session at 8:47 p.m.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

Board Clerk, Amanda Strassle, she stated that Chad Fulton, Jim Davis, Mike Kessler, herself and Dr. Sean McDaniel were in Executive Session and discussed personnel matters and no action was taken.

On a motion made by Mike Kessler and a second by Jim Davis, the Board voted to approve Schedule "A".

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Amanda Strassle and a second by Mike Kessler, the Board voted to approve Schedule "B".

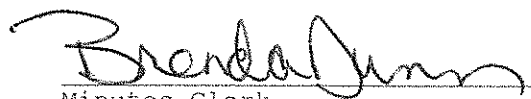
<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Jim Davis and a second by Mike Kessler, the Board voted to decline to hear the appeal hearing of DT and make the decision of the Superintendent final pursuant to board policy 1095.1.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>abstain</u>
Davis	Landrith	Strassle	Kessler	Fulton

On a motion made by Jim Davis and a second by Mike Kessler, the Board voted to adjourn at 8:48 p.m.

<u>aye</u>	<u>absent</u>	<u>aye</u>	<u>aye</u>	<u>aye</u>
Davis	Landrith	Strassle	Kessler	Fulton



Minutes Clerk

Board President

Schedule "A"
June 8,2015

Last Name	First Name		SITE/ASSIGNMENT	EFFECTIVE
Retirement				
Farris	Donna		Transportation/Bus Driver	5/21/2015
Muehlberg	Stephen		High School/JROTC	6/30/2015
Ray	Mary		Centennial/6.5 CN Cashier	5/22/2015
Tipton	Terry		Transportation/Director	6/30/2015
Last Name	First Name		SITE/ASSIGNMENT	EFFECTIVE
Resignations				
Baker	Rhonda		MNMS/ELA Teacher	5/21/2015
Cast	Wanda		MVE/Site Secretary	2015-2016
Cast	Wanda		Admin/Executive Director's Secretary	6/3/2015
Collier	Chad Andrew		MMS/Assistant Principal	6/12/2015
Connors	Kristi		MMS/7th Grade ELA	5/22/2015
Dotson	Jon		Admin/Chief Financial Officer	6/30/2015
Dresel	Amber		District/Speech Language Pathology Assistant	2015-2016
Engel	Faith		MMS/Social Studies	5/21/2015
Funk	Michael		High School/Spec Ed Teacher	5/21/2015
Joule	Dee		Transportation/Bus Driver	5/21/2015
Lee	Albert		LE/2.0 Cafe Assistant	5/21/2015
Lindauer	Don		High School/Custodian	5/15/2015
McCraw	Jennifer		MNMS/6.5 Cafe Assistant	5/22/2015
McGuirk	Megan		Creek/Spec Ed Teacher	5/21/2015
McNeal	JoJo		High School/Spec Ed TA	5/21/2015
Moore	Mallory		High School/English Teacher	5/21/2015
Neuenschwander	Kathryn		MVE/4th Grade Teacher	5/21/2015
Oliganga	Pamela		MNMS/Spanish Teacher	5/21/2015
Palesano	Marietta		Creek/4th Grade Teacher	5/21/2015
Shaffer	Lauren		MHI/Art Teacher	5/21/2015
Umphrey	Kimberly		MNMS/ELA Teacher	5/21/2015
Vaughan	Matthew		High School/English Teacher	5/21/2015
Last Name	First Name		To: Site/Assignment	Effective
Employment				
Open		New Position	Maintenance/HVAC Maintenance	2015-2016
Open			Maintenance/6 Summer Workers	2015-2016
Open			HS/Summer School English I, II, III, IV	6/8/2015
Open			HS/Summer School Okla History	6/8/2015
Open			HS/Summer School American History	6/8/2015
Open			HS/Summer School World History	6/8/2015
Open			HS/Summer School Biology	6/8/2015
Open			HS/Summer School Algebra I, II/Geometry	6/8/2015
Adkisson	Daniel		HS/Adjunct Head Color Guard	2015-2016
Bailey	Vickie		High School/Summer School Teacher	6/8/2015
Bledsoe	Misty	Replacing Rhonda Baker	MNMS/ELA Teacher	2015-2016
Campbell	Janie	Replacing Kim Speck	PVE/Spec Ed TA	2015-2016
Canaday	Rhonda	Replacing Alison Boren	Creek/Spec Ed Mild/Moderate	2015-2016
Chaisson	Leiha	Replacing Calee Freeman	MNMS/Science Teacher	2015-2016
Clanton	Lisa	New Position	PVE/Crossing Guard	2014-2015
Clark	Johnny	New Position	District/Maintenance Manager	7/1/2015
Culver	Christopher	Replacing Matt Vaughan	High School/Language Arts	2015-2016

Schedule "A"
June 8,2015

Last Name	First Name		To: Site/Assignment	Effective
Employment				
Danner	Alicia	Replacing Kelly Bullard	ME/4th Grade Teacher	2015-2016
Dobrinski	Debra	Replacing Stacy Ruben-Storey	Creek/4th Grade Teacher	2015-2016
Doty	Tasha	Replacing Kathryn Neuenschwander	MVE/4th Grade Teacher	2015-2016
Edgmon	Ryan		HS/Summer Head Band Instructor	6/1/2015
Everson	Jennifer		HS/Summer School Teacher	6/8/2015
Farnham	Kyle	Replacing Annia Morris	High School/Social Studies	2015-2016
Gage	Judy		ESY/Van Assistant	6/1/2015
Gage	Judy		ESY/Bus Driver and/or Bus Asst. Sub	7/1/2015
Garriott	Gina		ESY/Speech Therapist	6/1/2015
Garriott	Gina		ESY/Speech Therapist	7/1/2015
Gonzalez	Fernando		Maintenance/Summer Worker	6/2/2015
Gore	Brandi		HS/Summer School Teacher	6/8/2015
Hannah	Garrett		District/Field Maintenance Worker	2015-2016
Harding	Matthew	Replacing Isaac Treadaway	High School/Math Teacher	2015-2016
Hines	Colton		High School/Adjunct Front Ensemble	2015-2016
Hofer	Jacob		HS/Summer Assistant Band Instructor	6/1/2015
Hopkins	Danielle		HS/Adjunct Assistant Color Guard	2015-2016
Jackson	Megan	Replacing Traci Thomas	MHI/5th Grade Teacher	2015-2016
Johnson	Carla	Replacing Kimberly Brown	District/School Psychologist	2015-2016
Jones	Heather	Replacing Andy Collier	MMS/Assistant Principal	2015-2016
Jussila	Dustin		HS/Summer Assistant Band Instructor	6/1/2015
Ketch	Doug		High School/Summer School Teacher	6/8/2015
King	Richard		Maintenance/Summer Worker	6/8/2015
Leochner	Amy	Replacing Deborah Suarez	LE/Kindergarten Teacher	2015-2016
McClure	Angela		Transportation/Summer Worker	6/1/2015
McClure	Angela		Transportation/Summer Bus Trainer	6/1/2015
Machado	Sierra	Replacing Lauren Shaffer	MHI/Art Teacher	2015-2016
Mangus	Greg		High School/Summer Assistant Band Instructor	6/1/2015
Mangus	Tom		High School/Adjunct Beginning Brass	2015-2016
McCormick	Heather	Replacing Kim Umphrey	MNMS/ELA Teacher	2015-2016
McCurry	Elizabeth		Maintenance/Summer Worker	6/1/2015
MeGehee	Melissa	Replacing Katrina Whitehead	ME/Kindergarten Teacher	2015-2016
Nesper	Paul		High School/Adjunct Low Brass	2015-2016
O'Brien	Emily	Replacing Nicole Gorman	ME/Kindergarten Teacher	2015-2016
Ogez	Deanna	Replacing Juli Wilkins	Trails/Spec Ed Severe/Profound	2015-2016
Osborne	Greg		High School/Summer School Teacher	6/8/2015
Owen	Robert Matthew	Replacing Linda Smith	High School/Spec Ed Teacher	2015-2016
Ozinga	Chris		HS/Summer Assistant Band Instructor	6/1/2015
Pendley	Shawn	Replacing Mallory Moore	High School/Language Arts	2015-2016
Portz	Macalla		HS/Adjunct Assistant Color Guard	2015-2016
Reynolds	Tyler		Maintenance/Summer Worker	6/2/2015
Rowell	Zachary	Replacing Krista Blanche	MHI/6th Grade Math	2015-2016
Ryczkowski	Sara		Maintenance/Summer Worker	6/2/2015
Scott-Vartanian	Tina	Replacing Jeniece Bridgforth	District/School Psychometrist	2015-2016

Schedule "A"
June 8,2015

Last Name	First Name		To: Site/Assignment	Effective
Employment				
Stanley	April	Replacing Chasity Hulsey	Creek/4th Grade Teacher	2015-2016
Steinmetz	Dara	Replacing Patricia Woods	ME/3rd Grade Teacher	2015-2016
Stewart	Nikki	New Position	CRI/ISI	2015-2016
Stratton	Danielle	Replacing Amy Wingard	Creek/3rd Grade Teacher	2015-2016
Suazo	Galveston		High School/Adjunct Drumline	2015-2016
Thompson	Gina		HS/Summer Assistant Band Instructor	6/1/2015
Tigert	Jamie	Replacing Samantha Hale	ME/3rd Grade Teacher	2015-2016
Troxell	Emilie	Replacing Brent Raisley	High School/Science Teacher	2015-2016
Vancleave	Ericka	Replacing Annette Charboneau	High School/Counselor	2015-2016
Wallace	Mike		ESY/Van Driver	6/1/2015
Wilson	Justin		High School/Summer School Teacher	6/8/2015
Wolfe	Sara	Replacing Mark Dorman	MHI/Spec Ed Mild/Moderate	2015-2016
Wooten	Kristy		Maintenance/Summer Worker	6/2/2015
Last Name	First Name	From: Site/Assignment	To: Site/Assignment	Effective
Reassignments				
Aynes	Keith	CRI/5th Grade ELA	CRI/5th Grade Math	2015-2016
Brandt	Erin	CRI/Spec Ed TA	MHI/Spec Ed TA	2015-2016
Ceballos Martinez	Martha	ME/PM Custodian	MHI/PM Custodian	2015-2016
Edwards	Brittany	ME/Spec Ed Teacher	High School/Spec Ed Teacher	2015-2016
Harrington	Eric	Creek/Head Custodian	ME/PM Custodian	2015-2016
Jones	Omar	High School/Army Instructor/JROTC	HS/Senior Army Instructor/JROTC	2015-2016
Lennington	Mark	Creek/PM Custodian	High School/PM Custodian	5/26/2015
Lowder	Debbie	MHI/PM Custodian	High School/PM Custodian	2015-2016
Nelson	Brian	PVE/Head Custodian	Creek/PM Custodian	5/25/2015
Nelson	Brian	Creek/PM Custodian	ME/Custodian	6/8/2015
Newton	Christy	High School/Spec Ed TA	High School/Spec Ed Para	8/19/2015
Reed	Stephanie	CRI/5th Grade Math	CRI/PE Teacher	2015-2016
Rodgers	Amie	CRI/Spec Ed TA	CRI/Spec Ed Para	8/19/2015
Shelton	Carissa	Centennial/Spec Ed Teacher	ME/Spec Ed Teacher	2015-2016
Singleton	Michelle	MVE/Spec Ed TA	Trails/Spec Ed TA	2015-2016
Speck	Kim	PVE/Spec Ed Para	CRI/Spec Ed Para	2015-2016
Thomas	Jene	MNMS/Career & Leadership Teacher	MNMS/ELA Teacher	2015-2016
Whisenhunt	Marlene	MHI/PM Custodian	High School/PM Custodian	5/27/2015
Wiesemann	Rebecca	Trails/1st Grade Teacher	Trails/2nd Grade Teacher	2015-2016
Woods	Patricia	ME/3rd Grade Teacher	Trails/Reading Specialist	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Hannon	John	Athletic Field Maintenance Worker	District	2015-2016
Homer	Jared	Athletic Field Maintenance Worker	District	2015-2016
Howard	Bryan	Athletic Field Maintenance Worker	District	2015-2016
Maynard	Rocky	Athletic Field Maintenance Worker	District	2015-2016
Miller	Cherie	Special Olympic Head Coach	District	2015-2016
Selby	Scott	Athletic Field Maintenance Worker	District	2015-2016

Mustang Board of Education
Special Meeting Minutes
June 24, 2015
Mustang Administration Building
906 S Heights Drive
Mustang, OK 73064
6:00 PM

AUTHORITY OF THE BOARD OF EDUCATION

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District I-069 of Canadian County, Oklahoma held a Special Meeting on Wednesday, June 24, 2015 at 6:00 PM. The place and street of the meeting was the Mustang Administration Building, 906 S Heights Drive, Mustang, OK 73064.

Notice of this meeting was given to the County Clerk of Canadian County, Oklahoma at least forty-eight (48) hours prior to such meeting, and public notice of this meeting, with an agenda posted in prominent view at the Mustang Administration Building, 906 S Heights Drive, Mustang, Oklahoma, at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

Mike Kessler called the meeting to order at 6:00 PM with Jim Davis, Amanda Strassle and Mike Kessler all present.

On a motion made by Jim Davis and a second by Amanda Strassle, the Board voted to approve all the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of discussion, consideration and action on the following items that the Superintendent recommends be approved.

1. Transfer of Funds:
 - a. Approval of transfer from Use of Facility Activity Account #900 to General Fund in the amount of \$15,000.00.
2. Approval of renewal of the OPSUCA Service Agreement for the SY2015-2016.
3. Approval for re-hiring Nancy McKay as a consultant for the business department for SY2015-2016.
4. Use of Facilities:
 - a. Approval for The NPC of Oklahoma (National Physique Committee) request the use of the cafetorium at Canyon Ridge Intermediate for their annual Heartland Classic Physique Competition. Friday - October 2nd from 5:00 pm until 8:00 pm and then also Saturday - October 3rd from 7:00 am until 9:00 pm. This request will benefit MPS by a donation made from the proceeds of the event by the NPC to the Special Education programs in Mustang.

_____aye_____
Davis Strassle Kessler

On a motion made by Amanda Strassle and a second by Jim Davis, the Board voted to approve the Schedule of Encumbrances

FISCAL YEAR 2015

LEASE REVENUE BOND (10) 15007244, 15007248, 15007253, 15007263, 15007288,
15007291-15007293, 15007295-15007296

GENERAL FUND (11) 15007255-15007262, 15007264, 15007271, 15007281,
15007283, 15007284, 15007304

BUILDING FUND (21) 15007241-15007243, 15007254, 15007279-15007280,
 15007285-15007286, 15007299-15007300, 15007307
 BOND FUND (32) 15007272
 BOND FUND (33) 15007305
 BOND FUND (34) 15007247, 15007275, 15007298
 BOND FUND (35) 15007249, 15007277
 BOND FUND (36) 15007306
 BOND FUND (37) 15007250, 15007276, 15007289-15007290, 15007294,
 15007297
 BOND FUND (39) 15007245-15007246, 15007251-15007252, 15007273-
 15007274, 15007278, 15007287
 FISCAL YEAR 2015 PAYROLL
 GENERAL FUND (11) 51549-51553

__aye__ __aye__ __aye__
 Davis Strassle Kessler

On a motion made by Jim Davis and a second by Amanda Strassle, the Board voted to approve the final budget by function code as required by State Statute for the fiscal year 2014-2015. The Board has approved the Purchase Orders throughout the year which substantiates the OCAS function code requirements for general, building and child nutrition.

__aye__ __aye__ __aye__
 Davis Strassle Kessler

On a motion made by Amanda Strassle and a second by Jim Davis, the Board voted to approve the Temporary Appropriation, SBE Form 12, for General Fund, Building Fund and the Child Nutrition Fund as stated.

__aye__ __aye__ __aye__
 Davis Strassle Kessler

On an amended motion changing the year 2012 to 2009 made by Amanda Strassle and a second by Jim Davis, the Board voted to approve the bids for Lakehoma Elementary boiler and the cooling tower for the HS K Building and award Hunter Mechanical. These funds will be of the 2009 bonds, Bond 32 and the new Bond 36.

__aye__ __aye__ __aye__
 Davis Strassle Kessler

On a motion made by Jim Davis and a second by Amanda Strassle, the Board voted to approve the Timberlake contract for the Lakehoma boiler and the cooling tower for the HS K Building.

__aye__ __aye__ __aye__
 Davis Strassle Kessler

On a motion made by Jim Davis and a second by Amanda Strassle, the Board voted to adjourn at 6:07 p.m.

__aye__ __aye__ __aye__
 Davis Strassle Kessler


 Minutes Clerk

 Board President



Chuck Bailey
District Athletic Director
mustangbroncos.org
405-376-7366

Memo

To: Mr. Charles Bradley and the Mustang Board of Education
C.C: Tracy Skinner, Director of Personnel *CB*
Date: June 4, 2015
Re: Transfer of funds from MHS Cheer to Relay for Life

Please consider and/or act upon my recommendation for MHS Cheer to transfer \$200.00 to Relay for Life. The funds will come out of Activity Account #861 (fundraiser #358), and put into Activity Account # 818.

CB
6/8/15

Mustang Public Schools Request for transfer of Funds

From: MHS Cheer 705 [Signature] 6/5/15
 Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

Account #	Activity Fund Account Name	Amount to be transferred
From: <u>861</u>	<u>MHS Cheer</u>	\$ <u>200.00</u>
From: _____	_____	\$ _____
From: _____	_____	\$ _____
To: <u>818</u>	<u>Athletics</u>	\$ <u>200.00</u>
To: _____	_____	\$ _____
To: _____	_____	\$ _____

Reason for funds to be transferred: Relay For Life

Sufficient funds in account to complete transaction: Yes No
 (to be completed by Activity Fund Custodian)

Board approval: _____ Approved _____
 Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
 Activity Fund Custodian

Mustang Public Schools Request for transfer of Funds

From: Athletics 705 [Signature]
Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

<u>Account #</u>	<u>Activity Fund Account Name</u>	<u>Amount to be transferred</u>
From: <u>817</u>	<u>HS Cheer</u>	\$ <u>104.86</u>
From: <u>805</u>	<u>HS Boys Basketball</u>	\$ <u>116.00</u>
From: _____	_____	\$ _____
To: <u>803</u>	<u>H.S. Athletics</u>	\$ <u>220.86</u>
To: _____	_____	\$ _____
To: _____	_____	\$ _____

Reason for funds to be transferred: All activities and P.O.'s will be done out of H.S. Athletic account.

Sufficient funds in account to complete transaction: Yes No
(to be completed by Activity Fund Custodian)

Board approval: _____ Approved _____
Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
Activity Fund Custodian

Mustang Public Schools Request for transfer of Funds

From: Athletics 705 Bailey 6/16/15
 Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

<u>Account #</u>	<u>Activity Fund Account Name</u>	<u>Amount to be transferred</u>
From: <u>882</u>	<u>HS Boys/Girls X-Country</u>	<u>\$ 3,400.00</u>
From: _____	_____	\$ _____
From: _____	_____	\$ _____
To: <u>803</u>	<u>HS Athletics</u>	<u>\$ 3,400.00</u>
To: _____	_____	\$ _____
To: _____	_____	\$ _____

Reason for funds to be transferred: All activities and P.O.'s will be done out of the H.S. Athletic account.

Sufficient funds in account to complete transaction: Yes ML
 (to be completed by Activity Fund Custodian) No

Board approval: _____ Approved _____
 Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
 Activity Fund Custodian

Mustang Public Schools Request for transfer of Funds

From: Athletics 705 Bailey 6/14/15
 Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

<u>Account #</u>	<u>Activity Fund Account Name</u>	<u>Amount to be transferred</u>
From: <u>871</u>	<u>HS Girls Softball</u>	\$ <u>549.62</u>
From: <u>822</u>	<u>HS GOLF</u>	\$ <u>72.33</u>
From: <u>820</u>	<u>HS Girls Track</u>	\$ <u>364.32</u>
To: _____	_____	\$ _____
To: <u>803</u>	<u>HS Athletics</u>	\$ <u>986.27</u>
To: _____	_____	\$ _____

Reason for funds to be transferred: All activities and P.O.'s will be done out of the H.S. Athletic account.

Sufficient funds in account to complete transaction: Yes NO
 (to be completed by Activity Fund Custodian) No

Board approval: _____ Approved _____
 Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
 Activity Fund Custodian

Mustang Public Schools Request for transfer of Funds

From: Athletics 705 CBailey 6/11/15
 Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

<u>Account #</u>	<u>Activity Fund Account Name</u>	<u>Amount to be transferred</u>
From: <u>880</u>	<u>H.S. Boys Tennis</u>	<u>\$ 172.83</u>
From: <u>865</u>	<u>H.S. Baseball</u>	<u>\$ 73.97</u>
From: <u>962</u>	<u>H.S. Swim Team</u>	<u>\$ 104.99</u>
To: <u>803</u>	<u>H.S. Athletics</u>	<u>\$ 441.79</u>
To: _____	_____	\$ _____
To: _____	_____	\$ _____

Reason for funds to be transferred: All activities and P.O.'s will be done out of the H.S. Athletics account,

Sufficient funds in account to complete transaction: Yes NO
 (to be completed by Activity Fund Custodian) _____ No

Board approval: _____ Approved _____
 Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
 Activity Fund Custodian

Mustang Public Schools Request for transfer of Funds

From: Athletics 705 Baily 6/11/15
 Activity Fund Name Site Sponsor Signature

Please transfer funds as indicated below:

Account #	Activity Fund Account Name	Amount to be transferred
From: <u>941</u>	<u>HS Boys Track</u>	\$ <u>369.39</u>
From: <u>905</u>	<u>HS Wrestling</u>	\$ <u>2.49</u>
From: <u>883</u>	<u>HS Girls Soccer</u>	\$ <u>2,888.50</u>
To: _____	_____	\$ _____
To: <u>803</u>	<u>H.S. Athletics</u>	\$ <u>3,260.38</u>
To: _____	_____	\$ _____

Reason for funds to be transferred: All activities and P.O.'s will be done out of the H.S. Athletics account.

Sufficient funds in account to complete transaction: Yes
 (to be completed by Activity Fund Custodian) No

Board approval: _____ Approved _____
 Date Disapproved _____

Board President signature: _____

Transfer completed by: _____ Date: _____
 Activity Fund Custodian

MEMO

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Director of Bonds/Construction
Date: July 9, 2015
Re: Approval of M.E. Sign

Respectfully request that the Board discuss, consider, and/or act upon approval of the purchase and installation of the Mustang Elementary digital sign by the M.E. PTO.



8'-0"



REMOVE AND DISPOSE OF EXISTING CABINET & LEAVE BASE & SUPPORTS.
 FABRICATE A NEW LED LIT CABINET WITH LEXAN FACES & DIGITAL PRINTS.
 WATCHFIRE 19MM RGB FULL COLOR UNIT WITH A 32 X 112 MATRIX TB BE INSERTED INTO NEW CABINET.
 PAINT ALL BLACK.

CLIENT MUSTANG ELEMENTARY
 SALESMAN JESS SCALE 3/4" = 1'
 DESIGNER REX-2013 APPROVAL

MetroSign
 Corporation

**CITY OF MUSTANG
1501 N. MUSTANG RD
MUSTANG, OKLAHOMA 73064**

SIGN PERMIT

PERMIT #:	020160002	DATE ISSUED:	7/09/2015
JOB ADDRESS: SUBDIVISION:	400 S MUSTANG RD	LOT #: BLK #: ZONING:	
ISSUED TO: ADDRESS CITY, STATE ZIP: PHONE:	MPS - MUSTANG ELEMENTARY 906 S HEIGHTS DR MUSTANG OK 73064 405/376-2491	CONTRACTOR: ADDRESS: CITY, STATE ZIP: PHONE:	METRO SIGN CORP 401 N ANN ARBOR OKC OK 73127 405-949-1555
SIZE OF BUILDING: BEDROOMS: ROOF COVERING: EXTERIOR WALL: PLOT PLAN SUBMITTED:		SQ FT UPPER: LOWER: PATIO & PORCH: GARAGE: TOTAL SQ FT: % OF COVERAGE:	285.00
NO OF BUILDINGS ON LOT:		SETBACKS: FRONT: SIDE: REAR:	
VALUATION:	\$ 18,375.00		
TYPE OF INSPECTION:	SIGN		

FEE CODE	DESCRIPTION	AMOUNT
SIGN02	1.3160 SIGN PERMIT	\$ 50.00
TOTAL		\$ 50.00

NOTES:

NOTICE

NO CONSTRUCTION SHALL BEGIN UNTIL PERMIT HAS BEEN APPROVED BY THE CITY INSPECTOR AND FEE FOR PERMIT PAID TO CITY CLERK.

ALL INSTALLATIONS AND WORK MUST CONFORM TO THE MUNICIPAL CODE OF THE CITY OF MUSTANG. PERMIT FEES ARE NON-REFUNDABLE

CALL 376-9873 FOR INSPECTIONS

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT; THAT I AM FAMILIAR WITH THE ORDINANCES GOVERNING BUILDING WITHIN THE CITY OF MUSTANG AND WILL OBSERVE AND CONFORM IN ALL RESPECTS TO SAID ORDINANCES.

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

DATE



(APPROVED BY)

7/9/15
DATE



401 N. Ann Arbor
 Oklahoma City, OK 73127
 Phone (405) 949-1555;
 Fax (405) 949-1587

PROPOSAL and SALES AGREEMENT

MUSTANG ELEMENTARY 400 S. Mustang Mustang, Oklahoma 73064 Tarah Neugebauer	Phone (405) 848-7521 405842 Fax	Contract Number #P-23330
		Date 3/9/2015
Project Location 400 S. Mustang Rd, Mustang		Salesman Jess Schweinber

Fabrication and installation of one (1) sign package as per the drawings and following specifications:

One 4' x 8' overall dimensions, double side cabinet installed with a LED message center in place of existing sign, using existing steel structure, modified to accommodate the new sign. The cabinet will be constructed using steel tubing frame with aluminum cabinet filler and retainer. The ID portion of the sign will be internally-illuminated using D/HO (Daylight High Output) sign lamps and electronic ballasts. All metals will be primed and finished using a two-part Poly-Urethane sign paint.

Watchfire LED message center:

Double sided master, slave RGB full color LED. The sign will be a 19mm, with a matrix of 32 x 112, and overall dimensions of 29" x 7'-3". The sign will have, up to 4 lines of 5" type and 22 characters wide. The sign will have 1.15 Quintillion color capabilities and will be communicate with, by using a High Speed Long Range radio. The sign will include Ignite software installed on customer supplied computer. The sign will have video capabilities with animated text and graphics.

Five (5) year warranty for the parts and labor on the LED message center from the date of installation. Warranty does not cover damage from external sources.

Final electrical hook-up will be included if the City of Mustang will allow, and provided there is ample primary to the sign.

Scope of Work

Scope of work includes all designs, permits, fabrication, delivery to the job-site, and installation.

Warranty

Five (5) years on fabrication, structural integrity, paint finishes against excessive fading, LED message center, and installation. Two (2) years on secondary electrical components for the ID cabinet, including lamps and ballasts.

Signs(s) as specified	\$18,375.00
Installation	\$1,000.00
Permits	\$0.00
Freight	\$0.00
Sub-Total	\$19,375.00
Sales Tax	0.000% \$0.00
TOTAL PROJECT	\$19,375.00
<i>Down payment \$9,687.50 Balance upon completion \$9,687.50</i>	

THE ABOVE PRICES ARE SUBJECT TO APPLICABLE TAX AND LOCAL PERMIT FEES. ALL QUOTATIONS ARE VALID FOR 30 DAYS
Amounts past due more than 20 days shall be subject to a 2% monthly service charge.

THIS ORDER IS SUBJECT TO TERMS AND CONDITIONS ON REVERSE SIDE. The undersigned Buyer hereby orders the goods and services described above and METRO SIGN CORPORATION agrees to furnish, perform, and sell the same for the prices shown above and on the terms and conditions which are set forth on the reverse side hereof and incorporated herein by reference.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions, are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

DATE ACCEPTED _____, 20____

PURCHASER _____

SIGNATURE _____


This contract is not binding until signed by an officer of METRO SIGN CORPORATION.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard prices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our Workers are fully covered by Workman's Compensation Insurance.

METRO SIGN CORPORATION

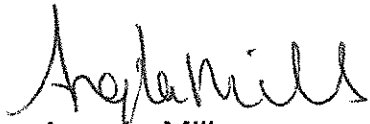
By Jess Schweinber Date 2/10/15

Memo

Date: 6/22/2015
To: Mr. Charles Bradley 
From: Dr. Angela Mills
RE: Policy #5065 Proficiency testing

Please submit to the board for consideration and/or action upon the recommendation to amend Policy #5065. The law has changed to allow districts to set their own cut score. We would like to adjust ours slightly based on data from previous testing sessions.

Respectfully submitted,



Angela Mills
Assistant Superintendent,
of Academic Services
Mustang Public Schools

PROFICIENCY-BASED PROMOTION/CREDIT BY EXAMINATION

Upon the request of a student, parent or guardian, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. Proficiency will be demonstrated by assessment or evaluation appropriate to the curriculum area. Elementary, middle and high school students who are legally enrolled in Mustang Public Schools and who have not previously received instruction in the requested course/grade level will qualify to request proficiency based promotion. Proficiency for advancing to the next level of study **or receive credit of course mastery** will be indicated by an **85 90** percent or comparable performance on an assessment or demonstration. The opportunity for proficiency assessment will be provided at least twice each school year. Application for testing must be made at least fourteen (14) days prior to the testing date. Students shall have the opportunity to demonstrate proficiency in the following core areas as identified in 70 O.S.11-103.6:

Social Studies	Language Arts	The Arts
Languages	Mathematics	Science

Students demonstrating proficiency in a core curriculum area will be given credit for their learning and will be allowed to advance to the next grade/level of study. The school will confer with parents in making promotion/acceleration decisions. Students must progress through a curriculum area in a sequential manner. If proficiency is demonstrated, the notation to be placed on the student's permanent record/transcript will be a letter grade of an "A." The credit(s) shall count toward meeting the requirements for the high school diploma.

Students who do not demonstrate proficiency will be allowed to request testing during the next assessment period. Failure to demonstrate proficiency will not be noted on the student's transcript.

Application forms, testing dates and other information are available from the school counselor.

Adopted: 12-98
 Revised: 10-01
 Revised: 07-08
 Revised: 07-11-11
 Proposed Revision: 7-13-11

Memo

Date: 6/30/2015
To: Mr. Charles Bradley *CB*
From: Dr. Angela Mills
RE: Policy #5070 Promotion & Retention

Please submit to the board for consideration and/or action upon the recommendation to amend Policy #5070. The law has changed during this legislative session and we need to change Board Policy to match these changes

Respectfully submitted,



Angela Mills
Assistant Superintendent,
of Academic Services
Mustang Public Schools

STUDENT PROMOTION/RETENTION

In accordance with the **Reading Sufficiency Act of the state of Oklahoma** and the policy of the Mustang Board of Education, the following criteria for the selection of students to be promoted to the next grade level, retained in their current grade, or denied course credit, will be used in the Mustang School District.

Students in grades K-4:

1. Any student who demonstrates proficiency in reading at the third-grade level through a screening instrument which meets the acquisition of reading skills criteria shall not be subject to retention. Upon demonstrating proficiency through screening, the district shall provide notification to the parent(s) and/or guardian(s) of the student that they have satisfied the requirements of the Reading Sufficiency Act and will not be subject to retention pursuant to this section.
2. If a third-grade student is identified at any point of the academic year as having a significant reading deficiency, which shall be defined as scoring below proficient on a screening instrument which meets the acquisition of reading skills criteria, the district shall immediately begin a student reading portfolio and shall provide notice to the parent of the deficiency.
3.
 - a. If a student has not yet satisfied the proficiency requirements of this section prior to the completion of third grade, the student may qualify for automatic promotion to the fourth grade upon scoring at the ~~“limited knowledge”~~ **proficient or advanced** level on the reading portion of the statewide third-grade criterion-referenced test.
 - ~~b. Prior to promotion, however, the district shall provide notice to the student’s parent(s) and/or guardian(s) that the child is not yet reading at grade level and provide the parent(s) and/or guardian(s) of the child the option for retention should they so desire. The notice shall contain, at a minimum, the most recently identifiable grade level on which the student is actually proficient, the opportunities for summer reading programs, school and/or community based reading tutoring, vendors which provide reading tutoring and the rights to continuing intensive remediation pursuant to this paragraph.~~
 - ~~c. A student so promoted shall be entitled to intensive remediation in reading until the student is able to demonstrate proficiency in reading at the grade level in which the student is enrolled. An intensive remediation plan shall be developed by a “Student Reading Proficiency Team” composed of:

 - ~~(1) the parent(s) and or guardian(s) of the student,~~
 - ~~(2) the teacher assigned to the student who had the responsibility for reading instruction in that academic year,~~
 - ~~(3) a teacher in reading who teaches in the subsequent grade level,~~
 - ~~(4) the school principal, and~~
 - ~~(5) a certified reading specialist if one is available.~~~~
4. If a student has not yet satisfied the proficiency requirements of this section prior to the completion of third grade and still has a significant reading deficiency, as identified based on assessments administered that meet the acquisition of reading skills criteria, has not accumulated evidence of third-grade proficiency through a student portfolio, or is not

subject to a good cause exemption, then the student shall not be eligible for automatic promotion to fourth grade.

5. ~~For the 2013-2014 and the 2014-2015 school years,~~ a **A** student not qualified for automatic promotion under paragraph 4 of this subsection may be evaluated for “probationary promotion by a “Student Reading Proficiency Team” composed of:
- (1) the parent(s) and or guardian(s) of the student,
 - (2) the teacher assigned to the student who had the responsibility for reading instruction in that academic year,
 - (3) a teacher in reading who teaches in the subsequent grade level,
 - ~~(4) the school principal, and~~
 - ~~(5)~~ (4) a certified reading specialist if one is available.

The student shall be promoted to the fourth grade if the team members unanimously recommend “probationary promotion” to the **school principal and** district superintendent **and the for approval.**

~~superintendent approves the recommendation that promotion is the best option for the student.~~ If a student is allowed a “probationary promotion”, the team shall continue to review the reading performance of the student and repeat the requirements of this paragraph each academic year until the student demonstrates grade-level reading proficiency, as identified through a screening instrument which meets the acquisition of reading skills criteria, for the corresponding grade level in which the student is enrolled or transitions to the requirements set forth by the Achieving Classroom Excellence Act.

6. Beginning with the 2015-2016 school year, students who score **at the limited knowledge or** unsatisfactory level on the reading portion of the statewide third-grade criterion referenced test and who are not subject to a good cause exemption as provided in subsection K of this section shall be retained in the third grade and provided intensive instructional services and supports.

A third grade student may be promoted for “good cause” if the student meets one of the following statutory exemptions:

- (1) Limited-English-proficient students who have had less than two years of instruction in an English language learner program;
- (2) Students with disabilities whose individualized education plans, consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternate Assessment Program (OAAP);
- (3) Students who demonstrate an acceptable level of performance on an alternative standardized reading assessment approved by the State Board of Education;
- (4) Students who demonstrate through a student portfolio, that the student is reading on grade level as evidenced by demonstration of mastery of the state standards beyond the retention level;
- (5) Students with disabilities who participate in the statewide criterion-referenced tests and who have an individualized education plan that reflects that the student has received intensive remediation for reading for more than two years but still demonstrates a deficiency in reading and who were previously retained or were in a transitional grade during kindergarten, first grade, second grade, or third grade for a total of two years;

- (6) Students who have received intensive remediation in reading through a program of reading instruction for two (2) or more years but still demonstrate a deficiency in reading and who were previously retained or in a transitional class during kindergarten, first grade, second grade, or third grade for a total of two (2) years.
- (7) Student faced exceptional emergency circumstances which prevented the student from being assessed during the OCCT testing window (Must be approved by the Office of Accountability and Assessment)

Requests to exempt students from the mandatory retention requirements based on one of the good cause exemptions shall be made using the following process:

1. Documentation submitted from the teacher of the student to the school principal that indicates the student meets one of the good-cause exemptions and that the promotion of the student is appropriate and is based upon the record of the student. The documentation shall consist only of the alternative assessment results or student portfolio work and the IEP;
2. The principal shall review and discuss the documentation with the teacher. If the principal determines that the student meets one of the good-cause exemptions and should be promoted, based on the documentation provided, the principal shall make a recommendation in writing to the school district superintendent; and
3. After the review of the documentation, the school district superintendent shall accept or reject the recommendation of the principal in writing.

For other students in grades K-4 that do not fall under the Reading Sufficiency Act guidelines:

A classroom teacher may recommend promotion or retention of a student. A placement committee that may consist of a principal, counselor, and teacher(s) shall determine if a student is to be assigned to the next higher grade. The committee shall consider grade level achievement, standardized test scores, attendance records and other criteria as needed, penmanship, art, music and physical education grades are not included in the core subjects when considering retention. A student may be considered for retention if he/she has in excess of twelve (12) absences during the semester. A conference with parent(s) or guardian(s) will be held prior to the retention of any student.

Whenever a teacher or placement committee recommends that a student be retained at the present grade level or not passed in a course, the parent(s) or guardian, if dissatisfied with the recommendation, may appeal the decision by complying with the district's appeal process. The decision of the Board of Education shall be final. The parent(s) or guardian may prepare a written statement to be placed in and become a part of the permanent record of the student stating the parent(s)'s or guardian's reason(s) for disagreeing with the decision of the board.

The district will comply with the laws and rules applicable to the Reading Sufficiency Act.

Students in grades 5-8:

A conference with parent(s) or guardian(s) will be held prior to the retention of any student. Considerations for retention will include: grade level achievement, standardized test scores, attendance records and other criteria as needed.

Students in grades 9-12:

Those students who fail a required course are strongly encouraged to repeat the course in summer school, correspondence or approved on-line course. In addition, at least two (2) credits of the last three (3) credits completed for graduation shall be completed in attendance in the accredited high school from which the individual expects his/her diploma. Any deviation must be approved by the administration.

Any student who has not obtained sufficient credits to advance to a higher grade level has two (2) options:

- **Reclassification** – The student will be classified as being in the grade previously attempted. The student may be reclassified at the beginning of each school year with the exception of a reclassified junior who has the possibility of graduating. This student may graduate with his/her original class if all credits are made up in summer school, correspondence or approved on-line courses.
- **Retention** – The student will repeat the grade previously attempted. Any student who is retained may be enrolled in required courses failed in previous years. Any retained student will be unable to graduate with his/her original class. A student will not be retained if sufficient credits to advance to a higher grade have been obtained. No student will be enrolled in more than one (1) required English course during the regular school day.

A student may not receive credit for a course if he/she has in excess of twelve (12) absences in any course in which a student is enrolled during the semester or three (3) out of the seventeen (17) day block if enrolled in the MEC Alternative Education Program; not to exceed twelve (12) absences per semester. If a student exceeds the twelve (12) absences per class, a No Credit (NC) will be posted in place of a letter grade

Appeal of Attendance Record: A written appeal concerning attendance must be made to the Appeal Committee within 10 days from the last day of the semester. The appeal form is located on the High School website. Instructions for the process of submitting the form to the Appeal Committee is located on the form. Doctors' notes should be submitted to building secretaries throughout the semester. Original doctor's notes or other documentation should be kept for your own records. An appeal committee consisting of an administrator, teacher and counselor will review the merits of the appeal and submit a final decision to the site administrator. The decision of the committee is final.

Reference: 70 O.S. §24-114.1
70 O.S. §1210.508C

Adopted: 01-10-12

Revised: 02-11-2013

Revised: 08-11-2014

Revised: 02-09-2015

Proposed Revision 07-13-2015



Memo

To: Dr. Angela Mills, Assistant Superintendent, Mustang Public Schools
Charles Bradley, Deputy Superintendent, Mustang Public Schools
From: Ryan McKinney, Director of Secondary Schools, Mustang Public Schools
Date: 7.6.15
Re: Proposal for changes to Suspension Appeal from
Policy #5080 STUDENT CONDUCT AND DISCIPLINE

Please discuss, consider, and/or act upon the recommended changes to the Suspension Appeal Process for the 2015-2016 school year. Details are listed in the attachment,

**Suspension Appeal Process
Proposed Changes
Overview - Details attached
Short Term Suspension - ten (10) days or less**

Currently 1. Appeal to Site Principal 2. Appeal to Appeal Committee	Proposed Steps remain closely the same (however the details are listed in Bullets) and the language has been cleaned up to match the steps of the Long-term suspension
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LONG-TERM SUSPENSION - more than ten (10) days

Currently 1. Appeal to Site Principal 2. Appeal to District Hearing Officer 3. Appeal to the board of education/board hearing officer	Proposed 1. Appeal to Site Principal 2. Appeal to Appeal Committee 3. Appeal to the board of education/board hearing officer
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Proposal Change to only the Suspension Appeal Process

SHORT-TERM SUSPENSION - ten (10) days or less

Short-term suspension is when a student is suspended from school for ten (10) days or less. Before a student is suspended out of school, the school administration shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension (such as placement in an alternative school setting, reassignment to another classroom, in-school intervention, etc.).

~~When a student is suspended, his/her parent(s) will be notified as soon as possible. If the student is suspended for five (5) days or less the district may provide an educational plan. If a student is suspended for more than five (5) days the district shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled. The parent(s) will bear the responsibility of monitoring the student's education progress until the student is readmitted to school. Students suspended from school shall be ineligible to participate in extracurricular activities. Additionally, any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.~~

- When a student is suspended, his/her parent(s) will be notified as soon as possible.
- If the student is suspended for five (5) days or less the district may provide an educational plan.
- If a student is suspended for more than five (5) days the district shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled.
- The parent(s) will bear the responsibility of monitoring the student's education progress until the student is readmitted to school.
- Students suspended from school shall be ineligible to participate in or attend extracurricular activities.
- Any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.

~~The first level of appeal for suspensions of ten (10) days or less will be to the building principal. A written request specifying the reason or reasons for the appeal must be submitted to the building principal within three (3) days of the notice of the suspension. In order to appeal the building principal's decision, a written request specifying the reason or reasons for the appeal must be submitted to the appeal committee for short-term suspensions within three (3) days. The appeal committee will consist of one (1) central office~~

~~administrator and two (2) building principals other than the suspending principal. Upon full investigation of the matter, the committee shall determine the guilt or innocence of the student and the reasonableness for the term of the out of school suspension. The appeal committee may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.~~

Appeal Process:

1. The first level of appeal for suspensions of ten (10) days or less will be to the building principal.
 - A written request specifying the reason(s) for the appeal must be submitted to the building principal within three (3) days of the notice of the suspension.
 - A conference will be scheduled with the building principal.
 - The Principal may uphold, overrule or modify the suspension.
 - The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.
 - The student has the right to appeal the decision.

2. The second level of appeal for suspensions will be to the appeal committee.
 - In order to appeal the building principal's decision, a written request specifying the reason for the appeal must be submitted to the for short-term suspensions within three (3) days.
 - Upon receipt of the appeal, the district hearing officer shall schedule an appeal hearing within three (3) days from the date the notice of intent is filed.
 - The appeal committee will consist of one (1) central office administrator and two (2) building principals other than the suspending principal.
 - During the hearing with the appeal committee, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate.
 - The student shall have the right for representation. If legal counsel is to be present in the meeting, MPS requires a twenty-four (24) hour notice to exercise the option for legal counsel representation.
 - Upon full investigation of the matter, the committee shall determine the guilt or innocence of the student and the reasonableness for the term of the out of school suspension.
 - The appeal committee may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.

The decision of the appeal committee for short-term suspension will be final and may not be appealed to the **district** hearing officer or the board of education/board hearing officer.

LONG-TERM SUSPENSION - more than ten (10) days

A long-term suspension is when a student is suspended from school for more than ten (10) days. When a long-term suspension occurs, the student's parent(s) will be notified as soon as possible, except under circumstances that require the immediate removal of the student.

~~Before a long-term suspension is imposed, an initial suspension will occur while an investigation is conducted. A conference with a site administrator will be arranged to take place when the investigation is complete. The parent(s) will be given a copy of the results of the conference at that time and a copy of the results will be mailed to the parent(s) by certified mail. The parent(s) will be provided a copy of the education plan and will bear the responsibility of monitoring the student's education progress until the student is readmitted to school.~~

- ~~Before a long-term suspension is imposed, an initial suspension will occur while an investigation is conducted.~~
- ~~A conference with a site administrator will be arranged to take place when the investigation is complete.~~
- ~~The parent(s) will be provided a copy of the education plan and will bear the responsibility of monitoring the student's education progress until the student is readmitted to school.~~
- ~~A student, who is suspended from school for more than ten (10) days, may be eligible for an alternative placement to enroll in internet-based course work, but must abide by the contract guidelines given at time of enrollment.~~
- ~~Students suspended from school shall be ineligible to participate in or attend extracurricular activities.~~
- ~~Any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.~~

~~Schools are not responsible for the provision of educational services to those students who have been suspended for possession of a dangerous weapon or a controlled dangerous substance. (Reference Title 70, OK statutes, Section 24-101.3) A student, who is suspended from school for more than ten (10) days, may be eligible for an alternative placement to enroll in internet-based course work, but must abide by the contract guidelines given at time of enrollment. Students suspended from school shall be ineligible to participate in extracurricular activities. Additionally, any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.~~

A student and/or his/her parent(s) may appeal the suspension.

~~The student and his/her parent(s) may request a review of the suspension with the building principal. This step may be skipped if the building principal was part of the first conference. A written request specifying the reason or reasons for the appeal must be submitted to the building principal within three (3) days of the notice of the suspension. A conference will be scheduled with the building principal. If the building principal does not withdraw the suspension, the student has the right to appeal the decision.~~

Appeal Process:

1. The first level of appeal for suspensions will be to the building principal.
 - This step may be skipped if the building principal was part of the first conference.
 - A written request specifying the reason(s) for the appeal must be submitted to the building principal within three (3) days of the notice of the suspension.
 - A conference will be scheduled with the building principal.
 - The Principal may uphold, overrule or modify the suspension.
 - The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.
 - The student has the right to appeal the decision.

~~In order to appeal the building principal's decision, a written request specifying the reason or reasons for the appeal must be submitted to the office of the district hearing officer within ten (10) days. Upon receipt of the appeal, the district hearing officer shall schedule an appeal hearing within ten (10) days from the date the notice of intent is filed. During the hearing with the district hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall have the right for representation. If legal counsel is to be present in the meeting, MPS requires a twenty-four (24) hour notice to exercise the option for legal counsel representation. The suspension appeals hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The suspension hearing officer may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.~~

2. The second level of appeal for suspensions will be to the appeal committee.
 - In order to appeal the building principal's decision, a written request specifying the reason(s) for the appeal must be submitted to the district hearing officer for long-term suspensions within ten (10) days.

- Upon receipt of the appeal, the district hearing officer shall schedule an appeal hearing with the appeal committee within ten (10) days from the date the notice of intent is filed.
- The appeal committee will consist of one (1) central office administrator and two (2) building principals other than the suspending principal.
- During the hearing with the appeal committee, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate.
- The student shall have the right for representation. If legal counsel is to be present in the meeting, MPS requires a twenty-four (24) hour notice to exercise the option for legal counsel representation.
- Upon full investigation of the matter, the committee shall determine the guilt or innocence of the student and the reasonableness for the term of the out of school suspension.
- The appeal committee may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified in writing within five (5) days of the decision.
- If the appeal committee does not withdraw the suspension, the student has the right to appeal the decision..

~~If the district hearing officer does not withdraw the suspension, the student and his/her parent(s) shall have the right to appeal the decision to the board of education/board hearing officer. The student or the student's parent(s) shall notify the superintendent in writing within ten (10) days following receipt of the decision of the district hearing officer.~~

~~Upon receiving notice of a student's intent to appeal, the superintendent shall advise the board of education/ board hearing officer. The board of education/board hearing officer will conduct the hearing within ten (10) days from the date the notice of intent is filed with the superintendent. During the hearing of the appeal before the board of education/board hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall have the right for representation. If legal counsel is to be present in the meeting, MPS requires a twenty-four (24) hour notice to exercise the option for legal counsel representation.~~

~~The board of education/board hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The board of education/board hearing officer may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision. Decisions of the suspension appeal may not be appealed. The decision of the board of education/ board hearing officer suspension hearing with the hearing officer shall be final.~~

3. The third level of appeal for suspensions will be to the board of education/board hearing officer.

- In order to appeal the appeal committee's decision the student or the student's parent(s) shall notify the superintendent in writing within ten (10) days following receipt of the decision of the appeal committee.
- Upon receiving notice of a student's intent to appeal, the superintendent shall advise the board of education/board hearing officer.
- The board of education/board hearing officer will conduct the hearing within ten (10) days from the date the notice of intent is filed with the superintendent.
- During the hearing of the appeal before the board of education/board hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate.
- The student shall have the right for representation. If legal counsel is to be present in the meeting, MPS requires a twenty-four (24) hour notice to exercise the option for legal counsel representation.
- The board of education/board hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension.
- The board of education/board hearing officer may uphold, overrule or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision.
- Decisions of the suspension appeal may not be appealed.
- The decision of the board of education/board hearing officer suspension hearing with the hearing officer shall be final.

NOTE: 70 O.S. § 24-101.3 (E) states that a student who has been suspended from a public or private school in the State of Oklahoma or another state for a violent act or an act showing deliberate or reckless regard for the health or safety of faculty or other students shall not be entitled to enroll in a public school of this state, and no public school shall be required to enroll such student, until the terms of the suspension have been met or the time of suspension has expired.

Memo

To: Sean McDaniel
From: Charles Bradley
Date: July 1, 2015
Re: Recommendation for an Open Transfer Request for the 2015-2016 School Year

Please consider and/or act upon my recommendations to approve the open transfer requests for Amelia Farris, Daphne Farris, and Anthony Farris to attend Mustang Public Schools for the 2015-2016 school year.

	<i>List Started 7/1/15</i>	Candis and Logan
208	Dell Optiplex 620	72FBY71
209	Dell Optiplex 620	FYY5Y71
210	Dell Optiplex 620	18005761117 service tag
211	Dell Optiplex 620	CSX6HB1
212	Dell Optiplex 620	JJ79HB1
213	Dell Optiplex 620	1855Y71
214	Dell Optiplex 620	73F6Y71
216	Dell Optiplex 620	GFZ9HB1
217	Dell Optiplex 620	DC78Y71
218	Dell Optiplex 620	1MW6Y71
220	Dell Optiplex 620	4J5Y71
221	Dell Optiplex 620	2RP6HB1
222	Dell Optiplex 620	3SN6Y71
223	Dell Optiplex 620	GF56HB1
224	Dell Optiplex 620	4916Y71
226	Dell Optiplex 620	B056HB1
227	Dell Optiplex 620	BTHDHB1
228	Dell Optiplex 620	8C78Y71
229	Dell Optiplex 620	GF6YW71
230	Dell Optiplex 620	1855Y71
231	Dell Optiplex 620	BRW6Y71
237	Dell Optiplex 620	J5X6HB1
238	Dell Optiplex 620	6088Y71
264	Dell Optiplex 620	DLW6Y71
266	Dell Optiplex 620	GPW6Y71
268	Dell Optiplex 620	F456Y71
269	Dell Optiplex 620	JPW6Y71
273	Dell Optiplex 620	1RN6Y71
275	Dell Optiplex 620	UNW6Y71
277	Dell Optiplex 620	2VN6Y71
279	Dell Optiplex 620	JRN6Y71
281	Dell Optiplex 620	3F6YW71
283	Dell Optiplex 620	6PW6Y71
285	Dell Optiplex 620	8WN6Y71
287	Dell Optiplex 620	BCN6Y71
290	Dell Optiplex 620	DM16Y71
292	Dell Optiplex 620	62S6Y71
294	Dell Optiplex 620	CSN6Y71
295	Dell Optiplex 620	4916Y71

298	Dell Optiplex 620	SRN6Y71
299	Dell Optiplex 620	J4S6Y71
374	Dell Optiplex 620	BVN6Y71
376	Dell Optiplex 620	2TN6Y71
377	Dell Optiplex 620	13S6Y71
378	Dell Optiplex 620	3PW6Y71
232	Dell Monitor	cn-0r9239-48220-634-04x2
233	Dell Monitor	MX0H63044760557DAWPW
234	Dell Monitor	MX0H63044760557DAW9U
235	Dell Monitor	MX0H63044760557DAWQ6
236	Dell Monitor	MX0H63044760557IA1QJ
239	Dell Monitor	MX0H63044760557IA1QC
240	Dell Monitor	MX0H63044760557IA23W
241	Dell Monitor	MX0H63044760557IA1MF
242	Dell Monitor	MX0H63044760557IA1QL
243	Dell Monitor	mx0h63044760557eax78
246	Dell Monitor	CN0PM3727287276P26I9
247	Dell Monitor	cn0pm3727287276p002i
248	Dell Monitor	CN0PM3727287276P2RGI
249	Dell Monitor	CN0PM3727287276P25PI
250	Dell Monitor	CN0PM3727287276P2VWI
251	Dell Monitor	CN0PM3727287276P05NI
252	Dell Monitor	cn0pm3727287276p25ui
253	Dell Monitor	cn0pm3727287276p2wyi
254	Dell Monitor	cn0pm3727287276p00fi
255	Dell Monitor	cn0pm3727287276p2wai
256	Dell Monitor	mx0h63044760557ia26x
257	Dell Monitor	MX0H63044760557DAWQF
258	Dell Monitor	MX0H63044760557IA1QM
259	Dell Monitor	MX0H63044760557IA181
260	Dell Monitor	CN0CC3526418065J25FS
261	Dell Monitor	MX0H63044760557DAW8K
262	Dell Monitor	MX0H63044760557IA23U
263	Dell Monitor	MX0419TG4780117QH08C
265	Dell Monitor	MX0H63044760557IA1M8
267	Dell Monitor	MX0H63044760557IA1M5
270	Dell Monitor	MX0H63044760557DAW9K
271	Dell Monitor	CN0D549H744J592SAB3M
272	Dell Monitor	MX0H63044760557DAW9N
274	Dell Monitor	CN0J66427161856CA769
276	Dell Monitor	MX0H63044760557IA18J

278	Dell Monitor	MX0H63044760557DAWP4
280	Dell Monitor	CN0CC3526418062G20LL
282	Dell Monitor	MX0H63044760557DAW9F
284	Dell Monitor	MX0H63044760557IA18M
286	Dell Monitor	MX0H63044760557DAW9P
288	Dell Monitor	MX0H63044760557DAWQ4
289	Dell Monitor	MX0H63044760557DAW9Z
291	Dell Monitor	CN0M16196418044U1R6H
293	Dell Monitor	MX0H63044760557IA1M3
295	Dell Monitor	MX0H63044760557DAW9H
297	Dell Monitor	CN0D549H74445925AB08
371	Dell Monitor	MX0H63044760557DAW8T
372	Dell Monitor	MX0H63044760557IA18L
373	Dell Monitor	MX0H63044760557IA1LN
375	Dell Monitor	MX0H63044760557DAWP3
370	Keyboards	box
	North Portable 7/2/15	Logan & Hayley
300	Dell Optiplex 620	28NBHB1
301	Dell Optiplex 620	GCZ9HB1
302	Dell Optiplex 620	8RP6HB1
303	Dell Optiplex 620	5FN8HB1
304	Dell Optiplex 620	B8F6Y71
305	Dell Optiplex 620	G1G9HB1
306	Dell Optiplex 620	6DNBHB1
307	Dell Optiplex 620	86F6Y71
308	Dell Optiplex 620	JTW6Y71
309	Dell Optiplex 620	FPP6HB1
310	Dell Optiplex 620	3068Y71
313	Dell Optiplex 620	58NBHB1
314	Dell Optiplex 620	JPP6HB1
315	Dell Optiplex 620	2HNBHB1
316	Dell Optiplex 620	5Y96HB1
317	Dell Optiplex 620	56J6HB1
318	Dell Optiplex 620	H5J6HB1
319	Dell Optiplex 620	F0G9HB1
320	Dell Optiplex 620	BX46HB1
321	Dell Optiplex 620	1FN8HB1
322	Dell Optiplex 620	JRW6Y71
323	Dell Optiplex 620	J7F6Y71
324	Dell Optiplex 620	7J9Y71
325	Dell Optiplex 620	7BNBHB1

326	Dell Optiplex 620	CFN8HB1
327	Dell Optiplex 620	6Z46HB1
328	Dell Optiplex 620	GBN8HB1
329	Dell Optiplex 620	91G9HB1
330	Dell Optiplex 620	HYF9HB1
331	Dell Optiplex 620	2ZF9HB1
332	Dell Optiplex 620	FDN8HB1
333	Dell Optiplex 620	2456HB1
334	Dell Optiplex 620	JDZ9HB1
335	Dell Optiplex 620	3356HB1
336	Dell Optiplex 620	4CZ9HB1
337	Dell Optiplex 620	H9N8HB1
338	Dell Optiplex 620	89N8HB1
339	Dell Optiplex 620	HT4DHB1
340	Dell Optiplex 620	HPP6HB1
341	Dell Optiplex 620	JKH5Y71
342	Dell Optiplex 620	3Z96HB1
343	Dell Optiplex 620	BY46HB1
344	Dell Optiplex 620	9256HB1
345	Dell Optiplex 620	JCN8HB1
346	Dell Optiplex 620	5356HB1
347	Dell Optiplex 620	FQP6HB1
348	Dell Optiplex 620	80G9HB1
349	Dell Optiplex 620	FYF9HB1
350	Dell Optiplex 620	JX46HB1
351	Dell Optiplex 620	1PP6HB1
352	Dell Optiplex 620	D9N8HB1
353	Dell Optiplex 620	2CN8HB1
354	Dell Optiplex 620	HCV6Y71
355	Dell Optiplex 620	50G9HB1
311	Dell Monitor	CN0CC3887161884PAAWV
312	Dell Monitor	MX0H63044760557DAWG4
360	Dell Monitor	CN0M16196418043R0DVH
359	Keyboards	box
357	Keyboards	box
356	Mice	box
358	Mice	box



ROSENSTEIN FIST & RINGOLD

**Education Law
2015 Billing Rates**

Years of Practice as Attorney:

30+ Years	\$260
25-29 Years	\$235
20-24 Years	\$225
15-19 Years	\$215
10-14 Years	\$180
6-9 Years	\$155
3-5 Years	\$145
0-2 Years	\$135
Law Clerks	\$85
Paralegals	\$100



ROSENSTEIN FIST & RINGOLD

Schedule of Reimbursed Expenses

Telephone - Long Distance	AT&T direct dial rates
Facsimile - Incoming	Free (no charge)
Facsimile - Outgoing	\$1.00 per page for local calls and \$2.00 per page for long distance calls (all other long distance charges are waived)
Travel	At actual cost (milcage billed at IRS approved rates)
Delivery-Postage	At actual cost
Photocopying	.20 cents per page
Secretarial Overtime	Only upon request of client and then only at actual cost
Cash Advances	At actual cost up to \$500; expenditures over \$500 are sent directly to client for payment
Computer Assisted Research (Westlaw)	At actual cost

Memo

To: Board of Education

Date: 07/06/2015

Re: Rosenstein, Fist & Ringold

SM 7/6/15

Please consider and/or act upon my recommendation to approve Rosenstein, Fist & Ringold to provide legal services on an "as needed" basis for SY2015-2016.

Memo

To: Board of Education

Date: 07/06/2015

Re: Walta & Walta

SM 7/6/15

Please consider and/or act upon my recommendation to approve Walta & Walta to provide legal services on an "as needed" basis for SY2015-2016.

CONTRACT FOR LEGAL SERVICES

This agreement is entered into between Independent School District No. 69 of Canadian County, Oklahoma a/k/a Mustang Public Schools ("District") and the law firm of Walta & Walta ("Firm") for the time period of July 1, 2015 until June 30, 2016 upon the following terms and conditions:

1. District desires that said Firm provide legal services to the District, its board members, administration, or other personnel as directed by the Superintendent of Schools or the President of the Board of Education.
2. Firm agrees to provide such legal services as requested.
3. District will be billed for legal services at the rate of \$185.00 per hour.
4. District will be charged 1 hour of travel time for each round trip to Mustang.
5. Charges for facsimile transmissions will be free.
6. Charges for long distance will be free.
7. The District will be responsible for the payment of all costs incurred, including witness fees, filing fees, deposition costs, etc.
8. Firm will give the District top priority in terms of immediate needs of the Board or the Superintendent, including attending all meetings of the Board of Education, if requested, and that the Firm will be immediately accessible to Board members, the Superintendent, and District administrative staff.
9. Phyllis Walta will be assigned as the attorney to provide legal services to the District and Frank Walta will be the backup attorney.

Executed on this the ____ day of _____, 2015.



Phyllis L. Walta
Walta & Walta
Attorneys at Law

President
Board of Education
Mustang Public Schools

Clerk of the Board
Mustang Public Schools

Memo

To: Board of Education
Date: 07/06/2015
Re: McAfee & Taft

SM 7/6/15

Please consider and/or act upon my recommendation to approve McAfee & Taft to provide legal services on an "as needed" basis for SY2015-2016.



Memo

To: Sean McDaniel, Superintendent
 Charles Bradley, Deputy Superintendent

From: Tracy Skinner, Executive Director of Human Resources

Date: June 3, 2015

Re: Approving two new job descriptions

SM
CB 6-3-15

Tracy P. Skinner
6-3-15

Please discuss, consider, and/or act upon approving two new job descriptions for ~~Coordinator~~ of ~~Instructional Programs~~ and Coordinator of Federal Programs.

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE:	Coordinator of Federal Programs
QUALIFICATIONS:	As set by the state certification authorities, Master Degree preferred
REPORTS TO:	Assistant Superintendent of Academic Services

PERFORMANCE RESPONSIBILITIES:

1. Supervises, coordinates and evaluates Federal Programs.
2. Chairs all federally required committees and follows the open meeting requirement.
3. Serves on various District Committees.
4. Works with the Title site principals on monitoring the Title Programs.
5. Provides training during all professional development days.
6. Demonstrates fiscal responsibility in relation to school equipment and supplies for Federal Programs.
7. Coordinates and disseminates grant information and facilitates grant writing.
8. Communicates with the staff, Board of Education, patrons and community.
9. Establishes and maintains cooperative relations with co-workers.
10. Accepts responsibility and arrives punctually for activities and duties as assigned.
11. Attends and participates in meeting and professional activities.
12. Maintains confidentiality.
13. Completes Oklahoma State Department reports as related to Federal programs.
14. Completes reports accurately and meets deadlines.
15. Abides by all district policies and state and federal laws.
16. Performs other duties as assigned by the supervisor.

TERMS OF EMPLOYMENT:

Number of days and compensation based on Board approved administrative salary schedule and the employee work calendars.

EVALUATION:

Job performance will be evaluated annually by the Assistant Superintendent of Academic Services.

PHYSICAL DEMANDS:

Ability to stand, walk, squat frequently.
Ability to lift up to 10 pounds frequently.

Adopted: July 13, 2015



Memo

To: Sean McDaniel, Superintendent *SM 6-3-15*
 Charles Bradley, Deputy Superintendent *CB 6-3-15*

From: Tracy Skinner, Executive Director of Human Resources *Tracy P. Skinner 6-3-15*

Date: June 3, 2015

Re: Approving two new job descriptions

Please discuss, consider, and/or act upon approving two new job descriptions for ~~Coordinator of Instructional Programs~~ and Coordinator of Federal Programs.

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE:	Coordinator of Federal Programs
QUALIFICATIONS:	As set by the state certification authorities, Master Degree preferred
REPORTS TO:	Assistant Superintendent of Academic Services

PERFORMANCE RESPONSIBILITIES:

1. Supervises, coordinates and evaluates Federal Programs.
2. Chairs all federally required committees and follows the open meeting requirement.
3. Serves on various District Committees.
4. Works with the Title site principals on monitoring the Title Programs.
5. Provides training during all professional development days.
6. Demonstrates fiscal responsibility in relation to school equipment and supplies for Federal Programs.
7. Coordinates and disseminates grant information and facilitates grant writing.
8. Communicates with the staff, Board of Education, patrons and community.
9. Establishes and maintains cooperative relations with co-workers.
10. Accepts responsibility and arrives punctually for activities and duties as assigned.
11. Attends and participates in meeting and professional activities.
12. Maintains confidentiality.
13. Completes Oklahoma State Department reports as related to Federal programs.
14. Completes reports accurately and meets deadlines.
15. Abides by all district policies and state and federal laws.
16. Performs other duties as assigned by the supervisor.

TERMS OF EMPLOYMENT:

Number of days and compensation based on Board approved administrative salary schedule and the employee work calendars.

EVALUATION:

Job performance will be evaluated annually by the Assistant Superintendent of Academic Services.

PHYSICAL DEMANDS:

Ability to stand, walk, squat frequently.
Ability to lift up to 10 pounds frequently.

Adopted: July 13, 2015



Memo

To: Charles Bradley, Deputy Superintendent
From: Tracy Skinner, Executive Director of Human Resources
Date: 7/1/2015
Subject: Recommendation to Renew City of Mustang for Duty Police Officers Service Agreement for 2015-2016 School Year

Please discuss, consider, and/or act upon the service agreement with the City of Mustang for 2 Duty Police Officers for the district for the 2015-2016 School Year. Please see the attached Service Agreement.

Cost for 2015-2016: \$117,862.30 for 2 officers

**AGREEMENT BETWEEN THE CITY OF MUSTANG
AND MUSTANG PUBLIC SCHOOL SYSTEM
2015-2016 SCHOOL YEAR**

This agreement entered into between the City of Mustang ("CITY") and the Independent School District No. I-069, Mustang Public School System ("SCHOOL");

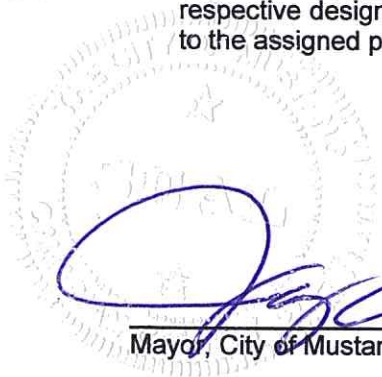
Whereas, the SCHOOL has need for two or more full-time, on duty police officers to serve Mustang Public Schools, High School/Middle School campus in the boundaries of the CITY each day school is in session; and


Whereas, the CITY has determined that it is in the best interest of students and residents to provide protection services to the SCHOOL for the purposes, terms and conditions as stated herein;

Witnesseth, for the consideration as stated herein, the parties agree as follows:

1. The CITY will furnish the services of two (2) experienced Mustang police officers to the SCHOOL no earlier than 7:30 a.m. and no later than 4:30 p.m. each day SCHOOL is in session during the 2015-2016 SCHOOL year, a total of 173 instructional days. The officers will work 8 ¼ consecutive hours within the stated time frame with a lunch break in accordance with established policy of the Mustang Police Department. In the event one or both of the assigned officers cannot be present, the CITY will not furnish a substitute officer for the designated period. The CITY agrees to refrain from scheduling both officers off at the same time for training, or any other regular foreseen event, unless a substitute officer is scheduled. The CITY further agrees to consult with the SCHOOL principal regarding scheduling of required training and other necessary events.
2. Both parties will approve the designation of the police officers assigned to the SCHOOL under the terms of this contract. The SCHOOL may request the replacement of the assigned officer, for cause, with thirty (30) days written notice to the Chief of Police, unless this requirement is waived at the sole discretion of the Chief of Police.
3. The primary duty of the assigned officers is to provide community policing law enforcement services on campus, including crime deterrence, crime detection, criminal investigation and apprehension of offenders. It is expressly provided that the services described in this Agreement will not include assignments or duties occurring outside the hours set forth herein or outside the municipal boundaries of the CITY. The CITY is committed to having on duty Mustang police officers working in the SCHOOL to deliver community policing law enforcement services and is willing to work with the SCHOOL to provide additional officers as requested by the SCHOOL when police staffing allows.
4. It is fully understood and agreed by the parties that the assigned officers are, at all times pertinent to this agreement, police officers certified by the State of Oklahoma, commissioned and employed by the CITY. The assigned officers will, at all material times, be under the supervision of the Mustang Police Department. Direction, assignments and duties involving the officers will be coordinated between an appointed representative of the SCHOOL and the Mustang Chief of Police or his/her designee. The assigned officers shall at no time be considered to be in the chain of command of any SCHOOL administrator, or in any other way have their law enforcement actions controlled by any SCHOOL official or employee.
5. The SCHOOL will make reasonable efforts to provide the assigned officers an office area with appropriate furnishings where he/she would be available to students and or perform tasks related to this assignment.

6. In consideration for the services provided through this Agreement, the SCHOOL agrees to pay the CITY a total amount of \$117,862.30 limited to 2015-16 SCHOOL year only, which is the approximate salary, benefits and expenses to the CITY for two (2) experienced police officers for 173 instructional days. This amount will be paid in nine (9) equal monthly payments, payable on the day following the regular scheduled board meeting for the previous month's services. The first payment will be due on or before September 15, 2015.
7. Should the CITY'S full-time commissioned police officer staffing decrease to a level which jeopardizes the safe and efficient delivery of critical police services to the CITY; the Chief of Police shall retain the right to suspend the school resource officer program in whole or in part based upon the staffing shortage. Reasonable efforts shall be made to maintain the officer assigned to Mustang High School. The SCHOOL at that time agrees to pay the CITY, \$58,931.15, the approximate annual salary for one (1) experienced school resource officer, limited to 2015-16 SCHOOL year only. The terms of payment shall be as agreed upon in paragraph six (6) of this agreement.
8. This agreement may be canceled by either party upon thirty (30) days written notice to the Chairman of the governing body of the other party.
9. The CITY appoints the Chief of Police and the SCHOOL appoints the Superintendent as their respective designees for carrying out the terms of this Agreement, including the assignment of duties to the assigned police officer.





Mayor, City of Mustang


6-16-15
Date

President of Mustang Board of Education


Date



Memo

To: Tracy Skinner, Executive Director of Human Resources 

CC: Charles Bradley, Deputy Superintendent, Mustang Public Schools

From: Karen Wilson, Director of Student Services 

Date: 6/26/2015

Subject: Contracted Services

Please consider for board approval the continuing contract between Westmoreland Therapies, LLC and Mustang Public Schools for Speech/Language Therapy to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016. The contract will be paid for through federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Certified Speech Language Pathologist (SLP)
2015-2016

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") **WESTMORELAND Therapies, LLC** (hereinafter referred to as "**WESTMORELAND**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 20, 2015** through **May 26, 2016**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **WESTMORELAND** agrees to provide the following services when and if requested by **MUSTANG**:

1. Perform tests, measurements and other evaluations/screenings to ascertain student's status and to establish performance baselines.
2. Consult with teachers in relation to student's educational needs.
3. Participate in IEP meetings as requested by the Director of Special Services.
4. Provide required services to identified students of Mustang Public Schools.

All contracted services shall be performed by **WESTMORELAND**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing a/or certification documentation from **WESTMORELAND**, which documentation shall be immediately provided by **WESTMORELAND**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **WESTMORELAND**, shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$55.00, per hour for all services rendered at the request of **MUSTANG**. Total compensation will not exceed a total of 40 hours per week, without prior consent of **MUSTANG** administration. The billing will specifically identify the student referred by Mustang, the Mustang representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **WESTMORELAND** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **WESTMORELAND** pertaining to the contracted services except for the compensation herein set forth.

WESTMORELAND and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **WESTMORELAND** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **WESTMORELAND**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **WESTMORELAND**, shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

WESTMORELAND shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **WESTMORELAND**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **WESTMORELAND** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to **WESTMORELAND** only such information as is relevant to the services to be performed. **WESTMORELAND** shall not release or disclose any information regarding any student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order. MUSTANG shall have unrestricted access to student records kept and maintained by **WESTMORELAND** if the custodial parent or legal guardian of the student has given MUSTANG or **WESTMORELAND** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **WESTMORELAND** will refer the student back to MUSTANG and the student will be ineligible to obtain any contracted services reimbursed or paid for by MUSTANG until and unless such releases are executed and the student is again referred to **WESTMORELAND** by MUSTANG.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **WESTMORELAND**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **WESTMORELAND** provided, however, **WESTMORELAND** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **WESTMORELAND** shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**.

LIABILITY INSURANCE: **WESTMORELAND** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **WESTMORELAND**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **WESTMORELAND**. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

Westmoreland Therapies, LLC
4404 N. Donald
Bethany, OK 73008
Cell (405) 234-7534

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma]
]
County of Oklahoma] ss

I, _____, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex offense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex offense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma]
] ss
County of Oklahoma]

I, _____, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of _____ (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____




Memo

To: Tracy Skinner, Executive Director of Human Resources

Cc: Charles Bradley, Deputy Superintendent 

Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services 

Date: 6/26/2015

Subject: Contract with Scott Singleton, BCBA

This memo is to request the approval to continue a contract between Dr. Scott Singleton, BCBA and Mustang Public School District. Dr. Singleton will provide specialized services relating to the provision of educational and behavioral services for specifically identified students from August 20, 2015 to May 26, 2016. This contract is covered by federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT AGREEMENT

WHEREAS, need for professional academic and behavioral consultation for Mustang Public School students.

WHEREAS, **Dr. Scott Singleton BCBA** will provide specialized services relating to the provision of educational and behavioral services for students from August 20, 2015 to May 26, 2016.

NOW, therefore in consideration of the mutual covenants set out below, the parties agree as follows:

This agreement entered into by and between the Mustang Public Schools and Dr. Scott Singleton BCBA.

RESPONSIBILITIES AND SCOPE OF WORK

Dr. Scott Singleton BCBA agrees to:

1. Services may include, but not limited to the following:
review and study of educational/confidential/assessments records, participation in Individualized Education Program (IEP) meetings and other staffings, completion of forms/progress reports, classroom observations, direct intervention, progress monitoring of student programs (both at home and school environments to coordinated programs), evaluations, and professional development for school district staff, parents, and aides.

Mustang Public Schools agrees to:

Bills will be paid after approval at the school board meeting following the bill/invoice being received and processed.

ALLOWABLE COST AND PAYMENT

The fee for these services is agreed upon at and will not exceed \$5,000.
Board Certified Behavior Analyst (BCBA) \$100.00 per hour
Behavioral Support Assistant \$35.00 per hour.

SPECIAL PROVISIONS

The parties agree that **Dr. Scott Singleton BCBA staff** are working under this contract as a private entity and are not employees of Mustang Public Schools and therefore not entitled to any employee benefits such as annual or sick leave, medical or life insurance, etc.

Dr. Scott Singleton BCBA staff agree to comply with all State and Federal law and regulations that are applicable to this agreement.

TERMS OF CONTRACT AND RENEWAL

The term of this agreement shall begin August 20, 2015 and expire on May 26, 2016.

Approved by the Mustang Public Schools on the _____ day
of _____, 2015.

Signature

Date

Print
Authorized LEA Representative

Billy Scott Singleton, BCBA-D
313 Oak Springs St
Edmond, OK 73034
Treatment Director

Date



Memo

To: Sean McDaniel, Superintendent *CB*
Charles Bradley, Deputy Superintendent
From: Karen Wilson, Director of Student Services *KW*

Date: 6/9/2015

Subject: Continuation of Contract

Please review and consider for continuing board approval of the Memorandum of Understanding for the 2015-16 school year between Mustang Public Schools and the Canadian County Health Department. This agreement performs services as a part of the Autism Toddler Replication Program of Early Foundations. The district provides a teacher assistant at the cost of \$1000.00 per month per Mustang student enrolled in the program. This program is funded from Project 641 of Federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is entered into by and between the Canadian County Health Department, (CCHD), and Mustang Public Schools, (MPS), jointly, "parties".

Purpose of the Agreement: The purpose of this agreement is to perform the services listed below as part of the "Autism Toddler Replication Program" (Replication of Early Foundations: Autism Model and Outreach Project), a joint venture by the aforementioned parties to provide services through the Canadian County SoonerStart program to children birth-3 yrs identified as children with suspected or identified Autism Spectrum Disorder. Also to negotiate terms pertaining to the use of space, utilities, telephone and internet within the MCDC and purchase of consumable supplies to include snacks.

Agreement Period: The agreement is to be effective on July 1, 2015, and will remain in effect until June 30, 2016. Any modifications to this agreement, including but not limited to extensions and renewals, shall be valid only if the change is made by mutual agreement and approved in writing by an authorized official of each party directly impacted by the modification.

Terms of Agreement:

Duties of the CCHD include:

1. Provide a Program Coordinator for the Early Foundations Program who will be available to the Early Foundations Program for a minimum of 3 hours per day. The Program Coordinator will be an employee of the Oklahoma State Department of Health (OSDH).
2. Early Foundation Program will provide materials, toys, supplies and furniture necessary to implement and maintain the Early Foundations Program, including, if necessary, computer equipment and related software.
3. CCHD will hire and train teaching assistants for each child. The teaching assistants will be trained in the Early Foundations model and will receive training in confidentiality procedures including Family Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPAA).
4. Keep accurate records of attendance and programming in the Early Foundations Program.
5. Keep accurate records of child objectives and activities designed to attain child objectives (i.e. individual program development, data collection, etc.)
6. Program Coordinator will provide weekly home visits to children participating in the Early Foundations Program and related parent support services.

Duties of Mustang Public Schools include:

1. Mustang Public Schools will pay a monthly fee of **\$1,000.00 per child (not to exceed 2 children)** for a teaching assistant for each child who reaches the age of three years and are enrolled in the Early Foundations program and choose to continue in the Early Foundations Program, provided that:
 - a. The child resides in their School District; and
 - b. The IEP team from that school determines that placement in the Early Foundations Program is appropriate for said child.

Use of Mustang Child Development Center Facilities: CCHD, EFP, and associated schools affirmatively represent that each will comply with those policies and procedures relating to discipline and to the conduct and performance of educational activities on the premises of Mustang Child Development Center.

Liability: Parties are responsible for their own negligent and intentional acts and omissions under this agreement and each party indemnifies the other parties against any liability, damages, losses or expenses arising from the other parties' responsibilities hereunder.

Confidentiality: Parties agree that any obvious or identified confidential or proprietary information, including but not limited to medical/educational records and/or financial records, will be kept confidential and shall not be disclosed to any third party without specific written permission from the other party, or as otherwise required under state or federal law and/or regulation, or valid court order. Procedures for FERPA and HIPAA will be followed by all parties.

Cancellation: This agreement is subject to termination upon thirty (30) days written notice by either party. Either party may terminate this agreement immediately upon written notice to the other party in the event of a material breach of this agreement.

Signatures:

Canadian County Health Department

Administrator

Date: _____

Mustang Public Schools

Board President

Date: _____

Approved:

County Commissioner

County Commissioner

County Commissioner

Date: _____

Attest:

County Clerk

Date: _____



Chuck Bailey
District Athletic Director
mustangbroncos.org
405-376-7366

Memo

To: Mr. Charles Bradley and the Mustang Board of Education *CB*
C.C: Tracy Skinner, Director of Personnel
Date: June 8, 2015
Re: Recommendations for Athletic Website

Please consider and/or act upon my recommendation of allowing Big Teams to maintain the Mustang Athletics website, www.mustangbroncos.org, for the 2015-2016 school year. A fee of \$1,200.00 per year to paid out of Activity Account #803.

Paul
6/8/15



BIGTEAMS LLC / SCHEDULE STAR LLC

PO Box 246
Bridgeville, PA 15017

INVOICE

BILL TO
Mr. Chuck Bailey, Athletics
Mustang High School (OK)
801 S. Snyder
Mustang, OK 73064

INVOICE # 20677
DATE 07/02/2015
DUE DATE 07/31/2015
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
BT-Annual Hosting - No Ads Annual Fee for BigTeams Website Hosting Your Next Renewal Date will be: June 2016	1	1,200.00	1,200.00
BALANCE DUE			\$1,200.00

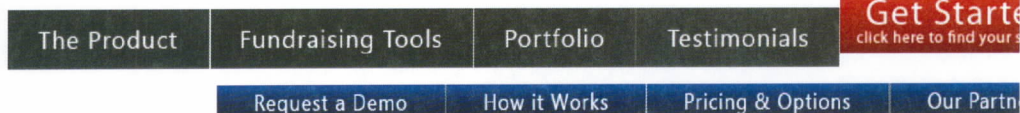
BigTeams Customer Support: 1-866-968-3267

Schedule Star Customer Support: 1-800-258-8550

For accounting questions please email us at:
BigTeams: accounting@bigteams.com
Schedule Star: accounting@schedulestar.com

We gladly accept Visa, MasterCard and AMEX

Thank You for choosing BigTeams and Schedule Star!



WEBSITE SERVICE AGREEMENT

THIS CONTRACT is made between BIGTEAMS, LLC, hereinafter "BIGTEAMS" and CUSTOMER. The term of this contract shall be month-to-month, with termination upon sixty (60) days advance notice in writing to either party.

For good and valuable consideration, the sufficiency of which is hereby acknowledged by the parties, the parties hereto agree as follows:

1. BIGTEAMS shall create, host and maintain a website for the use and benefit of CUSTOMER. The website shall be substantially similar to the demonstration websites on display at www.bigteams.com. The primary purpose of the website shall be for CUSTOMER to post scores, pictures and other related content relating to various school or sports club activities.
2. CUSTOMER shall pay BIGTEAMS the pre-negotiated price for services provided pursuant to this contract. Invoices will be sent from BIGTEAMS to SCHOOL and are payable as indicated on invoice.
3. CUSTOMER shall be free to sell advertising space on the website for the spaces set forth as "School Advertising" on the attached Exhibit A, but only if CUSTOMER has chosen a pricing plan that allows for advertising.
4. CUSTOMER shall pay to BIGTEAMS a fee of \$120.00 per ad/per year that CUSTOMER sells and receives payment for from the advertiser. Should CUSTOMER need to change the design of the ad after the ad has been satisfactorily designed and posted, and before the advertisement year is over, CUSTOMER shall pay another \$120 to BIGTEAMS in order to change the advertisement. CUSTOMERS using BIGTEAMS' free website option may create their own banner advertisements or request the service from BIGTEAMS under the same terms mentioned above. As of September 1, 2014, CUSTOMER shall pay to BIGTEAMS a fee of \$100.00 ad/per year that CUSTOMER sells, and then a yearly fee of \$50 per ad, per year.
5. BIGTEAMS shall assist CUSTOMER with ad design once CUSTOMER has sold an advertisement. BIGTEAMS shall post the advertisement onto the website for CUSTOMER. BIGTEAMS is only obligated to post a static banner advertisement on behalf of the CUSTOMER. BIGTEAMS reserves the right to deny ad creation service to CUSTOMER having ad creation demands that are viewed as unreasonable to BIGTEAMS. However, BIGTEAMS agrees to work in good faith to find a mutually-agreeable solution, should an advertisement be denied under this section.
6. CUSTOMER shall not sell advertising space via third party advertisers, affiliate programs, or any other entity that requires BIGTEAMS to alter the website code in any way.
7. BIGTEAMS reserves the right to block any advertisements sold by CUSTOMER for any reason. However, BIGTEAMS agrees to work in good faith to find a mutually-agreeable solution, should an advertisement be denied under this section.
8. BIGTEAMS may sell and post local and national advertisements on the website and other electronic correspondence. BIGTEAMS advertising shall appear in the space set for "BigTeams Advertising" as agreed between the parties. These advertisements may appear on ALL pages within the website. If CUSTOMER determines that an advertisement placed by BIGTEAMS under this provision is distasteful, BIGTEAMS shall remove the advertisement immediately upon notification by CUSTOMER. The parties agree to work together to find a timely solution, should an issue with advertisements arise under this provision. CUSTOMERS using the free website option understand that the location of BIGTEAMS's advertisements may change from time to time. The advertising space of CUSTOMERS will not change.
9. Should CUSTOMER implement an email notification system designed by BIGTEAMS, BIGTEAMS reserves the right to place advertisements into the emails generated by the system. These advertisements shall appear below the text (i.e. the cancellation notification) created by the CUSTOMER. If CUSTOMER determines that an advertisement placed by BIGTEAMS under this provision is distasteful, BIGTEAMS shall remove the advertisement immediately upon notification by CUSTOMER. The parties agree to work together to find a timely solution, should an issue with advertisements arise under this provision.
10. The website and advertisements may contain links to external sites on the Internet, which are owned and operated by third parties (the "External Sites"). CUSTOMER acknowledges that BIGTEAMS is not responsible for the availability of, or the content located on or through any External Site. CUSTOMER shall contact BIGTEAMS if the content of an external link is determined by CUSTOMER to be distasteful, or if the link is broken. BIGTEAMS shall immediately disable the link and keep it disabled while BIGTEAMS attempts to resolve the matter with CUSTOMER and/or the third-party maintaining the external website.
11. BIGTEAMS may create a link to an online store operated by a third party vendor. Any commissions, residuals or percentages paid to CUSTOMER by the third party vendor shall be determined between CUSTOMER and the third party vendor. CUSTOMER may request the removal of any link to an online store delivered by BIGTEAMS. CUSTOMER may also replace any link to an online store with another web link by notifying BIGTEAMS.
12. BIGTEAMS reserves the right to collect certain user data necessary to operate its email notification system. Such data must be consistent with BIGTEAMS' privacy policy and CUSTOMER's duties to protect confidential or protected student information under state and federal law. Users will be asked to supply their name (optional), email address, graduation year, age, gender, and affiliated teams if they sign up to receive email notifications.
14. Neither BIGTEAMS nor CUSTOMER shall sell advertising that would be inappropriate or distasteful for a website directed to minors, including but not limited to, advertising related to alcohol products, tobacco products, etc., as determined by either BIGTEAMS or CUSTOMER. BIGTEAMS maintains a pricing option that does not allow BIGTEAMS to run advertising on the website. If this pricing option is chosen, BIGTEAMS will not run banner advertising on the websites.
15. PHOTOS: At CUSTOMER's option, CUSTOMER may offer photos for sale on the website through the BIGTEAMS photo gallery. By default, the photo sales feature will be activated. If this feature is used by CUSTOMER, CUSTOMER shall receive fifty percent (50%) of any profit BIGTEAMS receives from any third party vendor for the sale of CUSTOMER photos. BIGTEAMS shall determine prices of photos and residuals with the third party vendor. BIGTEAMS will send payment for photos to CUSTOMER by December 31 of each year, but only if the amount owed to CUSTOMER exceeds \$100.00. If the amount owed to customer does not exceed \$100.00, any lesser amounts not paid to CUSTOMER shall be carried over to the subsequent year.
16. SMARTPHONE APPS: BIGTEAMS may offer Smartphone apps for sale on the website. By default, the Smartphone app feature will be activated. CUSTOMER shall receive twenty percent (20%) of any profit BIGTEAMS receives from the sale of any Smartphone app. BIGTEAMS reserves the right to change the price of the Smartphone app, or make it free, at the discretion of BIGTEAMS. BIGTEAMS will send payment for Smartphone apps to CUSTOMER by December 31 of each year, but only if the amount owed to CUSTOMER exceeds \$100.00. If the amount owed to customer does not exceed \$100.00, any lesser amounts not paid to CUSTOMER shall be carried over to the subsequent year.
17. VIDEO ADVERTISING: As permitted by website model purchased, CUSTOMERS may post videos on the website. CUSTOMERS posting videos understand that BIGTEAMS may include advertising prior to or within the video clips.
18. The parties consent to the laws of Virginia, and agree that the provisions of the contract are to be construed under Virginia law, unless the school is located in Ohio, in which case disputes shall be settled exclusively in Ohio courts, or through other mutually-agreed upon alternative dispute avenues.
19. To the extent permitted by the law governing this contract, CUSTOMER will indemnify and hold BIGTEAMS harmless for third-party damages stemming from this contract, and will limit damages sought by CUSTOMER to those amounts paid under the contract by either party, which shall not include consequential or punitive damages.
20. CUSTOMER SHALL BE SOLELY RESPONSIBLE FOR CONTENT PLACED ON THE WEBSITE BY CUSTOMER. CUSTOMER WARRANTS THAT IT HAS PROPER AUTHORIZATION FOR PLACEMENT OF ALL CONTENT ON THE WEBSITE. CUSTOMER MAY POST ON THE WEBSITE ANY CONTENT OWNED BY CUSTOMER, CONTENT FOR WHICH CUSTOMER HAS RECEIVED EXPRESS PERMISSION FROM THE RELEVANT PARTY.

THE OWNER, AND CONTENT IN THE PUBLIC DOMAIN. CUSTOMER ASSUMES ALL RIGHT AND RESPONSIBILITY FOR DETERMINING WHETHER ANY CONTENT IS IN THE PUBLIC DOMAIN. CUSTOMER GRANTS TO BIGTEAMS THE RIGHT TO EDIT, COPY, PUBLISH, DISTRIBUTE, TRANSLATE AND OTHERWISE USE IN ANY MEDIUM AND FOR ANY PURPOSE ANY CONTENT THAT CUSTOMER PUBLISHES ON THE WEBSITE, WITHOUT COMPENSATION TO CUSTOMER.

21. CUSTOMER shall not use the website for any commercial purpose not expressly approved by BIGTEAMS, nor shall CUSTOMER distribute any advertising or solicit funds or goods and services, or solicit to join competitors of BIGTEAMS while this contract is in force.
22. BIGTEAMS does not and cannot review the content posted by users on the website and is not responsible for such content. However, BIGTEAMS reserves the right to delete, move or edit any content (including content posted in any Interactive Area) that it may determine, in its discretion, violates or may violate this Agreement or is otherwise unacceptable. CUSTOMER shall be responsible for all content posted by CUSTOMER. BIGTEAMS shall have the right, but not the obligation, to correct any errors or omissions in any content, as it may determine in its discretion.
23. BIGTEAMS reserves the right to make upgrades and modifications to the website, on an as needed basis, as long as such updates are consistent with this Agreement. The parties agree that modifications include, but are not limited to, new features, downloads, format, style, menus, headings, and location of advertisements.
24. BIGTEAMS is the sole owner of the website code, and CUSTOMER may not have FTP access to the website without permission from BIGTEAMS.
25. BIGTEAMS does not warrant that the operation of this website will be uninterrupted or without error. However, BIGTEAMS will work in good faith to resolve any such issues.
26. BIGTEAMS may collect personal information from users of the website who volunteer such information, and maintains a privacy policy regarding the use of this information. A link to the most current privacy policy can be found on the bottom of CUSTOMER's website operated under this agreement. The information collected by BIGTEAMS is necessary to effectuate subscriptions to email alerts and to give authorized users administrative access to the website.
27. BIGTEAMS reserves the right, in its discretion, to restrict, suspend or terminate your access to all or any part of the website, including the Interactive Areas, at any time without prior notice. BIGTEAMS may change, suspend or discontinue all or any aspect of the website at any time, including the availability of any feature, database, or content, (including the Interactive Areas), without prior notice. However, BIGTEAMS shall work in good faith with CUSTOMER to resolve any outstanding issues related to such modification or suspension.
28. BIGTEAMS shall transfer the website domain name to the CUSTOMER upon written request of the CUSTOMER, assuming CUSTOMER has paid all necessary fees. BIGTEAMS may charge a \$100 domain transfer fee for such service.
29. This contract shall remain intact until expiration or upon cancellation by either party with 60 days notice provided in writing.
30. The parties expressly agree that any and all damages stemming from this contract shall be limited to the amounts paid under the contract by either party, and shall not include consequential or punitive damages.

BigTeams 45 Main Street Warrenton, VA 20186 • local: 540.347.3362 • toll-free: 1.866.968.3267 • info@bigteams.com

BigTeams produces the most comprehensive high school athletic websites in the nation - we do this by branding each high school team website for each particular school, providing an easy to use administrative area that allows the athletic director, coaches, and booster clubs to manage the sports content for their respective teams, and by continually update our product with your ideas and suggestions. Each high school athletic website that we build comes with free support and no long term contracts. We don't litter our high school team websites with ads or unnecessary content, each site comes with exactly what you need and can provide an easy way for your high school sports team to raise money through online ad sales.

Your User Agreement

The following describes the terms on which BigTeams offers you access to our services.

Introduction

Welcome to the BigTeams network. BigTeams provides web-based tools allowing schools and organizations to provide content to the community. By using BigTeams (including BigTeams.com and its related sites, services and tools), you agree to the following terms with BigTeams, LLC and the general principles for the websites of our subsidiaries and international affiliates.

This Agreement is effective on December 28, 2010

Scope

By using this site, or any site within the BigTeams network, you are accepting all of the terms in, and linked to, this User Agreement and the BigTeams Privacy Policy. By accepting this User Agreement, you agree that this User Agreement and Privacy Policy will apply whenever you use BigTeams sites or services, or when you use the tools we make available to interact with BigTeams sites and services. If you use another BigTeams site, you agree to accept the User Agreement and Privacy Policy applicable to that site. Some BigTeams sites, services and tools may have additional or other terms that we provide to you when you use those sites, services or tools.

Using BigTeams

While using BigTeams sites, services and tools, you will not:

- post content or items in an inappropriate category or areas on our sites and services;
- violate any laws, third party rights or our policies;
- post content or edit our sites, services or tools if you are not able to form legally binding contracts, are under the age of 18, or are temporarily or indefinitely suspended from using our sites, services or tools;
- fail to deliver payment for items purchased by you;
- post false, inaccurate, misleading, defamatory, or libelous content (including personal information);
- transfer your BigTeams account (including feedback) and User ID to another party without our consent;
- distribute or post spam, unsolicited, or bulk electronic communications, chain letters, or pyramid schemes;
- distribute viruses or any other technologies that may harm BigTeams, or the interests or property of BigTeams users;
- export or re-export any BigTeams tools except in compliance with the export control laws of any relevant jurisdictions;
- copy, modify or distribute rights or content from the BigTeams sites, service or tools or BigTeams's copyrights and trademarks; or

Your User Agreement

investor or employer with information about users, including email addresses, without their consent.

Abusing BigTeams

BigTeams and the Community work together to keep our sites and services working properly and the Community safe. Please report problems, offensive content, and policy violations to the school or organization administering the website.

Without limiting other remedies, we may limit, suspend or terminate our service and user accounts, prohibit access to our sites and their content, services and tools, delay or remove hosted content, and take technical and legal steps to keep users off the sites if we think that they are creating problems or possible legal liabilities, infringing the intellectual property rights of third parties, or acting inconsistently with the letter or spirit of our policies (for example, and without limitation, policies related to skill bidding, conducting off-BigTeams transactions, feedback manipulation, circumventing temporary or permanent suspensions or users who we believe are harassing our employees or other users). Additionally, we may, in appropriate circumstances and at our discretion, suspend or terminate accounts of users who may be repeat infringers of intellectual property rights of third parties. We also reserve the right to cancel unconfirmed accounts or accounts that have been inactive for a long time, or to modify or discontinue BigTeams sites, services or tools.

Content

When you provide the BigTeams network with content, you grant us a non-exclusive, worldwide, perpetual, irrevocable, royalty-free, sublicensable (through multiple tiers) right to exercise any and all copyright, trademark, publicity, and database rights (but no other rights) you have in the content, in any media known now or in the future.

Limitation of Liability

You will not hold BigTeams responsible for other users' content, actions or inactions, including copyright infringements. While we may help facilitate the resolution of disputes through various programs, we have no control over and do not guarantee the quality, safety or legality of content, the truth or accuracy of users' content or listings.

Privacy

We do not sell or rent your personal information to third parties for their marketing purposes without your explicit consent. We use your information only as described in the Privacy Policy which can be accessed below. We view protection of users' privacy as a very important community principle. We store and process your information on computers located in the United States that are protected by physical as well as technological security devices. You can access and modify the information you provide us and choose not to receive certain communications by signing-in to your account.

Indemnity

Your User Agreement

You will indemnify and hold us (our officers, directors, agents, subsidiaries, joint ventures and employees) harmless from any claim or demand, including reasonable attorneys' fees, made by any third party due to or arising out of your breach of this Agreement, or your violation of any law or the rights of a third party.



Chuck Bailey
District Athletic Director
mustangbroncos.org
405-376-7366

Memo

To: Mr. Charles Bradley and the Mustang Board of Education
C.C: Tracy Skinner, Director of Personnel *TS*
Date: June 8, 2015
Re: Recommendations for Athletic Department Software

Please consider and/or act upon my recommendation of allowing the Rank One Sport Athlete Management and Scheduling Software be used by the Athletic Department for the 2015-2016 school year at a fee of \$500.00 per year, paid from Activity Account #803. Rank One Sport scheduling software provides the features and functionalities required by athletic directors, coaches, and athletic trainers.

Paul
6/8/15



This Agreement ("Agreement") is made between RANK ONE SPORT, LP and Mustang public schools athletic department ("Client"). This Agreement shall commence on execution of the Agreement and shall continue for one year in full force and effect and shall automatically renew until terminated by either party upon at least thirty (30) days prior written notice. Client agrees to pay RANK ONE SPORT, LP the amount of \$500.00 per high school for the use of the website and software. If the client chooses to retain the services of Rank One Sport for years 2, 3, and 4 the amount will be locked in at \$500.00 per high school. This amount shall be due on or before the one-year anniversary date of the Effective Date of this Agreement. Middle school will be provided at no extra charge.


RANK ONE SPORT, LP agrees to maintain the confidentiality of confidential materials and information (hereinafter referred to as "Confidential Information") of Client that RANK ONE SPORT, LP learns or has access to due to client's use of RANK ONE SPORT, LP's software. RANK ONE SPORT, LP shall take various security measures designed to maintain such confidentiality and security of information, including, but not limited to the following:

- (1) RANK ONE SPORT, LP shall use Secure Sockets Layer (SSL) protocols in encrypt data transmission and to protect access to Client data maintained by RANK ONE SPORT, LP and; without the prior written consent of Client, RANK ONE SPORT, LP shall not disclose, give or transfer such Confidential Information to any third party. To the extent permitted by law, Client agrees to maintain the confidentiality of confidential materials and information (hereinafter referred to as "Confidential Information") of RANK ONE SPORT, LP that client learns or has access to due to its use of the website and shall take various security measures designed to maintain such confidentiality; without the prior written consent of RANK ONE SPORT, LP, client shall not disclose, give or transfer such Confidential Information to any third party.

RANK ONE SPORT, LP shall not be responsible for delays or failures of the website or software if such delay arises out of causes beyond its control. Such causes may include, but are not restricted to, acts of God or of the public enemy, fires, floods, epidemics, riots, quarantine restrictions, strikes, freight embargoes, earthquakes, electrical outages, computer or communications failures, and severe weather, and acts or omissions of subcontractors or third parties.


This Agreement is binding on and inures to the benefit of the parties and their respective heirs, representatives, successors, and assigns. This Agreement contains the entire Agreement between the parties. It supersedes any and all prior Agreements, arrangements or understandings between the parties concerning the subject matter. No oral understandings, statements, promises or inducements contrary to or inconsistent with the terms of this Agreement exist. This Agreement is subject to modification, waiver or addition only by means of a writing signed by

Memo

Date: 6/30/2015
To: Mr. Charles Bradley 
From: Dr. Angela Mills
RE: Contract with Canadian County Education Center

Please submit to the board for consideration and/or action upon the recommendation to renew the contact with CCEC. There are no changes in this contract compared to the last two years. We will have 12 seats at a cost of \$38,268.

Respectfully submitted,


Angela Mills
Assistant Superintendent,
of Academic Services
Mustang Public Schools

CANADIAN COUNTY EDUCATION CENTER

Gary Miller Children's Justice Center

7905 E. Highway 66

El Reno, Oklahoma 73036

(405) 262-6336

JUN 5 2015 AM 9:11

June 1, 2015

To Whom It May Concern:

Enclosed is your education contract to continue service with the Gary Miller Juvenile Justice Center. Please sign and return BOTH copies of this contract (I will send you one copy back after I get signed by the County Commissioners.) We appreciate your support and the scheduling of this item on your next board agenda. Please return BOTH contracts to:

Gary Miller Children's Justice Center

% Angel Colley

7905 E. Highway 66

El Reno, Oklahoma 73036

Sincerely,



Karen Carter

Director of Student Services

Gary Miller Children's Justice Center

El Reno, Oklahoma 73036

(405) 264-5549

Education Contract 2015-2016 Fiscal Year

Agreement entered into as of the ____ day of _____, 2015, By and between Independent School District No. 09 I069, Canadian County, Oklahoma, a/k/a Mustang Public Schools (MPS) and the Board of County Commissioners of Canadian County, Oklahoma (COUNTY) on behalf of the Canadian County Justice Center (CCJC).

WHEREAS, the CCJC is located within the boundaries of the El Reno Public Schools District (ERPS) and will include an alternative education facility to be used for alternative education students who are in the 6th grade through the 12th grades from various school districts within Canadian County, Oklahoma.


NOW THEREFORE, in consideration of their mutual covenants and obligations, and other good and valuable consideration, the parties hereto agree as follows:

1. CCJC Alternative Education Facility. The County will be responsible for the maintenance of the Canadian County Education Center. The CCJC will be responsible for providing and maintaining all furnishings, equipment, materials, supplies, textbooks and teaching aides used in the CCJC Education Center. The Education Facility will include five (5) classrooms and appropriate office space.
2. Education Facility Staff. The staff will consist of a director and an appropriate number of teachers (estimated to be 5). The staff will be hired by the Lead Educational Agency (LEA) which is El Reno Public Schools, subject to approval of the CCJC Director, and will be employees of the LEA. The staff will receive all compensation and benefits provided by the LEA to other employees in comparable positions and will be subject to all applicable policies of the LEA's Board of Education.
3. Staff Qualifications/Certification. The LEA will be responsible for hiring only those persons who have the qualifications and certification required by law for the CCJC Education Program.
4. Program Certification. The LEA and the Education Program staff will, through joint efforts, take the steps necessary to obtain and maintain the necessary certification of the program.
5. Staff Compensation/Benefits Reimbursement. The County, through the CCJC will reimburse the LEA for all costs of compensation and benefits paid by the LEA to the Education facility Staff. The reimbursement payments will be made at regular intervals, preferably monthly. The LEA will provide documentation of the costs of such compensation and benefits.

6. CCJC Alternative Education Program. The education program offered pursuant to this Agreement, will be separate from the educational services provided to those juveniles who are in detention at the CCJC. The Canadian County Education Center will not replace the alternative education program of the MPS, but will be available as a supplement or alternative to that program.
7. CCJC Education Program Students. Administration of the CCJC Education program will establish and enforce the student admission and enrollment criteria. Students in the sixth (6th) through the twelfth (12th) grades will be eligible for referral. The CCJC Education Center will accept qualifying students from the MPS and from other school districts that have entered into contracts with the COUNTY for such alternative education services.
8. Status of Students. MPS students who attend the CCJC Education Center will remain students of the MPS district and will be subject to the applicable graduation requirements of the MPS district. MPS will be responsible for maintaining the records and submitting the reports on the students in the CCJC Education Center that are required by state and/or federal law.
9. CCJC Education Program Term. The education services at the CCJC Education Center will be provided throughout the academic year of the MPS.
10. Number of Students. The number of students that the CCJC Education Center will be able to serve will be limited. In order to insure availability, the MPS agrees to pay the CCJC and/or the COUNTY for 12 students of the MPS to attend the CCJC Education Center during the 2015-2016 fiscal year, ending June 30, 2016. The CCJC Education Center will hold and reserve 12 spaces for MPS students and MPS will pay for that number of spaces, whether or not that many students actually attend the Program. If additional students are in need of the CCJC Educational Center, additional spaces may be purchased on a per diem basis, as space is available.
11. Payment. MPS will pay the CCPFA and/or the COUNTY, \$3,189.00 for each space as designated in paragraph 10 hereinabove, for the remainder of the 2015-2016 fiscal year. MPS will pay the COUNTY, through the Canadian County Justice Center, the sum of \$38,268.00 for utilization of the CCJC Education Program. Payments shall be made in ten monthly installments, beginning September, 2015 in the amount of \$3,826.80.
12. Transportation of Students. During the academic year, the MPS will be responsible for transportation of MPS students, if needed, to the CCJC Education Center.
13. Terms of Agreement. This Agreement shall be effective from the date it is executed by the parties through the end of the 2015-2016 fiscal year on June 30, 2016. This Agreement may be renewed for subsequent fiscal years, upon mutual ratification of

the parties of all terms, including any modifications of the provisions in paragraphs 10 and 11 hereinabove.

Entered into as of the date first appearing above.

DISTRICT ATTORNEY: 

BOARD OF EDUCATION OF INDEPENDENT SCHOOL
DISTRICT NO. 09 1069 CANADIAN COUNTY, OKLAHOMA
(Mustang Public Schools)
906 S. Heights
Mustang, Oklahoma 73064

By: _____, President 

Attest:

Board Clerk



BOARD OF COUNTY COMMISSIONERS OF
CANADIAN COUNTY, OKLAHOMA

By: _____
Jack Stewart, Chair & Commissioner

By: _____
Marc Hader, Commissioner

By: _____
Dave Anderson, Commissioner

Attest:

Shelley Dickerson, County Clerk

Contract Agreement

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

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

August 1 – May 31

The fee for these services is agreed upon at \$60 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Mustang) and return to point of origin.

June 1 – July 31 (ESY Services)

The fee for these services is agreed upon at \$65 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Mustang) and return to point of origin.

Braille Transcriptionist Services

The fee for these services is agreed upon at \$25 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Mustang) and return to point of origin.

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

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

CONTRACT for Vision Services Continued

Pg. 2 of 2

This agreement shall expire on June 30, 2016 unless review and renewed by both parties prior to that date.

Authorized Representative
Mustang Public Schools

Date



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



Date



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent

From: Karen Wilson, Director of Student Services

cb
kw

Date: 7/6/2015

Subject: Contracted Services

Please consider for board renewal of a contract between Visual Senses (a consulting firm owned by April “Nikki” Keck) and Mustang Public School District to provide educational consultant services of students who present a visual impairment. This contract covers ESY from June 1 – July 31, 2015 at the rate of \$65 per hour and the 2015-16 school year at the rate of \$60 per hour.

If you have any questions, please do not hesitate to contact Karen Wilson.



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent, Mustang Public Schools *CB*

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Contracted Services

Please consider for board approval the continuing contract between Speech Pathway, LLC and Mustang Public Schools for Speech/Language Therapy to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016. The contract will be paid for through federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

Speech Pathway, LLC

Emily Hathaway, M.S., CCC-SLP & Associates
Certified, Licensed Speech-Language Pathologists
6924 NW 112th Street
OKC, OK 73162
Phone (405) 603-6622
Fax (405) 722-3244

Contract Agreement for Speech-Language Pathology Services

This Agreement is entered into this ____ day of _____, 2015 between Speech Pathway, LLC and Mustang Public Schools of Canadian County, Oklahoma.

1. Purpose of Agreement: District has need for Speech Pathway, LLC to provide Speech-Language Pathology services for District that cannot be performed by District's teachers and other employees.
2. Terms of Agreement: This Agreement shall commence on the date on which it is executed by the parties and shall continue in effect until May 26th, 2016. The parties may renew the Agreement for subsequent fiscal years upon mutual ratification.
3. Provision of Services: Speech Pathway, LLC, shall provide Speech-Language Pathology services for District. Provided Speech-Language Pathologist is not an employee of District. A Speech-Language Pathologist (SLP) or Speech-Language Pathologist Assistant (SLPA) will perform duties for District according to the terms of this Agreement, the needs of the District, needs of students to be served, following OSDE policies and procedures. Licensed Speech-Language Pathologist will be used whenever possible. Should SLPA be utilized, they will be supervised by a licensed SLP, provided by Speech Pathway, and the licensed SLP will be responsible for services provided by the SLPA. SLPA will ONLY carry out services as allowed by OBESPA licensure board, and SLP will provide all services as required by OBESPA rules and regulations.
4. Compensation and Status: Speech Pathway, LLC, is providing Speech-Language Pathologist and/or Speech-Language Pathologist Assistant. This SLP and/or SLPA are not employees of District. Speech Pathway will be responsible for all applicable taxes and withholdings. District will not provide health, life, dental, disability, life insurance, unemployment insurance, workers compensation insurance, or any other benefits. Speech Pathway, LLC shall be paid an hourly rate of \$55.00 an hour for time worked for District by Speech-Language Pathologist or Speech-Language Pathologist Assistant.
5. Calculation of Time Worked: Speech-Language Pathologist shall maintain timesheets and shall submit timesheets monthly to the person designated by District as its representative. District's representative shall be responsible for verifying and approving hours actually worked.
6. Termination of Agreement: There will be NO EARLY TERMINATION of the contract. Both parties agree to terms of agreement for the duration of the 2015-2016 school year.
7. Policies and Procedures: While providing services to District's students, Speech-Language Pathologist will comply with any applicable regulations, and with District's policies and procedures.
8. Materials and equipment: Any materials/supplies/equipment(ie. Computers, phones, etc.)/test and test protocols related to compliance with OSDE policies and procedures are the responsibility of District.

9. Location services and population served: Speech Pathway, LLC will provide Speech-language therapy services to students located in Mustang Public Schools and shall conduct speech-language evaluations at designated school sites as needed per contracted days.
10. Amount of Services Provided: Speech Pathway, LLC will provide Speech-Language Pathology services for 5 school days per week (not to exceed 40 hours per school week) with additional hours as requested by Mustang Public Schools as needed for therapy sessions, evaluations or non-clinical (documentation, progress notes, evaluation reports, etc.) work per contracted school year to be provided on an as needed basis as speech pathologist is available. If students fail to show or are absent, monies will still be paid according to the fee schedule. Contract is effective from August 20th, 2015 through May 26th, 2016. Therapy provided will consist of speech/language evaluations, speech therapy, written evaluation reports, periodic student progress reports, staff consultation, planning and writing Individual Education Plans for students determined in need of this services. A caseload of up to 50 students is appropriate for this amount of services. A caseload resulting in more than 55 students (total) would result in either an increase in number of hours per week, or an hourly rate increase of \$5.00 to a new rate \$60.00 an hour for time worked for District by Speech-Language Pathologist. Caseload is not to exceed 60 students unless weekly hours are added. Speech Pathway, LLC, will determine days therapy is provided. Therapy services will be provided on days school is in session. Therapist will follow school calendar and shall make up or reschedule missed sessions if possible.

If travel between schools is necessary, mileage will be paid at the rate of \$0.55 per mile.

Hours worked will be up to 40 hours per week.

Day(s) services will be rendered Monday, Tuesday, Wednesday, Thursday, and Friday (subject to therapist availability)

Method of Notification of School Closings:

_____ The school shall notify *Speech Pathway* via phone 405-603-6622 or cell phone 405-413-6361 or email Emily@speechpathway.net no later than 7:00am on the day of closings due to weather, and no later than 24 hours in advance of any other type of closing not already listed on the district calendar.

11. Payments will be made monthly.
Checks to be mailed directly to:
Speech Pathway, LLC
6905 NW 122nd Street
OKC, OK 73142

12. Miscellaneous: This Agreement shall be governed and interpreted according to the law of the State of Oklahoma.

Signatures

DISTRICT: _____

By:

Title:

Date:

Emily Hathaway, MS, CCC-SLP

Speech Pathway, LLC

By: Emily Hathaway, M.S., CCC-SLP

Title: *Owner, SLP, Clinical Director*

Date: *6-16-2015*



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Contracted Services

Please consider for board approval the continuing contract between Amy Farris and Mustang Public Schools for Occupational Therapy to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016.

If you have any questions, please do not hesitate to contact Karen Wilson.

**MUSTANG PUBLIC SCHOOLS
SUPPORT PERSONNEL EMPLOYMENT CONTRACT**

THIS CONTRACT is made and entered into this 13th day of July 2015 by and between INDEPENDENT SCHOOL DISTRICT NO. 69 OF CANADIAN COUNTY, OKLAHOMA, hereinafter referred to as ("MUSTANG") and Amy Farris, hereinafter referred to as ("EMPLOYEE").

THE PARTIES TO THIS CONTRACT HEREBY AGREE AS FOLLOWS:

1. EMPLOYEE shall be employed in the position of Certified Occupational Therapist Assistant for up to 4 days per week during the 2015-2016 school year. This contract shall become effective on the first day of employment of the support employee during the 2015-2016 school year and shall remain in affect until the end of the 2015-2016 school year. In no event will this contract remain in effect beyond the 2015-2016 school year. Provided that EMPLOYEE has not been employed by "MUSTANG" for more that one (1) year, "MUSTANG" may terminate this contract at its discretion without right to a hearing. If EMPLOYEE has been employed by "MUSTANG" for a period of one (1) year or more, EMPLOYEE shall only be suspended, demoted or terminated in accordance with the provisions of Title 70, Oklahoma Statutes Section 6-101.40 and such policies and support handbook provisions adopted in accordance therewith.
2. EMPLOYEE shall faithfully perform such duties and responsibilities as are assigned to EMPLOYEE. EMPLOYEE shall abide by all laws, policies, regulations and rules relating to such employment.
3. EMPLOYEE'S compensation will be paid as full and total compensation for the services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$45.00 per hour for all services rendered at the request of Mustang. The hours of coverage will be approximately 7 hours per day for a maximum of 30 hours per week. If mutually agreed, the amount of services can be changed if necessary depending on the caseload.
4. EMPLOYEE shall receive no additional benefits provided by Mustang Schools.

"MUSTANG"
Independent School District No. 69
Of Canadian County, Oklahoma

BY _____
President Mustang Public Schools Board of Education

Date: _____

Employee Signature



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*
Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Contract Services

This memo is to request the approval of a contract for Occupational Therapy services by April Sanders and Mustang Public Schools to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2015.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Occupational Therapist Assistant (COTA)
2015-2016

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") and **April Sanders**, (hereinafter referred to as "**SANDERS**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 20, 2015** through **May 26, 2016**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **SANDERS** agrees to provide the following services when and if requested by **MUSTANG**:

- A. Review student's applicable records and physician's referral;
- B. Evaluate each referred student appropriately, formally, or informally;
- C. Determine specific program needs and plans appropriate sensorimotor activities, therapeutic exercises, mobility training, self help skills, and the use of special rehabilitation equipment, if appropriate;
- D. Orient train and supervise professional on nonprofessional staff in the appropriate therapy methods needed to integrate services;
- E. Assess, modify, and improve each individualized occupational therapy program as the student changes and his/her needs change;
- F. Provide periodic verbal and written reports, attend Individualized Education Program (IEP) meetings, as required;
- G. Provide in-service training for staff and families, if required.

All contracted services shall be performed by **SANDERS**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **SANDERS**, which documentation shall be immediately provided by **SANDERS**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **SANDERS** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$45.00 per hour for all services rendered at the request of **MUSTANG**. The hours of coverage will be approximately seven (7) hours per day for a maximum of four (4) days per week. If mutually agreed, the amount of services required can be changed if necessary depending on the caseload. The billing will specifically identify the student referred by **Mustang**, the **Mustang** representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **SANDERS** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **SANDERS** pertaining to the contracted services except for the compensation herein set forth.

SANDERS and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **SANDERS** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **SANDERS**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **SANDERS** shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

SANDERS shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **SANDERS**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of MUSTANG, to be on the premises of **SANDERS** during the performance of any contracted service, to work with or be around or in the presence of MUSTANG students, or to have access to any record of any kind related to MUSTANG students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to **SANDERS** only such information as is relevant to the services to be performed. **SANDERS** shall not release or disclose any information regarding any student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order.

MUSTANG shall have unrestricted access to student records kept and maintained by **SANDERS** if the custodial parent or legal guardian of the student has given MUSTANG or **SANDERS** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **SANDERS** will refer the student back to MUSTANG and the student will be ineligible to obtain any contracted services reimbursed or paid for by MUSTANG until and unless such releases are executed and the student is again referred to **SANDERS** by MUSTANG.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **SANDERS**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **SANDERS** provided, however, **SANDERS** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **SANDERS** shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **SANDERS**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **SANDERS**.

LIABILITY INSURANCE: **SANDERS** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **SANDERS**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **SANDERS**, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **SANDERS**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **SANDERS**. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

April Sanders
613 S. Portland
Newcastle, OK 73065
924-5393 cell

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma]
] ss
County of Oklahoma]

I, _____, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex defense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex defense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma]
] SS
County of Oklahoma]

I, _____, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of _____ (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*
Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Contract Services

This memo is to request the approval of a contract for Occupational Therapy services by Shelly Neeley and Mustang Public Schools to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2015.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Occupational Therapist
2015-16

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") and **Shelly Neeley**, (hereinafter referred to as "**Neeley**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 20, 2015** through **May 26, 2016**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **NEELEY** agrees to provide the following services when and if requested by **MUSTANG**:

- A. Review student's applicable records and physician's referral;
- B. Evaluate each referred student appropriately, formally, or informally;
- C. Determine specific program needs and plans appropriate sensorimotor activities, therapeutic exercises, mobility training, self help skills, and the use of special rehabilitation equipment, if appropriate;
- D. Orient train and supervise professional on nonprofessional staff in the appropriate therapy methods needed to integrate services;
- E. Assess, modify, and improve each individualized occupational therapy program as the student changes and his/her needs change;
- F. Provide periodic verbal and written reports, attend Individualized Education Program (IEP) meetings, as required;
- G. Provide in-service training for staff and families, if required.

All contracted services shall be performed by **NEELEY**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **NEELEY**, which documentation shall be immediately provided by **NEELEY**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **NEELEY** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$55.00 per hour for all services rendered at the request of **MUSTANG**. The coverage will be a maximum of two (2) days per week. If mutually agreed, the amount of services required can be changed if necessary depending on the caseload. The billing will specifically identify the student referred by Mustang, the Mustang representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **NEELEY** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **NEELEY** pertaining to the contracted services except for the compensation herein set forth.

NEELEY and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **NEELEY** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **NEELEY**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **NEELEY** shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

NEELEY shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **NEELEY**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **NEELEY** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to **NEELEY** only such information as is relevant to the services to be performed. **NEELEY** shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG**, the express written consent of a custodial parent or legal guardian of the student, or a court order.

MUSTANG shall have unrestricted access to student records kept and maintained by **NEELEY** if the custodial parent or legal guardian of the student has given **MUSTANG** or **NEELEY** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **NEELEY** will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to **NEELEY** by **MUSTANG**.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **NEELEY**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG**. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **NEELEY** provided, however, **NEELEY** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **NEELEY** shall be exclusively responsible for, and hold **MUSTANG** fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any **MUSTANG** student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **NEELEY**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **NEELEY**.

LIABILITY INSURANCE: **NEELEY** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **NEELEY**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **NEELEY**, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG**, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **NEELEY**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **NEELEY**. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

Shelly NEELEY
7250 NW 192ND St
Edmond, OK 73012
(405) 833-5575

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma]
] ss
County of Oklahoma]

I, Shelly NEELEY, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex defense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex defense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma)
) ss
County of Oklahoma)

I, Shelly NEELEY, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Shelly NEELEY (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*
Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *W*

Date: 6/26/2015

Subject: Contract Services

This memo is to request the approval of a contract for Occupational Therapy services by Stephanie Pyle and Mustang Public Schools to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through June 30, 2016. This contract is covered by federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Occupational Therapist
2015-16

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") and **Stephanie Pyle**, (hereinafter referred to as "**PYLE**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 20, 2015** through **June 30, 2016**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **PYLE** agrees to provide the following services when and if requested by **MUSTANG**:

- A. Review student's applicable records and physician's referral;
- B. Evaluate each referred student appropriately, formally, or informally;
- C. Determine specific program needs and plans appropriate sensorimotor activities, therapeutic exercises, mobility training, self help skills, and the use of special rehabilitation equipment, if appropriate;
- D. Orient train and supervise professional on nonprofessional staff in the appropriate therapy methods needed to integrate services;
- E. Assess, modify, and improve each individualized occupational therapy program as the student changes and his/her needs change;
- F. Provide periodic verbal and written reports, attend Individualized Education Program (IEP) meetings, as required;
- G. Provide in-service training for staff and families, if required.

All contracted services shall be performed by **PYLE**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **PYLE**, which documentation shall be immediately provided by **PYLE**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **PYLE** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of **\$55.00** per hour for all services rendered at the request of **MUSTANG**. The hours of coverage will be approximately **seven (7) hours per day for a maximum of five (5) days per week**. If mutually agreed, the amount of services required can be changed if necessary depending on the caseload. The billing will specifically identify the student referred by Mustang, the Mustang representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **PYLE** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **PYLE** pertaining to the contracted services except for the compensation herein set forth.

PYLE and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **PYLE** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **PYLE**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **PYLE** shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

PYLE shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **PYLE**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **PYLE** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to **PYLE** only such information as is relevant to the services to be performed. **PYLE** shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG**, the express written consent of a custodial parent or legal guardian of the student, or a court order.

MUSTANG shall have unrestricted access to student records kept and maintained by **PYLE** if the custodial parent or legal guardian of the student has given **MUSTANG** or **PYLE** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **PYLE** will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to **PYLE** by **MUSTANG**.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **PYLE**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG**. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **PYLE** provided, however, **PYLE** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **PYLE** shall be exclusively responsible for, and hold **MUSTANG** fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any **MUSTANG** student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **PYLE**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **PYLE**.

LIABILITY INSURANCE: **PYLE** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **PYLE**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **PYLE**, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG**, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **PYLE**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **PYLE**. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

Stephanie Pyle
11205 Folkstone Dr.
Yukon, OK 73099
283-0026

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma]
] ss
County of Oklahoma]

I, _____, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex offense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex offense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma]
] ss
County of Oklahoma]

I, _____, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of _____ (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Contracted Services

Please consider for board approval the continuing contract between Sybil George and Mustang Public Schools for Occupational Therapy to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016.

If you have any questions, please do not hesitate to contact Karen Wilson.

**MUSTANG PUBLIC SCHOOLS
SUPPORT PERSONNEL EMPLOYMENT CONTRACT**

THIS CONTRACT is made and entered into this 13th day of July 2015 by and between INDEPENDENT SCHOOL DISTRICT NO. 69 OF CANADIAN COUNTY, OKLAHOMA, hereinafter referred to as ("MUSTANG") and Sybil George, hereinafter referred to as ("EMPLOYEE").

THE PARTIES TO THIS CONTRACT HEREBY AGREE AS FOLLOWS:

1. EMPLOYEE shall be employed in the position of **Occupational Therapist** for up to **2 days per week** during the 2015-16 school year. This contract shall become effective on the first day of employment of the support employee during the 2015-16 school year and shall remain in affect until the end of the 2015-16 school year. In no event will this contract remain in effect beyond the 2015-16 school year. Provided that EMPLOYEE has not been employed by "MUSTANG" for more that one (1) year, "MUSTANG" may terminate this contract at its discretion without right to a hearing. If EMPLOYEE has been employed by "MUSTANG" for a period of one (1) year or more, EMPLOYEE shall only be suspended, demoted or terminated in accordance with the provisions of Title 70, Oklahoma Statutes Section 6-101.40 and such policies and support handbook provisions adopted in accordance therewith.
2. EMPLOYEE shall faithfully perform such duties and responsibilities as are assigned to EMPLOYEE. EMPLOYEE shall abide by all laws, policies, regulations and rules relating to such employment.
3. EMPLOYEE'S compensation will be paid as full and total compensation for the services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of **\$55.00** per hour for all services rendered at the request of Mustang. The hours of coverage will be approximately **7 hours per day** for a maximum of **14 hours per week**. If mutually agreed, the amount of services can be changed if necessary depending on the caseload.
4. EMPLOYEE shall receive no additional benefits provided by Mustang Schools.

"MUSTANG"
Independent School District No. 69
Of Canadian County, Oklahoma

BY _____
President Mustang Public Schools Board of Education

Date Signed _____

Employee Signature



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*

From: Karen Wilson, Director of Student Services *kw*

Date: 6/26/2015

Subject: Contracted Services

Please consider for board approval the continuing contract between JoAnne Walkup and Mustang Public Schools for Physical Therapy to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016.

If you have any questions, please do not hesitate to contact Karen Wilson.

**MUSTANG PUBLIC SCHOOLS
SUPPORT PERSONNEL EMPLOYMENT CONTRACT**

THIS CONTRACT is made and entered into this 13th day of July 2015 by and between INDEPENDENT SCHOOL DISTRICT NO. 69 OF CANADIAN COUNTY, OKLAHOMA, hereinafter referred to as ("MUSTANG") and Joanne Walkup, hereinafter referred to as ("EMPLOYEE").

THE PARTIES TO THIS CONTRACT HEREBY AGREE AS FOLLOWS:

1. EMPLOYEE shall be employed in the position of Physical Therapist for up to 3.5 days per week during the 2015-16 school year. This contract shall become effective on the first day of employment of the support employee during the 2015-16 school year and shall remain in affect until the end of the 2015-16 school year. In no event will this contract remain in effect beyond the 2015-16 school year. Provided that EMPLOYEE has not been employed by "MUSTANG" for more that one (1) year, "MUSTANG" may terminate this contract at its discretion without right to a hearing. If EMPLOYEE has been employed by "MUSTANG" for a period of one (1) year or more, EMPLOYEE shall only be suspended, demoted or terminated in accordance with the provisions of Title 70, Oklahoma Statutes Section 6-101.40 and such policies and support handbook provisions adopted in accordance therewith.
2. EMPLOYEE shall faithfully perform such duties and responsibilities as are assigned to EMPLOYEE. EMPLOYEE shall abide by all laws, policies, regulations and rules relating to such employment.
3. EMPLOYEE'S compensation will be paid as full and total compensation for the services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$55.00 per hour for all services rendered at the request of Mustang. The hours of coverage will be approximately 7.5 hours per day for a maximum of 25 hours per week. If mutually agreed, the amount of services can be changed if necessary depending on the caseload.
4. EMPLOYEE shall receive no additional benefits provided by Mustang Schools.

"MUSTANG"
Independent School District No. 69
Of Canadian County, Oklahoma

BY _____
President Mustang Public Schools Board of Education

Date: _____

Employee Signature



Memo

To: Tracy Skinner, Executive Director of Human Resources

CC: Charles Bradley, Deputy Superintendent *CB*
Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *KW*

Date: 7/2/2015

Subject: Contract Services

This memo is to request the approval of a contract for Physical Therapy services by Melody Thomason and Mustang Public Schools to provide services to identified students with special needs. The attached contract covers from August 20, 2015 through May 26, 2016. This contract is paid for through federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Physical Therapist
2015-2016

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") and **THOMASON, Melody**, (hereinafter referred to as "**THOMASON**") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 20, 2015** through **May 26, 2016** at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **THOMASON** agrees to provide the following services when and if requested by **MUSTANG**:

- A. Review student medical records and physician's referrals;
- B. Perform tests, measurements and other evaluative procedures to ascertain student's status and to establish performance baselines;
- C. Record, evaluate and interpret findings and evaluative services;
- D. Plan, prepare and establish appropriate written Individualized Education Program (IEP) plans;
- E. Reassess and revise student programs as necessary and as student status changes;
- F. Orient train and supervise professional and non-professional staff in the appropriate therapy methods needed to integrate services;
- G. Confer with physicians and other health practitioners to obtain information and make recommendations and revisions in therapy programs;
- H. Confer and make recommendations regarding orthotic, prosthetic, and other assisting devices.

All contracted services shall be performed by **THOMASON**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **THOMASON**, which documentation shall be immediately provided by **THOMASON**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **THOMASON** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of \$55.00 per hour for all services rendered at the request of **MUSTANG**. The hours of coverage will be approximately seven (7) hours per day for a maximum of **THREE (3)** days per week. If mutually agreed, the amount of services required can be changed if necessary depending on caseload. The billing will specifically identify the student referred by **Mustang**, the **Mustang** representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **THOMASON** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **THOMASON** pertaining to the contracted services except for the compensation herein set forth.

THOMASON and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **THOMASON** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **THOMASON**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **THOMASON** shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

THOMASON shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **THOMASON**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **THOMASON** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to **THOMASON** only such information as is relevant to the services to be performed. **THOMASON** shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG**, the express written consent of a custodial parent or legal guardian of the student, or a court order.

MUSTANG shall have unrestricted access to student records kept and maintained by **THOMASON** if the custodial parent or legal guardian of the student has given **MUSTANG** or **THOMASON** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **THOMASON** will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to **THOMASON** by **MUSTANG**.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **THOMASON**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG**. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **THOMASON** provided, however, **THOMASON** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **THOMASON** shall be exclusively responsible for, and hold **MUSTANG** fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any **MUSTANG** student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **THOMASON**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **THOMASON**.

LIABILITY INSURANCE: **THOMASON** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **THOMASON**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **THOMASON**, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG**, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **THOMASON**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **THOMASON**. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

Melody R. Thomason
11229 NW 8th
Yukon, OK 73099
(405) 517-8387

PRESIDENT, Mustang Board of Education

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma]
] ss
County of Oklahoma]

I, Melody Thomason, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex defense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex defense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma]
] ss
County of Oklahoma]

I, Melody Thomason, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Melody Thomason (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____



Memo

To: Tracy Skinner, Executive Director of Human Services

CC: Charles Bradley, Deputy Superintendent *CB*
Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *KW*

Date: 6/26/2015

Subject: Continuing Contract Services

This memo is to request the approval of a continuing contract between Lesa Carter and Mustang Public Schools as Consultant for the Deaf/Hard of Hearing to provide services to identified students with special needs. The attached contract covers from July 1, 2015 through June 30, 2016. This contract will be paid for from federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Consultant for the Deaf/Hard of Hearing
2015-2016

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. 1069 of CANADIAN COUNTY, OKLAHOMA**, (hereinafter referred to as "**MUSTANG**") and **LESA CARTER**, (hereinafter referred to as "**CARTER** ") as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **July 1, 2015**, through **June 30, 2016**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **CARTER** agrees to provide the following services when and if requested by **MUSTANG**:

Consultation and assistance at the request of the Director of Special Services, to educational staff with duties relating to the provision of special education services for students who are classified as Deaf/Hard of Hearing. Such services may include: review of confidential educational records, participation in Individualized Education Program (IEP) meetings and other staffings, timely completion of forms/reports, classroom observations, and progress monitoring of student programs.

All contracted services shall be performed by **CARTER**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **CARTER**, which documentation shall be immediately provided by **CARTER**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **CARTER** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of **\$55.00** per hour and reimbursed for mileage at the rate in effect under the "State Travel Reimbursement Act" of the State of Oklahoma (74).S. Sections 500B for all services rendered at the request of **MUSTANG**. The billing will specifically identify the student referred by **Mustang**, the **Mustang** representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. Total compensation will not exceed a total of 20 hours per week, without prior consent of **MUSTANG** administration. **CARTER** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **CARTER** pertaining to the contracted services except for the compensation herein set forth.

CARTER and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **CARTER** shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **CARTER**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: **CARTER** shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

CARTER shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **CARTER**, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, to be on the premises of **CARTER** during the performance of any contracted service, to work with or be around or in the presence of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to **CARTER** only such information as is relevant to the services to be performed. **CARTER** shall not release or disclose any information regarding any student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order.

MUSTANG shall have unrestricted access to student records kept and maintained by **CARTER** if the custodial parent or legal guardian of the student has given MUSTANG or **CARTER** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **CARTER** will refer the student back to MUSTANG and the student will be ineligible to obtain any contracted services reimbursed or paid for by MUSTANG until and unless such releases are executed and the student is again referred to **CARTER** by MUSTANG.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **CARTER**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **CARTER** provided, however, **CARTER** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: **CARTER** shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **CARTER**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **CARTER**.

LIABILITY INSURANCE: **CARTER** herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of \$100,000.00 per occurrence insuring **CARTER**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **CARTER**, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **CARTER** her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **CARTER**. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Sean McDaniel, Superintendent

Lesa Carter
9217 S. Anderson Rd.
Oklahoma City, OK 73165
405-640-3608

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

AFFIDAVIT OF COMPLIANCE

(Regarding Prohibition of Felony & Sex Offenders on School Premises)

State of Oklahoma |
 | ss
County of Oklahoma |

I, Lesa Carter, an independent contractor with and for the MUSTANG PUBLIC SCHOOLS, being first duly sworn upon oath, herewith allege and state as follows:

(1) That I have not ever been convicted in the State, the United States or another State, of any sex offense subject to the Sex Offenders Registration act nor am I subject to another State's or the federal sex offender registration provisions.

(2) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted in this State, the United States or another State of any sex offense subject to the Sex Offenders Registration act or is subject to another State's or the federal sex offender registration provisions.

(3) That I have not been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(4) That no employee who will be working on school premises during normal working hours, or with Mustang students, under the authority of the contract between myself and the Mustang Public Schools, has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another State.

(5) further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

"it is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration act. Upon conviction for any violation of this shall be guilty of misdemeanor and/or punishable by a fine not to exceed One Thousand Dollars (\$1000.00). In addition, the violator may be liable for civil damages."

Dated this the _____ day of _____, 20_____.

PRINT NAME _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district

AFFIDAVIT

State of Oklahoma]
] ss
County of Oklahoma]

I, Lesa Carter, of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Lesa Carter (hereinafter referred to as "bidder") duly authorized to submit that attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the _____ day of _____, 20_____.

(SEAL)

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____



Memo

To: Charles Bradley, Deputy Superintendent

Sean McDaniel, Superintendent *SB*

From: Karen Wilson, Director of Student Services *KW*

Date: 7/2/2015

Subject: Continuation of Contract

This memo is to request the approval of a continuing agreement between The University of Central Oklahoma and Mustang Public Schools to provide clinical rotation experience for speech-language pathology students. The attached renewal agreement contract is effective from July 2, 2015 through July 2, 2016.

If you have any questions, please do not hesitate to contact Karen Wilson.

CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of July 2, 2015 between The University of Central Oklahoma (the "University"), and Mustang Public Schools (the "Facility").

1. Clinical Rotations. The University shall arrange clinical rotation experience ("Clinical Rotations") for Speech-Language Pathology students ("Students") at the Facility. The University and the Facility shall mutually determine the scope of the Clinical Rotation programs, the schedule of student assignments and the number of Students who may participate in the Clinical Rotations.

2. Term. The term of this Agreement shall be for the period of the Clinical Rotations, approximately twelve months, commencing July 2, 2015 and ending July 2, 2016, unless terminated earlier as provided in this Agreement. After the initial term, this Agreement shall continue in effect for additional periods of one year each unless one party notifies the other at least 90 days prior to the end of the initial term or any extended term of its intent to terminate this Agreement at the end of such term, in which event this Agreement shall terminate at the end of the then-current term. However, notification by a party of its intent not to renew shall not affect students currently enrolled and participating in Clinical Rotations.

3. Responsibilities of the University.

a. The University shall designate a University employee or another individual retained by the University (the "Clinical Instructor") to serve as the coordinator for the Clinical Rotations to work directly with Facility personnel and coordinate all the activities of Students.

b. The University shall designate one or more of its instructors or faculty members ("Instructors") to instruct and supervise Students during the Clinical Rotations.

c. The University shall provide a roster of the names of the Clinical Instructor, Instructors and Students (the "Roster"), along with a rotation schedule, to designated personnel at the Facility before the Clinical Rotations begin.

d. The University shall require Students to have transportation to and from the Facility, to arrive and depart promptly, and to park in areas designated by the Facility.

e. The University shall be responsible for all actions, activities and affairs of Students, the Clinical Instructor and all Instructors during the Clinical Rotations to the extent required by law.

4. Responsibilities of the Facility.

a. The Facility shall designate a Facility employee to serve as its coordinator (the "Facility Coordinator") for the Clinical Rotations and to work directly with the Clinical Instructor and Instructors to plan and coordinate the Clinical Rotations. The Facility may also designate one or more employees to serve as instructor/supervisor (the "Cooperating Supervisor") for each student during the Clinical Rotation.

b. All Cooperating Supervisors must hold the CCC from the American Speech-Language Hearing Association and be duly licensed to practice Speech-Language Pathology in Oklahoma; the license of each Instructor is unrestricted; and each Instructor must keep his or her license current, in good standing and unrestricted during the entire term of this Agreement.

c. The Facility shall provide the Clinical Instructor with copies of the Facility's policies, rules, regulations and procedures that are applicable to Students' and Instructors' participation in the Clinical Rotations.

d. The Facility shall provide an orientation to the Clinical Instructor that includes a tour of the Facility and addresses any facilities or procedures of a particular Facility department pertinent to the Clinical Rotations.

e. The Facility shall provide parking in designated areas for Students and Instructors.

f. The Facility shall permit the University and its accreditation agencies to visit, tour and inspect the Facility's facilities and records relating to the Clinical Rotations on reasonable notice during the Facility administration's regular business hours,

subject to requirements of patient confidentiality, legal compliance requirements of the Facility, and minimizing disruption or interference with Facility operations, including patient care activities.

g. The Facility shall make its classrooms, conference rooms and library facilities available to the University for the Clinical Rotations, without charge, subject to availability and Facility policies regarding use of its facilities.

h. The Facility shall make available emergency care and treatment to Students and Instructors, as necessary, subject to its usual charges.

5. Conflicts and Removal of Students or Instructors. If a conflict arises between an employee of the Facility, on the one hand, and an Instructor or Student, on the other, the Clinical Instructor and Facility Coordinator shall intervene in an attempt to resolve the matter. The Facility may require that the University immediately remove a Student or Instructor from a Clinical Rotation when the Facility believes that the individual exhibits inappropriate behavior, is disruptive, does not comply with Facility rules or policies, or poses a threat to the health, safety or welfare of a patient, employee or any other person. In addition, upon receipt of the Roster or at any time after a Clinical Rotation begins, the Facility may refuse to allow any Student or Instructor to participate in the Clinical Rotation if the individual has an unfavorable record with the Facility from previous employment, another clinical rotation or any other reason.

6. Representations and Warranties of the University. The University represents and warrants to, and covenants with, the Facility as follows:

a. Each Student is currently enrolled at the University. Students who are under 18 years of age have obtained written permission of a parent or guardian to participate in the Clinical Rotation; if the Student is an emancipated minor, then the Student has furnished written authorization to participate in the Clinical Rotation.

b. Students are required to wear name badges issued by the University, be well-groomed and make a neat appearance while at the Facility.

c. A Student may perform duties and procedures for which he or she has been prepared academically, but not any others.

d. The University shall continuously monitor and evaluate the competence and performance of each Student and shall remove from a Clinical Rotation any Student who is not competent or qualified to participate in the Clinical Rotation.

e. The Instructors are duly licensed to practice Speech-Language Pathology in Oklahoma; the license of each Instructor is unrestricted; and each Instructor must keep his or her license current, in good standing and unrestricted during the entire term of this Agreement.

f. The Instructors are experienced, qualified and currently competent to provide the services that are required of them for the Clinical Rotations and any services required of them under this Agreement.

g. The University has provided the Clinical Instructor, Instructors and Students with training on the Facility's policies and procedures with respect to protected health information that is necessary and appropriate for them to carry out the activities contemplated by this Agreement as required by applicable provisions of the Health Information Portability and Accountability Act of 1996 and regulations.

h. The University has not been excluded, debarred, or otherwise made ineligible to participate in any federal healthcare program as defined in 42 USC § 1320a-7b(f).

i. All information that has been furnished to the Facility concerning the University, Students and Instructors is true and correct in all respects.

j. All representations and warranties in this Agreement shall remain true and correct during the term of this Agreement. If any of the representations and warranties become inaccurate in any way, the University shall immediately notify the Facility.

7. Employees of the University. Other than any Facility employee designated as an Instructor as permitted in this Agreement, the University, and not the Facility, is the employer of the Instructors and Clinical Instructors. The University shall be responsible for (a) the compensation and benefits payable and made available to the Instructors and Clinical Instructors, and (b) withholding any applicable federal and state taxes and other payroll deductions as required by law.

8. Insurance Coverage. State-Operated Institutions. This provision is applicable to public schools that are owned and operated by the State of Oklahoma. The University represents that it and its faculty are self-insured according to the Oklahoma Governmental Tort Claims Act.

9. Termination.

a. Termination for Cause. The Facility may immediately terminate this Agreement for cause upon notice to the University upon the occurrence of any of the following events: (i) the failure of the University to maintain insurance coverage as required by this Agreement; or (ii) the University fails to bar a Student from participating in a Clinical Rotation after the Facility has informed the University to remove a Student for reasons permitted under this Agreement.

b. Termination for Material Breach. If either party defaults by the failure to comply in all material respects with the terms of this Agreement, the other party may terminate this Agreement by giving at least 30 days prior written notice to the defaulting party, specifying in reasonable detail the nature of the default, unless the defaulting party remedies the default within the 30 day period. This provision shall not constitute an election of remedies by either party, and each party shall have and retain all rights and remedies that may be available at law or in equity in the event of breach or default by the other party.

10. Responsibility for Actions. Each party shall be responsible for its own acts and omission and the acts and omissions of its employees, officers, directors and affiliates. A party shall not be liable for any claims, demands, actions, costs expenses and liabilities, including reasonable attorneys' fees, which may arise in connection with the failure of the other party or its employees, officers, directors, or agents to perform any of their obligations under this Agreement. If the University is an agency or institution of the State of Oklahoma, the University's liability shall be governed by the Oklahoma Governmental Tort Claims Act.

11. Disclaimer of Intent to Become Partners. The Facility and the University shall not by virtue of this Agreement be deemed to be partners or joint venturers. Neither party shall incur any financial obligation on behalf of the other.

12. Notices. Any and all notices, consents or other communications by one party intended for the other shall be deemed to have been properly given if in writing and personally delivered, transmitted by electronic means, or deposited in the United States first class mails, postpaid, to the addresses or numbers set forth below the signatures of the parties.

13. Confidentiality. The University shall, and the University must require Clinical Instructors, Instructors and Students to, keep confidential and not divulge to anyone else any of the proprietary, confidential information of the Facility, including patient information, unless such information (a) is or becomes generally available to the public other than as a result of disclosure by the University or any of the Students, or (b) is required to be disclosed by law or by a judicial, administrative or regulatory authority. The University, Clinical Instructors, Instructors and Students shall not use such information except as required to provide patient care services in the Clinical Rotations.

14. HIPAA Compliance.

a. The University must, and the University shall require the Clinical Instructors, Instructors and Students to, appropriately safeguard the protected health information of patients, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996, as it may be amended from time to time ("HIPAA") and applicable law. Instructors and Students may use and disclose protected health information solely for the education and treatment purposes contemplated by this Agreement.

b. With respect to information obtained or received from the Facility, the University shall: (i) not use or further disclose the information other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the information other than as provided for by this Agreement; (iii) report to the Facility any use or disclosure of the information not provided for by this Agreement of which the University becomes aware; and (iv) require that any agents, including a subcontractor, to whom the University provides protected health information received from, or created or received by the University on behalf of, the Facility agrees to the same restrictions and conditions that apply to the Facility with respect to such information.

15. Rights in Property. All supplies, fiscal and educational records, computer-generated reports, memoranda, correspondence, instruments, equipment, furnishings, accounts and contracts of the Facility shall remain the sole property of the Facility.

16. Non-Discrimination. Except to the extent permitted by law, the Facility, the University, Instructors and Students shall not discriminate on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status in the performance of this Agreement. As applicable to the University, the provisions of Executive Order 11246, as amended by EO 11375 and EO 11141 and as

supplemented in Department of Labor regulations (41 CFR Part 60 et. Seq.) are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement. The University represents that, except as permitted by law, all services are provided without discrimination on the basis of, race, color, creed, sex, age, religion, national origin, disability or veteran's status; that it does not maintain nor provide for its employees any segregated facilities, nor will the University permit its employees to perform their services at any location where segregated facilities are maintained. In addition, the University agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Era Veteran's Assistance Act of 1974, 38 U.S.C. Section 4212.

17. Facility Policies and Procedures. The University shall, and the University must require Instructors and Students to, comply with the policies, rules, and regulations of the Facility as provided to the University by the Facility.

18. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

19. No Assignment. Neither party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other.

20. Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective legal representatives, successors and permitted assigns.

21. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Oklahoma.

22. Rights Cumulative; No Waiver. No right or remedy conferred in this Agreement upon or reserved to the Facility is intended to be exclusive of any other right or remedy. Each and every right and remedy shall be cumulative and in addition to any other right or remedy provided in this Agreement. The failure by either the Facility or the University to insist upon the strict observance or performance of any of the provisions of this Agreement or to exercise any right or remedy shall not impair any such right or remedy or be construed as a waiver or relinquishment with respect to subsequent defaults.

23. No Third-Party Beneficiaries. This Agreement is not intended to confer any right or benefit upon, or permit enforcement of any provision by, anyone other than the parties to this Agreement.

24. Entire Agreement. This Agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter and cannot be changed or modified except by another agreement in writing signed by the parties.

UNIVERSITY:

FACILITY:

UNIVERSITY OF CENTRAL OKLAHOMA

By _____
(Signature and Title)

By _____
(Signature and Title)

Address/Phone: _____

Address/Phone: _____

Email: _____

Email: _____

Date

Date

Refer future correspondence to the UCO
Speech-Language Pathology Program or
Clinical Coordinator; 405-974-5705



Memo

To: Charles Bradley, Deputy Superintendent *CB*

CC: Sean McDaniel, Superintendent

From: Karen Wilson, Director of Student Services *KW*

Date: 7/2/2015

Subject: Contracted Services

This memo is to request the approval of a continuing contract between Project ECCO and Mustang Public School District for a qualified parent advisor to provide services to students who are identified as deaf or hard of hearing with information and training to the family to enhance the child's communication development. The attached contract covers from July 1, 2015 through June 30, 2016. This contract will be paid for from federal funds.

If you have any questions, please do not hesitate to contact Karen Wilson.

PROJECT ECCO AGREEMENT

The following agreement between Mustang Public Schools and Project Enriching Children’s Communication Opportunities, hereafter referred to as Project ECCO, a program managed by the Oklahoma School for the Deaf (OSD), is for the 2015-2016 school year. Project ECCO is a family-centered program for children aged three through five years who are identified as deaf or hard of hearing and is for the provision of weekly home visits by a Project ECCO Parent Advisor for the purpose of providing information and training to the family to enhance the child’s communication development. The terms of this agreement are as follows:

1. The ECCO Service Provider is a representative of Project ECCO and is a Qualified Project ECCO Parent Advisor willing to provide weekly home visits and services as required of a Project ECCO Parent Advisor.

2. The ECCO Service Provider will hold all information related to the assigned children and families and related work confidential and private and will not disclose it to anyone other than the parent(s) or guardian of the student, authorized personnel of Project ECCO or authorized personnel of Mustang Public Schools without the written permission of the student’s parent(s) or guardian.

3. Mustang Public Schools will contract up to the amount of \$5000.00 to include fees for one home visit per week per student at the rate of \$50.00 per home visit and mileage to and from the Parent Advisor’s office and the student’s home at the State of Oklahoma standard rate for in state mileage reimbursement. This maximum amount includes all contracted provider services, presentation materials, supplies and other costs. Mustang Public Schools will pay the Parent Advisor for services upon receipt of appropriately completed ECCO claim forms.

Service Provider	Date	Project ECCO Coordinator	Date
Director of Special Services	Date	Superintendent	Date

Memo

To: Board of Education
Date: 07/06/2015
Re: Policy Maintenance

Sm 7/15/15

Please consider and/or act upon my recommendation to approve OSSBA Policy Maintenance services for SY2015-2016 in the amount of \$500.00.

United Suburban Schools Association

P.O. Box 54553
Oklahoma City, OK 73154-4553

405.431.0880
www.ussaok.org

July 6, 2015

Dear USSA member:

Superintendents are busy people, so we wanted to take this opportunity to remind you that it is time to renew your district's membership with the United Suburban Schools Association (USSA).

Your membership in USSA ensures that we have a powerful collective voice at the State Capitol; as well as the Oklahoma State Department of Education (SDE). USSA, with your membership, is able to effectively represent the interests of approximately half of all enrolled students in the state of Oklahoma!

USSA gives you and your staff the invaluable opportunity to network with other suburban school leaders whose life's work matches your own! Through this network you'll find the support you need to ensure student success.

Please consider renewing your membership in USSA. Your experience is a critical element of our association. Benefits associated with membership include the annual New Law Conference, recent launch of a new website (www.ussaok.org), member led discussion on critical reform implementation issues, annual professional development workshops including the annual Legislative Dinner, as well as the opportunity to represent USSA at the Capitol and the SDE.

Renewing your membership is easy. Simply complete the enclosed membership invoice and return the same with payment to USSA at **P.O. Box 54553, Oklahoma City, OK 73154-4553.**

We look forward to successfully serving your district during the 2015-16 school year!

Respectfully,

USSA Executive Committee



United Suburban
Schools Association

MEMBER DISTRICT CONTACT FORM

District

Superintendent or designee

Superintendent or designee email address

Superintendent or designee cell phone number

**The Superintendent of Each Member District is a Voting Member of the
USSA Board of Directors!**

Article III Section 1 of the USSA Bylaws states: *The business and the property of the Association shall be controlled by a Board of Directors, which will determine the business affairs of the Association. The number of directors serving on the Board shall be equal to the number of members. The superintendent of each member school district will be a director. Each superintendent shall serve as a director until such time as the superintendent ceases to serve as superintendent for a member school district or the school district ceases to be a member, whichever is earlier. Each director shall have one vote. In any director's absence, he/she may designate a voting representative/proxy from his/her district.*

*****Please return completed contact form to USSA along
with membership invoice and payment*****

United Suburban Schools Association

Fighting for the Future

INVOICE

PO Box 54553
Oklahoma City, OK 73154-4553
Phone: (405) 524.1191 Fax: (405) 524.1196 ATTN: USSA
Email: ussaok@gmail.com

DATE: JULY 6, 2015

TO:
Mustang Public Schools
ATTN: Office of the Superintendent of Schools
400 North Clear Springs Road
Mustang, OK 73064

P.O. NUMBER	CHECK NUMBER	WARRANT NUMBER

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1 District Membership	2015-16 Academic Year	\$1,650.00	\$1,650.00
		SUBTOTAL	\$1,650.00
		TOTAL DUE	\$1,650.00

Make all checks payable to **United Suburban Schools Association**
If you have any questions concerning this invoice, contact **Ryan Owens at (405) 524.1191**

Thank you for your membership!



MUSTANG PUBLIC SCHOOLS
SUPPORT PERSONNEL
HANDBOOK

2015-16

www.mustangps.org

MUSTANG PUBLIC SCHOOLS

SUPPORT PERSONNEL HANDBOOK

The purpose of the Mustang Public Schools' Support Personnel Handbook is to communicate clearly to all support personnel the rules, regulations and policies pertaining to the support employee's job, and to provide general information concerning procedures and benefits. Support employees are Mustang Public School (MPS) personnel who do not have teaching certificates and include all personnel shown in Section VII, Compensation, of this handbook.

The primary goal of the MPS District is high student achievement and growth. Support personnel contribute directly to the safe and efficient operation of the schools and have a direct influence on student success. Support employees are valued stakeholders in the MPS District. [See page 2 for MPS District Vision, Mission, Core Values, and District Goals.](#)

Please remember that the contents of this support personnel handbook do not constitute an expressed or implied contract of employment, nor is it intended to be all inclusive of policies and procedures. This support personnel handbook shall be applied without regard to any individuals age, race, color, sex, disability, religion, national origin, creed, pregnancy, marital status, physical handicap, veteran status, genetics or other classification protected by law.

Any changes that might occur in Mustang Public School District Policy and Procedures, Local, State or Federal Law, supersedes any item(s) that may be printed in this handbook.

SECTION I

PERSONNEL PROCEDURES

A. Definitions of Terms (as used in this handbook)

Daily rate of pay-Equals the salary divided by days worked in the contract

Full-time Employees - All personnel who are employed to work a minimum of six (6) hours per workday according to each employee status work calendar

Event Employees - All personnel employed to work events, camps, etc. on an as needed basis. These employees are not subject to leave or fringe benefits, and must follow the guidelines for employment

HR Department-Human Resources or Personnel Department

Leave - Sick, sick bank, personal, vacation, bereavement, Family Medical Leave (FMLA), leave of absence, leave without pay and leave share.

Part-time Employees - All personnel who are employed to work less than six (6) hours per workday or less than 30 hours per week

Probationary Employees – A probationary employee commences a “trial period” during which the direct supervisor carefully considers whether the employee is able to meet the standards and expectations of the job and if the employee should be retained by MPS as a “regular” employee. During probationary employment the supervisor assesses the employee’s ability to learn and perform job duties, quality of work, productivity, work habits, cooperation, attendance and punctuality and other standards and expectations specific to an employee’s particular position. If the employee fails to meet the requirements of the job, the employee may be released at any time during the probationary period.

The position held by the probationary employee may be posted prior to the end of the fiscal school year. If posted the employee must re-apply for the position if he/she wants to be considered for the position. If a recommendation for future employment is made by the supervisor and if the employee completes the full probationary period, the probationary employee may be considered for employment for the subsequent school year on a regular contract. If a probationary employee becomes a “regular” employee in the same position for which he/she was hired, the time worked as a probationary employee is credited toward experience.

School Year - Entire period of time between July 1, and June 30, that is determined by work calendar for a particular position

Support Employee – A support employee of MPS provides services not performed by professional educators or certified teachers that are necessary for the efficient and satisfactory functioning of a school district. **Refer to Fair Labor Standards Act of this handbook (Section VI).**

Support employees initially serve a **one-year probationary period beginning with the date of employment**. A probationary employee will have no continuing employment rights to future employment by the school district as stated in the Disclosure Statement that is signed during the employment process.

Temporary Employees - All personnel employed in any department to fill in for an employee who is on leave or due to an extra workload. These employees will have a beginning and ending date, will be paid at the zero (0) step of the employee’s position which he/she is replacing, they are not subject to leave or fringe benefits, and must follow the guidelines for employment. Less than 20 hours per week and variable hour employees include substitute teachers, summer employees, lay coaches, and additional marching band personnel.

B. Selection

All applicants for support positions with **Mustang Public Schools (MPS)** shall have a completed support application on file at MPS Administration Office. A Consumer Authorization and Release, and a National Criminal History Record Check (NCHRC) are required for employment. The NCHRC is at employee's expense.

An applicant must possess a high school diploma or G.E.D. to be considered for employment with MPS. Any exceptions must have prior approval from the Superintendent's office.

Job postings will be accessible on the district's web site (www.mustangps.org), posted in an assigned area at each school and posted in the area chosen by the director of each department.

If you are a current employee and would like to apply for a posted position, **please apply online through the MPS website under the Employment tab.**

In recommending an applicant for employment, the supervisor will place emphasis on these factors:

- the applicant's previous training/experience, special abilities and skills related to the requirements of the position
- physical ability as related to the position
- competency
- references

The **Executive Director of Human Resources** shall recommend all support employees for employment to the Mustang Board of Education. Each support employee is under the general direction of the Superintendent/Deputy Superintendent, and shall perform such duties as may be assigned by the person charged with his/her direct supervision.

The Mustang School District is an equal opportunity employer and complies with all of the provisions of the following:

- Title IX of the Education Amendments of 1972, as amended, and part 86 of the Title 45, Subtitle A, Rules and Regulation of the U.S. Department of Health, Education and Welfare
 - i. "No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving federal financial assistance."
- b. Section 504 of the Rehabilitation Act of 1973
 - i. "No person or otherwise qualified handicapped individual shall, solely by reason of this handicap, be excluded from the participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance."
- c. Title VI of the Civil Rights Act of 1964
 - i. "No person in the United States shall, on the grounds of race, color, genetics or national origin, be excluded from, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance."

C. Conditions of Employment

Ethical Conduct:

All efforts shall be made to employ individuals of integrity. Employees are expected to maintain the high standards contained in the following guidelines:

- the welfare of students shall be the primary consideration in making decisions relating to employee-personnel problems
- professional relationships shall be maintained at all times with other employees, patrons and students
- employee contacts and employment privileges shall not be used for personal gain
- all school properties, equipment and materials must be properly used and protected

Personal Appearance:

- shall dress appropriately to position and job safety requirements, including wearing uniforms when required, or as determined appropriate by department supervisor

- manner of dress should be modest to prevent exposure of torso (i.e. midriff) and/or cleavage etc.
- hair and dress must be neat
- hats will not be worn in the buildings by staff during school/working hours unless the position warrants, or for safety/health reasons
- clothing that displays beer, wine, alcoholic beverages, tobacco, sexual connotations is prohibited

Work Standards:

- maintain a good work ethic
- meet acceptable standards of work performance
- perform tasks necessary to a particular position safely and effectively
- must maintain a valid Oklahoma driver's license, if position requires

Physical Requirements:

- bus drivers are required by State Law to have a physical at the time of employment, and annually throughout employment
- **Training may be required for Special Education Assistants depending on assignment.**

D. Experience

New employees shall be placed at a salary step based on their experience level to be determined by Department Director and **Executive Director of Human Resources Director.**

Beginning with the 2013-14 school year Teacher Retirement is changing the calculation for a full year of service: to receive credit for a year experience the number of contracted days must be met, i.e. 245 day contract, then 245 days must be worked in lieu of any leave used (You may use, sick, bereavement, vacation, or personal leave that you may have to account for the days worked. **If you have salary docked days, these will not count toward your service credit.**)

For experience to be counted toward advancement within the District, the employee shall not make less money annually than received in the current position. If an employee is re-assigned to a position with a higher pay scale and/or additional calendar days, there will not be a lateral experience increase.

E. Re-Employment

A support employee who has been terminated shall be ineligible to apply for re-employment without the written recommendation of the Superintendent's office.

A support employee who has resigned and is re-employed in the same position within one (1) year of leaving MPS shall receive the same number of years of experience as when the employee left employment.

F. Tobacco Free Environment

In accordance with School Laws of Oklahoma, Section 1333, Smoking Prohibited in Certain Places, and Policy and Procedure Handbook, Policy #2060, Mustang Public Schools' desire is to provide a healthy smoke-free environment for students, employees and patrons. School Laws of Oklahoma state that "...an educational facility which offers an early childhood education program or in which children in grades kindergarten through twelve are educated shall prohibit smoking, the use of snuff, chewing tobacco or any other form of tobacco and/or vapor product in the buildings and on the grounds of the facility by all persons including, but not limited to, full-time, part-time, and contract employees during the school session, or when class or any program established for students is in session ..."

Mustang Public Schools' Policy and Procedure #2060 further states that all facilities within the District will be smoke-free twenty-four (24) hours per day on a year round basis prohibiting smoking, the use of snuff, chewing tobacco, electronic cigarettes, vapors, or any other form of tobacco product by all persons. This policy extends to all district activities, vehicles and property.

There will be no designated smoking areas anywhere in the District.

G. Certification Requirements

Support employees who obtain certification required or available for certain positions must submit the necessary paperwork to the personnel office before the pay change occurs. The deadline to submit the certification is on or before November 1st for the Fall Semester and March 1st for the Spring Semester. Any information received after the above deadlines will not be addressed until the following semester.

H. Bloodborne Pathogens Exposure Control Plan

The purpose of the MPS' Bloodborne Pathogens Exposure Control Plan is to reduce occupational exposure to Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV) and other bloodborne pathogens that employees may encounter in his/her workplace. Each school year all employees are to watch a bloodborne tutorial and take the assessment online. Any employee that is limited in English will be offered an alternate assessment.

Immunizations:

Support job classifications are divided into two (2) categories. Category I are those employees with duties that are reasonably anticipated to involve exposure to blood or body fluids. Category II are those employees not exposed to blood and body fluids in the routine performance of their duties. "Good Samaritan" acts such as assisting a co-worker with a nosebleed would not be considered occupational exposure.

Category I: Site Secretaries
Custodians
Special Education Teacher Assistants / Paraprofessionals
Bus Drivers and Bus Assistants
Maintenance Personnel
Nurse Assistants
Teacher Assistants

Category II: ~~Teacher Assistants~~
Classroom Volunteers
Secretarial Staff other than Site Secretaries
Staff in buildings not attended by students
Child Nutrition Personnel

Support employees in Category I shall be offered immunization against Hepatitis B after the employee has received the required training and within ten (10) working days of initial assignment. The risks and benefits of immunization will be explained and informed consent obtained prior to immunization. Immunizations are provided at no cost to the employee.

Employees may refuse immunizations or may submit proof of previous immunization. Employees who refuse immunization will be counseled on the occupational risks of communicable disease and are required to sign a "Refusal of Immunization" form. Employees who initially refuse immunization may later receive the immunization packet upon request from the HR Department.

I. Personnel Records

Personnel records are maintained in the personnel office at the Administration Building for each support employee. Personnel records will include:

- application
- employment contract(s)
- physicals (when applicable)
- evaluation(s)
- felony check/NCHRC
- loyalty oath
- U. S. Department of Justice Employment Eligibility Verification (I-9)

- certification/license/transcripts/diplomas (when applicable)
- “Voluntary Separation from Employment” form upon leaving the district.
- **Letter of Concern or Letter of Admonishment**

The support employee may view his/her personnel file at a time that is convenient for both the support employee and the personnel office. In order to schedule an appointment, call the HR Department at the Mustang Administration Building, (405) 376-2461.

Any material that is over three (3) school years old and that is not required by law to be maintained for longer periods of time may be removed from the employee’s file at the request of the employee with the Superintendent’s approval.

J. Personal Information Changes

It is important that employment records be kept up to date. The employee must ~~notify~~ **complete the Change of Name/Address Form** for the HR Department at the Mustang Administration Building if there are any changes or corrections to his/her name (must present a new social security card for payroll purposes), home address, home telephone number, marital status, emergency contact or beneficiary. **The form is located on the MPS website under the Personnel tab, click personnel and scroll down to find the Change of Name/Address Form at the bottom of the page.** If necessary, a new W-4 should be completed and turned in to payroll. The form is located on the district web site: www.mustangps.org.

K. Absence

It is required that each support employee notify his/her direct supervisor **no later than one (1) hour** prior to scheduled work time on any workday that the support employee intends to be absent. **Beginning on July 1, 2014, leave may only be taken in one-half, or full day increments. Emergency and extenuating circumstances may always be addressed with your direct supervisor.**

Bus drivers must notify the Transportation Director no later than 6:00 a.m.

L. Time Clock

Support employees are expected to utilize the time clock. The employee’s signature will be required for the weekly timesheet, acknowledging that the time worked and the time used for leave, when applicable, is reported correctly.

The time clock codes used for leave taken are as follows:

- | | |
|--------------------------|----------------------------|
| 600 – sick leave | 607 – holiday pay |
| 601 – bereavement leave | 608 – jury duty |
| 602 – vacation leave | 610 – sick leave bank |
| 603 – personal leave | 611 – leave without pay |
| 604 – activity | 612 – military leave |
| 606 – professional leave | 613 – administrative leave |

~~**Beginning on July 1, 2014, leave may only be taken in one-half, or full day increments. Emergency and extenuating circumstances may always be addressed with your direct supervisor.**~~

M. Re-Assignment

All support employees are subject to change in assignment and pay re-classification according to the newly assigned position if the administration is of the opinion that it would improve the overall program of the school district.

N. Resignation

Advance notice of intent to terminate employment with MPS is required to prevent the employee from being in debt to the district causing the employee to repay days paid but not worked, and/or to take final payroll deductions.

A support employee terminating his/her employment with MPS shall immediately notify his/her direct supervisor. All supplies, keys, I.D. badges and uniforms, if applicable, must be returned and the "Voluntary Separation from Employment" form must be completed and signed before the support employee is issued the final pay warrant. The employee must meet with his/her supervisor or the personnel office to complete the checklist for resignation.

Last payment must be picked up at the Administration Building or mailed. No direct deposit will be made.

O. Evaluation

The purpose of an evaluation is to improve job performance and to determine the quality of work. Written evaluations may be performed at any time, with a minimum of one (1) time per year, prior to **April 15th**, **May 1st**.

A reprimand or an admonishment will be issued when a violation of policies and procedures occurs. The direct supervisor will provide a written plan of improvement if necessary.

An employee may respond in writing to any written evaluation, reprimand, admonishment or other formal written disciplinary action within ten (10) working days of the receipt of such disciplinary action. If provided by the employee, such response shall be maintained in the employee's personnel file along with the original written form of disciplinary action.

Except by order of a court of competent jurisdiction, evaluation documents and the responses of the employee shall be available only to the evaluated employee, the evaluator, the Administrative staff of any school within the district to which the employee applies for employment, the Central Office Administrators and/or the Mustang Board of Education and/or other such persons specified by the employee in writing.

P. Suspension, Demotion or Termination

In order to comply with School Laws of Oklahoma, the Mustang Board of Education hereby adopts the following procedure for the suspension, demotion or termination of support employees.

Support employees who have been employed with MPS for one (1) year or more, may be suspended, demoted or terminated by the Superintendent of Schools, or his/her designee, for, but not limited to, the following:

1. willful neglect of duty
2. repeated negligence in performance of duty
3. mental or physical abuse of a child
4. incompetence
5. commission of an act of moral turpitude
6. abandonment of contract
7. any felony offense/**conviction**
8. insubordination of any kind
9. violation of any district/administrative rule or policy
10. any sex offense subject to the Sex Offenders Registration Act in this state or subject to another state's or the federal sex offender registration provisions
11. engaging in criminal sexual activity, sexual misconduct and/or inappropriate relationship with other employees or students may lead to dismissal, refused employment or non re-employment
12. immoral conduct or indecency including abusive and/or foul language
13. possession, consumption or reporting to work under the influence of alcohol, non-prescribed drugs or controlled substances

14. possession of weapons on the premises at any time
15. assault or assault/battery during the performance of person's duties at MPS
16. use of tobacco products, electronic cigarettes, or vapors on and in all MPS District property at any time
17. gambling, lottery or any other game of chance on district property
18. refusal or failure to follow instruction of supervisor
19. refusal or failure to do satisfactory work in terms of quality and quantity
20. unauthorized operation of machines, tools or equipment
21. breach of confidentiality
22. failure to cooperate with supervisors and co-workers
23. refusal of job transfer within the district if the transfer does not result in a demotion
24. failure to notify supervisor of absence **in proper time**
25. excessive tardiness
26. absenteeism that is unapproved or unexcused by supervisor
27. excessive absenteeism for any reason
28. exceeding the maximum number of **five** permitted days of absence without pay
29. improper use of leave
30. signing in or out for another employee
31. failure to be at workstation at starting time
32. leaving workstation without authorization prior to lunch periods or end of workday
33. leaving work area for any reason during working hours without permission of supervisor
34. abuse of "breaks" (rest periods) or meal period policies
35. wasting time or loitering during working hours
36. disregard of known safety rules or common safety practices
37. poor workmanship
38. failure to correct or improve fair or poor evaluation ratings
39. falsification of personnel or other records
40. falsifying time sheet
41. unsafe operation of motor driven vehicles
42. operating machines or equipment without safety devices provided
43. removing district property, records or confidential information from premises without proper authority.
School equipment and/or school funds are never to be used for personal use. No food, leftover food or garbage is to be carried away from the premises by any person other than a licensed waste disposal company.
44. posting or removing notices, signs or writing in any form on bulletin boards of district property at any time without specific authority of the administration
45. willful abuse, misuse, defacing or destruction of district property, including tools, equipment or other property of other employees
46. theft or misappropriation of property of employees, students or the district
47. unauthorized distribution of literature, or of written or printed matter of any description, on district property
48. sabotage
49. creating disturbances on the premises at any time
50. distracting the attention of others
51. threatening, intimidating, coercing or interfering with employees or supervision at any time.
52. making or publishing of false, vicious or malicious statements concerning any employee, supervisor or the district
53. causing conflict with other employees
54. practical jokes injurious to employees and/or the employees' or district's property
55. creating or contributing to unsanitary conditions
56. use of personal and/or work cell phones or any electronic device under the employee's authority and/or password during the employee's work day that would endanger the safety of students and/or employees (i.e. driving a school bus, operating equipment) or distract the employee from performing job responsibilities
57. use of personal and/or work cell phones or any electronic device under the employee's authority and/or password for recording inappropriate picture or video, accessing the internet or email for participation in pornography, gambling, purchasing or any other unlawful usage
58. **when in the best interest of the district**

Nothing contained in this policy shall prevent the Mustang Board of Education from acting on its own volition in matters pertaining to suspension, demotion or termination of support employees.

Whenever the Superintendent of Schools, or his/her designee, is of the opinion that the immediate suspension of a support employee is necessary, and in the best interest of a school district, the Superintendent of Schools, or his/her designee, may suspend the support employee.

After any suspension or prior to any demotion or termination, all non-probationary support employees shall receive notice of his/her right to a hearing, which if requested, will be conducted by the Mustang Board of Education. All notices shall be sent by certified mail with the postmark used to determine the timeliness of such notice. The support employee must request a hearing within ten (10) working days of said notice, or be deemed to have waived his/ her right to a hearing.

If a support employee is suspended for a period exceeding ten (10) days, the Superintendent of Schools shall initiate proceedings for termination and shall follow the procedures set forth in this policy. However, in a case involving a criminal charge, the suspensions may be delayed until the case is adjudicated at trial. Nothing herein shall prevent proceeding against the support employee during or after the suspension for termination as provided in this policy.

If the support employee requests a hearing, the hearing shall be conducted at the next regularly scheduled meeting or the next succeeding meeting of the Mustang Board of Education if the request is received by the Minutes Clerk of the Board of Education at least 10 days prior to aforesaid meeting. A special meeting may be conducted if requested by the support employee or at the discretion of the Mustang Board of Education. The special meeting shall be conducted no sooner than ten (10) days nor later than thirty (30) days after receipt of the support employee's request.

Q. Appeals Channels

A support employee should first discuss any problem with the school official serving as his/her direct supervisor. If a satisfactory resolution is not made, the employee may take the matter to the official next in line of authority. As a last resort, an appeal may be made to the Mustang Board of Education. This request should be in writing.

Example: Custodian -- Head Custodian -- Direct Supervisor -- Principal and/or Director – **Executive Director of Human Resources** -- Deputy Superintendent – Superintendent of Schools – Mustang Board of Education

R. Employee Threats To A Student

The Board of Education will not tolerate an employee who threatens a student. If a principal/director/supervisor receives a report that an employee has demonstrated behavior towards a student that is violent, threatening, harassing or intimidating, he/she shall immediately contact the Superintendent/Deputy Superintendent/or designee so that he/she may evaluate, investigate and take appropriate action.

Investigation and Corrective Action:

MPS will promptly investigate all reports or alleged incidents of violent, threatening, harassing or intimidating behavior.

All employees are expected to cooperate fully in all such investigations.

The employee suspected of violating this policy may be placed immediately on suspension pending the results of the investigation.

If the claims of violent, threatening, harassing or intimidating conduct are substantiated, the employee will be dealt with through the appropriate disciplinary process, and may be subject to discipline up to and including dismissal ~~from state service~~ **from Mustang Public Schools**.

Where the situation warrants, MPS will request that the appropriate law enforcement agencies become involved in the investigation of the matter, and MPS may seek prosecution of conduct that violates the law.

S. Sexual Harassment Policy

The Board of Education will not tolerate sexual harassment/hazing by any district employees. This policy also applies to non-employee volunteers whose work is subject to the control of school personnel, employee to student relationships, and employee-to-employee relationships. Sexual harassment may include verbal or physical sexual advances, sexual activities, touching, pinching, patting, brushing against, or comments regarding physical or personal characteristics of a sexual nature, and sexually oriented kidding, teasing, and/or jokes.

Any employee found to have engaged in sexual harassment/hazing shall be subject to sanctions including but not limited to warnings, suspension, or termination subject to applicable procedural due process requirements according to state law.

Senate Bill 716 addresses sexual activities between employees and students by adding to the definition of rape: sexual intercourse between a student under certain age and certain school employee as rape.

SB 716 specifically states as rape:

“Where the victim is at least sixteen (16) years of age and is less than eighteen (18) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system.”

This act shall become effective November 1, 2001.

Victims who feel that administrators, supervisors, support personnel, teachers or other persons are subjecting them to sexual harassment are encouraged to report these conditions to the appropriate administrator or teacher. If the immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision, or to any responsible adult person.

Confidentiality will be maintained and no reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct and the context in which the alleged conduct occurred will be investigated. The Superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

The procedure and forms for making such claims can be found in Board Policy.

T. Other Policies

Interpretation of all school policies and regulations lies with the Mustang Board of Education. Policies in this handbook are intended to conform to the rules and regulations in the MPS [Policies and Procedures Handbook](#) located on the school website, www.mustangps.org.

SECTION II LEAVE PROVISIONS

NOTE: Beginning July 1, 2014, all leave may only be taken in one-half, or full day increments. Emergency and extenuating circumstances may always be addressed with your direct supervisor.

A. Leave - No leave will be granted for any activity that provides monetary compensation.

Leave is based on the hour requirement of a particular job. Example: one (1) day of leave for a four-hour employee is equivalent to four (4) hours. If an employee moves from one position to another and the hour requirement is different, the leave will reflect the new position.

If a support employee wishes to change his/her absence after it has been received and recorded by the personnel office, a request to his/her supervisor must be made within ~~three (3) days~~ **within two (2) weeks** unless deemed to be a mistake made by the recording of the leave. **The absence will stand as recorded after the two (2) week period has passed.**

On Inclement weather days support employees will have two choices. The employee can choose to come to work or take leave. If the employee chooses to take leave they have these options for the type of leave they can take on inclement weather days:

- Sick
- Personal
- Vacation (only for 12 month employees)
- Previously accumulated comp time
- Bereavement may be used if all other leave has been exhausted**

If the employee has no leave and chooses not to work on the inclement weather day, the employee will be docked pay for the day not worked.

~~All employees who use AESOP instead of the time clock for leave will only use increments of half day or full day.~~

B. Vacation Leave – No leave will be granted for any activity that provides monetary compensation. All vacations must be scheduled, coordinated and approved by the supervisor.

Vacation leave shall be accrued monthly, at the end of the month, for all 12 month support employees as the chart below indicates.

Years of In-District Service, Effective July 1st	Paid Vacation Days
1-7 Years	Ten (10)
8-12 Years	Twelve (12)
13 + Years	Fifteen (15)

Vacation leave must be **requested** in writing **and approved** by the direct supervisor at least twenty-four (24) hours in advance of the requested leave date. Use the form in Appendix C for the request. If an employee fails to comply with obtaining prior approval for vacation leave, the day he/she is absent using vacation leave will be recorded as a day of leave without pay.

The employee's director/supervisor may determine that vacation leave cannot be used the day before or the day following a school holiday. These dates are set according to the employee's work calendar.

Factors that will be considered before approving requests are:

- availability of replacement
- effect on other related personnel (i.e., workload)
- time of request

Vacation leave cannot be used until it is accrued. Vacation leave is not available for use by the probationary employee until the employee's one-year anniversary date. If a probationary employee leaves the district prior to the one-year anniversary date, there will be no payment for vacation leave.

Vacation leave will not be accrued unless the employee works at least 50% of the month or if an employee is on worker's compensation.

When a support employee on a continuing contract leaves the district, any unused vacation leave days will be paid at a rate of the employee's daily rate of pay. Request for payment must be indicated on the "Voluntary Separation from Employment" form. For payment purposes, an employee may accumulate a **maximum** of thirty (30) days. At June 30 of any fiscal year, no more than thirty (30) days may be carried to the next fiscal year. **If the extra days over 30 are not used, the days are eliminated as of June 30 of each fiscal year. If an employee is taking more than 5 days consecutively of vacation, prior approval will be required from the Executive Director of Human Resources and the employee Supervisor.** A support employee on a continuing contract, who has over thirty (30) days of vacation leave accumulated, shall have the choice of converting a maximum of two (2) days of vacation leave to sick leave **prior to June 30th each fiscal year.**

C. Personal Leave - No leave will be granted for any activity that provides monetary compensation.

All full-time and part-time support personnel, unless noted otherwise, will be given three (3) personal leave days at the beginning of the fiscal year, **or** prorated days for the proportional time of employment.

Personal leave must be **requested** in writing **and approved** by the direct supervisor at least twenty-four (24) hours in advance of the requested leave date. Use the form in Appendix C for the request. If an employee fails to comply with obtaining prior approval for personal leave, the day he/she is absent using personal leave will be recorded as a day of leave without pay.

The employee's director/supervisor may determine that personal leave cannot be used the day before or the day following a school holiday. These dates are set according to the employee's work calendar.

Factors that will be considered before approving requests are:

- availability of replacement
- effect on other related personnel (i.e., workload)
- time of request

At the end of each school year, the full-time support employee shall have the option to receive payment for unused personal leave days at the rate of twenty-five dollars (\$25.00) per day for a maximum of three (3) days, or to convert unused personal leave days to accumulated sick leave. If a support employee holds two (2) or more positions, he/she will be paid a **maximum** of three (3) days ~~from combined positions~~ at the rate of twenty-five dollars (\$25.00) per day, or convert to sick leave. Employees working less than thirty (30) hours per week will be paid not to exceed their hourly rate of pay or convert to sick leave.

A support employee with ten (10) or more years of continuous **district** service will be allowed to carry over one (1) day of personal leave into the succeeding school year. A support employee with fifteen (15) or more years' of continuous **district** service will be allowed to carry over two (2) days of personal leave into the succeeding school year with a maximum of **five (5) personal** days accumulated.

D. Bereavement Leave - No leave will be granted for any activity that provides monetary

compensation.

Bereavement leave is to be used for absences in the event a family member, relative, friend or friend's family member dies. Each support employee will be given six (6) bereavement days at the beginning of the fiscal year, or prorated days for the proportional time of employment.

E. Sick Leave - No leave will be granted for any activity that provides monetary compensation

Beginning July 1, 2014 5, sick leave will accrue at the end beginning of the month for all existing probationary and newly hired support employees. Sick leave cannot be used until it is accrued at the rate of one (1) day per month worked, based on the employee's work calendar. For all other support employees, sick leave will be given all up front on July 1 of each school year. After a probationary support employee completes their first full year the employees will receive their leave up front in the succeeding year beginning July 1st.

Sick leave is granted when the support employee is unable to perform regularly assigned duties because of illness or personal health conditions of the employee or illness of a member of the employee's immediate family. Immediate family is a spouse, mother, father, children, brother, sister, mother-in-law, father-in-law, aunt, uncle, grandparents of employee or spouse, grandchildren of employee or spouse, or a person living in the employee's home who is part of the family.

**after certified negotiations, Tracy will add doctor's note statement*

Employees with experience in an Oklahoma school district in the current year or immediate preceding year may transfer accumulated sick leave to MPS, not to exceed sixty (60) days. If the employee has more than sixty (60) days the remaining amount will be placed in the District's Retirement Bank for retirement purposes.

According to the Teachers Retirement System (TRS) one-hundred twenty (120) days of earned sick leave can be used for one (1) year of experience toward retirement provided all established guidelines are met.

The Superintendent, or his/her designee, may request at any time, a statement from a support employee's medical doctor that the employee is or is not able to assume his/her regularly assigned duties. This request may be made at any time after an employee has missed three (3) consecutive workdays or an accumulation of ten (10) or more days in a school year.

Should a support employee decide to separate employment with Mustang Public Schools, the "Voluntary Separation from Employment" form must be completed. The employee must indicate on this form, in writing, if they are requesting payment for unused sick leave. Accumulated unused sick leave days will be prorated according to the number of days actually worked.

A full-time non-probationary employee shall be paid fifty dollars (\$50.00) per day for sick leave accumulated within the MPS District, up to a maximum of one hundred (100) days. A part-time non-probationary employee shall be paid at a rate of twenty-five dollars (\$25.00) per day, not to exceed the employee's daily rate of pay, for sick leave accumulated within the MPS District, up to a maximum of one hundred (100) days.

If a probationary employee leaves the district prior to his/her one (1) year anniversary date, there will be no payment for sick leave.

F. Sick Leave Bank - No leave will be granted for any activity that provides monetary compensation.

A Sick Leave Bank has been established for Mustang support employees who choose to participate. All donated sick leave must be given voluntarily. No employee shall be coerced, threatened, intimidated or financially induced into donating sick leave for purposes of the sick leave bank program.

Procedure:

Requests for day(s) from the sick leave bank must be in writing and brought to the Human Resources Department at least ten (10) days prior to the time the leave is to be taken. Along with the request, the employee shall provide a medical statement from a licensed physician or health care practitioner verifying

the severe or extraordinary nature, explaining the illness/condition and expected duration of the condition. A HIPAA Form must also be completed and attached to the medical note. If the employee is unable to complete the leave request, the request can be completed by a family member or representative of the employee. The sick leave bank days may only be used by the recipient for the purposes specified.

Sick Leave Bank was designed to prevent the employee from having to take leave without pay or face possible termination of employment due to extraordinary circumstances. This is like an insurance policy. ~~It is hoped that an employee never has need to take advantage of this leave.~~

Sick Leave Bank requests are only good for the current school year, requiring an employee to re-apply, if needed, in the next school year.

Each support employee who chooses to participate in the sick leave bank shall contribute one (1) day of sick leave each year at the beginning of the school year or within thirty (30) days of initial employment if initial employment begins after the beginning of the school year. Days contributed shall be deducted from that employee's accumulated sick leave. The sick leave received will be designated as sick leave bank days and be maintained separately from the sick leave balance. For the one (1) day of sick leave contributed, the employee will receive ten (10) days in the sick leave bank. Records for the sick leave bank will be kept in the HR office.

~~Each department must sign up separately. Example: If the employee is a bus driver and a cafeteria employee, he/she must sign up on the sick bank sheet for each department.~~

Contributing employees may request days from the sick leave bank to use after they have exhausted all their individual sick leave accumulation. Said request for days from the sick leave bank shall be in writing and shall be presented to the HR office at least ten (10) days prior to the time the leave is to be taken. Unless the employee is stricken with debilitating emergency, retroactive days ~~WILL NOT~~ **may not** be granted **as determined by the Sick Leave Bank Committee.** **The employee must have exhausted all leave (sick, personal, and vacation) before consideration to grant sick leave bank.** The supervision committee will consider the merits of the request and determine how many days, if any, are warranted as long as the total amount granted does not exceed ten (10) per year for each year the employee has participated in the sick leave bank. The HR office shall then notify the requesting employee in writing of the committee's decision, and a copy of the notification will be kept in the HR office and in the employee's personnel folder. If an employee is denied days from the sick leave bank he or she may appeal the supervision committee's decision to an appeals committee composed of the members of the supervision committee and one additional administrator appointed by the Superintendent. The decision of the appeals committee is not grieve able.

The employee shall be paid his/her regular rate of pay. No employee will be allowed to draw days from the sick leave bank while receiving workers compensation benefits. No leave will be granted to employees for any activity that provides monetary compensation.

Supervision of the sick leave bank shall be **a committee composed of** the Chief Operating Officer and/or the **Executive Director of Human Resources**, maintenance/custodial employee, a transportation employee, a child nutrition employee, a school site secretary and two (2) other appointed central office support persons. The committee members shall meet collectively as a group to discuss and take action on a sick leave bank request to protect the confidentiality of the employee involved under current federal Health Insurance Portability and Accountability Act (HIPAA) laws.

Definitions

Employee means those persons who have chosen to participate in the sick leave bank and have donated sick leave days to the bank.

Relative of the employee includes spouse, child, stepchild, grandchild, grandparent, ~~and~~ stepparent, **aunt, uncle**, parent of the employee, sibling or mother/father-in-law.

A household member means those persons who reside in the same home, who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards, even if

they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.

Severe or extraordinary is defined as serious, extreme or life threatening, including temporary disability resulting from pregnancy, miscarriage, childbirth and recovery.

Reasons:

Employee is suffering from, or has a relative or household member suffering from, an extraordinary or severe illness, injury, impairment or physical or mental condition.

For purposes of sick leave due to pregnancy, miscarriage, childbirth and recovery there from, the number of days available shall be limited to the number of days needed to add to the employee's accumulated sick leave to total six (6) weeks from day of arrival.

G. Professional Leave – No leave will be granted for any activity that provides monetary compensation.

A support employee, with the approval of his/her direct supervisor, may be granted professional leave to attend job-related training without loss of pay.

H. Legal Leave

A support employee shall be granted leave for jury duty or for service as a witness subpoenaed in a criminal, civil or juvenile proceeding. The Board shall pay the employee during such service the full contract salary. To receive pay for this duty, the employee must furnish documentation of the service to the personnel office.

I. Military Leave

The Board agrees to abide by laws governing military leave. (School Laws of Oklahoma, Section 734-735). Should a Mustang Public School employee have a spouse who is deployed or is called up to active duty on foreign soil, and if no paid leave is available, the District will allow the employee up to ten (10) days Leave Without Pay with no loss of benefits. The Leave Without Pay may be used prior to the deployment, or during the period when the military spouse is on leave during deployment.

J. Leave of Absence –No leave will be granted for any activity that provides monetary compensation

No employee, except by law, is eligible to apply for an unpaid leave of absence until a minimum of one (1) year of qualifying service has been completed. A support employee may request a leave of absence in writing ten (10) days prior to requested leave. All leaves of absence shall be for one (1) semester or one contractual year or for the remainder of the semester or contractual year if the semester or year has begun. The leave of absence may be granted because of health, personal reasons or unusual circumstances. The supervisor, the Deputy Superintendent and the Mustang Board of Education must approve the leave. Factors that will be considered before approving requests are:

- a. availability of replacement
- b. effect on other related personnel (i.e. work load)
- c. time of request
- d. work history
- e. excessive absenteeism

Written notification of return from leave of absence shall be filed with the Superintendent thirty (30) days prior to the semester or year in which the employee wishes to return. Any employee who fails to file a written notification of return terminates his/her affiliation with the Board of Education at the expiration of his/her leave of absence. Health care benefits and voluntary payroll deductions will be the responsibility of the employee. While on a leave of absence the employee is not eligible for the flexible benefit allowance.

Employees returning from a leave of absence shall be assigned to the school/department from where his/her leave of absence was granted if an appropriate vacancy exists. Employees returning from a leave of absence will be reinstated at the same status of tenure.

While an employee is on a leave of absence without pay, leave allowances shall not accrue and salary increments of years of experience will not increase.

K. Absence Without Pay – No leave will be granted for any activity that provides monetary compensation.

All sick, personal and vacation leave must be exhausted before a request for absence without pay will be granted.

~~Absence without pay is not available for use by the probationary employee until the employee's one-year anniversary date.~~

A support employee, on a regular contract, and upon approval of the Deputy Superintendent or his/her designee, may be granted up to a maximum of five (5) days absence without pay.

Except in cases of emergency, request for absence without pay shall be made at least thirty (30) days prior to the time the leave is to be taken. A request form is located in Appendix B. This form is to be completed and returned to the employee's direct supervisor, who will forward it to the Deputy Superintendent or his/her designee.

Absence without pay is calculated on the salary schedule, divided by the number of working days in the calendar year, where the employee falls on the salary schedule. An employee may use up to five (5) days of absence without pay without losing the benefit of having an equal semi-monthly paycheck.

For the support employee on a regular contract, any additional absence(s) may be cause for immediate release from employment with MPS. (Refer to Leave of Absence, Section II, A or FMLA, Section II, L of this document).

L. Family and Medical Leave

In accordance with the Family and Medical Leave Act of 1993 (FMLA), eligible employees who have been employed at least one (1) year with MPS may apply for FMLA. All leave will run concurrently with FMLA.

Leave may be granted for any of the following reasons:

- to care for the employee's child after birth, or placement for adoption or foster care;
- to care for the employee's spouse, son or daughter, or parent who has a serious health condition; or
- for a serious health condition that makes the employee unable to perform the employee's job

Prior to any employee requesting FMLA, he/she must contact the HR Office to clarify eligibility.

Employees must provide thirty (30) days advance notice when the leave is "foreseeable." Medical certification is required to support a request for leave because of a serious health condition.

All requests for FMLA must be processed through the HR Office.

M. Leave Sharing Policy

If an employee has exhausted or will exhaust all leave otherwise provided and is absent due to an extraordinary or severe injury, illness, impairment or physical or mental condition of the employee, pregnant or recovering from childbirth, a relative or household member, documented by a physician, the condition has caused or is likely to cause the employee to take leave without pay or to terminate employment, the employee may request the use of Leave days to be donated by another employee.

Relative means a spouse, child, stepchild, grandchild, grandparent, **aunt, uncle** and stepparent or parent. Household member means one who resides in the same home as the employee and who shares a duty to provide financial support with the employee.

A. An employee requesting donated days must first provide the Human Resources Department with a Request for Donated Leave Form, statement of need indicating why donated leave is needed, a HIPAA

(Health Insurance Portability and Accountability Act) release of information form and a medical certificate from a licensed physician or health care provider verifying the severe or extraordinary nature and expected duration of the condition.

In the event that all available leave including sick, sick bank, personal, vacation, compensation time, excessive/extended leave and donated leave have been exhausted the employee will be placed on an automatic sick leave of absence without pay for the remainder of the school year. At that time they will no longer be eligible for leave sharing.

An employee may obtain up to 60 days of shared leave per school year. The Superintendent, Deputy Superintendent or their designee may grant an extension beyond the 60 day limit in extenuating circumstances.

Employees desiring to donate days shall complete a written authorization transferring the days to the ill or injured employee.

Employees may donate any amount of leave which does not cause the donating employee's accumulated leave balance to fall below the yearly amount afforded to them per the negotiated agreements or support handbook.

Shared leave may be used only by the recipient for the purposes specified in this policy and may not be used if the employee has been notified of a pending reduction in force or employment termination affecting the employee.

- B.** The employee receiving donated days is to receive his or her normal rate of pay.
- C.** Shared leave usage records shall be maintained separately from regular or sick bank leave records.
- D.** Any donated leave which is not used shall be returned to the donating employee(s) on a prorated basis.
- E.** Sick Bank Days may not be donated.
- F.** All donations are anonymous; the recipient cannot be told who gives them sick days.
- G.** Participation in this policy is strictly voluntary. No employee shall be coerced, threatened, intimidated, or financially induced into donating sick leave for the purpose of this policy.
- H.** The Board of Education delegates initial decision making authority pursuant to 70 OK Stat Section 6-104.6 (C)(1) to the Superintendent or their designee as the determining body as to whether the employee meets the criteria above and has previously abided by District leave policy. The Superintendent, acting as Board designee, will make the decision which may be appealed to the Board.

SECTION III FRINGE BENEFITS

A. Teacher Retirement

New employees **that work 4 or more hours** will be enrolled in the Teachers Retirement System of Oklahoma (TRS), which will be paid by MPS.

MPS employees hired prior to July 1, 2006, who chose to receive the seven (7) percent in salary, may continue to receive the seven (7) percent, until which time the employee decides to join TRS.

Beginning with the 2013-14 school year Teacher Retirement is changing the calculation for a full year of service: for an employee to receive one (1) year experience toward teacher retirement that employee must work the length of their contract, i.e. if you have a 245 day contract then you must work 245 days in lieu of any paid leave to receive a year's credit. Anything less than that will be on a prorated basis. (You may use, sick, bereavement, vacation, or personal leave that you may have to account for the days worked. But if you have salary docked days, these will not count toward your service credit).

TRS has a handbook available regarding the retirement benefits and laws affecting retirement. To obtain the handbook, contact TRS at (405) 521-2387. TRS is located at 2500 North Lincoln Boulevard, Oklahoma City, in the Oklahoma State Department of Education building. **You may also access Oklahoma Teachers Retirement System website at: <http://www.ok.gov/TRS>.**

B. Life Insurance

MPS pays a life insurance policy for each support employee who works a minimum of twenty (20) hours per week. The employee selects the beneficiary.

Age	Amount Paid
Up through 69	\$15,000.00
70-74	\$ 9750.00
75-79	\$ 6000.00
80-84	\$ 4500.00
85-89	\$ 3000.00
90-94	\$ 2250.00
95-99	\$ 1500.00
100 and over	\$ 750.00

C. Health Insurance

New employees have up to thirty (30) days to enroll in the District's health, dental and vision plans. The effective date of coverage is the first day of the month following employment. Health insurance will terminate at the end of the month in which separation from employment occurs, with the employee being responsible for the full month's premium. Terminated employees may elect to continue coverage under the provision of COBRA, subject to provision of the State Health Insurance Plan and Board Policy.

FULL-TIME SUPPORT EMPLOYEE	DISTRICT PAYS	STATE PAYS
Major Medical	0.00	100% Premium Health-Choice High Option
Non-Major Medical	0.00	0.00
Cash in Lieu of Insurance	0.00	189.69
4 hour, but less than 6: Major Medical	50% Premium Health Choice High Option	0.00

Information regarding the Affordable Health Care Act (ACA) will be given to each employee as required by law.

D. Section 125 – Flexible Spending Plan

Employees may be eligible to participate in the Cafeteria Plan (Section 125) and, under IRS regulations, must either accept or reject this benefit. This plan enables eligible employees to pay certain insurance premiums on a pretax basis. The plan also offers dependent day care expense reimbursement and major medical expense reimbursement through pre-taxed payroll deductions. A third-party administrator handles employee claims made on these accounts. Enrollment in this program is effective January through December of each year. Employees may enroll in this program during open enrollment period or within thirty (30) days of initial employment. During open enrollment, all employees **must meet** with a representative to accept or reject participation.

E. Activity Pass for School Events

Each employee (and one guest) will be entitled to free admission to all home athletic events except tournament or state play off events by using the school ID badge.

F. Holidays

To be eligible for a paid holiday, an employee must have worked or be on an approved paid leave status the last scheduled workday before and immediately after the holiday. If a support employee has been placed on an hourly status for the contracted year, he/she will not be eligible for holiday pay.

Employee calendars are located in Appendix A showing the scheduled holidays.

SECTION IV WORKERS COMPENSATION

Oklahoma Worker's Compensation

In case of injury during the "course and scope of their employment", all employees of the Mustang School System are covered by Oklahoma Worker's Compensation. All inquiries relating to Workmen's Compensation should be addressed through the Mustang Administration Office at (405) 376-2461.

The following steps are to be followed when a job related injury occurs:

The employee **MUST** report the injury to his/her direct supervisor within twenty-four (24) hours of injury. If the employee is not able to make the notification, then a co-worker should on his/her behalf.

Once the supervisor has been notified of a job related injury, the supervisor must call the administration office and notify the workers comp office. This conversation will help to identify the severity of the incident/injury and the procedure to follow.

If the injury is deemed an "incident only", i.e. first aid is given and the employee does not wish to seek medical treatment, complete forms "A" Employee's Report of Incident and "B" Supervisor's Report of Incident (Appendix E). **There is a question towards the bottom of both forms, "Does the employee wish to seek medical treatment?" with the option of Yes/No. The employee must mark an option and sign both forms where indicated. Witness/Co-Workers Statements should also be completed if, in fact, there were witnesses to the incident. Completed forms are forwarded to the workers comp office.**

If the employee needs medical attention, and if at all possible, the employee and supervisor should come to the Administration Office to complete additional forms. At this time a Medical Care Authorization Form is completed and given to the employee for treatment. The employee may transport himself/herself, transported by a relative, by the supervisor or another employee, or by ambulance. We need to make sure the injured employee receives proper medical attention as soon as possible.

Upon receiving medical attention, the employee will be given a medical form that must be brought to the workers comp office prior to him/her returning to work.

If there are temporary work restrictions indicated on the form, the employee and supervisor should meet with the workers comp office to discuss the employee returning to work.

When an employee returns to work but is still under medical treatment, i.e. physical therapy or additional doctor's visit(s), the employee must use his/her available leave or set appointments outside the normal work hours. These appointments are not considered "workers comp" leave.

SECTION V GENERAL INFORMATION

A. Child Nutrition

Approved uniforms and shoes are mandatory for all Child Nutrition personnel. Child Nutrition Department will reimburse the employee at the rate of \$15.00 per month, not to exceed \$150.00 per year, providing the employee provides proper receipts and documentation. Hosiery and hairnets do not qualify for reimbursement. Payment will be made by June.

Receipts for reimbursement must contain:

- date of purchase - current school year date
- establishment name
- itemized description of goods purchased
- cost per item and total amount of money spent
- original receipt signed or initialed by salesperson

Support employees who obtain certification required for certain positions must submit the necessary paperwork to the personnel office before the pay change occurs. The deadline to submit the certification is on or before November 1st for the Fall Semester and March 1st for the Spring Semester. Any information received after the above deadlines will not be addressed until the following semester.

Cafeteria Supervision for Outside Activities

Follow the guidelines in the District Use of Facility Policy #2030.

B. Transportation Department

Route Definition

A route is considered a 6-hour per day job with time allocations approximately as follows:

- bus maintenance/inspections - 30 minutes per day

The Director of Transportation will determine the routes and starting times. Drivers will report fifteen (15) minutes prior to route start time.

Activity Pay

Coaches/Sponsors will be paid \$22.50 per trip out of district. Coaches/Sponsors will not be paid for trips within the school district boundaries, nor within his/her contracted day.

Route drivers assigned to an activity trip will be paid \$10.00 per hour with a three (3) hour minimum.

Regulation

~~All bus drivers must comply with all regulations as stated by the Oklahoma State Department of Education, Transportation Section and MPS's Policy Number 4025.~~

Any employee transporting students and/or driving a school vehicle may be subject to a motor vehicle record check and random drug testing.

Training Reimbursement

Regular route bus drivers, coaches and/or sponsors successfully completing the initial state required bus certification will be given a one-time payroll reimbursement not to exceed the cost of the training. The employee must provide documentation for reimbursement and it will be paid after fulfilling six (6) months of employment with the district.

C. Maintenance/Custodial Department

Trade employees successfully renewing their annual Journeyman or Contractor trade license with the State of Oklahoma will be paid a stipend through payroll to cover the cost of the license.

Trade employees who successfully test and pass the State of Oklahoma Journeyman or Contractor license for their trade will receive a stipend through payroll for the costs of the testing and license.

To receive compensation, a copy of the license must be on file in the employee's personnel file in the HR office.

Any employee who is required to work during a legal holiday weekend will receive \$4.00 per hour in addition to his/her regular rate of pay.

SECTION VI FAIR LABOR STANDARDS ACT

FAIR LABOR STANDARDS ACT PROCEDURES

It is the intent of this school district to fully comply with the Fair Labor Standards Act (FLSA), its regulations, and relevant court decisions and to cooperate with state agencies in an effort to maintain compliance with the FLSA.

The following procedures and guidelines are to be followed in each department to ensure employees are properly compensated for approved hours worked in excess of the established work week as required by the provisions of the FLSA.

Definitions:

“Overtime” is defined as authorized, compensable work time in excess of forty (40) hours per work week.

A “work week” for full-time nonexempt employees is forty (40) hours during one consecutive seven-day period beginning at 12:01 A.M. on Sunday and ending at 12:00 midnight on the following Saturday.

“Non-covered employees” are those who meet the definition of “employee” within the meaning of 29 USCA 203(e)(Supp.1990).

“Covered employees” are those who meet the definition of “employee” within the meaning of 29 USCA 203(e)(Supp.1990). Covered employees will be either exempt or nonexempt employees.

An “exempt employee” is a covered employee who is exempt from FLSA by virtue of meeting one of the tests for exemption.

A “nonexempt employee” is a covered employee who does not meet one of the tests for exemption.

Exemptions:

The FLSA exempts certain groups of covered employees from coverage. The following categories of exemptions are established:

1. Executives
2. Administrators; e.g., superintendents, principals
3. Professionals; e.g., teachers, special education skilled service providers, attorneys, auditors, nurses, counselors

OVERTIME AND COMPENSATION TIME

It is the policy of the Mustang Board of Education that no employee shall work overtime without the prior approval of the appropriate supervisor and the superintendent. All compensation time must be used by the end of the pay period which it was earned. Specific days off must be approved in advance by the appropriate supervisor or the superintendent **or superintendent designee**.

When compensatory time is granted in excess of 40 hours in a workweek, it will be at the rate of one and one-half hours for each hour worked in excess of 40 hours for all nonexempt employees.

The Mustang Board of Education will comply fully with the Fair Labor Standards Act, its regulations and relevant court decisions. MPS shall inform employees of the Act through proper posting of information as disseminated by the U. S. Department of Labor. The District will cooperate with all state agencies and maintain compliance.

The Superintendent is directed to prepare a regulation supporting this policy and implementing the provisions of the Fair Labor Standards Act subject to approval of this board.

FAIR LABOR STANDARDS ACT
(REGULATION)

In accordance with the policy of the board of education, the following regulation shall insure compliance with the Fair Labor Standards Act within this school district.

1. This district will compensate all nonexempt employees at least the federal minimum wage. Time and a half for all hours worked which exceed 40 hours per week will be compensated with time off. Provided however, that for any overtime hours to be credited for overtime pay such overtime hours must be approved in advance by the superintendent. Failure to get approval for overtime may result in disciplinary action being taken, which may include termination of employment.
2. This district will inform employees of the law by posting information disseminated by the U. S. Department of Labor.
3. This district shall establish, through separate administrative regulations, the process of time keeping and procedurally complying with the Act.

COMPLIANCE PROCEDURES

FAIR LABOR STANDARDS ACT

In accordance with the policy of the board of education, the following procedures shall apply to compliance with the Fair Labor Standards Act within this school district. Should any employee or group of employees have questions concerning the following, additional information will be provided upon request.

Minimum Wage Provisions

Mustang Public Schools meets the minimum wage provisions established by law. All employees are subject to the Fair Labor Standards Act (FLSA) unless exempt by some provision of the act. As outlined under the exemption provisions set forth below, certified educational employees working in certified positions who perform ancillary duties (i.e., bus driver, etc.) will be exempt from the overtime requirements of the FLSA as long as not more than 20% of their time is spent in non-exempt activities

Overtime Provisions

The FLSA requires that an employer must pay all nonexempt employees time and one-half their regular rate for all hours worked in excess of 40 hours in a seven-day workweek. The hours worked will not be averaged over two or more workweeks (i.e., pay period) to determine overtime hours, even though an employee is paid monthly. For example, if a nonexempt employee works 45 hours one week and 35 hours the next week, the employee will be paid one and one-half times the regular rate for five hours of overtime in the first week.

Compensation hours include all the time that an employee is required to be on duty, either at school or at a workplace for the employer, and all times that the employee is permitted to work. This includes time during which an employee is required at school functions, meetings, or training activities. It may also include time spent traveling on work-related business. Also included is time an employee voluntarily works before or after the regular work shift if "suffered or permitted" by the employer. Even work done at home is included if the employer knows or has reason to think work is being done there.

Vacation and sick leave hours are not counted as hours worked even though they are paid hours. Lunch breaks where the employee is completely relieved of his or her duties for at least 30 uninterrupted minutes and breaks of at least 20 uninterrupted minutes also are not counted as hours worked.

Because of the overtime provision, nonexempt employees should not work overtime unless they are specifically authorized to do so by their supervisors.

Lunch breaks must be taken by all nonexempt employees as per the schedule created by the administration.

If the employee eats lunch at his or her desk or work station, the employee must not work. This includes not answering the phone, not writing memos, not assisting others, not reading material that is required by the job, etc. Nonexempt employees will not be allowed to start work before their regularly scheduled time and must stop working at their regularly scheduled stopping time unless permission to work overtime has been obtained from their supervisor(s) as per district policy.

Record Keeping

The Mustang Public School District will keep records for each nonexempt employee which should include the following information:

- The employee's full name
- Social Security Number
- Address, including zip code
- Birth date/age
- Sex
- Occupation
- Time and day of week when employee's workweek begins
- Hours worked each day
- Total hours worked each workweek

- Wage basis (e.g., "\$7.25 per hour," "\$290 per week," "piecework")
- Regular hourly pay rate
- Total daily or weekly straight-time earnings
- Total overtime earnings for the workweek
- Additions to or deductions from wages
- Total wages paid each pay period
- Date of payment and the pay period covered by the payment

Time sheets will be provided to all nonexempt employees and they will be required to complete and sign them on a weekly basis. Exact time of arrival and departure shall be noted on the time sheet. Employees should not arrive at work any earlier than 10 minutes prior to the scheduled work time. The board may determine that a time clock be installed and used by all nonexempt employees as an alternative method of timekeeping.

Exempt Employees

An exemption from both minimum wage and overtime pay requirements is provided in section 12(a)(1) of the FLSA for any employee employed in a bona fide executive, administrative, professional, or outside sales capacity, as these terms are defined and limited in regulations of the Secretary of Labor. An employee will qualify for exemption if he or she meets all of the pertinent tests relating to duties, responsibilities, and salary stipulated in the applicable section of Regulations, 29 CFR, Part 541.

1. Executive:

In order to be exempt as a bona fide executive employee, all of the following must be met:

- A. The employee's primary duty must be management of the enterprise, or of a customarily recognized department or subdivision; and
- B. The employee must customarily and regularly direct the work of at least two or more other employees therein; and
- C. The employee must have the authority to hire or fire, or recommend hiring and firing; or whose recommendations on these and other actions affecting employees is given particular weight; and
- D. The employee must customarily and regularly exercise discretionary powers; and
- E. The employee must devote no more than 20% of his or her hours to activities not directly and closely related to the managerial duties; and
- F. The employee must be paid on a salary basis at a rate of at least \$155 a week exclusive of board, lodging, and or other facilities.
- G. An executive employee paid at least \$250 a week, exclusive of board, lodging, and other facilities, is exempt if the employee regularly directs the work of at least two or more other employees and the employee's primary duty is management of the enterprise, or a recognized department or subdivision thereof.

2. Administrative:

In order to be exempt as a bona fide administrative employee, all of the following must be met:

- A. The employee's primary duty must be either:
 1. Responsible office or non-manual work directly related to the management policies or general business operations of the employer or the employer's customers; or
 2. Responsible work that is directly related to academic instruction or training carried on in the administration of a school system or educational establishment; and
- B. The employee must customarily and regularly exercise discretion and independent judgment, as distinguished from using skills and following procedures and must have the authority to make important decisions; and
- C. The employee must:
 1. Regularly assist a proprietor or bona fide executive or administrative employee; or
 2. Perform work under only general supervision along specialized or technical lines requiring special training, experience, or knowledge; or
 3. Execute under only general supervision special assignments; and

- D. The employee must not spend more than 20% of the time worked in the Workweek on work that is not directly and closely related to the administrative duties discussed above; and
 - E. The employee must be paid on a salary or fee basis at a rate of not less than \$155 a week, exclusive of board, lodging, or other facilities, or in the case of academic administrative personnel in public or private schools, the salary requirement for exemption must be at least \$155 a week or one which is at least equal to the entrance salary for teachers in the employing school system or educational establishment or institution.
 - F. An administrative employee who is paid on a salary or fee basis of at least \$250 a week, exclusive of board, lodging, or other facilities, will be exempt if:
 - 1. The employee's primary duty consists of either:
 - a. Responsible office or non-manual work directly related to the management policies or general business operations of the employer's customers; or
 - b. Responsible work that is directly related to academic instruction or training carried on in the administration of a school system or educational establishment; and
 - 2. Such primary duty includes work requiring the exercise of discretion and independent judgment.
3. Professional:
- In order to be exempt as a bona fide professional employee, all of the following must be met:
- A. The employee's primary duty must be either:
 - 1. Work requiring knowledge of an advanced type in a field of science or learning, customarily obtained by a prolonged course of specialized instruction and study; or
 - 2. Work that is original and creative in character in a recognized field of artistic endeavor, the result of which depends primarily on the employee's invention, imagination, or talent; or
 - 3. Work as a teacher certified or recognized as such in the school system or educational institution by which he or she is employed; and
 - B. The employee must consistently exercise discretion and judgment; and
 - C. The employee must do work that is predominantly intellectual and varied, as distinguished from routine mental, manual, mechanical, or physical duties, and
 - D. The employee must not spend more than 20% of the time worked in the workweek on activities not essentially a part of and necessarily incident to the professional duties; and
 - E. The employee must be paid on a salary or fee basis at a rate of not less than \$170 a week, exclusive of board, lodging, and other facilities.

The salary requirement above does not apply to an employee who is the holder of a valid license or certificate permitting the practice of law or medicine and who is actually engaged in such practice, an employee who is the holder of the requisite academic degree for the general practice of medicine and is engaged in an internship or resident program, or an employee employed and engaged as a teacher in a school or educational institution.

SECTION VII COMPENSATION

A. Payroll

Welcome to Mustang Public Schools Payroll. Every effort is made to ensure accurate paychecks are provided each pay day. We strive to provide education and support related to all things payroll and to deliver superior customer service to you, our employees.

It is the responsibility of the employee to review his/her paycheck for accuracy. This is especially important at the beginning of each school year and at the beginning of each calendar year, as these are the two times when most changes occur. Adjustments will be made as soon as possible if a correction is needed.

If you notice a possible error, contact the Payroll Office immediately at (405) 376-7838.

All payrolls will be dispersed from the Mustang Administration Building through the Administrator/Director/or Designee.

See Payroll Dates in Appendix D or online at mustangps.org

PAY DATES

All dates posted each year are confirmed with the school calendar and legal holidays.

The posted submission deadlines would be ONLY for extra time sheet work (i.e. covering class, bus trips, etc.). Additional pay (time sheets) will be paid by paper check on the stated dates.

Any (pre-approved) overtime would be paid accordingly on the next closest pay date. (example – any overtime up through and including the 15th of the month would be paid on the 30th of the month).

DIRECT DEPOSIT

Mustang Public Schools is 100% direct deposit for all regular pay. DO NOT close your bank account without having a replacement account to present to Payroll.

IDENTIFICATION

All forms, etc. turned in to Payroll for processing MUST have your employee ID number. This will help to lessen errors with similar/same names.

B. Allowable Benefits/Deductions From Salary

- Employees Group Insurance Division (EGID)
- Annuities (must have at least ten (10) participants in each company)
- Salary Protection Plan / Disability insurance
- Pre-paid Legal Services
- District Approved Insurances
- Other District Approved Deductions

Upon authorization from the support employee, arrangements for payroll deductions can be made for the above allowable deductions when proper notification is given.

Support employees wishing to cancel any part of their payroll deduction options may do so by giving notice in writing to Payroll by the deadlines set on the current school year's pay schedule (Appendix D). No changes may be made after May 15, 2015 until the following school year.

For any questions about these programs, please contact Payroll at the Mustang Administration Office at (405) 376-7838.

APPENDIX A

EMPLOYEE WORK CALENDARS

APPENDIX B

APPLICATION FOR ABSENCE WITHOUT PAY

**Application for Absence Without Pay
For Support Employee**

Date _____

Name _____ Dept./Site _____

Position _____

Number of day(s) of absence without pay requested _____

Dates of days for absence without pay _____

Explanation of request or use of Leave Without Pay:

Provision you can make for your job responsibilities in your absence:

I, _____, understand and acknowledge that
\$ _____ will be deducted from my _____ payroll check
for leave without pay.

Signature _____

Date _____

Approved _____ Disapproved _____

Supervisor's Signature _____

Date _____

Administration Office _____

Date _____

APPENDIX C

REQUEST FOR LEAVE

**MUSTANG PUBLIC SCHOOLS
LEAVE REQUEST FORM**

I, _____ am requesting to use

- Sick Day(s)
- Personal Day(s)
- Vacation Day(s)
- Bereavement Day(s)
- Legal Day(s)
- Military Day(s)

For the following dates:

DATE OF ABSENCE	DAY OF THE WEEK	TIME TO BE MISSED

Reason for this request: _____

Employee's Signature: _____
Date

- Approved Disapproved

Supervisor's Signature: _____
Date

APPENDIX D

MUSTANG PUBLIC SCHOOLS PAYROLL DATES

APPENDIX E

WORKERS COMPENSATION FORMS “A” AND “B”

Memo

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Chief Operating Officer
Date: July 6, 2015
Re: FY2015-2016 paper bid

JW
7-6-15

Respectfully request that the board discuss, consider, and /or act upon approval of the paper bid from Sam's club. Bid tabulation sheet is attached.

MUSTANG PUBLIC SCHOOL
 PAPER BID - 7/1/2015

Contractor	UNIT PRICE PER CASE	TOTAL 16800 REAMS	TOTAL 8400 REAMS
SOUTHWEST PAPER	2.451 / ream 24.51 / case	\$41,176.80	\$20,588.40
SUPPLYWORKS/AMSAN	2.65 / ream 26.50 / case	\$44,520.00	\$22,260.00
XPEDX	2.44 / ream 24.40 / case	\$40,992.00	\$20,496.00
CPG-CONTRACT PAPER GRP	2.312 / ream 23.12 / case	\$38,841.60	\$19,420.80
THOMPSONS	NO BID		
SAMS	2.308 / ream 23.08 / case	\$38,744.00	\$19,387.20
OFFICE DEPOT			
STAPLES			
EMPIRE PAPER			
OFFICE MAX			

MEMO

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Director of Bonds/Construction
Date: June 26, 2015
Re: Timberlake Change Order #1

Respectfully request that the Board discuss, consider, and/or act upon approval of the change order from Timberlake Construction for the following on the Mustang Elementary Re-roof:

*This change order will be a deduct to the contract amount for the deletion of new roof insulation and re-using existing roof insulation found to be in good condition.

This will be a total **decrease** to the **CONTRACT** of \$42,044.00



AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Mustang Elementary Re-roof Mustang, Oklahoma	CHANGE ORDER NUMBER: 001 DATE: June 25, 2015	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Standard Roofing Company, Inc. 19 N.W. 16 th Street Oklahoma City, OK 73103	ARCHITECT'S PROJECT NUMBER: 0115E34 CONTRACT DATE: May 21, 2015 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

COR #1: Deduct for deletion of new roof insulation and re-using existing roof insulation found to be in good condition. DEDUCT: \$42,044.00

The original Contract Sum was	\$ 254,731.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 254,731.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 42,044.00
The new Contract Sum including this Change Order will be	\$ 212,687.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2015.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

MA+ Architecture, LLC

Standard Roofing Company, Inc.

Mustang Public Schools Board of Education

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)

4000 N. Classen Blvd.
Suite 100N
Oklahoma City, OK 73118

19 N.W. 16th Street
Oklahoma City, OK 73103

906 S. Heights Drive
Mustang, OK 73064

ADDRESS

ADDRESS

ADDRESS

BY (Signature)

BY (Signature)

BY (Signature)

(Typed name)

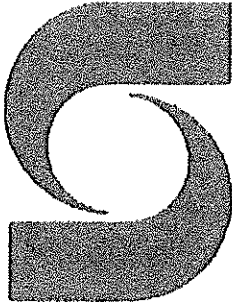
(Typed name)

(Typed name)

DATE

DATE

DATE



STANDARD ROOFING COMPANY, INC.

19 N.W. 16 Oklahoma City, Oklahoma 73103
P.O. Box 80150 Oklahoma City, Oklahoma 73146
Phone: (405) 236-8401
Fax: (405) 236-0020
Email: standardroofing@coxinet.net

June 8, 2015

Attention: MA + Architecture

Josh Pendleton josh@maplusarchitecture.com

Lydia Arguello lydiaa@maplusarchitecture.com

RE: Mustang Elementary Re-Roof: Itemized deduct options:

• Labor: **Deduct** for peeling existing roof to existing coverboard in lieu of removing existing ISO insulation & coverboard. ISO insulation and coverboard to remain in place:

45,700 S.F. @ \$0.17 = \$7,769.00

• Material: **Deduct** for existing ISO insulation to remain in place:

45,700 S.F. @ \$0.62 = **Deduct**: \$28,334.00

• Disposal of Material: **Deduct** for no disposal of existing ISO insulation:

45,700 S.F. @ \$0.13 = **Deduct** \$5,941.00

Total Deduct Options: \$42,044.00

NOTE:

- Any existing coverboard or ISO insulation found wet during roof removal will be replaced to match existing roof insulation thickness.
- The new 1/2" coverboard will be solid mopped to the existing coverboard and the Johns Manville four ply with gravel roof system installed.
- Johns Manville 3" hail warranty and 20 year NDL roof warranty will be provided after roof inspections and manufacture approval.

Thank You,
Jackie Gray

MEMO

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Director of Bonds/Construction
Date: July 1, 2015
Re: Mustang Elementary Gym Change Order #7

JW
7-6-15

Respectfully request that the Board discuss, consider, and/or act upon approval of the following change orders from Timberlake Construction for the Mustang Elementary Gym:

- *Field Report #25 – Gat at portal frames - \$2,608.09
- *Existing duct leak - \$4,758.57
- *Credit for linear diffusers - \$<3,000> CREDIT
- *New drinking fountains - \$3,232.05

This will decrease the contingency by \$7,598.71



AIA Document G701/CMa™ – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):
Mustang Elementary Gym Addition &
Building Renovation
400 S Mustang Rd
Mustang, OK 73064

CHANGE ORDER NUMBER: 007
INITIATION DATE: June 29, 2015

OWNER:
CONSTRUCTION MANAGER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR (Name and address):
Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, OK 73154

PROJECT NUMBERS: / 1413
CONTRACT DATE: April 26, 2012
CONTRACT FOR: General
Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

Field Report #25 - Gap at portal frames	\$ 2,608.09
Existing duct leak	\$ 4,758.57
Credit for linear diffusers	\$ (3,000.00)
New drinking fountains	\$ 3,232.05
Total to be deducted from contingency	\$ 7,598.71
 Balance remaining in contingency	 \$ 3,936.39

The original Guaranteed Maximum Price was	\$ 2,936,624.76
Net change by previously authorized Change Orders	\$ -62,885.00
The Guaranteed Maximum Price prior to this Change Order was	\$ 2,873,739.76
The Guaranteed Maximum Price will be unchanged by this Change Order in the amount of	\$ 0.00
The new Guaranteed Maximum Price including this Change Order will be	\$ 2,873,739.76

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2015.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Timberlake Construction Co., Inc.
CONSTRUCTION MANAGER (Firm name)
PO Box 18297, Oklahoma City, OK 73154
ADDRESS

MA+ Architecture
ARCHITECT (Firm name)
4000 North Class, Suite 100N, Oklahoma City, OK 73118
ADDRESS

BY (Signature)
Robert Renshaw Jr.
(Typed name) DATE: 6/29/15

BY (Signature)
Heath Tate
(Typed name) DATE: 7/1/15

Timberlake Construction Co., Inc.
CONTRACTOR (Firm name)
PO Box 18297, Oklahoma City, OK 73154
ADDRESS

Mustang Public Schools
OWNER (Firm name)
906 S Heights Drive, Mustang, OK 73064
ADDRESS

BY (Signature)
(Typed name) DATE: 6/29/15

BY (Signature)
Sean McDaniel
(Typed name) DATE:



PCCO #007

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1413 - Mustang Elementary Gym Addition & Building Renovation
 400 S Mustang Road
 Mustang, Oklahoma 73064

DRAFT

Prime Contract Change Order #007: PCCO 007 - July 2015

TO:	Mustang Public Schools 906 S Heights Drive Mustang, Oklahoma 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma 73154
DATE CREATED:	6/11/2015	CREATED BY:	Robert Johnson (Timberlake Construction Co., Inc.)
CONTRACT STATUS:	Draft	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
CONTRACT FOR:	1:Mustang Elementary Gym Addition & Building Renovation Prime Contract	TOTAL AMOUNT:	\$7,598.71
DESCRIPTION:			
ATTACHMENTS:			

CHANGE ORDER REQUESTS IN THIS CHANGE ORDER:

COR #	Title	Schedule Impact	Amount
027	Field Report #25 - Gap at Portal Frames		\$2,608.09
031	Existing Duct Leak		\$4,758.57
035	Credit for Linear Diffusers		(\$3,000.00)
036	New Drinking Fountains		\$3,232.05
TOTAL:			\$7,598.71

CHANGE ORDER LINE ITEMS:

PCO #031:Existing Duct Leak

#	Cost Code	Description	Type	Amount
1		Marshall Environmental - Pricing includes testing for mold at both exterior / existing air units.	Other	\$492.00
2		Allstate Shee Metal - Pricing includes demo and replace both supply and return ducts to both exterior air units supplying the New Music Room	Commitment	\$4,000.00
Subtotal:				\$4,492.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				10.78
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				37.28
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				14.37
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				9.88
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				11.23
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				183.03
Grand Total:				\$4,758.57

PCO #036: New Drinking Fountains at New Music Room

#	Cost Code	Description	Type	Amount
1	15-410 - Plumbing Fixtures	Lieber Mechanical - Pricing includes installation of new water fountains and relocating supply and/ or drain pipes as needed for connection to new fountains.	Other	\$3,051.00
Subtotal:				\$3,051.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				7.32
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				25.32
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				9.76
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				6.71
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				7.63
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				124.31
Grand Total:				\$3,232.05

PCO #027: Field Report #25 - Gap at Portal Frames

#	Cost Code	Description	Type	Amount
1	07-600 - Flashing and Sheet Metal	Mid-American Roofing - Pricing includes fabrication and install of "Z-shaped" trim at 6 column locations to cover gaps between portal frames as described in Field Report #25 from MA+ Architects on 4/8/2015.	Commitment	\$1,117.00
2	09-900 - Paints and Coatings	Wijjo Interiors - Pricing includes painting the break metal (provided by others) covering the gaps at the portal frames.	Other	\$1,345.00
Subtotal:				\$2,462.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				5.91
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				20.43
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				7.87
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				5.42
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				6.15
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				100.31
Grand Total:				\$2,608.09

PCO #035: Credit for Linear Diffusers

#	Cost Code	Description	Type	Amount
1	15-810 - Ducts and Diffusers	Allstate Sheetmetal - Pricing includes changing the 72" linear diffusers, in corridor 113 to 24"x24"	Commitment	(\$3,000.00)
Subtotal:				(\$3,000.00)
Grand Total:				(\$3,000.00)

The original (Contract Sum)	\$2,936,624.76
Net change by previously authorized Change Orders	\$579.91
The contract sum prior to this Change Order was	\$2,937,204.67
The contract sum will be increased by this Change Order in the amount of	\$7,598.71
The new contract sum including this Change Order will be	\$2,944,803.38
The contract time will by this Change Order by	

Heath Tate (MA+Architecture)
4000 Classen Center, Suite 100N
Oklahoma City Oklahoma 73118

Mustang Public Schools
906 S Heights Drive
Mustang Oklahoma 73064

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City Oklahoma 73154

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE 237

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1413 - Mustang Elementary Gym Addition & Building Renovation
400 S Mustang Road
Mustang, Oklahoma 73064

DRAFT

Prime Contract Potential Change Order #027: Field Report #25 - Gap at Portal Frames

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	027 / 0	CONTRACT:	1 - Mustang Elementary Gym Addition & Building Renovation Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Robert Johnson (Timberlake Construction Co., Inc.)
STATUS:	Draft	CREATED DATE:	4/28 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#007 - PCCO 007 - July 2015
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#027 - Field Report #25 - Gap at Portal Frames
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$2,608.09

POTENTIAL CHANGE ORDER TITLE: Field Report #25 - Gap at Portal Frames

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

In Field Report #25, Item #3 issued by MA+ Architecture gaps between the main frame and portal frames of the pre-engineered metal building (PEMB) were called out. Currently there is not a detail showing how to fill in these gaps.

ATTACHMENTS:

[E66-Field Report 025.pdf](#) [COR 027_Mid-Am Roofing Pricing.pdf](#) [COR 027_Wiljo Pricing.pdf](#)

#	Cost Code	Description	Type	Amount
1	07-600 - Flashing and Sheet Metal	Mid-American Roofing - Pricing includes fabrication and install of "Z-shaped" trim at 6 column locations to cover gaps between portal frames as described in Field Report #25 from MA+ Architects on 4/8/2015.	Commitment	\$1,117.00
2	09-900 - Paints and Coatings	Wiljo Interiors - Pricing includes painting the break metal (provided by others) covering the gaps at the portal frames.	Other	\$1,345.00
Subtotal:				\$2,462.00
Bidders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$5.91
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$20.43
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$7.87
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$5.42
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$6.15
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$103.80

	Grand Total: \$2,608.09
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PO Box 20243
Oklahoma City, OK 73156
Phone: (405) 232-0361
Fax: (405) 235-5677

REVISED PROPOSAL

DATE: 6/24/2015

EMAIL: robertj@timberlakeconstruction.com

TO: Robert Johnson
Timberlake Construction

FROM: Michael Reida

RE: Mustang Elementary Gym

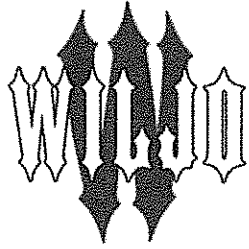
SCOPE: Fabricate and install Z-shaped trim at six (6) columns in gym.

COST: \$1,117.00

EXCLUSIONS: 1. Insulation
2. Lift.

NOTE: Timberlake Construction is to provide lift.

Note:
In Storage Room 110 & Riser
Room 112 these will only be
10 feet tall.



WilJo Interiors, Inc.
 109 NE 38th St. Oklahoma City, Ok 73105
 Phone: (405) 792-7979
 Fax: (405) 792-7980
 www.wiljointeriors.com

To:	Robert Johnson Timberlake Construction
Job:	Mustang Elementary Gym
Date:	6/19/2015
RE:	Paint on Break Metal

SCOPE:	AMOUNT
Includes; Labor and materials to paint break metal going in the gym, 14 PCS total. Materials; \$575 Labor; \$675 O/H @10%; \$125 Profit @ 5%; \$70 Total; \$1445	\$1,445
Exclusions; Overtime; Nightwork; Metal Panels; Install of metal panels; Flooring; Millwork; Cove base; Trim; Tape/ Bed; Paint other than mentioned above; Anything other than the scope mentioned above;	
	\$1,445

Respectfully Submitted,

Mark Eisenhour
 Wiljo Interiors, Inc.

241

Robert Johnson

From: Mark Eisenhour <MEisenhour@wiljointeriors.com>
Sent: Wednesday, June 24, 2015 5:05 PM
To: Robert Johnson
Subject: RE: Mustang Gym

It will be around \$100 less.

From: Robert Johnson [mailto:Robertj@timberlakeconstruction.com]
Sent: Wednesday, June 24, 2015 2:12 PM
To: Mark Eisenhour
Subject: Mustang Gym

Mark,

Need to revise pricing on painting the break metal filling the gaps.

In office / storage rooms 112 & 110. Instead of 20' in each, only need to do 10' in each. Let just email me how much of a deduct that will be.

Sincerely,

Robert Johnson

Assistant Project Manager
Timberlake Construction Co., Inc.
P.O. Box 18297
Oklahoma City, OK 73154
405-840-2521 office
405-365-6445 Cell
robertj@timberlakeconstruction.com
www.timberlakeconstruction.com



Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1413 - Mustang Elementary Gym Addition & Building Renovation
400 S Mustang Road
Mustang, Oklahoma 73064

DRAFT

Prime Contract Potential Change Order #031: Existing Duct Leak

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	031 / 0	CONTRACT:	1 - Mustang Elementary Gym Addition & Building Renovation Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Robert Johnson (Timberlake Construction Co., Inc.)
STATUS:	Draft	CREATED DATE:	6/2 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#007 - PCCO 007 - July 2015
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#031 - Existing Duct Leak
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$4,758.57

POTENTIAL CHANGE ORDER TITLE: Existing Duct Leak

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

The existing ducts at the New Music Room were not sealed properly at the exterior / penetration. Pricing from Allstate Sheet Metal to either seal or replace.

ATTACHMENTS:

[COR 031 - Allstate Pricing.pdf](#)

#	Cost Code	Description	Type	Amount
1		Marshall Environmental - Pricing includes testing for mold at both exterior / existing air units.	Other	\$492.00
2		Allstate Shee Metal - Pricing includes demo and replace both supply and return ducts to both exterior air units supplying the New Music Room	Commitment	\$4,000.00
Subtotal:				\$4,492.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$10.78
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$37.28
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$14.37
Shop Dry: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$9.88
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$11.23
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$183.03
Grand Total:				\$4,758.57

MARSHALL ENVIRONMENTAL MANAGEMENT, INC.

1601 SW 89TH STREET, SUITE A-100
 OKLAHOMA CITY, OK 73159
 OFFICE: 405.616.0401 FAX: 405.681.6753
 marshenv@swbell.net

**PROPOSAL FOR
 PROFESSIONAL
 SERVICES**

INVOICE TO	PROJECT LOCATION	PROJECT DETAILS:
Timberlake Construction	Mustang Elementary 400 S Mustang Rd. Mustang, OK 73064	Sample Collection, Laboratory Analyses & Interpretation of Analytical Data Fungal Sampling inside Gym HVAC supply air ducts

TERMS	DATE OF PROPOSAL
Net 30	6/17/2015

SERVICE	DESCRIPTION	UNIT	RATE	TOTAL
Labor IH Associate -hourly	Industrial Hygiene Associate Services (hourly rate discounted 40%)	4.00	75.00	300.00
Lab Fungi SW NC (MEM ND)	Parameter: Total-Surface Fungi Identification & Enumeration (NEXT DAY TURN-AROUND-TIME)	2.00	96.00	192.00

THANK YOU FOR ALLOWING MARSHALL ENVIRONMENTAL MANAGEMENT TO BE OF SERVICE.	TOTAL \$492.00
--	-----------------------

Robert Johnson

From: Steve Herring <stevewithallstate@yahoo.com>
Sent: Friday, May 29, 2015 4:31 PM
To: Gary Laird
Cc: Herbert Roy; Robert Johnson; Steve Herring
Subject: Re: Existing duct work

Follow Up Flag: Follow up
Flag Status: Flagged

Gary,

To seal existing duct only - \$750.00
To demo & replace return duct and seal supply duct - \$2,000.00
To demo & replace return and supply ducts - 4,000.00

Thanks,
Steve

If you have any questions or if I can be of further assistance feel free to contact me.

In all I do, I honor You

Steve Herring
Allstate Sheet Metal
8605 Gateway Terr
Okla City, OK 73149
Ph: (405) 636-1914
Cell: (405) 370-1247

From: Gary Laird <garyl@timberlakeconstruction.com>
To: Herbert Roy <herbertr@timberlakeconstruction.com>
Cc: Robert Johnson <Robertj@timberlakeconstruction.com>; Steve Herring <stevewithallstate@yahoo.com>
Sent: Thursday, May 28, 2015 1:29 PM
Subject: RE: Existing duct work

Can we get a cost to repair the existing to stop the leak and also a replacement so Jeff can pick?

Gary Laird, CPC, LEED AP
Project Director
Timberlake Construction Co., Inc.
P.O. Box 18297
Oklahoma City, OK 73154
405.840.2521 Phone
405.312.6243 Cell
405.840.5469 Fax

garyl@timberlakeconstruction.com
www.TimberlakeConstruction.com



From: Herbert Roy
Sent: Thursday, May 28, 2015 7:16 AM
To: Gary Laird
Cc: Robert Johnson; Herbert Roy; Steve Herring
Subject: Existing duct work

We discussed the existing duct work in the old gym. I talked to the field supt. with Allstate. He stated in the long run it would probably be better and cheaper to replace the duct. One of the main reasons is the unit is on the outside of the building with exposed duct. The duct is actually leaking when it rains. He stated the insulation on the bottom of the unit was wet and some appeared to be hard from being wet and drying out. I didn't know if we want to pursue this with the owner or not. They are to the point of installing the new return air duct. Please advise.

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1413 - Mustang Elementary Gym Addition & Building Renovation
400 S Mustang Road
Mustang, Oklahoma 73064

DRAFT

Prime Contract Potential Change Order #035: Credit for Linear Diffusers

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	035 / 0	CONTRACT:	1 - Mustang Elementary Gym Addition & Building Renovation Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Robert Johnson (Timberlake Construction Co., Inc.)
STATUS:	Draft	CREATED DATE:	6/16 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#007 - PCCO 007 - July 2015
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#035 - Credit for Linear Diffusers
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	(\$3,000.00)

POTENTIAL CHANGE ORDER TITLE: Credit for Linear Diffusers

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

In corridor 113 the linear diffusers were replaced with standard 24"x24" lay-in diffusers to better work with the ceiling grid.

ATTACHMENTS:

[Allstate Sheetmetal Email.pdf](#) [Allstate Sheetmetal Email 2.pdf](#)

#	Cost Code	Description	Type	Amount
1	15-810 - Ducts and Diffusers	Allstate Sheetmetal - Pricing includes changing the 72" linear diffusers, in corridor 113 to 24"x24"	Commitment	(\$3,000.00)
			Subtotal:	(\$3,000.00)
			Grand Total:	(\$3,000.00)

Robert Johnson

From: Steve Herring <stevewithallstate@yahoo.com>
Sent: Monday, June 15, 2015 4:09 PM
To: Robert Johnson
Subject: Re: Mustang Gym

Robert,

Yes this is correct. That is what I got as a credit from our supplier. The rest will pretty much even out.

Thanks,
Steve

In all I do, I honor You

Steve Herring
Allstate Sheet Metal
8605 Gateway Terr
Okla City, OK 73149
Ph: (405) 636-1914
Cell: (405) 370-1247

From: Robert Johnson <Robertj@timberlakeconstruction.com>
To: Steve Herring <stevewithallstate@yahoo.com>
Sent: Monday, June 15, 2015 3:49 PM
Subject: Mustang Gym

Steve,

The architect has been asking me about a credit for changing out the linear diffusers to standard 2x2 in the corridor. Further I have that deduct amount being \$3,000...? Do you still believe this to be correct? Let me know if you have any questions.

Sincerely,

Robert Johnson
Assistant Project Manager
Timberlake Construction Co., Inc.
P.O. Box 18297
Oklahoma City, OK 73154
405-840-2521 office
405-365-6445 Cell
robertj@timberlakeconstruction.com
www.timberlakeconstruction.com



TIMBERLAKE
Construction

Robert Johnson

From: Cale Lopp <clopp@timberlakeconstruction.com>
Sent: Sunday, March 15, 2015 4:40 PM
To: Josh Pendleton
Cc: Brent Dunning; Herbert Roy
Subject: FW: Mustang Gym - Linear Diffusers

Josh,

See below in regards to the diffusers we discussed last week during the meeting. Now that cost savings of \$3000.00 may not be completely accurate, I've got to review that and confirm what we are looking at there.

Per my notes I believe you were working on an ASI or Revising the earlier ASI dealing with all the HVAC item. Let me know if I need to write this up as an RFI or not.

Thanks!

From: Steve Herring [mailto:stevewithallstate@yahoo.com]
Sent: Tuesday, March 10, 2015 11:45 AM
To: Cale Lopp
Subject: Mustang Gym - Linear Diffusers

Cale,

On SHT M3.0 there are 12) 72" long linear diffusers shown in Corridor 113. It's my understanding the main tees will run north and south in the corridor. To use 72" linears the mains would have to be cut, possibly affecting the integrity of the ceiling. Do we need to change these to a different size linear diffuser?

Another option would be to change to a 24 x 24 lay-in now that the clouds are removed. With this option there would be a savings of \$3,000.

Thanks,
Steve

In all I do, I honor You

Steve Herring
Allstate Sheet Metal
8605 Gateway Terr
Okla City, OK 73149
Ph: (405) 636-1914
Cell: (405) 370-1247

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1413 - Mustang Elementary Gym Addition & Building Renovation
400 S Mustang Road
Mustang, Oklahoma 73064

DRAFT

Prime Contract Change Order Request #036: New Drinking Fountains

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
CHANGE ORDER REQUEST NUMBER / REVISION:	036 / 0	PRIME CONTRACT CHANGE ORDER:	#007 - PCCO 007 - July 2015
STATUS:	Draft	CREATED BY:	Robert Johnson (Timberlake Construction Co., Inc.)
SCHEDULE IMPACT:		DATE CREATED:	6/19/2015
		TOTAL AMOUNT:	\$3,232.05

CHANGE ORDER REQUEST TITLE: New Drinking Fountains

CHANGE ORDER REQUEST DESCRIPTION:

Per the request of the owner new drinking fountains were requested to replace the existing in the New Music Room. Plans originally called for the existing fountains to be reused.

ATTACHMENTS:

[COR 036 - Lieber Mech. Pricing.pdf](#)

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER REQUEST:

PCO #	Contract Company	Title	Schedule Impact	Amount
036	Mustang Public Schools	New Drinking Fountains at New Music Room		\$3,232.05
Total:				\$3,232.05

CHANGE ORDER REQUEST LINE ITEMS:

PCO: 036

#	Cost Code	Description	Type	Amount
1	15-410 - Plumbing Fixtures	Lieber Mechanical - Pricing includes installation of new water fountains and relocating supply and/ or drain pipes as needed for connection to new fountains.	Other	\$3,051.00
Subtotal:				\$3,051.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$7.32
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$25.32
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$9.76
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$6.71
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$7.63
Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$124.31
Grand Total:				\$3,232.05

Heath Tate (MA+Architecture)
4000 Classen Center, Suite 100N
Oklahoma City Oklahoma 73118

Mustang Public Schools
906 S Heights Drive
Mustang Oklahoma 73064

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City Oklahoma 73154

SIGNATURE DATE
Timberlake Construction Co., Inc.

SIGNATURE DATE
page 2 of 2

SIGNATURE DATE
Printed On: 6/19/2015 12:48 PM

Lieber Mechanical LLC

1105 First Place Blvd.

Yukon, OK 73099

TRANSMITTAL

No. 064

Phone: (405) 265-4695

Fax: (405) 265-4697

PROJECT: Mustang Elementary Gym Addn/Bld Ren

DATE: 06/11/2015

TO: Timberlake Construction Co., Inc.
P.O. Box 18297
7613 N. Classen Blvd
Oklahoma City, OK 73154

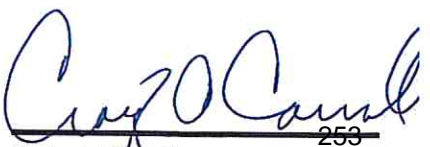
REF: PCO LM-05 Install new EWCs

ATTN: Robert Johnson

WE ARE SENDING:	SUBMITTED FOR:	ACTION TAKEN:
<input type="checkbox"/> Shop Drawings	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Approved as Submitted
<input type="checkbox"/> Letter	<input type="checkbox"/> Your Use	<input type="checkbox"/> Approved as Noted
<input type="checkbox"/> Prints	<input checked="" type="checkbox"/> As Requested	<input type="checkbox"/> Returned After Loan
<input type="checkbox"/> Change Order	<input type="checkbox"/> Review and Comment	<input type="checkbox"/> Resubmit
<input type="checkbox"/> Plans		<input checked="" type="checkbox"/> Submit
<input type="checkbox"/> Samples	SENT VIA:	<input type="checkbox"/> Returned
<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Returned for Corrections
<input checked="" type="checkbox"/> Other: PROPOSED CHANGE ORDER	<input checked="" type="checkbox"/> Separate Cover Via: EMAIL	<input type="checkbox"/> Due Date:

ITEM NO.	COPIES	DATE	ITEM	NUMBER	REV. NO.	DESCRIPTION	STATUS
1	1	06/11/2015				Proposed Change Order #LM-05 for new EWCs in existing gym.	NEW

CC:

Signed: 
Craig A. Carroll 253

Lieber Mechanical LLC

PROPOSED CHANGE ORDER

1105 First Place Blvd.

No. LM-05

Yukon, OK 73099

Phone: (405) 265-4695

Fax: (405) 265-4697

TITLE: Replace Existing EWCs in Old Gym

DATE: 06/11/2015

PROJECT: Mustang Elementary Gym Addn/Bld Ren

JOB: 14-064

TO: Attn: Robert Johnson
Timberlake Construction Co., Inc.
P.O. Box 18297
7613 N. Classen Blvd
Oklahoma City, OK 73154
Phone: (405) 840-2521 Fax: (405) 840-5469

CONTRACT NO: SC-1413-033

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

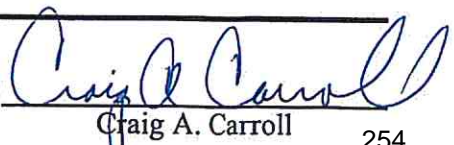
Revise Rough-in and Replace existing EWCs in the old gym with new Water Cooler P-8 & P-8A as provided in new addition.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
01	Labor, Average Crew Cost		8.000	MH	\$62.65	0.00%	\$0.00	\$501.20
02	Project Manager		1.000	MH	\$80.97	0.00%	\$0.00	\$80.97
03	Warehouse & Delivery		2.000	MH	\$38.38	0.00%	\$0.00	\$76.76
04	Rough-in Material		1.000	LS	\$80.00	0.00%	\$0.00	\$80.00
05	P-8 & P-8A		2.000	ea	\$1,006.25	0.00%	\$0.00	\$2,012.50
06	Truck & Fuel		40.000	Miles	\$0.56	0.00%	\$0.00	\$22.40
07	10% Overhead & Profit		1.000	LS	\$277.17	0.00%	\$0.00	\$277.17

Unit Cost: \$3,051.00
Unit Tax: \$0.00
Unit Total: \$3,051.00

APPROVAL:

By: _____
Robert Johnson

By: 
Craig A. Carroll 254

Date: _____

Date: 06/11/2015

MEMO

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Director of Bonds/Construction
Date: June 26, 2015
Re: Event Center Change Order #8

Respectfully request that the Board discuss, consider, and/or act upon approval of the following change order from Timberlake Construction for the HS Event Center:

- *PCO 28 – RFI070 – Walls up in IT room 126 - \$2,329
 - *PCO30 – ASI029 – Remove front dormer – CREDIT \$<8,023.00>
 - *PCO47 – Submittal review comments for Elevator Equipment Room Door re-work - \$77.65
 - *PCO59 – ASI035 – Filter concerns for RTU's by Owner - \$5,695.69
 - *PCO62 – ASI040 – Add'l electrical outlets requested by Owner - \$529.26
- Total to be deducted from Contingency - \$608.60



AIA Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i> Mustang High School Event Center 921 S. Snyder Drive Mustang, Oklahoma 73064	CHANGE ORDER NUMBER: 008 DATE: June 25, 2015	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City, OK 73154	ARCHITECT'S PROJECT NUMBER: TCI - 1411 CONTRACT DATE: 4-26-12 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

PCO 28 - RFI 070 - Walls up in IT Room 126	\$ 2,329.00
PCO 30 - ASI 029 - Remove front Dormer	\$(8,023.00)
PCO 47 - Submittal review comments for Elevator Equipment Room Door re-work	\$ 77.65
PCO 59 - ASI 035 - Filter Concerns for RTU's by Owner	\$ 5,695.69
PCO 62 - ASI 040 - Add'l electrical outlets requested by Owner	\$ 529.26
Total to be deducted from Contingency	\$ 608.60

Remaining balance in contingency after this change order \$ 116,397.41

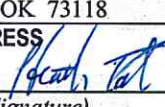
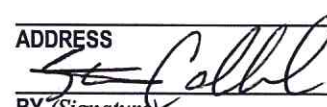
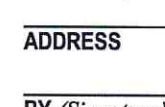
The original Guaranteed Maximum Price was	\$ 11,229,395.58
The net change by previously authorized Change Orders	\$ 42,733.23
The Guaranteed Maximum Price prior to this Change Order was	\$ 11,272,128.81
The Guaranteed Maximum Price will be unchanged by this Change Order in the amount of	\$ 0.00
The new Guaranteed Maximum Price including this Change Order will be	\$ 11,272,128.81

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>MA+ Architecture</u> ARCHITECT <i>(Firm name)</i>	<u>Timberlake Construction Co., Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>Mustang Public Schools</u> OWNER <i>(Firm name)</i>
<u>4000 North Classe, Suite 100N, Oklahoma City, OK 73118</u> ADDRESS	<u>PO Box 18297, Oklahoma City, OK 73154</u> ADDRESS	<u>906 S Heights Drive, Mustang, OK 73064</u> ADDRESS
<u></u> BY <i>(Signature)</i>	<u></u> BY <i>(Signature)</i>	<u></u> BY <i>(Signature)</i>
<u>Heath Tate</u> <i>(Typed name)</i>	<u>Sean McDaniel</u> <i>(Typed name)</i>	<u>Sean McDaniel</u> <i>(Typed name)</i>
<u>6/26/15</u> DATE	<u>6/25/15</u> DATE	<u> </u> DATE



PCCO #008

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Change Order #008: Approved CO-008 for Mustang Event Center

TO:	Mustang Public Schools 906 S Heights Drive Mustang, Oklahoma 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma 73154
DATE CREATED:	6/25/2015	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:	06/26/2015	REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
CONTRACT FOR:	1:Mustang High School Event Center Prime Contract	TOTAL AMOUNT:	\$608.60

DESCRIPTION:
 CO-008 for Mustang Event Center

ATTACHMENTS:

CHANGE ORDER REQUESTS IN THIS CHANGE ORDER:

COR #	Title	Schedule Impact	Amount
011	CO for approved PCO's 28, 30, 47, 59, 62		\$608.60
TOTAL:			\$608.60

CHANGE ORDER LINE ITEMS:

PCO #PCO-1411-062:ASI-040 - Additional Electrical Outlets requested by owner

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Tri-State Industrial Group Cost for Moving and Installing Additional Outlets	Commitment	\$470.00	\$0.00	\$470.00
Subtotal:				\$470.00	\$0.00	\$470.00
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.13
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$3.90
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$19.00
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.50
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.03
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.18
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$27.38
Subcontractor Bonds: 0.88% on Commitment						\$4.14
Grand Total:						\$529.26

PCO #PCO-1411-059:ASI-035 - Filter Concerns for RTU's by owner

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Harrison-Orr Pricing for ASI-035	Commitment	\$5,058.00	\$0.00	\$5,058.00
Subtotal:				\$5,058.00	\$0.00	\$5,058.00
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$12.14
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$41.98
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$204.48
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$16.19
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$11.13
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$12.65
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$294.61
Subcontractor Bonds: 0.88% on Commitment						\$44.51
Grand Total:						\$5,695.69

PCO #PCO-1411-047:Submittal Review Comments for Elevator Equipment Room Door re-work

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		CBS doors adjustments to Door Frame per elevator equipment room requirements	Commitment	\$68.95	\$0.00	\$68.95
Subtotal:				\$68.95	\$0.00	\$68.95
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.17
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.57
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.79
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.22
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.15
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.17
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$4.02
Subcontractor Bonds: 0.88% on Commitment						\$0.61
Grand Total:						\$77.65

PCO #PCO-1411-030:ASI 029 - Remove front Dormer

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Green Country Interiors Pricing for removing the front dormer from thier scope	Commitment	(\$1,223.00)		\$0.00 (\$1,223.00)
2		Louwer credit for front dormer	Commitment	(\$5,200.00)		\$0.00 (\$5,200.00)
3		Roofing credit for dormer removal	Commitment	(\$1,600.00)		\$0.00 (\$1,600.00)
				Subtotal:	(\$8,023.00)	\$0.00 (\$8,023.00)
Builder's Risk: This markup does not apply to any line item types						\$0.00
Bonds: This markup does not apply to any line item types						\$0.00
Fee: This markup does not apply to any line item types						\$0.00
Safety: This markup does not apply to any line item types						\$0.00
Shop Dray: This markup does not apply to any line item types						\$0.00
Cleanup: This markup does not apply to any line item types						\$0.00
General Conditions: This markup does not apply to any line item types						\$0.00
Subcontractor Bonds: This markup does not apply to any line item types						\$0.00
Grand Total:						(\$8,023.00)

PCO #PCO-1411-028:RFI 070 - Walls up in IT room 126

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Sales Tax (8.375% on Equipment and Materials)	Subcontractor Bonds (0.88% on Commitment)	Subtotal
1		Green Country Interiors	Commitment	\$2,180.00	\$0.00	\$0.00	\$19.18	\$2,199.18
				Subtotal:	\$2,180.00	\$0.00	\$19.18	\$2,199.18
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$5.28
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$18.25
Overhead and Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$88.91
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$7.04
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$4.84
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$5.50
Grand Total:								\$2,329.00

The original (Contract Sum)	\$11,229,395.58
Net change by previously authorized Change Orders	(\$60,729.00)
The contract sum prior to this Change Order was	\$11,168,666.58
The contract sum will be increased by this Change Order in the amount of	\$608.60
The new contract sum including this Change Order will be	\$11,169,275.18
The contract time will by this Change Order by	

Mustang Public Schools
906 S Heights Drive
Mustang Oklahoma 73064

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City Oklahoma 73154

SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____



PCO #PCO-1411-028

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Potential Change Order #PCO-1411-028: RFI 070 - Walls up in IT room 126

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	PCO-1411-028 / 0	CONTRACT:	1 - Mustang High School Event Center Prime Contract
REQUEST RECEIVED FROM:	Justin Mitchell (MA+Architecture)	CREATED BY:	Steven Wild (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/13 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#011 - CO for approved PCO's 30, 47, 59, 62
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
		TOTAL AMOUNT:	\$2,329.00

POTENTIAL CHANGE ORDER TITLE: RFI 070 - Walls up in IT room 126

CHANGE REASON:

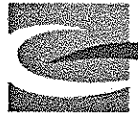
POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
 Amount was taken from VE PCO-024

ATTACHMENTS:

[1411-Green Country Interiors-RFI-070 Pricing.pdf](#)

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Sales Tax (8.375% on Equipment and Materials)	Subcontractor Bonds (0.88% on Commitment)	Subtotal
1		Green Country Interiors	Commitment	\$2,180.00	\$0.00	\$0.00	\$19.18	\$2,199.18
Subtotal:				\$2,180.00	\$0.00	\$0.00	\$19.18	\$2,199.18
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$5.28
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$18.25
Overhead and Profit: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$88.91
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$7.04
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$4.84
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other								\$5.50
Grand Total:								\$2,329.00

Tulsa Office
 9727 East 54th Street
 Tulsa, OK 74146
 918-663-5713 Fax: 918-663-9528



GREEN COUNTRY
 INTERIORS

Oklahoma City Office
 13500 Railway Drive
 Oklahoma City, OK 73114
 405-286-9092 Fax: 405-607-8293

CHANGE ORDER BREAKDOWN

Mustang High School Event Center
GCI Job #: 14-14040

Change Order Title: PCO #006 Frame & Top Out Room 126
Date: 2/13/2015

Material:

Framing (3 5/8" Studs)	238	x	\$ 0.52 /LF	\$ 124
Framing (3 5/8" Track)	35	x	\$ 0.49 /LF	\$ 17
Framing (3 5/8" DL Track)	35	x	\$ 1.86 /LF	\$ 65
Sheetrock	540	x	\$ 0.38 /SF	\$ 205
Insulation	0	x	\$ 0.25 /LF	\$ -
Fire Caulking	0	x	\$ 125.00 /EA	\$ -
Attachments	1	x	\$ 25.00 /EA	\$ 25
Sales Tax @ 8.375%				\$ 37
Consumables/Waste: 10% of Material				\$ 47
Material Sub Total:				\$ 520

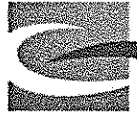
Labor:

Carpenter	20	MH @	\$ 35.00 /MH	\$ 700
Finisher	0	MH @	\$ 35.00 /MH	\$ -
Laborer	0	MH @	\$ 30.00 /MH	\$ -
Plasterer	0	MH @	\$ 35.00 /MH	\$ -
Supervision	2	MH @	\$ 42.00 /MH	\$ 84
Burden (Labor, Insurance, Taxes, Etc)			42.00%	\$ 329
Per Diem: 0% of Labor				\$ -
Labor Sub-Total:				\$ 1,113

Equipment:

Scissor Lift	2	DAYS @	\$ 100.00 /DAY	\$ 200
Lull	0	DAYS @	\$ 200.00 /DAY	\$ -
Trash	0	HRS @	\$ 300.00 /HOUR	\$ -
Hoisting	0	HRS @	\$ 400.00 /HOUR	\$ -
Scaffolding	0	WKS @	\$ 500.00 /WEEK	\$ -
Deliveries	0	EA @	\$ 600.00 /EACH	\$ -
Equipment Sub-Total:				\$ 200.00
Sales Tax on Rentals @ 8.375%				\$ 16.75

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CHANGE ORDER SUB-TOTAL COSTS		\$	1,850.05
Overhead:	10%	\$	185.00
Profit:	5%	\$	101.75
TOTAL:		\$	2,136.80
Special Insurance:		\$	-
Bond Premium:	2%	\$	42.74

TOTAL PRICE OF CHANGE: \$ 2,180

OVERTIME COST (IF DESIRED)

Carpenter	_____	MH @	\$	45.00	/MH	\$	-
Finisher	_____	MH @	\$	45.00	/MH	\$	-
Laborer	_____	MH @	\$	45.00	/MH	\$	-
Plasterer	_____	MH @	\$	45.00	/MH	\$	-
Supervision	_____	MH @	\$	55.00	/MH	\$	-

NARRATIVE:

Respectfully Submitted,

Dave Kronholm
 Project Manager - OKC Division



PCO #PCO-1411-030

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Potential Change Order #PCO-1411-030: ASI 029 - Remove front Dormer

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	PCO-1411-030 / 0	CONTRACT:	1 - Mustang High School Event Center Prime Contract
REQUEST RECEIVED FROM:	David Kronholm (Green Country Interiors, Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	4/24 /2015
REFERENCE:	ASI 029	PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#011 - CO for approved PCO's 30, 47, 59, 62
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	(\$8,023.00)

POTENTIAL CHANGE ORDER TITLE: ASI 029 - Remove front Dormer

CHANGE REASON: reduction in scope

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
 Removal of front dormer on building.

ATTACHMENTS:

[1411-Green Country-14-14040 PCO #012.pdf](#) [1411-Easter Corp-Cost Breakdown Document.pdf](#) [1411-TCI-Louver Costs.pdf](#)

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Green Country Interiors Pricing for removing the front dormer from thier scope	Commitment	(\$1,223.00)	\$0.00	(\$1,223.00)
2		Louver credit for front dormer	Commitment	(\$5,200.00)	\$0.00	(\$5,200.00)
3		Roofing credit for dormer removal	Commitment	(\$1,600.00)	\$0.00	(\$1,600.00)
Subtotal:				(\$8,023.00)	\$0.00	(\$-8,023.00)
Bullder's Risk: This markup does not apply to any line item types						\$0.00
Bonds: This markup does not apply to any line item types						\$0.00
Fee: This markup does not apply to any line item types						\$0.00
Safety: This markup does not apply to any line item types						\$0.00
Shop Dray: This markup does not apply to any line item types						\$0.00
Cleanup: This markup does not apply to any line item types						\$0.00
General Conditions: This markup does not apply to any line item types						\$0.00

Subcontractor Bonds: This markup does not apply to any line item types	\$0.00
Grand Total:	(\$8,023.00)



6/22/2015

Cost breakdown for Roofing credit on ASI-029.

2 men for 2 days at \$25/hr + burden at 40% = \$35/hr = \$1120.00

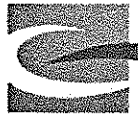
Materials = \$480.00

Total: \$1600.00

This includes all labor and materials for the dormer per the scope of work for roofing bid package.

Thanks!

Tulsa Office
 9727 East 54th Street
 Tulsa, OK 74146
 918-663-5713 Fax: 918-663-9528



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 INTERIORS

Oklahoma City Office
 13500 Railway Drive
 Oklahoma City, OK 73114
 405-286-9092 Fax: 405-607-8293

CHANGE ORDER BREAKDOWN

Mustang High School Event Center
GCI Job #: 14-14040

Change Order Title: PCO #012 Delete Dormer Per Owner Request
Date: 4/23/2015

Material:

Framing (Studs)	<u>-228</u>	x	\$	<u>0.98</u> /LF	\$	<u>(223)</u>
Framing (Track)	<u>-80</u>	x	\$	<u>0.97</u> /LF	\$	<u>(78)</u>
Sheathing	<u>-169</u>	x	\$	<u>0.55</u> /SF	\$	<u>(93)</u>
2x6 Lumber	<u>0</u>	x	\$	<u>0.92</u> /LF	\$	<u>-</u>
ACT Ceilings	<u>0</u>	x	\$	<u>3.00</u> /SF	\$	<u>-</u>
Attachments	<u>0</u>	x	\$	<u>8.00</u> /EA	\$	<u>-</u>
	Sales Tax @			<u>0.00</u>	\$	<u>-</u>
	Consumables/Waste: <u>10%</u> of Material				\$	<u>(39)</u>
	Material Sub Total:				\$	<u>(433)</u>

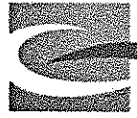
Labor:

Carpenter (WD)	<u>-16</u>	MH @	\$	<u>24.00</u> /MH	\$	<u>(384)</u>
Carpenter (DW)	<u>0</u>	MH @	\$	<u>35.00</u> /MH	\$	<u>-</u>
Laborer	<u>0</u>	MH @	\$	<u>30.00</u> /MH	\$	<u>-</u>
Plasterer	<u>0</u>	MH @	\$	<u>35.00</u> /MH	\$	<u>-</u>
Supervision	<u>-1</u>	MH @	\$	<u>42.00</u> /MH	\$	<u>(42)</u>
Burden (Labor, Insurance, Taxes, Etc)				<u>42.00%</u>	\$	<u>(179)</u>
	Per Diem: <u>0%</u> of Labor				\$	<u>-</u>
	Labor Sub-Total:				\$	<u>(605)</u>

Equipment:

Boom Lift	<u>0</u>	DAYS @	\$	<u>125.00</u> /DAY	\$	<u>-</u>
Lull	<u>0</u>	DAYS @	\$	<u>200.00</u> /DAY	\$	<u>-</u>
Trash	<u>0</u>	HRS @	\$	<u>300.00</u> /HOUR	\$	<u>-</u>
Hoisting	<u>0</u>	HRS @	\$	<u>400.00</u> /HOUR	\$	<u>-</u>
Scaffolding	<u>0</u>	WKS @	\$	<u>500.00</u> /WEEK	\$	<u>-</u>
Deliveries	<u>0</u>	EA @	\$	<u>600.00</u> /EACH	\$	<u>-</u>
	Equipment Sub-Total:				\$	<u>-</u>
	Sales Tax on Rentals @ <u>8.38%</u>				\$	<u>-</u>

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 Tulsa, OK 74146
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 Oklahoma City, OK 73114
 405-286-9092 Fax: 405-607-8293

CHANGE ORDER SUB-TOTAL COSTS		\$	(1,038.31)
Overhead: 10%		\$	(103.83)
Profit: 5%		\$	(57.11)
TOTAL:		\$	(1,199.25)
Special Insurance:		\$	-
Bond Premium: 2%		\$	(23.98)

TOTAL PRICE OF CHANGE: \$ (1,223)

OVERTIME COST (IF DESIRED)

Carpenter	_____	MH @	\$ 45.00 /MH	\$ -
Finisher	_____	MH @	\$ 45.00 /MH	\$ -
Laborer	_____	MH @	\$ 45.00 /MH	\$ -
Plasterer	_____	MH @	\$ 45.00 /MH	\$ -
Supervision	_____	MH @	\$ 55.00 /MH	\$ -

NARRATIVE:

Cale,
 Here is the pricing to delete the dormer per the Owner's request.

Respectfully Submitted,

Dave Kronholm
 Project Manager - OKC Division

Cale Lopp

From: John Craft <johnc@harrisonorr.com>
Sent: Friday, June 19, 2015 1:32 PM
To: Cale Lopp
Subject: Mustang Event Center - Triangle Louver

Cale,

See below for a response from my supplier on the gabled louver.

Sincerely,

John C. Craft, Jr.

Project Manager

Harrison-Orr Air Conditioning, LLC

4100 N. Walnut Ave.

Oklahoma City, OK 73105

O – 405.528.3333

F – 405.528.3359

C – 405.520.1518

-----Original Message-----

From: John Matchen
Sent: Friday, June 19, 2015 12:35 PM
To: John Craft
Subject: FW: Triangle Louver

John,

It looks like a budget price for a ESD-435 triangle shaped louver as requested would be around \$5,200.00, fabrication time is 6 weeks. You might add a little money to that in case they want to add a "flanged" frame in lieu of a "box" style. I don't have a submittal to send you because this will be a special fab item.

Please let me know if you have any questions.

Thanks

John Matchen

Engineered Equipment Inc.

Office: 405-525-7722

Direct: 405-421-0079

Fax: 405-525-7728



PCO #PCO-1411-047

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Potential Change Order #PCO-1411-047: Submittal Review Comments for Elevator Equipment Room Door re-work

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	PCO-1411-047 / 0	CONTRACT:	1 - Mustang High School Event Center Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Gary Laird (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	4/22 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	#008 - Approved CO-008 for Mustang Event Center
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#011 - CO for approved PCO's 28, 30, 47, 59, 62
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$77.65

POTENTIAL CHANGE ORDER TITLE: Submittal Review Comments for Elevator Equipment Room Door re-work

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
 Approved Taken from PCO-024

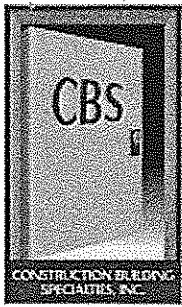
ATTACHMENTS:

[1411-CBS-mustang_hs_event_160a.pdf](#)

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		CBS doors adjustments to Door Frame per elevator equipment room requirements	Commitment	\$68.95		\$68.95
Subtotal:						\$68.95
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.17
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.57
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.79
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.22
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.15
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.17
General Conditions: 5.58% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$4.02
Subcontractor Bonds: 0.88% on Commitment						\$0.61
Grand Total:						\$77.65



PCO #PCO-1411-047



CONSTRUCTION BUILDING SPECIALTIES, INC.

130 N.E. 38TH STREET, OKLAHOMA CITY, OK 73105
 Remit To: P.O. BOX 18898, OKLAHOMA CITY, OK 73154
 Phone: (405) 528-7030 FAX: (405) 525-8075

SALES ORDER

ORDER NO.: 0122490
 ORDER DATE: 4/27/2015

SALESPERSON: 0048
 CUSTOMER NO: TIMB252

SOLD TO:
 TIMBERLAKE CONSTRUCTION
 P.O. BOX 18297
 OKLAHOMA CITY, OK 73154

SHIP TO:
 MUSTANG HIGH SCHOOL EVENT C
 921 S. SNUDER DR.
 MUSTANG, OK 73064

CONFIRM TO:
 STEVEN 795-1770

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS	JOB NUMBER		
ASI 11.1R	OUR TRUCK	JOBSITE	2.00%-10 / Net 30	6782BY		
ITEM NUMBER		ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT
FRAME BELOW REWORK FOR ADD 160A						
CBC-1232	SU 16 CRS 814 LJ 70 LH KD (S)	1	0	0	47.62	47.62
CEC-1250	SU 16 CRS 814 HJ 70 LH KD	1	0	0	51.24	51.24
CEC-1247	SU 16 CRS 814 FHD 60 KD CUT HEAD DOWN TO MAKE 3'6" OPENING	1	0	0	49.45	49.45
/005-16	WELDED FRAME					12.00
/005-22	UL LABEL - FRAME CU					7.50



These items were already in the contract, and already paid for.

Net Order: 167.81
 Freight: 0.00
 5521 ~~Order Total:~~ ~~12.42~~
Order Total: 180.23
 Created Total: \$68.05



PCO #PCO-1411-059

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Potential Change Order #PCO-1411-059: ASI-035 - Filter Concerns for RTU's by owner

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	PCO-1411-059 / 0	CONTRACT:	1 - Mustang High School Event Center Prime Contract
REQUEST RECEIVED FROM:	John Craft (Harrison-Orr Air Conditioning, LLC)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	6/4 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#011 - CO for approved PCO's 30, 47, 59, 62
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$5,695.69

POTENTIAL CHANGE ORDER TITLE: ASI-035 - Filter Concerns for RTU's by owner

CHANGE REASON: ASI 035 Owner Requested

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

This is an owner requested change to add a barrier to protect the RTU's from drawing the filter into the unit.

ATTACHMENTS:

CO #4 Filter issues per ASI #35 REVISED.pdf CO #4 Filter issues per ASI #35.pdf

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Harrison-Orr Pricing for ASI-035	Commitment	\$5,058.00		\$5,058.00
Subtotal:						\$5,058.00
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$12.14
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$41.98
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$204.48
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$16.19
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$11.13
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$12.65
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$294.61
Subcontractor Bonds: 0.88% on Commitment						\$44.51
Grand Total:						\$5,695.69



CHANGE ORDER

HARRISON-ORR
AIR CONDITIONING, LLC.

4100 North Walnut • Oklahoma City, OK 73105-3798
Phone (405) 528-3333 Fax (405) 528-3359

TO Timberlake Construction
PO Box 18297
Oklahoma City, OK 73154

Attention: Cale Lopp

From: John Craft

Date	June 23, 2015
RFCM No.	004
Job No.	3475
Contract No.	
Purchase Order	
RE:	Mustang High School Event Center
	ASI-035 - Filter Concerns in HVAC units
	REVISED

Cale,

Below is our price for changes requested per ASI #35. Our price includes framing and mounting of a mesh screen on the inlet side of the supply fan and mounting of a differential pressure switch across the filters, as well as, temperature control programming as directed by the ASI

Materials:\$1,500.00
Labor: 40 hours @ 67/hour\$2,680.00
Control programming (Excluded)0.00
Overhead @ 10%.....\$418.00
Profit @ 10%.....\$459.80

Total Cost:\$5,058.00

Sincerely,
John Craft



CHANGE ORDER

HARRISON-ORR
AIR CONDITIONING, LLC.

4100 North Walnut • Oklahoma City, OK 73105-3798
Phone (405) 528-3333 Fax (405) 528-3359

TO Timberlake Construction
PO Box 18297
Oklahoma City, OK 73154

Attention: Cale Lopp

From: John Craft

Date	May 13, 2015
RFCM No.	004
Job No.	3475
Contract No.	
Purchase Order	
RE:	Mustang High School Event Center
	ASI-035 - Filter Concerns in HVAC units



Cale,

Below is our price for changes requested per ASI #35. Our price includes framing and mounting of a mesh screen on the inlet side of the supply fan and mounting of a differential pressure switch across the filters, as well as, temperature control programming as directed by the ASI

Materials:\$1,500.00
Labor: 40 hours @ 67/hour\$2,680.00
Control programming:\$5,070.00
Overhead @ 10%.....\$925.00
Profit @ 10%.....\$1,017.00

Total Cost:\$11,190.00

Sincerely,
John Craft



PCO #PCO-1411-062

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1411 - Mustang High School Event Center
 921 S. Snyder Drive
 Mustang, Oklahoma 73064

Prime Contract Potential Change Order #PCO-1411-062: ASI-040 - Additional Electrical Outlets requested by owner

TO:	Mustang Public Schools 906 S Heights Drive Mustang Oklahoma, 73064	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	PCO-1411-062 / 0	CONTRACT:	1 - Mustang High School Event Center Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	6/5 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#011 - CO for approved PCO's 30, 47, 59, 62
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$529.26

POTENTIAL CHANGE ORDER TITLE: ASI-040 - Additional Electrical Outlets requested by owner

CHANGE REASON: ASI-040

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)
 Additional Electrical Outlets Requested by owner

ATTACHMENTS:

CO#009 ASI-040.pdf MUSTANG EVENT CENTER ASI 40 ADD PLUGS.pdf

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Tri-State Industrial Group Cost for Moving and Installing Additional Outlets	Commitment	\$470.00	\$0.00	\$470.00
Subtotal:				\$470.00	\$0.00	\$470.00
Builder's Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.13
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$3.90
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$19.00
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.50
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.03
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.18
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$27.38
Subcontractor Bonds: 0.88% on Commitment						\$4.14
Grand Total:						\$529.26



PCO #PCO-1411-062



TRI-STATE INDUSTRIAL GROUP

CHANGE ORDER

PROJECT (Name and address):
Mustang Event Center
921 S. Snyder Drive
Mustang, OK 73064

CHANGE ORDER NUMBER: 9

DATE: 6/12/2015

TO: Contractor (Name and address):
Timberlake Construction
PO Box 18297
Oklahoma City, OK 73154

PROJECT NUMBER: TIMB1622EC10014

PO DATE:

PO#:

CONTRACT FOR:

THE CONTRACT IS CHANGED AS FOLLOWS:

Task	Units	Lot Sum
Move and install new electrical outlets per ASI 040		\$470.00

Total: \$470.00

The original Contract Sum was:	\$623,440.00
The net change by previous authorized Change Orders:	\$2,175
The Contract Sum prior to this Change Order was:	\$625,615.00
The new Contract Sum will be <u>increased</u> by this Change Order in the amount of:	\$470.00
The new Contract Sum including this Change Order will be:	\$ 626,085.00

N/A
N/A

NOTE: This Change Order does not include changes in the Contract Sum or Contract Time which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

CONTRACTOR
Tri-State Electrical Contractors, Inc.
7608 N. Harvey Ave.
Oklahoma City, OK 73116

SUBCONTRACTOR:
Timberlake Construction
PO Box 18297
Oklahoma City, OK 73154

BY (Signature)

BY (Signature)

(Type name & Title)

(Type name & Title)

DATE

DATE

1	3/4" CONDUIT - EMT	45C	1.58	36.99	16.65
2	3/4" CONN SS STL - EMT	6C	0.60	24.53	1.47
3	3/4" COUPLING SS STL - EMT	3C	0.00	31.02	0.93
4	1/2 OR 3/4" SNAP CLOSE CLIP - SIDE MNT TO MTL STUD SUPPORT	6C	0.43	116.50	6.99
5	1/2 OR 3/4" SNAP CLOSE CLIP ON ANGLE BRKT	6C	0.49	103.72	6.22
5	#12 THHN BLACK	136M	0.70	122.29	16.63
7	#12 THHN GREEN	51M	0.26	119.78	6.11
3	WIRE CONN RED	8C	0.48	18.22	1.46
3	4x 1 1/2" SQ BOX COMB KOW/FLUSH MTL STUD BRKT	2C	0.46	534.49	10.69
0	4x 2 1/8" SQ BOX COMB KO	1C	0.23	1,354.83	13.55
1	4" SQ 1G PLSTR RING 5/8" RISE	1C	0.03	543.58	5.44
2	4" SQ 2G PLSTR RING 5/8" RISE	2C	0.05	725.27	14.51
3	GROUND SCREW W/INSUL #12 LEAD	3C	0.09	219.65	6.59
4	#8x 1/2 WAFER HEAD SELF-TAP STUD SCREW - 12G	6C	0.14	1.82	0.11
5	#8x 1/2 WAFER HEAD SHEET MTL SCREW	15C	0.23	3.82	0.57
6	SQ BOX MNTG BRKT TO 2 1/2-3 1/2" STUD	3C	0.15	125.82	3.77
7	1G DUPLEX REC PLATE - 302 S/S	1C	0.03	71.37	0.71
8	2G DUPLEX REC PLATE - 302 S/S	2C	0.08	146.00	2.92
9	20A 125V DUP REC - IVY (SG)	5C	1.00	105.00	5.25
Totals		302	7.03		120.57

Final Pricing	Modified (\$)	Modified (%)
Database Material (Extension)	120.57	
Material Tax		
Material Total	120.57	
Direct Labor	296.38	
Labor Total	296.38	
Total Cost	416.95	
Database Material Overhead		
Labor Overhead		
Total Overhead		
Database Material Markup		
Labor Markup		
Adjustment Markup	41.70	10.001
Total Markup	41.70	10.000
BOND	9.17	2.000
Final Adjustment	2.18	0.466
Selling Price	470.00	
Final Price	470.00	

MEMO

To: Sean McDaniel, Superintendent
From: Jeff Woodard, Director of Bonds/Construction
Date: July 1, 2015
Re: JROTC Change Order #1

JW
7-6-15

Respectfully request that the Board discuss, consider, and/or act upon approval of the following change orders from Timberlake Construction for the JROTC Training Center:

- *PCO 009 – Adjustments per OG&E discussions for pole mounted transformer - \$<830.00> CREDIT
- *PCO 011 – RFI011, ASI006 – Lighting in Drill Space Concerns - \$1,486
- *PCO 012 – RFI019 Frost Free Hydrant on roof or maint. Of RTU units - \$1,440.30
- *PCO 015 – Credit for boring costs, due to access to pull box near AG building - \$<4,671> CREDIT
- *PCO 016 – ASI010 Costs for carpet changes per owner's request - \$207.20

Total to be added to contingency - \$<2,367.50> CREDIT



AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Mustang JROTC Training Center 121 W Forster Mustang, OK 73064	CHANGE ORDER NUMBER: 001 DATE: June 29, 2015	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City, OK 73154	ARCHITECT'S PROJECT NUMBER: TCI - 1426 CONTRACT DATE: November 07, 2014 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

PCO 009 - Adjustments per OG&E discussions for pole mounted transformer	\$ (830.00)
PCO 011 - RFI 011, ASI 006 - Lighting in Drill Space Concerns	\$ 1,486.00
PCO 012 - RFI 019 Frost Free Hydrant on Roof for maint. of RTU Units	\$ 1,440.30
PCO 015 - Credit for boring costs, due to access to pull box near AG building	\$(4,671.00)
PCO 016 - ASI 010 Costs for carpet changes per Owner's request	\$ 207.20
Total to be added to Contingency	\$ (2,367.50)

Remaining balance in contingency after this change order \$ 50,735.47

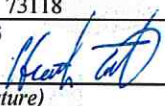
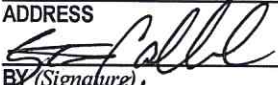

The original Contract Sum was	\$ 1,298,129.20
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,298,129.20
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 1,298,129.20

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 1, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>MA+ Architecture</u> ARCHITECT (Firm name)	<u>Timberlake Construction Co., Inc.</u> CONTRACTOR (Firm name)	<u>Mustang Public Schools</u> OWNER (Firm name)
4000 North Classe, Suite 100N, Oklahoma City, OK 73118	PO Box 18297, Oklahoma City, OK 73154	906 S Heights Drive, Mustang, OK 73064
ADDRESS	ADDRESS	ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
Heath Tate (Typed name)	w/29/15 (Typed name)	Sean McDaniel (Typed name)
6/29/15 DATE	DATE	DATE

Timberlake Construction Co., Inc.
 PO Box 18297
 Oklahoma City, Oklahoma 73154
 Phone: 405.840.2521
 Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
 121 W Forster
 Mustang, Oklahoma 73064

Prime Contract Change Order #001: CO-001 for JROTC approved PCO's

TO:	FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma 73154
DATE CREATED:	6/25/2015	CREATED BY: Cale Lopp (Timberlake Construction Co., Inc.)
CONTRACT STATUS:	Pending - In Review	REVISION: 0
DESIGNATED REVIEWER:		REVIEWED BY:
DUE DATE:		REVIEW DATE:
INVOICED DATE:		PAID DATE:
SCHEDULE IMPACT:		EXECUTED: No
CONTRACT FOR:	1:Mustang JROTC Training Facility Prime Contract	TOTAL AMOUNT: (\$2,367.50)
DESCRIPTION: CO-001 for JROTC		
ATTACHMENTS:		

CHANGE ORDER REQUESTS IN THIS CHANGE ORDER:

COR #	Title	Schedule Impact	Amount
001	Approved PCO's for JROTC, 009, 011, 012, 015		(\$2,367.50)
TOTAL:			(\$2,367.50)

CHANGE ORDER LINE ITEMS:

PCO #016:ASI-010 Costs for carpet changes per owners request

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Bentley Flooring Costs for Carpet changes per owners request	Commitment	\$184.00	\$0.00	\$184.00
Subtotal:				\$184.00	\$0.00	\$184.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.44
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.53
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$7.44
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.59
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.40
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.46
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$10.72
Subcontractor Bonds: 0.88% on Commitment						\$1.62
Grand Total:						\$207.20

PCO #015:Credit for boring costs, due to access to pull box near Ag building

#	Cost Code	Description	Type	Amount
1		J Curry Credit for boring under roadway	Commitment	(\$4,671.00)
Subtotal:				(\$4,671.00)
Grand Total:				(\$4,671.00)

PCO #012:RFI-019 - Frost Free Hydrant on roof for maintenance of RTU units.

#	Cost Code	Description	Type	Amount
1		Zamco Plumbing pricing for frost free hydrant on roof	Commitment	\$1,279.04
Subtotal:				\$1,279.04
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				3.07
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				10.62
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				51.71
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				4.09
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				2.81
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				3.20
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				74.50
Subcontractor Bonds: 0.88% on Commitment				11.26
Grand Total:				\$1,440.30

PCO #011:RFI-011, ASI-006 - Lighting in Drill Space Concerns

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Addition of 2 lights in drill space per RFI 011	Commitment	\$1,320.00	\$0.00	\$1,320.00
Subtotal:				\$1,320.00	\$0.00	\$1,320.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$3.17
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$10.96
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$53.37
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$4.22
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.90
Cleanup: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.90
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$76.86
Subcontractor Bonds: 0.88% on Commitment						\$11.62
Grand Total:						\$1,486.00

PCO #009:Adjustments per OG&E discussions for pole mounted transformer

#	Cost Code	Description	Type	Amount
1		Credit for pole base vs pad mounted transformer	Commitment	(\$830.00)
Subtotal:				(\$830.00)
Grand Total:				(\$830.00)

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
121 W Forster
Mustang, Oklahoma 73064

Prime Contract Potential Change Order #009: Adjustments per OG&E discussions for pole mounted transformer

TO:		FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	009 / 0	CONTRACT:	1 - Mustang JROTC Training Facility Prime Contract
REQUEST RECEIVED FROM:	Joe Curry (J Curry Electric Co., Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	4/21 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#001 - Approved PCO's for JROTC, 009, 011, 012, 015
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	(\$830.00)

POTENTIAL CHANGE ORDER TITLE: Adjustments per OG&E discussions for pole mounted transformer

CHANGE REASON: reduction in scope

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

OG&E agreed to a pole mounted transformer in liue of a pad mounted transformer. This provided a deduct for this scope of work.

ATTACHMENTS:

[1426-J Curry-Credit for service changes.pdf](#)

#	Cost Code	Description	Type	Amount
1		Credit for pole base vs pad mounted transformer	Commitment	(\$830.00)
Subtotal:				(\$830.00)
Grand Total:				(\$830.00)

CHANGE ORDER

J. CURRY ELECTRIC COMPANY, INC.

ELECTRICAL CONTRACTORS STATE LIC.#02090

5130 South Eastern P.O. BOX 95665

OKLAHOMA CITY, OKLAHOMA 73143

(405) 672-1665 672-4589

FAX (405) 670-1558

TO:		NUMBER	
Timberlake Construction		#1	
STREET	PHONE	DATE	
P.O. Box 18297	840-2521	3/18/2015	
CITY, STATE and ZIP CODE		JOB NAME - LOCATION	
Oklahoma City, OK 73154		Mustang ROTC Training Facility	
EXISTING CONTRACT NUMBER	EXISTING CONTRACT DATE	JOB NUMBER	JOB PHONE

WE HEREBY AGREE TO MAKE THE CHANGE(S) SPECIFIED BELOW:

Change Order #1

This is a deduct to delete the Pad Mount Transformer to a 200 amp meter base and disconnect on the east wall of the building. We will deduct \$830.00 from the contract.

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ (-\$830.00)

Payment will be made as follows: Progress draws

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ Authorizing Signature _____
(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorizing Signature _____ Date 3-18-15
(CONTRACTOR SIGNATURE HERE)

THIS IS A CHANGE ORDER NO. #1

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
121 W Forster
Mustang, Oklahoma 73064

Prime Contract Potential Change Order #011: RFI-011, ASI-006 - Lighting in Drill Space Concerns

TO:		FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	011 / 0	CONTRACT:	1 - Mustang JROTC Training Facility Prime Contract
REQUEST RECEIVED FROM:	Cale Lopp (Timberlake Construction Co., Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	5/1 /2015
REFERENCE:	RFI 011	PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#001 - Approved PCO's for JROTC, 009, 011, 012, 015
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$1,486.00

POTENTIAL CHANGE ORDER TITLE: RFI-011, ASI-006 - Lighting in Drill Space Concerns

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
Two lights were added per RFI-011.

ATTACHMENTS:

[1426-J Curry-Pricing per RFI 011 - Lighting backcheck and additional fixtures in drill space.pdf](#)

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Addition of 2 lights in drill space per RFI 011	Commitment	\$1,320.00	\$0.00	\$1,320.00
Subtotal:				\$1,320.00	\$0.00	\$1,320.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$3.17
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$10.96
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$53.37
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$4.22
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.90
Cleanup: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$2.90
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$76.86
Subcontractor Bonds: 0.88% on Commitment						\$11.62
Grand Total:						\$1,486.00

CHANGE ORDER

J. CURRY ELECTRIC COMPANY, INC.
ELECTRICAL CONTRACTORS STATE LIC.#02090

5130 South Eastern P.O. BOX 95665
OKLAHOMA CITY, OKLAHOMA 73143
(405) 672-1665 672-4589
FAX (405) 670-1558

TO: Timberlake Construction		NUMBER #3	
STREET P.O. Box 18297		PHONE 840-2521	DATE 4/30/2015
CITY, STATE and ZIP CODE Oklahoma City, OK 73154		JOB NAME - LOCATION Mustang ROTC Training Facility	
EXISTING CONTRACT NUMBER	EXISTING CONTRACT DATE	JOB NUMBER ASI #3	JOB PHONE

WE HEREBY AGREE TO MAKE THE CHANGE(S) SPECIFIED BELOW:

Change Order #3:

This is a price to add two (2) Type "B" Fixtures, Kendall:RHL7-48-MW-CP-2-28-RS-1-DV in the Training Room. We will pipe and wire fthe lights into the lighting circuits in the Training Room. All labor and material, for the total sum of \$1,320.00.

Lights -----\$420.00
Material-----\$170.00
Labor-----\$532.00
Profit & Overhead-----\$198.00

TOTAL-----\$1,320.00

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ \$1,320.00

Payment will be made as follows: Progress draws

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ Authorizing Signature _____
(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorizing Signature _____ Date 4-29-15
(CONTRACTOR SIGNATURE HERE)

THIS IS A CHANGE ORDER NO. #3

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
121 W Forster
Mustang, Oklahoma 73064

Prime Contract Potential Change Order #012: RFI-019 - Frost Free Hydrant on roof for maintenance of RTU units.

TO:		FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	012 / 0	CONTRACT:	1 - Mustang JROTC Training Facility Prime Contract
REQUEST RECEIVED FROM:	Cale Lopp (Timberlake Construction Co., Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	5/1 /2015
REFERENCE:	RFI 019	PRIME CONTRACT CHANGE ORDER:	#001 - CO-001 for JROTC approved PCO's
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#001 - Approved PCO's for JROTC, 009, 011, 012, 015
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$1,440.30

POTENTIAL CHANGE ORDER TITLE: RFI-019 - Frost Free Hydrant on roof for maintenance of RTU units.

CHANGE REASON: Additional Scope

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Add a frost free hydrant on the roof for maintenance of RTU's

ATTACHMENTS:

[1426-Zamco Plumbing-RFI #19 Revised 6-29-15.pdf](#) [1426-Zamco Plumbing-RFI #19 Revised 6-29-15 \(1\).pdf](#)

#	Cost Code	Description	Type	Amount
1		Zamco Plumbing pricing for frost free hydrant on roof	Commitment	\$1,279.04
Subtotal:				\$1,279.04
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$3.07
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$10.62
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$51.71
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$4.09
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$2.81
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$3.20
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other				\$74.50
Subcontractor Bonds: 0.88% on Commitment				\$11.26
Grand Total:				\$1,440.30

ZAMCO PLUMBING LLC

20985 State Hwy 76
Blanchard, Ok 73010
(405) 818-5572
Fax (405) 344-6232
License# 79117

Date: 6/29/2015
To: Timberlake Construction
Attn: Cale Lopp
Re: Mustang JROTC RFI #19
Bid Expiration Date: 7/29/2015

Please accept our REVISED estimate on the above referenced project. Please call with any questions.

RFI #19

- 1 Woodford SRH-MS Roof Hydrant
- 10' 3/4" Copper Type "L"
- 1 3/4" Ball Valves
- 5 3/4" fittings

Install roof hydrant and associated piping

Does not include drain line for roof hydrant (SRH-MS does not require drain)

Material Total: \$740.00

4 Hours Labor @ \$135.00 an hour

Labor Total: \$540.00

Price includes labor, material and permits. Price is subject to change with updated or revised plans.

Sincerely in Business,

Dustin Miller
Zamco Plumbing
zamcodm1@pdi.net

ZAMCO PLUMBING LLC

Date	5/25/2015			
Job Name	RFI #19			
Phone				
Fax				
Qty	Item	Fixtures	Price	TOTAL
1		Roof Hydrant	\$471.31	\$471.31
				\$0.00
				\$0.00
			TOTAL	\$471.31

Qty	Item	Copper Water Lines	Price	TOTAL
1"		Copper Type "L"	\$3.54	\$0.00
10	3/4"	Copper Type "L"	\$2.50	\$25.00
	1/2"	Copper Type "L"	\$1.50	\$0.00
			Total	\$25.00

Qty	Item	Ball Valves	Price	TOTAL
1"		Ball Valves	\$13.38	\$0.00
1	3/4"	Ball Valves	\$8.22	\$8.22
	1/2"	Ball Valves	\$5.89	\$0.00
			Total	\$8.22

Qty	Item	Copper Fittings Miscellaneous	Price	TOTAL
1"		Fittings	\$7.48	\$0.00
8	3/4"	fittings	\$4.54	\$36.28
	1/2"	fittings	\$4.00	\$0.00
		Solder, Flux	\$33.90	\$0.00
10		Insulation	\$5.09	\$50.85
			TOTAL	\$87.13

Qty	Item	Hanger & Supports	Price	Total
5	3/8" Beam clamps		\$1.19	\$5.95
	1/2" Beam clamps		\$2.66	\$0.00
	5/8" Beam clamps		\$4.00	\$0.00
	3/4" Beam clamps		\$4.00	\$0.00
	7/8" Beam clamps		\$11.44	\$0.00
20	3/8" All Thread		\$0.35	\$7.00
	1/2" All Thread		\$1.37	\$0.00
	5/8" All Thread		\$2.46	\$0.00
	3/4" All Thread		\$3.44	\$0.00
	7/8" All Thread		\$4.01	\$0.00
	Uni-Strut		\$1.75	\$0.00
	6" Riser Clamp		\$8	\$0
	4" Riser Clamp		\$4.25	\$0.00
	3" Riser Clamp		\$3.50	\$0.00
	2" Riser Clamp		\$3.12	\$0.00
	14" Clevis Hanger		\$30.82	\$0.00
	12" Clevis Hanger		\$23.44	\$0.00
	10" Clevis Hanger		\$17.84	\$0.00
	8" Clevis Hanger		\$9.76	\$0.00
	6" Clevis Hanger		\$6.30	\$0.00
	4" Clevis Hanger		\$2.76	\$0.00
5	3" Clevis Hanger		\$2.25	\$11.25
	2" Clevis Hanger		\$1.25	\$0.00

10" IPS Uni-Strut Clamp		\$10.31	\$0.00
8" IPS Uni-Strut Clamp		\$5.07	\$0.00
6" IPS Uni-Strut Clamp		\$6.99	\$0.00
4" IPS Uni-Strut Clamp		\$4.00	\$0.00
3" IPS Uni-Strut Clamp		\$2.65	\$0.00
2 1/2" IPS Uni-Strut Clamp		\$1.70	\$0.00
2" IPS Uni-Strut Clamp		\$2.14	\$0.00
1 1/2" IPS Uni-Strut Clamp		\$2.00	\$0.00
1 1/4" IPS Uni-Strut Clamp		\$1.63	\$0.00
1" IPS Uni-Strut Clamp		\$1.47	\$0.00
3/4" IPS Uni-Strut Clamp		\$1.28	\$0.00
1/2" IPS Uni-Strut Clamp		\$1.13	\$0.00
2 5/8" Vibra Uni-Strut Clamps		\$10.00	\$0.00
2 1/8" Vibra Uni-Strut Clamps		\$9.41	\$0.00
1 5/8" Vibra Uni-Strut Clamps		\$5.34	\$0.00
1 3/8" Vibra Uni-Strut Clamps		\$4.05	\$0.00
1 1/8" Vibra Uni-Strut Clamps		\$3.43	\$0.00
7/8" Vibra Uni-Strut Clamps		\$3.04	\$0.00
5/8" Vibra Uni-Strut Clamps		\$2.31	\$0.00
B1-B's		\$0.85	\$0.00
			0
			0
			0
		TOTAL	\$24.20

Days	Description	Services & Labor	Price	TOTAL
4	Hourly Labor		\$112.50	\$450.00
	Sand Per Load		\$130.00	\$0.00
			TOTAL	\$450.00

		Insulation by Quote	TOTAL	
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		Total Material Cost	TOTAL	\$615.86
			TAX	
			TOTAL	\$615.86
			MARKUP 20%	\$123.17
			TOTAL	\$739.04

		Total Labor Cost	TOTAL	\$450.00
			MARKUP 20%	\$90.00
			TOTAL	\$540.00

		Total Profit		
			MATERIAL	\$123.17
			LABOR	\$90.00
			TOTAL	\$213.17

		Total Job Cost	TOTAL	\$1,279.04
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Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
121 W Forster
Mustang, Oklahoma 73064

Prime Contract Potential Change Order #015: Credit for boring costs, due to access to pull box near Ag building

TO:		FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	015 / 0	CONTRACT:	1 - Mustang JROTC Training Facility Prime Contract
REQUEST RECEIVED FROM:	Joe Curry (J Curry Electric Co., Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	6/22 /2015
REFERENCE:	Credit for Boring	PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	#001 - Approved PCO's for JROTC, 009, 011, 012, 015
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	(\$4,671.00)

POTENTIAL CHANGE ORDER TITLE: Credit for boring costs, due to access to pull box near Ag building

CHANGE REASON: Lower Scope

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Owner made a pull box near the Ag building available for use. This allows electrical to be run on the site side of the road only to the pull box then all other connections to the intercom will run through existing conduit.

ATTACHMENTS:

[1426-J Curry-Credit for Boring Costs.pdf](#)

#	Cost Code	Description	Type	Amount
1		J Curry Credit for boring under roadway	Commitment	(\$4,671.00)
Subtotal:				(\$4,671.00)
Grand Total:				(\$4,671.00)

CHANGE ORDER

J. CURRY ELECTRIC COMPANY, INC.
ELECTRICAL CONTRACTORS STATE LIC.#02090

5130 South Eastern P.O. BOX 95665
OKLAHOMA CITY, OKLAHOMA 73143
(405) 672-1665 672-4589
FAX (405) 670-1558

TO:		NUMBER	
Timberlake Construction		#4	
STREET	PHONE	DATE	
P.O. Box 18297	840-2521	6/22/2015	
CITY, STATE and ZIP CODE		JOB NAME - LOCATION	
Oklahoma City, OK 73154		Mustang ROTC Training Facility	
EXISTING CONTRACT NUMBER	EXISTING CONTRACT DATE	JOB NUMBER	JOB PHONE
		ASI #3	

WE HEREBY AGREE TO MAKE THE CHANGE(S) SPECIFIED BELOW:

Change Order #4:

This is a deduct to ditch the telecommunication lines to a 18"x18"x6" PVC junction box at the southwest corner of the FFA Buildings Parking Lot instead of boring the street and stair areas to the building to the west of the New JROTC Building. For a total deduct of \$4,671.00.

Credit- Boring Cost-----\$2,300.00

Credit- Material-----\$1,035.00

Credit- Labor--- -----\$1,336.00

TOTAL DEDUCT-----<-\$4,671.00>

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ <-\$4,671.00>

Payment will be made as follows: Progress draws

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ Authorizing Signature _____
(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials ~~complete~~ in accordance with the above specifications, at above stated price.

Authorizing Signature  Date 6/22/15
(CONTRACTOR SIGNATURE HERE)

THIS IS A CHANGE ORDER NO. # \$ _____

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

Timberlake Construction Co., Inc.
PO Box 18297
Oklahoma City, Oklahoma 73154
Phone: 405.840.2521
Fax: 405.840.5469

Project: 1426 - Mustang JROTC Training Facility
121 W Forster
Mustang, Oklahoma 73064

Prime Contract Potential Change Order #016: ASI-010 Costs for carpet changes per owners request

TO:		FROM:	Timberlake Construction Co., Inc. PO Box 18297 Oklahoma City Oklahoma, 73154
PCO NUMBER/REVISION:	016 / 0	CONTRACT:	1 - Mustang JROTC Training Facility Prime Contract
REQUEST RECEIVED FROM:	Alan Schiete (Bentley Flooring, Inc.)	CREATED BY:	Cale Lopp (Timberlake Construction Co., Inc.)
STATUS:	Pending - In Review	CREATED DATE:	6/23 /2015
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	CHANGE ORDER REQUEST:	None
LOCATION:	(None)	ACCOUNTING METHOD:	Amount Based (G702/G703)
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$207.20

POTENTIAL CHANGE ORDER TITLE: ASI-010 Costs for carpet changes per owners request

CHANGE REASON: ASI-010

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Carpet was changed due to concerns of slipping on the slicker tiles. This is the cost add for the change in carpet. Since Alternate #2 was not taken this price only includes carpet in rooms 102, and 103, not the classrooms 104 and 105.

ATTACHMENTS:

[ASI 002 Summary.pdf](#) [Bentley Flooring Carpet Tile Changes.pdf](#)

#	Cost Code	Description	Type	Amount	Labor Burden (38.44% on Labor)	Subtotal
1		Bentley Flooring Costs for Carpet changes per owners request	Commitment	\$184.00	\$0.00	\$184.00
Subtotal:						\$184.00
Builders Risk: 0.24% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.44
Bonds: 0.83% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$1.53
Fee: 4.00% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$7.44
Safety: 0.32% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.59
Shop Dray: 0.22% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.40
Cleanup: 0.25% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$0.46
General Conditions: 5.50% on Labor, Equipment, Materials, Commitment, Owner Cost, Professional Services, and Other						\$10.72
Subcontractor Bonds: 0.88% on Commitment						\$1.62
Grand Total:						\$207.20

Mustang JROTC

ASI 002 Summary

Base Bid Rooms 102 & 103

Item	Quantity	Price	Entended
BOLYU Svelte Carpet	-48	23.85	-1144.8
BOLYU Adhesive	-1	70	-70
J&J Kinetex Umbra C:	48	27	1296
J&J Adhesive	1	78.5	78.5
Subtotal			159.7
OHP			23.96
Total			184

If Alternate 2 is accepted Rooms 104 & 105

Item	Quantity	Price	Entended
BOLYU Svelte Carpet	-168	23.85	-4006.8
BOLYU Adhesive	-3	70	-210
J&J Kinetex Umbra C:	168	27	4536
J&J Adhesive	3	78.5	235.5
Subtotal			554.7
OHP			83.21
Total			638

Alan Schiete | Sales / PM | Bentley Flooring

Tel: 405-235-6471x14 | Cell: 405-226-6463 | Fax: 405-235-1855 | aschiete@bentleyflooring.com | www.bentleyflooring.com

3844 N.W. 8th Street, Oklahoma City, OK 73107



Cale Lopp

From: Alan Schiete <aschiete@bentleyflooring.com>
Sent: Wednesday, June 10, 2015 4:42 PM
To: Cale Lopp
Cc: Ron Swift; Gary Laird
Subject: Fwd: Carpet for JROTC

Follow Up Flag: Follow up
Flag Status: Flagged

Here is the breakdown sent at an earlier time.

Alan Schiete | Sales / PM | Bentley Flooring
Tel: 405-235-6471x14 | Cell: [405-226-6463](tel:405-226-6463) | Fax: [405-235-1855](tel:405-235-1855) | aschiete@bentleyflooring.com | www.bentleyflooring.com
[3844 N.W. 8th Street, Oklahoma City, OK 73107](http://www.bentleyflooring.com)



Begin forwarded message:

From: Alan Schiete <aschiete@bentleyflooring.com>
Date: June 10, 2015 at 1:34:13 PM CDT
To: Cale Lopp <clopp@timberlakeconstruction.com>
Subject: Re: Carpet for JROTC

Cale,

Pricing on ASI 002

Base Bid
Upgrade Carpet in Rooms 102 & 103
48 SY @ \$3.15 = \$151.20
OH&P \$ 29.80
Total \$181

Alternate #2
Upgrade Carpet in Rooms 104 & 105
168 SY @ \$3.15 = \$529.20
OH&P \$104.80
Total \$634

This cost would be in addition to the original bid amount for alternate #2

On Sun, Jun 7, 2015 at 6:33 PM, Cale Lopp <clopp@timberlakeconstruction.com> wrote:

| Alan,

Memo

To: Mustang Public Schools Board of Education, Dr. McDaniel

From: Geromy Schrick

CC: Charles Bradley

Date: July 8, 2015

Re: New computers for Classroom and Lab Computers for Mustang High School and Creek Elementary

Please Discuss, consider and/or act upon the acceptance of the sealed bid proposals for 412 new computers for Classrooms and Labs for Mustang High School and Creek Elementary. The bid opening was July 8th, and all pricing and submittals will be available at the board meeting if needed, bid sheet is attached. This is a Bond funded project. The cost for the project to ByteSpeed computers is \$280,572.00.

Geromy Schrick



Executive Director of Technology

COMPANY NAME	BID - 412 units	AFFIDAVIT #1	AFFIDAVIT #2
United Systems (Dell Optiplex 9020 and Dell Optiplex 7020)	\$337,488.87	x	x
Two Trees (Lenovo ThinkCtr M93p and Lenovo ThinkCtr M93p)	\$390,988.00	x	x
Bytespeed Bytespeed H81-I Slim Desktop	\$270,305.00	x	x
Bytespeed - Bytespeed H81-I SFF Desktop	\$267,800.00	x	x
***Windows licensing will cost additional \$31/ per unit	\$12,772.00		

Memo

To: Mustang Board of Education
From: Christopher Kromer ATC, PTA, LAT
cc: Chuck Bailey – District Athletic Director
Date: June 17, 2015



Re: Earth Networks- WeatherBug severe weather alerting solutions program for the upcoming 2015/2016 school year.

Please approve or act upon the following request for the use of Earth Networks- WeatherBug severe weather Alerting program for the upcoming 2015/2016 school year. Renewal is based annually and will be paid for out of the Activity account 898-Athletic Training

CB
6/20/15

**APPLICATION FOR FUNDING
OCMAPS PROGRAM FOR SUBURBAN SCHOOL
IMPROVEMENTS**

School District <u>Mustang</u>
Original <input type="checkbox"/> Amended <input type="checkbox"/>
City Project No. _____

MPS District Textbooks
Project Title

Mustang Public Schools
Name of School Building/Facility

906 S. Heights Dr., Mustang, OK 73064
Address/Location of School Building/Facility

1649
Number of Oklahoma City Resident Students Enrolled at Facility

Dr. Angela Mills
Project Contact

906 S. Heights Dr., Mustang, OK 73064
Address

405-376-7396 / 405-256-6167
Phone/Fax

millsan@mustangps.org
Email

August 2015
Estimated Project Start Date

December 2015
Estimated Project Completion Date

\$ 170k
Total Project Cost Estimate

\$ 170k
OCMAPS Funding Requested

N/A
Source of Funds, If Request Is Less Than Total Project Cost

The undersigned Architect, Engineer or qualified professional certifies the attached, itemized Cost Estimate is a reasonable amount to complete the public school project.

By: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public _____

Comm. Expiration/Comm. #: _____

BONDED INDEBTEDNESS

As of this date the School District's percentage of voter-authorized bonded indebtedness is 84.7%. This percentage is equal to or greater than the bonded indebtedness limitation of 50% and therefore complies with the requirements of the August 28, 2001 Memorandum of Understanding, Section 3, I., and any amendments.

By: _____
President, Board of Education

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public _____

Comm. Expiration/Comm. #: _____

BOARD OF EDUCATION APPROVAL

The above referenced project has been approved by the Board of Education, _____ School District, on this _____ day of _____ 20____.

By: _____
President, Board of Education

APPLICATION SUBMITTAL
OCMAPS Trust Secretary
c/o City Clerk's Office
200 N. Walker, 2nd Floor
Oklahoma City, OK 73102

<p>ATTEST</p> <p>_____ Secretary, OCMAPS Trust</p> <p>ATTEST</p> <p>_____ City Clerk</p>	<p>APPROVAL</p> <p>_____ Chairman, OCMAPS Trust / Date</p> <p>CONCURRENCE</p> <p>_____ Mayor, The City of Oklahoma City / Date</p> <p align="center">REVIEWED FOR FORM AND LEGALITY:</p> <p>_____ Assistant Municipal Counselor</p>
--	--

DESCRIPTION OF THE PROJECT: (USE ADDITIONAL PAGES IF NEEDED.)

Mustang Public Schools is requesting OCMAPS money to help purchase 600 textbooks. The textbooks that will be purchased with OCMAPS money are a combination of various textbooks needed to accommodate our student growth. For example if a site has grown by 30 students, that site needs 30 reading books, 30 science books and 30 math kits. We have 12 different sites in need of various textbooks to accommodate the growth.

SCHEDULE "A"

July 13,2015

Last Name	First Name		SITE/ASSIGNMENT	EFFECTIVE
Retirement				
Atchley	Linda		Admin/Coordinator of Instructional Programs	7/7/2015
Bowman	Elayne		MNMS/Math Teacher	5/21/2015
Last Name	First Name		SITE/ASSIGNMENT	EFFECTIVE
Resignations				
Banks	Mark		District/General Maintenance	6/26/2015
Brandt	Erin		MHI/Spec Ed TA	5/21/2015
Cherian	Lisa		Trails/Spec Ed Teacher	5/21/2015
Culver	Christopher		High School/Language Arts	2015-2016
Dady	Willis		District/Director Of Maintenance	6/30/2015
Demeter	Risa		High School/Family & Consumer Science	6/12/2015
Free	Karlie		High School/Social Studies	5/21/2015
Garner	Connie		High School/Accounting/Intro to Computers	5/21/2015
Hale	Michael		Transportation/Bus Driver	5/22/2015
Harkey	Margaret		ME/1st Grade	5/21/2015
Harnly	Jaymi		MMS/Reading Spec Ed Teacher	5/21/2015
Harrington	Eric		ME/Custodian	7/24/2015
Hehenberger	Julie		Creek/6.5 Cafe Assistant	5/22/2015
Howard	Bryan		Creek/PE Teacher/Head Softball Coach	5/21/2015
Johnson	Gregory		LE/Vocal Music	5/21/2015
Lindsey	Hillary		LE/1st Grade Teacher	5/21/2015
Lozano	Guillermo E.		Maintenance/HVAC	6/19/2015
Morrison	Barbara		High School/Art Teacher	5/21/2015
Nunley	Linda		Centennial/4th Grade	5/21/2015
Owen	Robert		High School/Spec Ed Teacher	2015-2016
Pelletier	Kristen		High School/Spec Ed Teacher	2015-2016
Richardson	Nicole		Creek/3rd Grade Teacher	5/21/2015
Starr	Shelly		MNMS/Spec Ed Teacher	5/21/2015
Trail	Caitlin		ME/4th Grade Teacher	5/21/2015
Last Name	First Name	Replacing/New	To: Site/Assignment	Effective
Employment				
Open		New Position	MMS/Spec Ed TA	2015-2016
Open			Transportation/Summer Mechanic	7/17/2015
Adams	Timothy	Replacing Enrique Lozano	Maintenance/HVAC Licensed Technician	7/14/2015
Baker	Debera	Replacing Faith Engel	MMS/Social Studies Teacher	2015-2016
Baker	Randi	Replacing a Partial Contract Speech Position	District/Speech Language Pathology Assistant	2015-2016
Bivens	Sondra		MEC/Head Principal	2015-2016
Brewer	Kendyl	Replacing Margaret Harkey	ME/2nd Grade Teacher	2015-2016
Cail	Ambia	Replacing a Partial Contract Speech Position	District/Speech Language Pathology Asst.	2015-2016
Cooper	Tami		Summer Enrollment Substitute	7/1/2015
Dennis	Kristen	Replacing Sandra Torre	Creek/3rd Grade Teacher	2015-2016
Fast	Cindy	Replacing Kristen Pelletier	High School/Spec Ed Teacher	2015-2016
Gibson	Daniel		High School/Adjunct Coach Head Girls Soccer	2015-2016
Last Name	First Name	Replacing/New	To: Site/Assignment	Effective
Employment				
Hibbard	Brandi	Replacing Caitlyn Trail	ME/2nd Grade Teacher	2015-2016
Kidd	Brian	Replacing Donna Farris	Transportation/Bus Driver	2015-2016

SCHEDULE "A"

July 13,2015

Livingood	Claire	Replacing Carissa Shelton	Cent/Spec Ed Teacher	2015-2016
May	Shannon	Replacing Amy England Conner	LE/Noon Supervisor	2015-2016
Miller	Whitney	Replacing Risa Demeter	High School/Family & Consumer Science Teacher	2015-2016
Miner	Janice	Replacing Kristi Connors	MMS/ELA Teacher	2015-2016
Morse	Brittany	Replacing Keith Aynes	CRI/ELA Teacher	2015-2016
Natseway	Amy	Replacing Hillary Lindsey	LE/1st Grade Teacher	8/17/2015
Roberts	Jamie		Creek/PE Teacher	2015-2016
Russell	Bret	Replacing Pamela Oliganga	MNMS/Spanish Teacher	2015-2016
Severin	Jenna	Replacing Greg Johnson	LE/Music Teacher	2015-2016
Smith	Michael	Replacing Melvin Hibbs	Maintenance/Licensed Plumber	7/14/2015
White	Pamela	Replacing Kayla Watkins	ME/4th Grade Teacher	2015-2016
Wilson	Steven	Replacing JoJo McNeal	High School/Spec Ed TA	2015-2016
Wirsich	Catherine	Replacing Shelly Starr	MNMS/Spec Ed Teacher	2015-2016
Young	Amy	Replacing Angela Farris	MNMS/ELA Teacher	2015-2016
Last Name	First Name	From: Site/Assignment	To: Site/Assignment	Effective
Reassignments				
Calvert	Dianna	Transportation Clerk	Director Of Transportation	7/1/2015
Clason	Fred	Transportation/Mechanic	Transportation/Head Mechanic	7/1/2015
Farris	Angela	MNMS/ELA Teacher	MNMS/Math Teacher	2015-2016
Goble	Mark	District/General Maintenance	Creek/Head Custodian	7/1/2015
Koehn	Lanessa	MVE/Nurse Assistant	MVE/Site Secretary	2015-2016
Lamance	Meda	PVE/Custodian	PVE/Head Custodian	7/1/2015
Lamkin	Terry	Trails/Nurse Assistant	LE/Nurse Assistant	2015-2016
Mills	Angela	MMS/Media Assistant	MMS/Spec Ed TA	2015-2016
Neff	Lisa	Creek/Spec Ed TA	MNMS/Spec Ed TA	2015-2016
Rosko	Cassie	MEC/Nurse Assistant	CRI/Nurse Assistant	2015-2016
Siddiki	Bilkis	MNMS/4.0 Cafe Assistant	MNMS/6.5 Cafe Assistant	7/1/2015
Torre	Sandra	Creek/3rd Grade Teacher	Creek/4th Grade Teacher	2015-2016
Waggoner	Amber	ME/Nurse Assistant	MVE & Trails/Nurse Assistant	2015-2016
Watkins	Kayla	ME/4th Grade Teacher	Cent/4th Grade Teacher	2015-2016
Webster	Theresa	LE/Media Assistant	High School/Spec Ed TA	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Open		Assistant Coach/8th Grade Football	MMS	2015-2016
Open		Assistant Coach/Boys Track	MMS	2015-2016
Open		Assistant Coach/8th Grade Boys Basketball	MNMS	2015-2016
Open		Assistant Coach/Boys Track	MNMS	2015-2016
Open		Assistant Coach/Girls Track	MNMS	2015-2016
Open		Assistant Coach/Softball	High School	2015-2016
Open		Assistant Coach/Softball	High School	2015-2016
Open		Head Coach/Girls Soccer	High School	2015-2016
Open		Assistant Coach/Baseball	High School	2015-2016
Open		Assistant Coach/Baseball	High School	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Open		Assistant Coach/Girls Soccer	High School	2015-2016
Open		Assistant Coach/Girls Soccer	High School	2015-2016
Open		Assistant Coach/Boys Tennis	High School	2015-2016
Open		Assistant Coach/Boys Track	High School	2015-2016

SCHEDULE "A"

July 13,2015

Dillard	Tom	Boys Golf	MNMS	2015-2016
Dillard	Tom	Head Coach/Volleyball	MNMS	2015-2016
Ditmore	Holly	Head Coach/ Volleyball	MMS	2015-2016
Dombek	Jeremy	Head Coach/Football	High School	2015-2016
Downing	Debra	Professional Development Committee Member	MEC	2015-2016
Earley	Kristen	5th Grade Team Leader	CRI	2015-2016
Earley	Kristen	Assistant Coach/ Softball	MMS	2015-2016
Edwards	Jennifer	Assistant Coach/ Volleyball	MMS	2015-2016
Ervin	Dana	Team Leader	MEC	2015-2016
Evans	Tony	Assistant Coach/7th Grade Football	MNMS	2015-2016
Evans	Tony	Assistant Coach/Swimming	High School	2015-2016
Fears	Shonda	6th Grade Team Leader	CRI	2015-2016
Fletcher	Max	Head Coach/ 7th Grade Boys Basketball	MMS	2015-2016
Golemon	Troy	Head Coach/ 8th Grade Football	MMS	2015-2016
Golemon	Troy	Head Coach/ Boys Track	MMS	2015-2016
Gray	Susan	Speech Path Department Head	District	2015-2016
Hannaford	Tracy	Summer Counseling Secretary	High School	6/1/2015
Hannon	John	Assistant Coach/Boys Track	High School	2015-2016
Hannon	John	Assistant Coach/Football	High School	2015-2016
Harper	Chad	Head Coach/Boys Golf	High School	2015-2016
Harper	Chad	Assistant Coach/Football	High School	2015-2016
Harper	Jeremy	Assistant Coach/Wrestling	High School	2015-2016
Harper	Jeremy	Assistant Coach/Football	High School	2015-2016
Harrison	Jackie	Assistant Coach/Pom Pon	High School	2015-2016
Hasty	Jami	Special Education Department Chair	CRI	2015-2016
Haywood	Curtis	Adjunt Assistant Coach/Boys Basketball	High School	2015-2016
Heinen	Hope	Assistant Coach/Girls Basketball	High School	2015-2016
Hess	Wess	Adjunt Assistant Coach/Boys Soccer	High School	2015-2016
Hill	Kameron	Head Coach/ 8th Grade Girls Basketball	MMS	2015-2016
Holder	Erin	6th Grade Team Leader	CRI	2015-2016
Homer	Jared	Assistant Coach/ 7th Grade Football	MMS	2015-2016
Homer	Jared	Head Coach/Boys Soccer	High School	2015-2016
Hull	Adam	Assistant Coach/ 7th Grade Girls Basketball	MMS	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Hull	Adam	Assistant Coach/ 8th Grade Football	MMS	2015-2016
Hurst	Garrett	Boys Tennis	MNMS	2015-2016
Hurst	Garrett	Assistant Coach/Volleyball	MNMS	2015-2016
Hurst	Taylor	Head Coach/Girls Tennis	High School	2015-2016
Jackson	Kendrick	Adjunt Assistant Coach/Boys Basketball	High School	2015-2016
Johnson	Robert	Assistant Coach/Wrestling	MMS	2015-2016
Johnson	Robert	Assistant Coach/Wrestling	MNMS	2015-2016

SCHEDULE "A"

July 13,2015

Jones	Amy	Assistant Coach/Softball	High School	2015-2016
Jones	Jay	Assistant Coach/Boys Tennis	High School	2015-2016
Karn	Heather	Awards Coordinator	CRI	2015-2016
Ketch	Doug	Assistant Coach/Boys Tennis	High School	2015-2016
Ketch	Doug	Assistant Coach/Football	High School	2015-2016
Koch	Kevin	Webmaster	CRI	2015-2016
Koch	Kevin	6th Grade Scholastic Coach	CRI	2015-2016
Koehler	Kurt	Adjunct Assistant Coach/Swimming	High School	2015-2016
Korstjens	Kevin	Head Coach/Girls Basketball	High School	2015-2016
Lacy	Ricky	Adjunct Assistant Coach/Football	High School	2015-2016
Larson	Dana	Assistant Coach/7th Grade Girls Basketball	MNMS	2015-2016
Larson	Dana	Assistant Coach/8th Grade Girls Basketball	MNMS	2015-2016
Larson	Dana	Assistant Coach/Softball	MNMS	2015-2016
Liberty	Adam	Adjunct Assistant Coach/Boys Basketball	High School	2015-2016
Little	Cody	Assistant Coach/ 7th Grade Football	MMS	2015-2016
Little	Cody	Head Coach/ Wrestling	MMS	2015-2016
Long	Chad	Assistant Coach/Boys Soccer	High School	2015-2016
Long	Terry	Head Coach/Boys Basketball	High School	2015-2016
Mathes	Brandon	Assistant Coach/ 7th Grade Football	MMS	2015-2016
Maynard	Rocky	Athletic Director	MNMS	2015-2016
McGarry	Mike	Head Coach/Boys Cross Country	High School	2015-2016
Meledeo	Mike	Head Coach/Girls Golf	High School	2015-2016
Melvin	Travis	Assistant Coach/7th Grade Boys Basketball	MNMS	2015-2016
Melvin	Travis	Assistant Coach/8th Grade Football	MNMS	2015-2016
Miles	Jody	Assistant Coach/Volleyball	High School	2015-2016
Miller	Eddie	Assistant Coach/Football	High School	2015-2016
Mitchell	Matthew	Head Coach/Girls Track	MNMS	2015-2016
Mitchell	Matthew	Assistant Coach/8th Grade Football	MNMS	2015-2016
Murray	Molly	Webmaster	MEC	2015-2016
Nixon	Kelly	Head Coach/Cheer	MNMS	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Osborne	Greg	Assistant Coach/Boys Cross Country	High School	2015-2016
Osborne	Greg	Assistant Coach/Girls Golf	High School	2015-2016
Oswald	Greg	Assistant Coach/Baseball	High School	2015-2016
Page	Jason	Head Coach/8th Grade Boys Basketball	MNMS	2015-2016
Page	Jason	Assistant Coach/7th Grade Football	MNMS	2015-2016

SCHEDULE "A"

July 13,2015

Patton	Casey	Assistant Coach/Girls Basketball	High School	2015-2016
Peery	Bobbi	Math Data Analyst	CRI	2015-2016
Peterson	Eric	Head Coach/Girls Track	High School	2015-2016
Peterson	Eric	Assistant Coach/Football	High School	2015-2016
Picklo	Brian	Assistant Coach/ Wrestling	MMS	2015-2016
Ponder	Randy	Adjunt Assistant Coach/Boys Basketball	High School	2015-2016
Prestidge	Clif	Adjunct Assistant Coach/Football	High School	2015-2016
Price	Cody	Assistant Coach/Baseball	High School	2015-2016
Prock	Jared	Assistant Coach/Baseball	High School	2015-2016
Reed	Jennifer	Team Leader	MEC	2015-2016
Reed	Stephanie	Head Coach/7th Grade Girls Basketball	MNMS	2015-2016
Reed	Stephanie	Head Coach/8th Grade Girls Basketball	MNMS	2015-2016
Reed	Stephanie	Head Coach/Softball	MNMS	2015-2016
Riggs	Lindsay	Assistant Coach/Girls Soccer	High School	2015-2016
Roberts	Jamie	Head Coach/Softball	High School	2015-2016
Schrack	Tamara	Department Head /Psychologist	District	2015-2016
Selby	Scott	Head Coach/Baseball	High School	2015-2016
Stout	Sohailah	Music	CRI	2015-2016
Stover	Charles	Head Coach/Boys Track	High School	2015-2016
Stover	Charles	Assistant Coach/Football	High School	2015-2016
Troxell	Emilie	Assistant Coach/Volleyball	High School	2015-2016
Tschetter	Ben	Head Coach/8th Grade Football	MNMS	2015-2016
Tschetter	Ben	Head Coach/Boys Track	MNMS	2015-2016
Vanbuskirk	Bree	Assistant Coach/Girls Basketball	High School	2015-2016
Wagnon	J.C.	Head Coach/ 7th Grade Girls Basketball	MMS	2015-2016
Wagnon	J.C.	Assistant Coach/ 8th Grade Football	MMS	2015-2016
Wagnon	J.C.	Girls Tennis	MMS	2015-2016
Walker	Caitlin	Assistant Coach/Cheer	High School	2015-2016
Webb	Harley	Assistant Coach/ Girls Track	MMS	2015-2016
Webb	Harley	Assistant Coach/Softball	High School	2015-2016
Weinrich	Mandy	Head Coach/ Cheer	MMS	2015-2016
Wilkes	Jessica	Professional Development Committee Bldg Coordinator	CRI	2015-2016
Wilkes	Jessica	Academic Team Assistant	CRI	2015-2016
Williams	Kyle	Assistant Coach/Football	High School	2015-2016
Yates	Mark	Assistant Coach/Football	High School	2015-2016
Wilkes	Jessica	Assistant Coach/ 8th Grade Girls Basketball	MMS	2015-2016
Last Name	First Name	Assignment	Site	Effective
Extra-Duty/Supplemental:				
Wilkes	Jessica	Head Coach/ Softball	MMS	2015-2016
Williams	Annie	Assistant Coach/ Cheer	MMS	2015-2016
Wood	Jeana	Assistant Coach/ 7th Grade Boys Basketball	MMS	2015-2016
Wood	Jeana	Boys Tennis	MMS	2015-2016
Wythe	Tyler	Adjunct Assistant Coach/Boys Soccer	High School	2015-2016

Schedule "B"

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SUPPORT OCCUPATIONAL THERAPY ASSISTANT REHIRED FOR 2015-2016 SY		
Pancoast,Tanya		