

Newcastle Board of Education Regular Meeting
July 26, 2022 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

1. Flag Salute
2. Call to Order and Roll Call of Members
3. Discussion and possible action on the Consent Agenda:
 - A. Agenda of Regular Meeting of July 26, 2022
 - B. Minutes of Regular Meeting of June 28, 2022
 - C. Minutes of Special Meeting of July 1, 2022
 - D. 2022-2023 NMS Student Handbook
 - E. 2022-2023 ECC Student Handbook
 - F. 2022-2023 Cafeteria Prices
4. Public Input
5. Superintendent and Staff Updates:
 - A. Bond 2022 Update
 - B. Enrollment Update
6. Discussion and possible action on the Contract Consent Agenda
 - A. FY23 HealthCorps, Inc. Living Lab Program MOU
 - B. FY23 SEON Contract
 - C. FY23 SRO Contract with the City of Newcastle
7. Discussion and possible action regarding Financial Consent Agenda
 - A. FY22 General Fund 11 Encumbrances and Change Orders
 - B. FY22 Building Fund 21 Encumbrances and Change Orders
 - C. FY 23 General Fund 11 Encumbrances and Change Orders
 - D. FY23 Building Fund 21 Encumbrances and Change Orders
 - E. FY23 Bond Fund 39 Encumbrances and Change Orders
 - F. Monthly payroll and extra duty disbursement
 - G. Purpose of Activity Fund Accounts
 - H. Revenue Analysis-General Fund
 - I. Revenue Expenditure Summary-Athletic
 - J. Revenue-Expenditure Summary-Non Athletic
 - K. Treasurer's Report
8. New Business
9. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A, pursuant to 25 O.S. Section 307 (B)(1)
10. Vote to convene or not to convene in executive session
11. Return to Open Session

12. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A
13. Adjournment

This agenda was posted on the front door of the administration building on July 25, 2022 at 5:45pm by Darla Allen

Newcastle Board of Education Regular Meeting
June 28, 2022 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

Attendance Taken at 6:00 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Present, Mr. John Maker: Present.

1. Flag Salute

2. Call to Order and Roll Call of Members

3. Discussion and possible action on the Consent Agenda:

Motion to approve consent agenda passed with a motion by Ms. Valory Dalton and a second by Mr. Darrin Abel.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

A. Agenda of Regular Meeting of June 28, 2022

B. Minutes of Regular Meeting of June 14, 2022

C. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated April 1, 2010 between the District and Newcastle Educational Facilities Authority for the fiscal year ending June 30, 2023 as required under the provisions of the agreement

D. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated August 1, 2010 between the District and Newcastle Educational Facilities Authority for the fiscal year ending June 30, 2023 as required under the provisions of the agreement

E. Surplus of Warehouse Items

F. 2022-2023 Elementary Student Handbook

G. 2022-2023 High School Student Handbook Revisions

H. Brandon Morgan, Agriculture Instructor, requests permission to take the Newcastle FFA Officer Team for an overnight retreat to Broken Bow, Oklahoma on July 23-26

4. Public Input

No Public Input

5. Superintendent and Staff Updates:

A. Summer Work

B. Back to School Dates

6. Discussion and possible action on the Contract Consent Agenda

Motion to approve the Contract Consent Agenda passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

A. General Operations:

I. Accounting Software - Municipal Accounting Systems

- II. Athletic Supplier Agreement - BSN Sports
- III. Athletic Trainer - Norman Regional Health Systems
- IV. Athletic Website - VYPE Oklahoma Magazine
- V. Bison Creek Treatment Services - Educational Services
- VI. CCOSA District Level Services Agreement
- VII. Delta Head Start Agreement
- VIII. Drug and Alcohol Testing - Quality Choice Testing, LLC
- IX. Edgenuity Online Curriculum for High School
- X. Employee Evaluation Systems - District Teacher Evaluations
- XI. First National Bank - Cash Management Agreement
- XII. ImageNet - Copier Service Agreement
- XIII. Rosenstein Fist & Ringold - District Retained Counsel
- XIV. Therapy InSync LLC, - School District Services
- XV. Tri City Learning Academy Cooperative Agreement

B. Insurance:

- I. OSIG Membership Resolution
- II. OSIG Property & Liability Insurance
- III. AmTrust Workers Compensation Insurance

C. Building Operations:

- I. Clearwater Natural Gas
- II. Inspections Plus - Fire Alarm Monitoring
- III. FER - Trash Service
- IV. KONE - Elevator Maintenance Contract
- V. ES2 - HVAC Controls Service Contract

D. Child Nutrition Contracts:

- I. Campus Smart - US Foods
- II. Hiland Milk Contract

7. Discussion and possible action regarding Newcastle District Policy EB - Admission, Residency, Placement, Transfer, and Withdrawal

Motion to approve Newcastle District Policy EB - Admission, Residency, Placement, Transfer, and Withdrawal passed with a motion by Mr. Gary Knowles and a second by Mr. Darrin Abel.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

8. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

- A. FY22 General Fund 11 Encumbrances and Change Orders
- B. FY22 Building Fund 21 Encumbrances and Change Orders
- C. FY 22 Bond Fund 39 Encumbrances and Change Orders
- D. FY23 General Fund 11 Encumbrances and Change Orders
- E. FY23 Building Fund 21 Encumbrances and Change Orders

F. FY 23 Bond Fund 39 Encumbrances and Change Orders

G. Monthly Payroll and extra duty disbursement

H. Purpose of Activity Fund Accounts

I. Transfer of Funds into Fund 86

9. Discussion and possible action to approve the 2022-2023 appointments:

- Activity Fund Custodian: Shasta Feuerborn
- Child Nutrition, Authorized Representatives: Kristi Ferguson, Malinda Wilson
- Encumbrance Clerk: Shasta Feuerborn
- Federal Programs, Authorized Representative: Kristi Ferguson and Lynda Chmil
- Federal Program signers: Kristi Ferguson, Jonathan Atchley, and Lynda Chmil
- Minutes Clerk: Darla Allen
- Minutes Clerk, Deputy: Kristi Ferguson
- Purchasing Agents: Melonie Hau; Kristi Ferguson up to and including \$5,000.00
- Title VI, Civil Rights Coordinator: Kristi Ferguson
- Title IX, Co-Coordinators: Angela Green, Todd Goolsby
- Treasurer, Assistant: Darla Allen

Motion to approve the 2022-2023 appointments as listed passed with a motion by Mr. Darrin Abel and a second by Mr. Gary Knowles.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

10. New Business

No new business

11. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A, pursuant to 25 O.S. Section 307 (B)(1)

12. Vote to convene or not to convene in executive session

Motion to not convene in Executive Session passed with a motion by Ms. Valory Dalton and a second by Mr. Gary Knowles.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

13. Return to Open Session

No Executive Session

14. Discussion and possible action regarding employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A

Motion to approve Schedule A as attached passed with a motion by Ms. Valory Dalton and a second by Mr. Darrin Abel.

Ms. Tiffany Elczyn: Absent, Mr. Gary Knowles: Yea, Mr. Darrin Abel: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 4, Nay: 0, Absent: 1

15. Adjournment

Meeting adjourned at 6:31 by John Maker

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Board of Education Special Meeting
July 1, 2022 8:00 AM
Administration Office Board Room
101 N Main St
Newcastle, Oklahoma 73065

Attendance Taken at 8:00 AM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Ms. Tiffany Elczyn: Present, Mr. Gary Knowles: Absent, Mr. John Maker: Absent.

1. Call to Order and Roll Call of Members.

2. Discussion and possible action to appoint Lynda Chmil as Treasurer for Newcastle Public Schools

Motion to appoint Lynda Chmil as Treasurer for Newcastle Public Schools passed with a motion by Mr. Darrin Abel and a second by Ms. Tiffany Elczyn.

Mr. Gary Knowles: Absent, Mr. John Maker: Absent, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea

Yea: 3, Nay: 0, Absent: 2

3. Adjournment.

Meeting adjourned by Valory Dalton at 8:02am

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Middle School Student Handbook 22-23



(405) 387- 3139
611 E. Fox Ln.
Newcastle, OK
www.newcastle.k12.ok.us
Home of the Racers

School Colors
Royal Blue and White
Mascot
Racers

School Board Members

President	John Maker
Vice President	Valory Dalton
Clerk	Tiffany Elczyn
Deputy Clerk	Darrin Abel
Member	Gary Knowles

Administration

Superintendent	Melonie Hau
MS Principal	Wade Hampton
MS Assistant Principal	Jeremy Reynolds
MS Counselor	Toni Kammerlocher
MS Counselor	Kristal Williams
Athletic Director	Todd Goolsby
MS Secretary	Sarah Wilson
MS Registrar	Erica Lain

ACTIVITY ELIGIBILITY AND REGULATIONS

A student must be maintaining a “passing grade” in all classes in order to participate in an activity. Effective January 1, 1989 scholastic eligibility will be determined by the regulations listed at the end of this section. These regulations conform to Rules of the Oklahoma Secondary School Activities Association (OSSAA).

A student must be present in all classes the day an activity is scheduled; or if the activity is schedule; or if the activity is scheduled on a weekend or holiday, or is an all-day activity, a student must have been present the preceding school day. Any exceptions to this policy must be approved by the building principal.

The board of education shall appoint, at the beginning of the school year, an Internal Activities Review Committee. This committee shall be responsible for reviewing and recommending any deviation of the activities policy to the local board of education. Any deviation from the ten (10) days absence rule shall not exceed five (5) days.

A student must be maintaining a “passing grade” in classes to be missed while participating in an activity during the school day. A weekly eligibility list of students will be made available at the end of each week through the registrar’s office.

*Regulations of OSSAA Rule 3– Scholastic Eligibility

Section 1 – Semester Grades

- A student must have received a passing grade in any five (5) subjects counted for graduation in which he/she was enrolled during the last semester he/she attended fifteen (15) or more days.
- If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six (6) weeks of the next semester he/she attends.

- A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects in which he/she is enrolled at the end of a six (6) week period.

Section 2 – Student Eligibility

During a Semester

- Scholastic eligibility for students will be checked at the end of the third week (during the fourth week) of a semester and each succeeding week thereafter.
- A student must be passing in all subjects in which he/she is enrolled during a semester. If a student is not passing all subjects in whom he/she is enrolled at the end of the week, he/she will be placed on probation for the next one (1) week period. If a student is still failing one or more classes at the end of his/her probationary one (1) week period, he/she will be ineligible to participate during the next one (1) week period. The ineligibility periods will begin on Monday and end on Sunday.
- A student who has lost eligibility under this provision must regain passing grades in all of his/her classes in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one (1) week period (Monday through Sunday).

Section 3 – Special Provisions

- An ineligible student who changes schools during a semester will not be eligible at the new school for a minimum period of three (3) weeks. A student may regain his/her eligibility by achieving the scholastic standard in Rule 3, Section 2-b at the end of a three (3) week period.
- Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision (Rule 3, Section 3-c) if the incomplete grade was caused by an unanticipated hardship. (Examples of such hardships would be illness, injury, death in family and natural disaster) OSSAA Board policy allows a maximum of two (2) weeks to apply for this exception.
- One summer school credit earned in an Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3, Section 1a for the end of the spring semester.
- NMS will run eligibility checks on Thursday at 4:00 p.m. The period of ineligibility will always begin the Monday following the day eligibility is checked.

ACTIVITY TRIPS

Activity trips are an extension of the school program and school day. All rules and standards of Newcastle Public Schools are applicable during activity trips. Behavior must be exemplary on all trips. It is important that you represent your school, your family, and most importantly, yourself, in a positive way! Students should make every effort to collect and complete assignments before leaving for an activity trip. In the event that this does not happen, students should check with their teacher the following day to make arrangements to complete all missing work.

AIDES (TEACHER/OFFICE/LIBRARY)

A student may qualify for being an aide if he/she meets the following criteria:

1. The student must have a minimum 2.50 weighted grade-point average and be approved by the receiving supervisor as well as the building principal.
2. The student must have no serious disciplinary action on his record, i.e. ISD or OSS. (Being placed in ISD or being suspended out of school may be grounds for being removed from the aide position and being placed in an alternate setting.)
3. The student must agree to follow directions and abide by the school tardy and attendance policy.
4. Students will receive a grade for serving as an office aide.
5. A student may serve as an aide only one period during the school day.

6. The grade will be based largely on effort, attitude, attendance, punctuality, and the ability to follow school policies and procedures.

ANNOUNCEMENTS

Announcements are distributed through e-mail to all classrooms and announced over the intercom daily. Only those announcements approved by the principal and submitted by 3:30pm the previous day will be included in the daily bulletin. The Pledge of Allegiance and Moment of Silence shall be included as part of the announcements.

ASBESTOS NOTIFICATION

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, since as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Newcastle Public Schools has conducted a re-inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last inspection conducted on September 12, 2012, ALL BUILDINGS within Newcastle Public School District were inspected and found to contain NO ABESTOS BUILDING MATERIALS; therefore, no operations and maintenance programs or future inspections are required.

Sincerely,



Tony O'Brien
Superintendent

ASSAULT OR BATTERY OF SCHOOL PERSONNEL

Any student who commits assault, battery, or assault and battery on any school personnel who is in the performance of assigned duties including extra-curricular activities, shall be removed from the personnel's assigned duty area, classroom and/or extra-curricular activity pending investigation by certified administrative personnel. Any student with a current IEP shall begin the procedure with a placement committee meeting.

1. A student so removed shall not be readmitted until the investigation is concluded.
2. A student so removed shall not be readmitted to the teacher's class and/or extra-curricular activity without a conference between the school personnel, parent or guardian and the administrative personnel doing the investigation.
3. When battery or assault on school personnel has been substantiated the student shall not be readmitted to the area where the incident occurred, and/or the extra-curricular assignment without the consent of the administration and the personnel involved.
4. When the investigative administrative personnel have determined that a student is guilty of a battery or assault and battery on school personnel that student shall be suspended from the school for not less than 10 school days and not more than one calendar year.

ATTENDANCE

According to the Oklahoma School Code, any person having control of a child between five (5) and eighteen (18) years of age is required to compel that child to attend school. Failure to do so may result in fines and/or imprisonment. Attendance is important. Newcastle Public Schools are required by state law to keep an accurate record of attendance and reasons for absence. Attendance records are updated daily.

Middle School times are 7:40 AM - 3:25 PM. Doors open for student drop off at 7:25 AM.

Attendance Reporting Procedure

Parents/legal guardians are asked to call the attendance office whenever their son/daughter is absent to verify the absence. Attendance office phones have 24-hour voice mail. If a call is impossible, a note should be sent with the student upon his/her return to school and given to the attendance secretary upon the student's arrival on campus or the parent/guardian should contact the attendance secretary through email.

If a parent/guardian contact is not received within 48 hours of the absence, the absence will be considered unverified.

Attendance Codes

The following codes may appear on a printout of your student's attendance or when you access your student's information online:

Unverified Absence Codes:

UVA (unverified absent)
TRU (Truant)

Verified Absence Codes:

VA (verified absence); AM (verified absence with medical documentation); AA (activity); FT (field trip); LG (legal); TST (testing); CV (college visit); ISR (in school restriction); OFF (office); HB (homebound); QA (absence due to a state qualifying event); FUN (funeral).

Tardy Codes:

TU (unverified tardy); TE (verified tardy)

Activity Absence

Refer to "Activity Eligibility and Regulation Section" in this handbook.

Activity Absence for Spectators at Eliminating State Tournament Rounds

1. Only activities that are eliminating state final rounds can qualify for a spectator school activity absence.
2. Parents can call to check out their students with a verified absence.
3. Students must arrive at the event prior to the start time of the game or activity.
4. Students must sign-in with the acting administrator at the activity before the activity begins and sign out after the game (if required by acting administrator).
5. Students must stay the entire length of the activity.
6. The day following the eliminating event, the acting administrator will turn in the sign in sheet from the activity, and the verified absence will be changed to a school activity for the hours (classes) that have been verified to have been missed due to the activity.
7. Students must be passing all classes and be in good standing with attendance (may not be in a no credit situation.).

8. All activity requirements must be met to qualify for the activity absence

Early Dismissal/Late Arrival

According to state law, students shall not be excused from school once they have arrived unless parent permission is granted. Contact by parent/guardian to the attendance office is required prior to early dismissal. An electronic message from a parent/guardian to a student does not constitute permission to leave a classroom for early dismissal. Early dismissals will be sent to the classroom except for certain circumstances (example: exam days, assemblies). The dismissal slip will allow the student to leave class at the time requested. Before leaving the building, the student must sign out through the attendance office or main office. If students return to school during the day, they must sign in and have the dismissal slip signed by the attendance secretary. Students arriving to class later than 10 min. are considered absent and are to report to the attendance office, sign in, and receive a pass to class. If a student checks out early from a class period, the student will be counted absent if he or she misses more than half of the class period. Parents are encouraged to contact the attendance office. A student who does not check out (which includes prior parental permission AND signing out in the office) prior to leaving school anytime during the school day will be disciplined for truancy.

Penalty for Excessive Absences

A student will NOT receive credit for a course if he/she is in excess of eight (8) absences coded as UVA, VA. If a student exceeds the eight (8) absences per class, a No Credit (NC) may be posted in place of a letter grade.

A written appeal concerning attendance must be made to the Appeal Committee within four (4) days prior to the end of the current semester. The appeal form is located on the Middle 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 the attendance office 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(s), and counselor will review the merits of the appeal and submit a final decision to the site principal. The decision of the committee is final.

Verified Absence with Medical Documentation (AM)

The AM code will be used for the following reasons:

- A doctor's note was provided to the attendance office.
- The absence was related to a student's medical disability as documented on the students 504 plan or IEP. It is the responsibility of the parent/guardian to communicate the reason for the absence to the attendance office.

Tardiness

Being late to class is disruptive to the educational process. Students are expected to be in their assigned classroom or location when the tardy bell rings.

Any student who arrives late to school must report to the office for admission. All other tardiness would be classified as an unexcused tardy. Any student who is detained by the office or a teacher should ask for a note to his/her next teacher so he/she will not be counted tardy.

Teachers will inform students each time they are late to class and record the tardy in Infinite Campus. Tardies will be cumulative for each semester.

- 1st Tardy: Warning
- 2nd Tardy: Parent contact by teacher

- 3rd Tardy: Detention and parent contact by teacher
- 4th and each successive tardy: student is referred to the appropriate administrator.
- Failure to show for an assigned detention will result in an extra day of detention. Failure to show again for an assigned detention will result in the student being sent to the appropriate administrator.

Students missing more than 10 minutes of any class period are recorded absent for that class.

Unverified Absences

Educational programs are built on the foundation of continuity of instruction and participation in the classroom setting. Consistent classroom attendance can lead to the development of strong work habits, responsibility, and self-discipline. Because attendance also has a definite correlation to academic performance, the quality of a student’s education suffers when he/she is absent from class. Students are encouraged to maintain regular attendance. A truancy occurs when a student is absent from class and no verified excuse has been provided by a parent or guardian as to the student’s whereabouts. An unverified absence (UVA) is considered a truancy. Examples are as follows:

- Leaving campus after having once arrived without properly signing out in the attendance office.
- Failure of parents to notify school official of a student’s absence.
- Leaving class without permission.
- Leaving class and not reporting to designated place.
- Erroneous phone calls to have a student dismissed from class.
- Other fraudulent attempts to be absent from school not covered in this definition.

Violators may be referred to the site administrator for disciplinary action that may include detention, suspension or other consequences. Any student or students participating in an unauthorized skip day or walk out will be subject to the regulation covering truancy and/or referred to the district attorney.

If a child is absent without valid excuse four (4) or more days or parts of days within a nine-week period or is absent without valid excuse for eight (8) or more days or parts of days within a semester, the attendance officer shall notify the parent, guardian, or custodian of the child and immediately report such absences to the McLain County District Attorney for juvenile proceedings pursuant to Title 10 of the Oklahoma Statutes.

ASSIGNMENTS MISSED DURING ABSENCE

Assignments Missed Due to a VERIFIED Absence(s)

Students are encouraged to make up any work missed due to an absence. In general, students will be granted one school day for each school day missed. Students are responsible for acquiring, completing, and turning in any work missed to the teacher within the determined time period. Any student who chooses not to complete missed assignments within five days of returning to school will receive a score of “0” for those assignments. Projects, reports, and tests which are known prior to an absence are expected to be turned in and/or taken upon the student’s return to school. Exceptions may be granted due to the extent and/or nature of the absence or the specific classwork missed. Students are encouraged to talk with their teachers.

Assignments Missed Due to an Extended Absence

If students anticipate their absence will go beyond **FOUR** school days, they may request missed work through the Main Office. Requests for homework assignments should be made by 8:30 a.m. and will be available for pick up the following day. Any student who chooses not to complete missed assignments within five days of returning to school will receive a score of “0” for those assignments. Exceptions may be granted due to the extent and/or nature of the absence or the specific classwork missed.

Assignments Missed Due to a School Activity Absence

Students should make every effort to complete work in advance; however, time given to make up this work should not exceed the corresponding time the student was gone. Assignments should be completed following the same guidelines as verified absences.

ASSEMBLIES

Assemblies provide Newcastle students with opportunities to demonstrate the courtesy, cooperation and consideration that they have been taught at school and at home. There are always outside visitors at our assembly programs, and it is a credit to the student body when they are able to comment on the courtesy of the students toward speakers, performers and visitors. **Students acting disrespectfully or inappropriately will be removed from an assembly and will be subject to disciplinary action.** All assemblies will be either educational or to help develop school pride and spirit. Therefore, **all students and teachers are required to attend.**

BULLYING, INTIMIDATION, HARASSMENT

According to Oklahoma State Law 70 O.S. 20015, bullying, harassment, and intimidation are specifically prohibited “at school.”

“Harassment, intimidation, and bullying” means any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. “Harassment, intimidation, and bullying” include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communications. Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

Harassment, intimidation and bullying set forth above may include, but is not limited to the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one’s grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.
6. The communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, cellular telephone or other wireless telecommunication device, or a computer.

This policy is in effect while the students are on school grounds, in school transportation, or attending school-sponsored activities or school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Parents and students are encouraged to use the Safe Schools hotline (1-877-SAFECALL) as appropriate, as well as report incidents of bullying to the school counselor and/or the building principals. Parents and students are also encouraged to make copies and keep records of any written or electronic incidents of bullying to support the school and our efforts to effectively address and prevent bullying in Newcastle Public Schools. Students may also pick up a form to document bullying, whether as a witness or as a victim, in both the counseling office and the library. When completed, this form may then be turned into the counseling office.

The following is a basic bullying step-by-step plan:

1. Stop all contact with the student who you feel threatened by.
2. Move away from situation if another situation arises.
3. Immediately report danger to nearest school official or law enforcement agency if necessary.
4. Contact your parents to let them know about the situation
5. Provide evidence and statements to the Middle School principal as soon as possible.
6. Do not retaliate physically or through social media, but allow due process to take its course.

BUS PROCEDURES

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. Students will be allowed off the bus only at school, home, and locations requested in writing by parents. **The bus driver is in complete charge of the bus and its occupants at all times.** Students riding the bus **MUST** comply with the request of the driver. Please review the bus procedures listed below:

- I. Prior to Loading (on the road and at school)
 1. Be on time at the designated school bus stops – keep the bus on schedule.
 2. Stay off the road at all times while waiting for the bus.
 3. Bus riders conduct themselves in a safe manner while waiting.
 4. Wait until the bus comes to a complete stop before attempting to enter.
 5. Be careful in approaching bus stops.
 6. Bus riders are not permitted to move toward the bus at the school loading zone until the bus has been brought to a complete stop.
- II While on the Bus
 1. Keep hands and head inside the bus at all times after entering and until leaving the bus.
 2. Assist in keeping the bus safe and sanitary at all times.
 3. Avoid loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
 4. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.
 5. Bus riders should never tamper with the bus or any of its equipment.
 6. Leave no books, lunches, or other articles on bus.
 7. Keep books, packages, coats, and all other objects out of the aisles.
 8. Help look after the safety and comfort of small children.
 9. Do not throw anything out of the bus window.
 10. Bus riders are not permitted to leave their seats while the bus is in motion.
 11. Horse-play is not permitted around or on the school bus.
 12. Bus riders are expected to be courteous to fellow pupils, the bus driver, and the patrol officers or driver's assistants.

13. Keep quiet when approaching a railroad-crossing stop.
14. In case of a road emergency, children are to remain in the bus, unless instructed by the driver to exit the bus.
15. All rules of the regular school day apply to the bus.

III After Leaving the Bus

1. When crossing the road, go at least ten feet in front of the bus, stop, check traffic, and watch for bus driver's signal, then cross the road.
2. Students living on right side of the road, should immediately leave bus and stay clear of traffic
3. Help look after the safety of small children
4. The driver will not discharge riders at places other than the regular bus stop, except, by proper authorization from the parent or school official.

IV Extra-Curricular Trips

1. The above rules and regulations will apply to any trip under school sponsorship.
2. Pupils *will* respect a *chaperone* appointed by the school officials.

V Consequences for Misbehavior on the Bus

1. 1st Bus referral - School based punishment, parent contact, and assigned seat at the driver's discretion.
2. 2nd Bus referral - 5 Days of bus suspension.
3. 3rd Bus referral - 10 Days of bus suspension
4. 4th Bus referral - Suspension for the remainder of the semester or longer as deemed necessary by administration.

Severe Violations: Students who severely misbehave, directly jeopardize the safe operation of the school bus, or directly challenge the authority of the driver or other school official will lose their riding privileges without receiving warnings. Vandalism, fighting, failure to cooperate with the driver, abusive language or gestures directed toward school personnel, possession or use of drugs, alcohol or weapons, or any other violations that affect safety will be dealt as severe violations.

CELL PHONES/WIRELESS DEVICES

Newcastle Middle School promotes an environment for instructional learning that is safe and secure. Students are urged to practice mature and responsible cell phone usage. Students causing a disruption by using their cell phones and/or other wireless device inappropriately may be subject to a referral to the appropriate administrator. Newcastle Middle School is not responsible for lost, stolen, or damaged personal devices.

CHEATING/ACADEMIC DISHONESTY

In an academic institution, dishonesty serves to undermine the academic and intellectual integrity of the school and everything education stands for. Cheating will be considered the act or intent of gaining or giving knowledge or information for an assignment or test answer by fraudulent means. Examples of cheating and academic dishonesty may include, but are certainly not limited to, the following:

- Presenting the work of another person as your own
- Copying information from another student's test, examination, theme, book report, homework, notebook, etc., unless specifically given permission by the teacher to do so. Teachers should provide clear guidance in regards to their expectations for group work and group projects.

- Plagiarism- using another person's ideas, expressions, or words as your own without giving the original author credit
- Preparing to cheat- Examples of this may include: having in your possession a copy of a test or assignment to be given or having been given by a teacher, using a textbook notes or other materials without permission during a test or examination, and talking during a quiz, test, or examination.
- Not following test procedures or instructions given by your teacher or test administrator
- Providing another student with information that allows them to cheat, or otherwise provides an unfair advantage over other students (Example: Picture taking with cell phones)

The penalty for cheating on an assignment or test will be as follows:

- The teacher will inform the student of the incident, and the student may earn zeros for all work related to the cheating incident. Parent will be contacted by the teacher.
- All instances of Academic Dishonesty/Cheating will result in a discipline referral to the appropriate administrator.

It is important to also note that some school organizations may have additional consequences for cheating, depending on their constitution or bylaws.

CHECK OUT PROCEDURES

No student may leave school except at regular dismissal time without checking out through the office. If the student knows in advance that he needs to leave school, a parent must phone or come by the office to check out the student. **A student who does not check out (which includes prior parental permission AND signing out in the office) prior to leaving school anytime during the school day will be disciplined for truancy.** No student will be allowed to leave school unless a parent has been contacted. Also, during the lunch times, a **student's parent** must be the one to physically check the student out in the office, unless it can be verified the student is leaving for the rest of the day or attending a doctor or other legal appointment. Checking out students over the phone during the lunch times is otherwise prohibited.

CHILD NUTRITION

1. Breakfast is served beginning at 7:20 in the school cafeteria. There is a grab-and-go breakfast served between 1st and 2nd hours for students that were unable to eat breakfast before school.
2. There are 3 lunch times and students will generally eat lunch with their grade level.
3. The prices for meals are as follows:
 Student Breakfast: \$1.50
 Student Lunch: \$2.75
 Adult Breakfast: \$1.75
 Adult Lunch: \$3.75
4. Money may be added to a student's account by check/cash in the cafeteria or online through the gradebook portal.
5. Students that do not have adequate funds for a meal that day will be provided a substitute meal.
6. If a student was on free or reduced lunches last year, a new application must be filled out and submitted to maintain free and reduced status. Applications may be submitted at any time during the school year.

CITIZENSHIP

It is each student's responsibility to display qualities of good citizenship. Your best conduct is expected everywhere you go. Newcastle Public Schools promote the application of the concepts of honesty, morality, and courtesy. The values, history and traditions, and the applications of the United States and the Oklahoma Constitutions will be taught and practiced.

CITATIONS/TICKETS

When school officials and/or law enforcement authorities deem necessary, a student may be issued a municipal or county citation. Citations could be issued for trespassing, truancy, tobacco, vape possession/use, alcohol, drugs, profanity, assault, fighting, harassment and creating a disturbance among other rule(s) violations. While this is certainly a last resort, it is important to know that this is an option, should it be deemed necessary.

CLOSED CAMPUS

Students must adhere to a closed campus policy. **Students are not allowed to leave without properly checking out in the office. Checking out includes both signing out and the office being made aware by the parent/guardian, in advance, of the need for the student to check out. During the lunch times, a student's parent must be the one to physically check the student out in the office, unless it can be verified the student is leaving for the rest of the day or attending a doctor or other legal appointment. Checking out students over the phone during the lunch times is otherwise prohibited.**

CLUBS AND ORGANIZATIONS

Newcastle Public Schools offer a variety of clubs, both curricular and extracurricular. According to HB 1826, it is the responsibility of the parent to notify the school in writing if he or she wishes for their child to NOT participate in any of the clubs associated with our schools.

Current Clubs and Organizations at Newcastle Middle School:

Academic Team, Archery, Honor Society, Pit Crew, and STUCO

CONDUCT AND COURTESY

Courtesy and good manners should be the key to a student's conduct at school. A good attitude toward teachers and fellow students will make school enjoyable for all.

Students are expected to have respect for school property and to take good care of books, desks, and other furniture and equipment. Students/parents will reimburse the School for any damages caused by a student.

DISCIPLINE AND STUDENT BEHAVIOR

Implied Authority, as defined by state law, allows a school district to exercise those powers necessarily implied, or delegated by law to any other agency or official. The teacher or administrator shall have the same right as a parent or guardian to control and discipline a child while the child is in attendance in school, in school vehicles to or from the school, or while attending or participating in any school function authorized by the school district. This may include the right to apply necessary and reasonable force when students, staff, or administration are faced with possible personal or property injury.

All students enrolled in Newcastle Public Schools will be expected to abide by the rules and regulations set forth by the administration, teachers and the board of education while in attendance

at school-sponsored activities, or while being transported to or from school or school-sponsored activities in district-owned transportation equipment. Any student who disobeys the rules or shows disrespect for any teacher and/or school property will be subject to disciplinary action. The disciplinary action taken will depend on the severity of the violation and the number of violations.

The school district, in order to provide quality education for all of its students, will not tolerate disruptive acts that would interfere with the learning environment of the school or the safety of its students. Furthermore, damaging of school property will not be tolerated. Students, while enrolled in this district, shall be under the supervision of and accountable to school personnel. The supervision shall include:

- going directly to and from school
- attendance of a school sponsored activity in the district or involving the district's schools (away from the district)
- going to and from district activity
- in-transit time to activities on school transportation

Consideration will be given to alternative methods of punishment or consequences to insure the most effective discipline is administered in each case. In all disciplinary action, the administration shall be mindful of the fact that we are dealing with individual personalities. The administration shall consider consultation with parents on discipline measures that might prove the most effective in particular circumstances.

DISRUPTIVE OR INTERFERING BEHAVIOR

A disruptive or interfering act shall be defined as, but not limited to, inciting, encouraging, promoting, or participating in activities, which interfere with the due process of the educational program of the school. The following are examples of behavior that will constitute disruptive activities:

1. demonstrations
2. sit-ins
3. walk-outs
4. blockages
5. group violence
6. disrespect or disobedience to school personnel
7. **harassing, hazing, threatening, intimidating, bullying, or verbally abusing another person, including any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another person, damage another's property, or insult or demean another in such a way as to disrupt or interfere with the District's educational mission**
8. the use of obscene, lewd or profane language (visual and/or auditory)
9. fighting
10. disruptive publications and/or social media posts
11. theft or inappropriate use of personal or school property
12. possession or use of drugs, alcohol or weapons
13. possession or use of tobacco, vapes, and vape products by minors
14. failure to make reasonable attempt at course work
15. assault and battery.

Administrative response to student misconduct is a matter directly influencing the morale of the entire student body. As such, all student discipline will be based on a careful assessment of the circumstances surrounding each infraction (i.e. the student's attitude, the seriousness of the offense, and its potential effect on other students).

DETENTION AND IN-SCHOOL INTERVENTION (ISI)

Principals use detention as a disciplinary action. This is a mandatory STUDY TIME; therefore, all students must bring homework or study materials to detention. Students will be asked to do additional assignments as well. **Failure to attend detention at the appointed time may result in ISI. The student will also be required to fulfill their original detention obligation after the completion of the ISI**

Detention and/or ISI may be assigned for, but not limited to, the following reasons:

1. Tardiness to school or class.
2. Failure to report to assigned class.
3. Truancy.
4. Behavior which interrupts the education process of other students.
5. Miscellaneous offenses handled by the principal.
6. Incomplete work.
7. Lack of motivation or effort shown in the classroom.
8. Talking in cafeteria line.
9. Failure to have needed materials for class (books, notebook, paper, pencils, etc.)

Students assigned to ISI will not be allowed to participate in any extra-curricular activities or attend school related functions on any day in which they are in ISI. This includes the weekend, should a student be in ISI on a consecutive Friday and Monday.

DIRECTORY INFORMATION UNDER FERPA

See Newcastle Board of Education policies for details concerning directory information.

DISTRIBUTION OF MATERIALS ON CAMPUS

Distribution of materials of any kind (other than those being distributed by the school) are not to disrupt the educational process in any way and must meet the guidelines as established by the state and federal court system. All posted items must be approved in advance by the building administration.

DRESS CODE

Standards of Dress: The following standards of dress are required of all students while attending school or participating in school activities. It is hoped that a minimum amount of time and effort is spent on enforcement; however, it is the responsibility of the student and the parent to adhere to these guidelines. Exceptions to this policy are at the discretion of the building principal. There may be clothing, hairstyles, and/or accessories not specifically addressed herein that might be so disruptive to the education process that the building principal may need to take immediate corrective action. In those case requiring such action, the building principal may act immediately.

General Guidelines:

- A. Modesty will be the dominant feature in all clothing.
- B. Clothing must be clean and safe.
- C. Clothing, hairstyles and/or accessories must not be revealing, disruptive or distract from the educational process in any way.
- D. Clothing must not be derogatory to any individual, group, or institution, including hate-group messages.
- E. All students are required to wear clothing including shoes which are safe and appropriate for school activities.
- F. Hair is to be well-groomed and clean.
- G. Shorts, dresses or skirts no shorter than the middle of the thigh (no tears, cuts or holes in garments above this area are acceptable).

Unacceptable Clothing and Accessories:

- A. Spaghetti straps and shirts that do not cover the tops of the shoulders
- B. Low-cut shirts or blouses; shirts which expose the midriff, partial or full back; and pants, skirts or other clothing which expose the midriff.
- C. Any clothing that reveals undergarments.
- D. Slacks, pants or shorts worn below the hip.
- E. Caps, hats, hoods or other head covering in the building.
- F. Clothing, tattoos, and or accessories which carry messages either written or suggesting the promotion of illegal substances including but not limited to, drugs, alcohol, tobacco products; vulgar language, sex, violence, gang-related affiliation or other symbols that detract from the learning environment.
- G. Gang-related attire.
- H. Bedroom attire (pajamas, lounge pants, slippers, blankets, etc.)
- I. Cleated shoes.
- J. Sunglasses

Any student deemed in violation of the dress code will be required to find clothing that meets the code or will be sent home to correct the situation and will be considered absent. Failure to comply will be grounds for disciplinary action.

DRUG AND ALCOHOL POLICY

Students are prohibited from engaging in the following conduct or activities:

- Smoking, using, and/or possessing tobacco, including vapes and vaping liquid;
- Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any alcoholic beverage or low-point beer as defined by state law;
- Using, consuming, possessing or being under the influence of, selling, transferring, distributing, or bartering any narcotic drug, stimulant, barbiturate, depressant, hallucinogenic, opiate, inhalant, counterfeit drug, or any other controlled dangerous substance which is capable of being ingested, inhaled, or absorbed into the body and affecting the central nervous system, vision, hearing, or other sensory or motor function;
- Using, possessing, selling, transferring, distributing, or bartering any drug paraphernalia.

“Presenting” a substance as an illegal or prohibited substance will also be considered a violation of this policy. Violation of the above policy is likely to result in disciplinary action, to include, but not limited to, out of school suspension and the involvement of law enforcement personnel.

FERPA RIGHTS NOTIFICATION

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

- (1) The right to inspect and review the student’s education records within 45 days of the day Newcastle Schools receives a request for access. The Parents or eligible students should submit to the School Principal a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parents or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Newcastle Schools to amend a record that they believe is inaccurate or misleading. They should write the School Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, Newcastle Schools will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by Newcastle Schools as an administrator, supervisor, instructor, or support staff member including health or medical staff and law enforcement unit personnel; a person serving on the Newcastle School Board; or a person or company with whom Newcastle Schools has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist). A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, Newcastle School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- (4) The right to file a complaint with the U. S. Department of Education concerning alleged failures by Newcastle Schools to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U. S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

GRADE REPORTING

Report cards can be viewed electronically through Infinite Campus at the end of each semester. Print copies can be requested through the office.

Parents are strongly encouraged to keep up with their child’s academic progress through our online grading program. ***Application forms for access rights are available in the office, on our district web-site at www.newcastle.k12.ok.us, and by contacting the school counselor.***

GUIDANCE COUNSELOR

Guidance services are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, career information, study tips, help with home, school and/or social concerns, or any question the student may feel he would like to discuss with the counselor. Appointments can be made by contacting the counseling office.

Please visit the following site for continually updated graduation requirements:

<http://ok.gov/sde/oklahoma-high-school-graduation-requirements>

GYMNASIUM CARE

NO food or drinks are allowed on the gym floor and only gym shoes may be worn on the floor.

HONOR ROLL

Students with all A's will qualify for the Superintendent's Honor Roll. Students with all A's and B's will qualify for the principal's honor roll. This honor is based on semester grades only.

ACCELERATED CLASSES

All students are encouraged to challenge themselves by participating in honors level courses. While we encourage all students to participate in "accelerated", it is important that both parents and students realize these classes may require a substantial amount of time outside of class, including studying, homework, projects, readings, etc.

IMMUNIZATIONS, ILLNESS AND ACCIDENTS

Oklahoma law requires students meet certain immunization requirements to be eligible to attend school. If these requirements are not met, the student will not be allowed to attend school. If the student develops an illness after reaching school, an attempt will be made to notify the parent. The school does not diagnose diseases and gives no internal medicine, including aspirin. In case of severe injury or broken bones, parents or a doctor will be notified immediately. The school will administer only emergency first aid in case of injury. Based on the severity of the injury, 911 will be called without parent approval.

Title 70, Section 1210.191, Oklahoma Statutes, 1970 requires that parents or guardians of all minor children in grades kindergarten through the twelfth grade for all public, parochial, or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, students must present proof of (5) doses DPT/DTaP/Td/Tdap, (4) doses Polio, (2) doses of MMR, a (2 or 3) dose series of Hepatitis B vaccine, (2) dose series of Hepatitis A, and (1) dose of Varicella. No minor child shall be admitted to any public, private, or parochial school operating in Oklahoma unless the parent or guardian can present to the appropriate school authorities certification from a licensed physician or the appropriate public health authorities that such child has received or is in the process of receiving immunizations required for school entry. For more information, visit <http://imm.health.ok.gov>.

INFORMATION CHANGES

If any information on your child's enrollment card changes during the school year, let us know immediately. It is imperative that we be able to reach you in case of emergency. Parents, please make sure that the contact information that we have on file is current and correct. Having the correct information also improves our ability to communicate with you through mailings, phone calls, and emails.

INTERNET ACCESS AND ACCEPTABLE USE POLICY

General: The Internet is an electronic highway connecting a multitude of computers throughout the world. Through the Internet, students and employees have access to electronic mail (e-mail), news, databases, library resources, and a wide variety of other information sources. The District provides a wide variety of opportunities for students and employees to use the District's computers to access the Internet. Through the Internet, it is possible to access material which may contain illegal, defamatory, inaccurate, pornographic, and/or offensive content. Due to the nature of the Internet, the District cannot guarantee that students and employees will not access such material. However, the District is committed to enforcing a policy of Internet safety and monitoring the Internet activities of its students.

The District makes no warranties of any kind, either express or implied, regarding the Internet access being provided. The District shall not be responsible for any damages users suffer, including but not limited to loss of data resulting from delays or interruptions in service. Nor shall the District be liable for the accuracy, nature, or quality of information stored on District's computer equipment or of information gathered through Internet access provided by the District. However, the Administration shall develop, implement, and maintain regulations and forms to restrict the use of the District's computers and Internet access to legitimate and acceptable purposes and to regulate students' and employees' privilege of access and use. The District shall install and operate computer software programs which restrict access to certain materials, such as material which depicts nudity, sex, sexual acts, excretion, and exhibition of genitals and which, taken as a whole, lacks serious literary, artistic, political, or scientific values. Students who are granted access to the Internet shall receive instruction regarding safety and security when using electronic mail, chat rooms, and other forms of direct electronic communications and the disclosure, use, or dissemination of personally identifiable information.

Acceptable Uses: The District's computers, equipment, and software are intended for administrative, educational, and research purposes only and shall be used only in accordance with Administrative Regulations. Acceptable uses of the District's computers and the Internet are activities which support learning and teaching or which promote the District's mission and goals.

Prohibited Uses: According to Administrative Regulations, the District's computers and the Internet access (including e-mail) provided by the District shall not be used:

- a. To violate an individual's right to privacy;
- b. To access materials, information, or files of another person or organization without permission;
- c. To violate the copyright laws or software licensing agreements;
- d. To spread computer viruses;
- e. To deliberately attempt to vandalize, damage, disable, or disrupt the District's property or the property of any other individual or organization
- f. To locate, receive, transmit, store, or print files or messages which are profane, obscene, or sexually explicit, or which use language that is offensive or degrading to others;
- g. To distribute religious materials;
- h. To campaign for or against any political candidate or ballot proposition or for political lobbying, except as authorized by law;
- i. For any commercial purpose unless authorized by the Administration or Board; or
- j. To engage in any illegal activity.

Consequences for Misuse: The use of the District's computers and the Internet access provided by the District is a privilege, not a right. Any student or employee who inappropriately uses the

District's computers or the Internet may have the privilege of using the computers or the Internet denied, revoked, or suspended and may be subject to other disciplinary sanctions.

No Expectation of Privacy: No student or employee shall have any expectation of privacy in any electronic mail being sent or received by the District's computers or District-provided Internet access. The District's system operators may access any electronic mail and may delete any inappropriate material from any electronic mail sent or received using the District's computers or District-provided Internet access.

Use of Software: Students are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware. Employees are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware without the express written consent of the copyright holder and the approval of the appropriate administrator or system operator.

Internet-based Instruction: The District may allow students to complete required course work through Internet-based courses in accordance with Oklahoma law, the rules, regulations, and/or guidelines adopted by the State Board of Education, and this policy. Students enrolled in Internet-based courses must participate in the Oklahoma School Testing Program. Test results for students enrolled in Internet-based courses must be disaggregated and reported.

The District authorizes any full-time student of the District to enroll in an approved Internet-based course offered by the District provided the course is determined to be appropriate for the student. The following criteria will be used to determine the appropriateness of Internet-based course work for a particular student:

1. Recommendation by the student's teacher(s) that the student possesses the ability to work on his/her own;
2. The student has completed all prerequisites for the course as if it were offered through the District's traditional class offerings;
3. The course will provide a means for the student to advance but is not a means for acceleration of a student's graduation date; and
4. The student is either suspended out-of-school or is in need of remediation.

All Internet-based courses must be approved by the Board prior to enrollment by students. The District shall use the following criteria to determine whether an Internet-based courses is approved for enrollment of students:

1. Teacher is certified to teach the course and trained in methodology and technical aspects of Internet-based instruction;
2. The course is aligned with Priority Academic Student Skills/ Common Core requirements;
3. A plan for monitoring and reporting student progress by the course instructor to the principal or principal's designee at least monthly with the final grade reported in time for inclusion on report cards/transcripts;
4. A course grading system that is compatible with the District's grading system and criteria;
5. Completion of the course must be within the school semester; and
6. The proposed Internet-based course is not duplicative of a course offered by the District.

Internet-based courses are not a means for students educated or enrolled elsewhere to enroll part-time in the District in order to take an Internet-based course. However, the District is authorized to

enroll on a part-time basis for the purpose of utilizing Internet-based instruction students who have dropped out of school or who are or have been suspended. To be eligible, the student must have been enrolled in a public school in the state any time during the previous three (3) years.

Internet-based courses offered by a technology center and taught by a certified teacher and aligned with the appropriate Priority Academic Student Skills may be counted toward meeting the state graduation requirements with prior approval of the State Department of Education and the Board. Internet-based courses which contain integrated or embedded skills for which no Priority Academic Student Skills have been adopted may be approved by the Board if such courses incorporate national standards and are taught by certified teachers.

Remote Internet-based Courses: The District may allow for students to complete required course work through remote Internet-based courses in accordance with the rules, regulations, and/or guidelines adopted by the State Board of Education and this policy. However, students participating in remote Internet-based instruction will be required to provide their own equipment and Internet access and pay any associated fees, tuition, and/or expenses.

ITEMS PROHIBITED AT SCHOOL

The following items are considered dangerous and strictly prohibited from school. Possession, sale, transmission, and/or use of these items may result in discipline, to include out of school suspension, depending on the severity and nature of the offense. Examples of these items include, but are not limited to:

- Firecrackers
- Stink, smoke, or snap bombs
- Matches or lighters
- Weapons of any type
- Firearms (including replicas, ammunition, paint balls or guns, projectiles, etc.)
- Incendiary or explosive devices
- Any objects used or portrayed in a violent manner
- Mace or Pepper Spray
- Vapes, vaping liquids, or e-cigarettes

Other prohibited items include:

- Toys
- Skateboards / Roller Skates
- Toy Guns or weapons
- Water Guns
- Sling Shot
- Laser pens or Laser Lights of any kind
- Miscellaneous items, such as, but not limited to: Liquid Paper, Slime, Whoopie cushions, Prank items, Inappropriate Magazines, Noisemakers of any type, Water Balloons, Invisible ink

*No student may sell any item (candy or etc.) unless it is from an approved school fund-raising project for the middle school. No other school fund-raising projects are allowed. Disciplinary actions may result from sales which are not approved. If brought to school, such items will be impounded.

LIBRARY PROCEDURES

The library will be opened at 7:45 am and remain open throughout the day, as well as after school for a short amount of time. Students are encouraged to use the library as much as possible. The library also has a webpage that can be accessed from our district website. Should a student need to visit the library during class time, the student should be given a hall pass from their current teacher. Upon arriving in the library, the student should check in immediately with the librarian to inform her of his or her particular needs. At no time is a student allowed to miss class and go to the library without permission and a pass from his or her current teacher. Students are responsible for all materials they check out from the library, and will be required to pay for materials that have been damaged or lost.

LOCKERS

Students are to use only the locker assigned to them. All students are responsible for the condition, as well as the contents, of their lockers. The lockers will be issued to you when you enroll. Please keep your lockers closed. If you have any locker trouble, report it to the principal's office. **No sharing lockers! No key locks are allowed.** Students are strongly encouraged to purchase a combination lock for their own security. **The school is not responsible for lost or stolen items. Also, student lockers are subject to search at any time.**

MEDICAL TREATMENT

Medication may be administered to students as prescribed by law. For purpose of this policy, medication or medicine includes prescription medication as well as over-the-counter medicines. Students may not retain possession of or self-administer any medication unless written permission is granted by the District as set forth below.

A student who has a legitimate health need for a medicine shall deliver the medicine to the school principal, or his designee, in its original container with written authorization of the student's parent or guardian for the administration of the medicine. The parent's authorization must identify the student, the medicine, and include or refer to the label for instructions on administration of the medicine. The medicine will be administered to the student only by the school principal or designee pursuant to the parent's instruction and the directions for use on the label or in the physician's prescription. **Forms for parental authorization of administration of medicines are available in the office of the building principal and on the school webpage.**

The school shall keep a record of the students to whom medicine is administered, the date of administration, the person who administered the medicine, and the name or type of medicine administered.

Minor cuts and abrasions will be cleaned and covered with a band-aid. **We are not allowed to use any type of spray or ointment. In case of serious injury or illness, we will make every effort to contact the parent or guardian.** We may also make the determination to call 911, should the situation warrant. The District is not responsible for any transportation and/or medical costs associated with emergency care.

ALL MEDICATIONS, BOTH PRESCRIPTION AND OVER THE COUNTER, MUST BE BROUGHT TO THE OFFICE. We will keep it on file for your student.

MEDICATION, SELF-ADMINISTRATION

Pursuant to Oklahoma law, students may be allowed to carry and self-administer prescribed inhaled asthma medications and prescribed anaphylaxis medications according to the provisions of this policy. The District shall not incur any liability as a result of any injury arising from the self-administration of asthma or anaphylaxis medication by the student. If the requirements of this

policy are fulfilled, a student diagnosed with asthma or anaphylaxis may possess and use his or her labeled asthma or anaphylaxis medication at all times. The student's parent or guardian shall:

- Provide the school with a written statement on the form prescribed by the Board of Education authorizing the self-administration of inhaled asthma or anaphylaxis medication.
- Provide the school with a written statement from the student's treating physician containing the following information:
 - That the student has asthma or anaphylaxis;
 - That the student is capable of and has been instructed in the proper method of self-administration of the student's asthma or anaphylaxis medication;
 - The name and purpose of the asthma or anaphylaxis medication;
 - The prescribed dosage;
 - The time or times at which and special circumstances, if any, under which the asthma or anaphylaxis medication is to be administered.
- Provide the school with an emergency supply of the student's asthma or anaphylaxis medication(s) to be administered pursuant to Oklahoma law by a school nurse or other authorized personnel.
- Provide the asthma or anaphylaxis medication to be carried by the student which is appropriately labeled, with a prescription label reflecting the following:
 - Student's name;
 - Prescription number;
 - Asthma or anaphylaxis medication name and dosage;
 - Method of administration and dosage;
 - Date of prescription and refill;
 - Licensed prescriber's name;
 - Pharmacy name, address and telephone number;
 - Name of pharmacist.

The authorization for self-administration of asthma and anaphylaxis medications from the parent or guardian and from the physician shall be kept on file in the office at the school site where the student is enrolled. The authorization for self-administration of asthma and anaphylaxis medication shall be effective only for the school year in which the authorization is submitted by the parent or guardian.

For the purpose of this policy, "asthma medication" and "anaphylaxis medication" shall mean a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label, or an anaphylaxis medication used to treat anaphylaxis, including but not limited to Epinephrine injectors, prescribed by a physician and having an individual label. "Self-administration" shall mean a student's use of asthma or anaphylaxis medication pursuant to a prescription or written direction from a physician.

NOTICE OF NON-DISCRIMINATION

Applicants for admission or employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Newcastle School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning Newcastle School's District compliance with the regulations is directed to contact.

**Ms. Angie Green
101 North Main
Newcastle, OK 73065
(405) 387-6304**

This person has been designated as the Section 504 and Civil Rights Compliance Coordinator.

Screening

Screening activities may include vision, hearing, and health. Other screening activities may include: review of records and educational history; interviews; observations' and specially developed readiness or educational screening instruments. The Regional Education Service Centers provide assistance and consultation to local schools in these efforts

(1) Educational Screening

Educational screening includes procedures for the identification of children who may have special learning needs and may be eligible for special educational and related services. Each school district in the State provides educational screening. No child shall be educationally screened whose parent or legal guardian has filed written objection with the local school district.

- Educational screening is implemented for all first grade students each school year.
- Second through twelfth grade students shall be screened as needed or upon request of the parent, legal guardian, or teacher.
- Students entering the public school system from another state or from within the state without previous educational screening, shall be educationally screened within 6 months from the date of such entry.

Evaluation

Evaluation means procedures used in accordance with Federal laws and regulations to determine whether a child has a disability and the nature and extent of the special education and related services that the child needs. The term means procedures used selectively with an individual child and does not include basic tests administered or procedures used with all children in a school, grade, or class. Written consent of the parent or legal guardian for such evaluation must be on file with the local school district prior to any child receiving an initial evaluation for special education and related services purposes.

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Newcastle Public Schools has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Newcastle Public Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Newcastle Public Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Newcastle Public Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below

and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- *Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- *Administration of any protected information survey not funded in whole or in part by ED.
- *Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202

PARENT/TEACHER CONFERENCES

Every parent is encouraged to know about their child's classroom performance and to become acquainted with his or her teachers. We urge you to contact your child's teacher and schedule a conference at a mutually convenient time. Teachers will **NOT** be pulled away from their teaching responsibilities for an unscheduled conference.

Parent-Teacher conference days are listed on the school calendar. Please try to take advantage of this opportunity.

PUBLIC DISPLAY OF AFFECTION

No inappropriate displays are permitted. School is not the time or place to engage in activity that might otherwise distract the students involved, or student witnesses, from our mission of excellence in education. Greetings and interactions should be respectful and professional in nature.

SAFE SCHOOLS HOTLINE

It is the desire of Newcastle Middle School and the State of Oklahoma that each school be a safe place for all students. We need your help. You can help by notifying an adult in the building or by calling the Safe Call Hotline at 1-877-723-3225, extension 651, when you have knowledge of drugs, weapons or violent acts in our schools, or other schools. **The call is completely anonymous.** We simply receive a fax in our central office and we are required to take action on the information we are given.

SCHEDULE CHANGES

Schedule changes will only be considered for legitimate reasons, such as a schedule conflict, meeting graduation requirements, or inappropriate placement as determined and recommended by a teacher or counselor with administrative approval. Students will not be moved to a class considered to be 'below' the intellectual capability of that student. Also, schedule changes will not be permitted after the tenth day of school each year, unless determined by the principal that it is in the best interest of **all** parties involved.

Schedules may be adjusted if any of the following criteria exist and space is available:

1. Incomplete schedules or computer errors.
2. Duplication of courses.

3. The student does not meet prerequisites or does not have teacher approval.
4. Acceptance to a special program (co-op work experience, Mid-America Career Tech Program, etc.).
5. Enrolled in a course with a teacher with whom the student previously failed.
6. Dropping PE for band or team sports.
7. Dropping a course taken during previous summer or night school
8. Taking a more challenging course (no reversal at a later date).

SCHOOL SAFETY

Students and faculty will participate in fire drills, tornado drills, and lockdown/ intruder drills throughout the year. Each classroom is equipped with written procedures to follow during these situations. Teachers are responsible for conveying this information to students. Students are responsible for knowing this information and following the procedures in a **very disciplined manner**, whether it be a drill or a true emergency.

SEARCHES INVOLVING STUDENTS

The School Board and Administration reserve the right to search student's personal belongings, lockers, vehicles and person as allowed by federal and state law. Students and parents need to be aware that students themselves, their personal belongings, lockers, and vehicles will be searched in the event the Administration suspects the unauthorized use of tobacco, alcohol, drugs, weapons, etc. We also cooperate with the Newcastle Police Department as they occasionally help us with random searches. The following paragraphs are excerpts from statute that further outline student privacy and student searches:

“The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premise or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school. The principal, teacher, or security personnel searching or authorizing the search shall have authority to detain the pupil to be searched and to preserve any dangerous weapons or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property that might be in their possession including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property.”

“Any pupil found to be in possession of dangerous weapons, or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property may be suspended by the superintendent or principal for a period not to exceed the current school semester and the succeeding semester. Any such suspension may be appealed to the board of education of the school district by the pupil suspended under this section.”

“Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. **Schools shall inform pupils in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.**”
(70-24-102)

SEMESTER TEST POLICY

In recognition of the importance of preparing our students for the next level of their education, semester testing provides a tool to assist teachers in working with students to prepare for and be successful on cumulative exams and proficiency tests. Developing semester tests also challenges our teachers to begin with the end in mind when planning for the semester and to also provide multiple and ongoing exposure to the most critical concepts throughout the semester. Semester exams account for 10% of the semester grade.

STOPIT APP

STOPit! is an online reporting tool designed to deter and mitigate bullying and cyber abuse, consisting of an app and a back-end incident management system for school administrators. Students and Parents can download the StopIt App for Apple and Android phones. Please see the district website for links and additional information.

SUSPENSIONS

Suspensions will vary in length due to the seriousness of the offense and the number of previous suspensions. A suspended student is suspended to the custody of the student's parents **and is not allowed to be on or near school premises or attend any school activity while the student is suspended.** To do so will result in further disciplinary action and/or suspension.

Any student who is guilty of the following acts while in attendance at school or in transit by school transportation or under school supervision to or from school or at any school function when present on any facility under the control of the school district may face possible suspension. A more detailed description of suspendable offenses is outlined in Board Policy E1.

1. Conduct which jeopardizes the safety of others
2. Possession, threat or use of a dangerous weapon
3. Using, selling, passing, being under the influence of, buying or in any way possessing any narcotic drug, stimulant, barbiturate or alcohol
4. Fighting, assault and battery
5. Immorality or profanity
6. Theft or possession of stolen property
7. Destroying or defacing school property
8. Truancy
9. Showing disrespect to faculty, staff or other school employees
10. Conduct which disrupts the normal educational process
11. Violation of school rules, regulations or policies

A student who is suspended for five days or less may not be allowed to make up his or her work for credit. Students suspended for six days or more will be provided with an educational plan that will address academic credit in the core areas. Students suspended for possession of a weapon or a firearm or possession of a controlled dangerous substance shall not be provided an educational plan and shall not receive credit during the suspension. A student on long term suspension may be referred to alternative school, if appropriate.

TELEPHONE

It is impossible to permit unlimited use of the school telephone. Students are allowed to use the phone **only** when it is absolutely necessary. Students will not be allowed to use the phone to make

arrangements to go home with another student. **Please communicate with your child before he/she leaves for school so that both of you will know what he/she is to do when school is dismissed for the day.** Also, please limit the number of calls you make to the school to give your child a message regarding after-school instructions. Getting messages to students late in the day can be difficult and also disrupts the entire classroom.

If parents call for a teacher during the school day, please understand that we will not transfer a call to a teacher or a teacher's classroom during a teaching period. We will take a message and get it to that teacher so they can return your call within 24 hours.

TEXTBOOKS

Students are encouraged to take state-adopted textbooks home for study. In case of gross neglect or loss of a book, the student will be expected to replace it. State adopted textbooks range from \$40.00 to \$100.00+ each. This is the main reason we suggest combination locks for all lockers. Students are responsible for books checked out to them.

TRESPASSING

The superintendent or principal of any secondary, middle or elementary school shall have the authority to order any person out of the school buildings and off the school property when it appears that the presence of such person is a threat to the peaceful conduct of school business and school classes. Any person who refuses to leave the school building or grounds after being ordered to do so by the superintendent or principal, shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than Five Hundred (\$500.00) or by imprisonment in the county jail for not more than ninety (90) days, or by both such fine and imprisonment. (70-24-131). Any student who knowingly invites or facilitates the presence of a visitor on campus without permission will be subject to disciplinary consequences.

TRUANCY

An Unverified Absence (AA) is considered a truancy. Truancy is a very serious matter. A student is truant from school when he or she is absent from school without permission from either the parent/guardian and/or the school. Truancy may also be further defined as any time a student is not where he or she is supposed to be. Excessive absences may result in serious consequences for the student. **The McClain County District Attorney will be notified in cases of excessive unverified absences (truancy).**

VISITATION

It is the policy for all visitors to report to the office, state the nature of their business and obtain a visitor's pass before proceeding to any other section of the building. This lets us know that a visitor has checked in through the office. This policy is for the safety and protection of our students, as well as instructional time. Visitors with school related business are always welcome. A visitor's pass is also needed for cafeteria visitation.

We do not allow student visitation, except under very special circumstances (e.g. an older sibling on leave from the military). Former students wishing to visit teachers should call in advance to make an appointment with the particular teacher.

Racers Fight Song (Ohio State Fight Song Tune)

Fight the team across the field
Show them Racers are here.
Send the earth rejuvenating,

With a mighty cheer.
Go! Fight! Win!

Hit 'em hard and see how they fall,
Never let that team get the ball.
Hail, Hail the Racers are here.
So let's beat the,
GO!

Faculty/Staff Contact List

Teacher Name	Position	Email
Denise Barry	ELA - 8th	dbarry@newcastle.k12.ok.us
Becky Black	SPED Math	bblack@newcastle.k12.ok.us
Brett Brooks	PE/Health	bbrooks@newcastle.k12.ok.us
Kathy Cannon	Art	kcannon@newcastle.k12.ok.us
Stephanie Cox	ELA - 8th	scox@newcastle.k12.ok.us
Vickie Crossley	Tech Media/Yearbook	vcrossley@newcastle.k12.ok.us
Brenda Foster	SPED ELA	bfoster@newcastle.k12.ok.us
Ashley Gibson	SS -8 ELA 6	agibson@newcastle.k12.ok.us
Brandy Hodges	ELA -6	bhodges@newcastle.k12.ok.us
Autumn Gordon	Science 6	agordon@newcastle.k12.ok.us
Diane Huff	Library/Media	dhuff@newcastle.k12.ok.us
Becky Johnson	Social Studies – 7 th	bjohnson@newcastle.k12.ok.us
Angela Madden	SS -6th	amadden@newcastle.k12.ok.us
Michael Mayes	SS – 8th	mmayes@newcastle.k12.ok.us
Diane Medrano	ELA 7th	dmedrano@newcastle.k12.ok.us
Karla Redbird	SPED - ELA	kredbird@newcastle.k12.ok.us
Kelley McGehee	Math – 6 th	kmcgeehee@newcastle.k12.ok.us
Randall Robison	Sci -8th	rrobison@newcastle.k12.ok.us
Zac Zeka	Robotics/Math	zzeka@newcastle.k12.ok.us
Sandy Sheaffer	Reading – 7 th Honor Society	ssheaffer@newcastle.k12.ok.us
Ryan Siebert	Band	rsiebert@newcastle.k12.ok.us
Wes Southwell	Science – 6 th and 7 th	wsouthwell@newcastle.k12.ok.us
Glenn Stallings	Science – 7 th and 8 th	gstallings@newcastle.k12.ok.us
Sarah Stancil	Choir	sstancil@newcastle.k12.ok.us
Aubrey Sanders	ELA	asanders@newcastle.k12.ok.us
Robert Ward	Math – 8 th	rward@newcastle.k12.ok.us

Judd Wilson	Outdoor Ed/Archery/Athletics	jwilson@newcastle.k12.ok.us
Michael Wilson	ELA 8/6	michael.wilson@newcastle.k12.ok.us
Sesily Wooten	Reading – 6 th	swooten@newcastle.k12.ok.us
Admin and Office Staff		
Wade Hampton	Principal	whampton@newcastle.k12.ok.us
Jeremy Reynolds	Assistant Principal	jreynolds@newcastle.k12.ok.us
Toni Kammerlocher	Counselor	tkammerlocher@newcastle.k12.ok.us
Kristal Williams	Counselor	kwilliams@newcastle.k12.ok.us
Jessica Howsley	Instructional Coach	jhowasley@newcastle.k12.ok.us
Erica Lain	Registrar	elain@newcastle.k12.ok.us
Sarah Wilson	Secretary	swilson@newcastle.k12.ok.us
Paula Bowden	Child Nutrition	pbowden@newcastle.k12.ok.us
Julie Woods	ISI	jwoods@newcastle.k12.ok.us

DISTRICT MISSION STATEMENT

The Mission of Newcastle Public Schools is to provide through shared responsibility, a safe and secure environment that assures educational opportunities for the intellectual, social, physical, and character development appropriate for contributing members of tomorrow's society.

DISTRICT VISION STATEMENT

Newcastle Schools envisions a team of educators and community partners working together to establish excellence in our student learning through a system of traditional core values, inspired teaching, purposeful learning, rigorous academics, and relevant life experiences. The attainment of excellence requires a shared and collaborative commitment, all individuals and groups within the Newcastle School District, to set and achieve high expectations



Newcastle Early Childhood
Student Handbook
2022-2023

The Racer Creed

I am a Newcastle Racer.

I have great expectations for myself.
There is no limit to what I can achieve.
Today, I accept the challenge to be the
best I can be.

I will encourage the learning and well-
being of others.

I believe I can accomplish anything.
This is my time and my place.

RACERS!

NEWCASTLE EARLY CHILDHOOD CENTER
Principal-Jennifer Rosenbloom
Assistant Principal-Cathy Moore
251 NE 2nd
Newcastle, OK 73065
Phone: (405)387-6200
Fax- 405 387-3482
Website-newcastle.k12.ok.us

HANDBOOK VERIFICATION FORM

Please read and discuss the information contained in this handbook with your child. The handbook contains important information, rules, and regulations for students attending Newcastle Public Schools.

This verification form is to be returned by all students, complete with parent/guardian signatures. This signed form is an agreement, indicating that parents and students understand the rules and regulations printed in this handbook. Signed parent/student verifications are due by **Thursday, August 25, 2022**, or during your first week of school if you enroll after August 10th. If you have any questions after reading this handbook, please call the office and we will be glad to assist you.

Parent/Guardian Agreement

We have read and discussed the material in this handbook and agree to follow the guidelines therein:

Parent/Guardian Signature

Student Signature (if able)

Date

Computer/INTERNET AGREEMENT

STUDENT AGREEMENT

I have read and understand Newcastle Public Schools' Internet Access and Acceptable Use Policy (located within the handbook). I understand that if I violate the rules, my account can be terminated, and I may face other disciplinary measures consistent with the present handbook policy.

Student Signature (if able)

Date

PARENT/GUARDIAN AGREEMENT

I have read and understand Newcastle Public School District's Internet Access and Acceptable Use Policy. I hereby release the district, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, Newcastle Public School District's Internet access system and other computerized resources. This includes, but is not limited to, claims that may arise from the unauthorized use of the Internet to purchase products or services.

Parent/Guardian Signature

Date

If you wish to NOT have your child's picture in the yearbook and/or on ECC Social Media please sign below.

Parent/Guardian Signature

Date

PERMISSION SLIP

The classes will be taking several trips during the school year. You will be notified of each trip in advance. If you do not want your child to go on a particular trip, please notify your child's teacher. NO CHILD will be allowed to attend any field trip without the signature below. (This is school policy.) The child must ride the bus to the trip to be counted present in the attendance system.

Parent/Guardian Signature

Date

Please return this page with your signature on it to your child's teacher by Thursday, August 25th.

WELCOME

We would like to extend a warm welcome to all students and families of the Newcastle Early Childhood Center. The policies and information in this student handbook are an effort on behalf of the board, administration, and faculty to provide elementary students and their families with guidelines relating to school life. This information has been carefully prepared and presented in order to clarify rules as they apply to Early Childhood Center students and their families so that it will be of great value in helping you as a student/parent to adjust to our school and become an integral part of it. If you have any questions or would like to visit our school, you are always welcome.

NEWCASTLE BOARD OF EDUCATION	ADMINISTRATION
President- John Maker Vice President- Gary Knowles Clerk-Valory Dalton Member-Tiffany Elczyn Member- Darrin Able	Superintendent-Melonie Hau Assistant Superintendent - Kristi Ferguson Director of Academics - Jonathan Atchley High School Principal-Jennifer Beer High School Assistant Principal-Adam Hull Middle School Principal-Wade Hampton Middle School Assistant Principal-Jeremy Reynolds Elementary 2nd-3rd Grade Principal-Terri Scott Elementary 4th-5th Grade Principal -Ryan McLaughlin Elementary Dean – Cindy Trent Early Childhood Center Principal-Jennifer Rosenbloom Early Childhood Center Assistant Principal- Cathy Moore Director of Special Education - Angie Green

NOTICE OF NON-DISCRIMINATION

Applicants for admission or employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Newcastle Public School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, treatment or employment in its programs and activities. Any person having inquiries concerning Newcastle Public School District's compliance with the regulations is directed to contact Angie Green, 101 North Main, Newcastle, OK 73065. Telephone (405) 387-2890.

VISITORS TO CAMPUS

All visitors to campus must check in at the main office with a state issued ID. After you have registered your visit, you will be given a visitor's badge that will allow you to be easily visible to faculty and staff. Upon completion of your visit at the ECC, you will need to go back to the main office to check out. This process allows the school to monitor traffic and ensure the safety of students and staff. We work very hard to teach all that we can in the amount of time we have with your child. In order to protect instructional time, we ask that all classroom visits be pre-arranged with the teacher.

LEGAL CUSTODIANSHIP

We need copies of all legal documents regarding student guardianship. Special arrangements or concerns should be discussed with the principal and your child's teacher. A parent can only be held from their child with appropriate court-ordered documentation.

ARRIVAL AND DISMISSAL- all times are subject to change

Students may be dropped off at the cafeteria starting at 8:10 am. If you need an earlier drop-off time or after-school care, please enroll your child in the Kid Zone Program. You can reach Kid Zone for enrollment information at 405-387-6270 or email Ms. Pierce at lpierce@newcastle.k12.ok.us.

Start and End times

8:10 am – All students will go to their grade level pods unless a student is eating breakfast in the cafeteria
8:35 am – School starts
8:40 am – TARDY All doors are locked at this time. The only access to the buildings is through the main office.
3:40 pm – DISMISSAL

STUDENT CHECK-IN/OUT PROCEDURES

If a student arrives late, **parents must walk the student into the office and check him/her in** with the secretary before he/she proceeds to class. When checking a student out early, the Parent/Guardian (stated in file) will be required to provide identification before the student will be released. Remember- 3 early pick-ups and/or 3 tardies will equal one absence.

Students will NOT be checked out after 3:25. If you arrive after this time, you will be asked to remain in the office until 3:55 before leaving the building. This is a policy in place for the safety of our students and staff. No students will be called out of a class prior to the arrival of the parent/guardian.

PARKING

Please find a designated parking place any time you plan to exit your vehicle. Parking in non-designated spaces creates traffic flow issues. Please do not park at the curbs if you plan to go inside the building.

DROP-OFF

For the safety of students, please drop them off according to procedures. **Parents must stay in their vehicles.** In order to move traffic efficiently, have your student ready to depart the vehicle once it has come to a complete stop and a staff member opens your car door for you. Please do not allow your student to exit the car until a staff member opens the door. If you plan to walk your student to the door, you must park in a designated parking place.

Drop Off and Pick Up Locations and specific directions for exiting/entering vehicle

Pre-K -main/front loop with passenger door facing the school and curb. **Students may only be let out curbside.** Kindergarten/First- west side loop with the driver's side door facing the school and curb. **Students may only be let out curbside.** Please do not allow your child to exit the car before getting to an adult to safely help them get out of the car.

Parents may walk children to the front entry doors if they park in the front parking lot.

All students eating breakfast go straight to the cafeteria. All students will be sitting in their grade level pod in a designated area; then the teachers will greet students and bring them into their rooms to begin class.

PICK-UP

Parents must stay in their vehicles. Display your school-issued ID tag prominently on your front window on your rear view mirror so that we can easily see the number to help us efficiently load the cars. If you do not have a tag, you will have to park, come to the front office, and show your identification to pick up your student. Please do not park at neighborhood businesses and walk across traffic to pick up your students. Cars are subject to being towed. **Students will only be loaded at the curbs.** The duty teacher can call for your child before you reach the front and this will speed up the loading. Once you are at the front of the line, the student will then be allowed to load. Students will not be allowed to walk through traffic to reach a parent. Students who are not picked up by 4:00 will be taken to the office to wait for their ride. These procedures will assist with safety and the flow of traffic into and out of the school. In the event of inclement weather, students will be kept inside until their vehicle reaches the front of the line. We do not have supervision available after 4:00, therefore, if you cannot pick up your child by 4:00, alternate plans will need to be made for after school care or for the student to become a bus rider.

DESTINATION CHANGES

If a student is to go somewhere other than their normal destination at the end of the school day, please send a note to the homeroom teacher. Please refrain from calling to leave a voicemail about destination changes since the teacher may not get the message in time or there could be a substitute who does not have access to a teacher's personal voicemail. **In order to keep your child safe, we cannot take the word of the student for a destination change.** We will make every effort possible to contact you for verification; however, they will have to go as usual if no contact can be made. If you have a destination change or non-emergency, please contact your child's teacher.

IMPORTANT- We cannot guarantee to get your child to the requested destination if we do not hear from you before 2:30. Students will not be removed from a bus once buses are loaded and ready to pull out.

ENROLLMENT

All students entering Pre-K must be 4 years old on or before September 1st.

All students entering Kindergarten must be 5 years old on or before September 1st.

All students enrolling must provide a current shot record or exemption form, 2 proofs of residency (1 being current utility bill), and have enrolled online. Any student wishing to enroll who has been home-schooled will be evaluated for appropriate grade placement.

ATTENDANCE POLICY

Attendance at school is a very important issue for which our schools are held accountable. Our district loses state funding each time a child is absent. More importantly, any absence can cause a student to miss critical instruction. We all win if our children are in school!

A student may not have more than Four (4) absences each nine weeks. If a student is absent due to an illness, please turn in a doctor's note to the office upon return. By doing this, the absences will be marked excused but will still count in the total number of absences per nine weeks. Three tardies will constitute one absence. Three early pick-ups will count as one absence. Arriving two and a half hours after classes have begun counts as a ½ day absence. A check-out two and a half hours before classes release will also constitute a ½ day absence. (These can be excused with doctor's notes as well.)

All work missed during a period of absence must be made up. Students are responsible for requesting make-up assignments. They will have one day for each day missed to make up their work.

Any student who is absent more than 8 days of school during the semester (two 9 weeks equals one semester) shall receive a notation on the attendance section of their report card of "Inadequate attendance." **Students receiving an IA are subject to retention.** A student must be in attendance at least ninety (90%) percent (no more than 8 absences) to participate in school activities and be eligible to advance to the next grade level. Hospitalization, contagious diseases or illness, which requires direct medical care by a physician, will constitute an exception. Parents' notes or telephone calls will NOT excuse students from school absences or tardies. ONLY notes from a physician or court representative will excuse the absence or tardy. Students will have (5) five days after each semester to obtain a doctor's note or court representative's note to file in the registrar's office.

Attendance Review – Upon the 8th absence, parents will be notified and an Attendance Review Meeting will be held with the Principal (s), Teacher(s), and Counselor. The committee will make a decision as to whether the student receives a passing grade and/or grade advancement. The parent will need to speak with the principal or counselor with each additional absence at which time the committee will determine whether or not it is an issue that requires a referral to the District Attorney. No communication at all from the parent may result in immediate referral to the District Attorney.

Reporting Absences – If your child is going to be absent from school, please notify the school **by 9:00 a.m.** Please call the respective school office to report absences so they are not counted as truant.

RECORDS REQUEST

For any requested school records: attendance, birth certificate, immunizations, transcripts, etc..., parents/guardians may fill out a form available in the office, and records will be ready for pick-up the following day.

BAD WEATHER / EMERGENCY SCHOOL CLOSINGS

School may be dismissed early or canceled due to bad weather conditions; **please do not call the school.** The school notification system will be activated as soon as the decision is made to close the school. We MUST keep our phone lines open for emergency communication. If possible, the decision to close will be made before 10 P.M. or before 7 A.M and will be sent out through the school notification system. It will also be reported to the local news channels for broadcast. The following TV and radio stations will announce school closings or

delayed start times: KFOR (Ch. 4), KOCO (Ch. 5), KWTW (Ch. 9), KOKH (Channel 25), KTOK 1000 AM, KOMA 1520 AM, KKNB 93.3 FM, and KATT 100.5 FM.

TORNADO PROCEDURE

All students will be escorted to their designated safe room within the building. Further instructions will be given depending on the severity of the situation through social media/emails/texts.

COUNSELING SERVICES

Classroom Guidance Counseling – scheduled meetings with individual classrooms to teach relevant topics. Scheduled appointments with individuals to meet and deal with issues that may arise throughout the school year.

Small-Group Counseling – these groups are arranged and scheduled as the need arises and may include divorce, friendship, grief, conflict-resolution, self-esteem groups.

Individual Counseling – may be arranged by students (through their teachers), teachers, and/or parents.

Parents are encouraged to communicate and seek additional help for their child by contacting the counselor, Mrs. Bergt, and scheduling appointments through the office. All counseling is handled in a confidential environment.

PERSONALLY IDENTIFIABLE INFORMATION

Addressed in board Policy-EG Directory information www.newcastle.k12.ok.us

If you do not want Newcastle Public Schools to disclose any or all of the types of directory information from your child's education records without your prior written consent, you must notify Newcastle Public Schools by signing the Handbook Verification form at the beginning of this document.

CLASS PARTIES/DELIVERIES

The school cannot allow deliveries, such as balloons, flowers, etc. If a parent wishes to celebrate his/her child's birthday at school, the parent should first contact the child's teacher to make arrangements in advance.

Birthday celebrations are to take place in the classroom only (no cafeteria parties). Please do not bring gifts for your child to open at school. **ALL party favors must fit into the child's backpack.**

If you would like to invite students to a birthday party outside of school, please send enough invitations for the entire class, or enough for all the girls, or all the boys. Teachers will assist the students in passing out the invitations. We will not provide invitation deliveries to students in other classes.

FOOD FOR PARTIES/SNACKS ALL food for parties and snacks MUST be store purchased/package items. Home-made/baked goods will not be allowed.

PROMOTION AND RETENTION

Parent and teacher communication is critical to give the students the best possible learning environment. If at any time concerns arise regarding adequate progress, they will be communicated in writing. The teacher may note concerns in the planner, through graded work checked by the parent online, progress reports available the 5th week of each quarter, during parent conferences, and through the quarterly report card. At the first sign of an academic problem, the teacher will utilize the school's resources to intervene and make great efforts to bring your child up to grade level. If no progress is made, the recommendation may be retention. This is a decision that will not be made without considerable deliberation on the part of the professional educator and the team of interventionists brought in to assist. If a student has "Inadequate Attendance," (guidelines outlined,) he/she also is a candidate for retention.

According to HB 1056, a parent may appeal to the Board of Education. This process is started by contacting the Board Secretary to request being added to the Board Agenda to appeal the retention. The decision of the Board is final.

STUDENT PROGRESS

1 quarter = Nine Weeks - Two quarters = 18 weeks or one semester

Report Cards – these will be sent out at the end of each nine-week and semester grading period.

Weekly folders – folders will be sent home with the students weekly. Parents should carefully look through their child's folder, removing graded papers and reading enclosed notes from the school. The folder should be signed and returned to school the following day.

Agendas – students may write in their agendas to use to document daily assignments. The primary purpose of the agendas is to be used for communication between teachers and parents, as well as for students to develop responsibility and good school habits.

Parent Portal: If you have any questions about the parent portal, email Dusty Livingston at dlivingston@newcastle.k12.ok.us. Please include the student's name, date of birth, and address in order to set up a Parent Portal account.

TEXTBOOKS/LIBRARY BOOKS

Students are assigned textbooks to use throughout the school year. They are also allowed to check out books from the library. The usual use of a book does cause some wear and tear, however, if a student damages or loses a book, they are responsible for its replacement.

SEARCHES

Students have no reasonable expectation of privacy in school lockers, desks, or any other school property—without notice or reason. School authorities may search a student, a student's cubby, a student's backpack, locker, and desks under the circumstances outlined below, and may seize any illegal, unauthorized, or contraband materials discovered in the search. Student cubbies, lockers, and desks are school property and remain under the control of the school district. Students assume full responsibility for items placed in school property and should not expect privacy, because school property is subject to search at any time by school officials without notice, student consent, or a search warrant. The following rules apply to the search of school property assigned to specific students (e.g., cubby, locker, desks, etc.) and the seizure of items in their possession:

1. School authorities should have reasonable suspicion that the student has something in his/her possession that is evidence of a crime or rule violation.
2. General searches of school property may be conducted at any time.
3. Search of an area assigned to a student should be for a specific item and be in his/her presence in most situations.
4. Illegal items (e.g., firearms, knives, weapons, etc.) or other possessions determined to be a threat to safety and security of others may be seized by school authorities.
5. Items used to disrupt or interfere with the educational process may be temporarily confiscated.

School buildings/grounds/bus stops/field trips/home athletic events, and school-sponsored events are considered locations where school policies are expected and enforced.

CAFETERIA

Early Childhood Center-breakfast is served from 8:10-8:35. If you drop off your child(ren) please bring them early so they have time to eat and are not late to class.

Lunch is served by respective grades between 10:55 and 12:45.

FREE & REDUCED LUNCHES

Applications must be submitted each year for free and reduced lunches. Applications are online IN YOUR SCHOOL PORTAL to protect your privacy and ensure your comfort so if you need the help will apply for this program. If a new application is not submitted, students will be charged the normal price of breakfast and lunch. Please sign and return and note that you do not qualify if you know that you do not because these forms are VERY critical to our school funding.

MEAL PAYMENT POLICY

If for some reason you get behind on meal payment, our school district allows a student to charge up to \$6.00. This is just over 2 days of meals at full price. **PAYMENTS MAY BE MADE ONLINE ON THE NEWCASTLE WEBSITE.**

JOINING YOUR CHILD FOR LUNCH

At this time, we will not allow visitors for lunch due to capacity issues. Thank you for your cooperation and understanding. We have other opportunities to attend class parties and to volunteer in your child's classroom or other areas of the building.

ALL STUDENTS MUST FOLLOW THE CAFETERIA SCHOOL RULES

CAFETERIA RULES

1. The students will enter the cafeteria in a quiet and appropriate manner. Students are allowed to talk quietly to the students sitting around them.
2. Do not throw or play with food. If food is dropped, pick it up.
3. Students must raise their hand to ask a duty teacher for permission to leave their seats for any reason.
4. No food or drinks can leave the cafeteria.

Consequences for continued failure to follow cafeteria rules: The students may be removed from the group. Recess privilege may be removed. Cafeteria clean-up duties may be assigned.

FIELD TRIPS

Transportation to and from field trips is provided by the school. Only students enrolled in our school are allowed to ride the buses to and from field trips. All students must be in class on the day of the field trip to participate. We lose school funding when a student goes directly to the site of a field trip. Therefore, they are counted absent if a parent chooses to take their students directly to the field trip site. If a student leaves early from the field trip, they must check out face to face with their teacher, not through a text message. If a student leaves with a third party, a form must be completed by the parent/guardian and turned in to their teacher before the class leaves on the field trip. The form can be found at www.newcastle.k12.ok.us

BUS/TRANSPORTATION RULES

For the safety of everyone on the bus, students must abide by the rules on the NPS Bus Expectations webpage. **Riding the bus is a privilege; therefore, the consequences for misbehavior will be revocation of the privilege in order to keep the bus safe.** [Newcastle Public School Bus Expectations can be found at NPS Bus Expectations.](#)

PLAYGROUND RULES

1. Play only on designated playground areas.
2. All students are expected to go outside to play during recess. If your child is not able to go outside due to health concerns, please contact their teacher to make arrangements.
3. Use playground equipment in the manner for which it was intended. Follow rules & take turns.
4. When the bell rings or whistle blows, stop playing at once, and line up.

TEMPERATURE

If the wind chill is below 32 degrees, or if the heat index is over 99 degrees, we will have indoor recess. We use the website www.kfor.com or www.newsok.com for our official temperature. No matter what the weather is like, please dress students appropriately.

PHYSICAL EDUCATION

State law mandates that all elementary students receive an average of 60 minutes per week of physical education. We can allow students to sit out with a parent's note for 2 days, however, any longer will require a doctor's note.

Attire for physical education- must have shoes that enable them to safely participate (tennis shoes are recommended). If a child wears flip-flops, snow boots, sandals, etc., it will inhibit their ability to participate safely and cannot be allowed. You will receive a schedule for PE days; please dress your child appropriately.

SCHOOL HEALTH

Regular attendance at school is important, and we urge parents to observe their children daily for signs of illness. In order to prevent contamination of other students and staff, we require that the following School Health Guidelines be observed:

Children who exhibit one or more of the symptoms listed below will be sent home. These students will be picked up in the nurse's office/front office. The nurse/office staff will contact the family and/or contacts listed on the child's records. Please note that if the nurse/office staff sends a student home, that day and the next will automatically be excused. The nurse/office staff will record the absence as excused in the student data management system.

1. Children who have a temperature of 100 or higher will be sent home. The child may return to school once they have been fever-free for 24 hours without the use of a fever reducer.
2. A rash or skin eruption (ringworms, scabies, impetigo, chickenpox).
3. Excessive nasal discharge with a fever.
4. Excessive coughing.
5. Diarrhea/Vomiting- Various factors must be evaluated- However, if our school's Registered Nurse makes the judgment that the student should go home, this decision will stand. The child may return once they have been diarrhea/vomit-free for 24 hours.

PETS

Due to various individual allergies, we cannot allow pets without prior approval from the principal.

EMERGENCIES/FIRST AID

Minor cuts and abrasions will be cleaned and covered with a bandage. We are not allowed to use any type of spray or ointment. In case of serious injury or illness/health emergency, we will make every effort to contact the parents or guardian, however, it is our school district's policy to first call paramedics. The district is not responsible for any transportation and/or medical costs associated with emergency care.

OTHER NURSE'S OFFICE REQUIREMENTS:

Contagious Disease- Any child having a contagious disease is prohibited from attending school according to State Law Title 63 Section 2601. Furthermore, the statute requires a written authorization from a health care provider that the child is no longer afflicted with a contagious disease before re-entry to school can occur.

EXEMPTION FROM PHYSICAL ACTIVITIES

If a child is to be excused from any school activities, such as physical education or recess, a note from the parent will be required. A physician's excuse is required if a child is to be excluded from physical activity for more than 2 days.

MEDICATION

It is recommended to give medications at home if possible. If it is necessary that a medication be administered by school personnel during school hours, the following procedure must be followed:

1. All medications must be brought to the office by the parents/guardians. Students are not allowed to carry medications on their person at any time. The only exceptions are emergency medications such as rescue inhalers, epi-pens, and insulin with the appropriate consent form on file.
2. A student who needs to take a prescription medication must have the appropriate medication consent form signed by the physician and parent before the medication can be brought to and kept at school.
3. The parent/guardian will promptly notify the school of any changes in the administration of this medication by providing the school with a new medication consent form with a physician's signature. Written or verbal changes from parent/guardian CANNOT be accepted.
4. Non-prescription medications brought from home and kept at school will also have to have a permission form signed by a parent or guardian. The school cannot accept out-of-date medication.
5. Medicine must be brought and left at school in original containers with all instructions and pharmacy labels clearly visible. The pharmacy will dispense an additional prescription label and bottle for school if requested by the parent/guardian. Medication cannot and will not be accepted in bags or envelopes.
6. Medication and medication forms must be kept in the office.
7. Asthma inhalers and Epi-pens must be kept in the office unless a form for "Self-Administering Asthma Inhalants" has been completed by all parties involved parents, physicians, and school nurses.
8. All medications must be picked up by the last day of school. If not, it will be destroyed.

IMMUNIZATIONS

State Law mandates that all students attending public schools must have current and up-to-date shot records, or State Waiver to be on file.

HEAD LICE - Newcastle Schools has a "No-Nit Policy"

Newcastle Public Schools have adopted the following regulations with regard to the effective treatment and prevention of head lice. Parents are advised that no treatment alone will rid a lice infestation and **the nits must be picked out one by one**. The absence of lice and nits will be proof of management and the child will be readmitted to school. **WARNING**—Even though a parent might think that the constant re-application of lice shampoos, etc. may end the infestation, they actually risk poisoning the child and serious medical repercussions. (Lice shampoo/treatments are pesticides.)

NOTE: You must follow this 3-step method to stop a lice infestation

1. Treat all family members with a lice shampoo- it kills the live bugs NOT the eggs (nits). 7 days later you can treat one more time to catch any bugs that you may have missed.
2. You MUST pluck each individual nit from the hair. There is no product that is effective in releasing the glue that holds them to the hair shaft.
3. You MUST treat all bedding, brushes, coats, jackets, etc. that may also be infested.

When a student is found to be infested with head lice and/or nits

1. Parents will be notified of the condition and the need for the child to be picked up from school. If parents cannot be reached the child will be placed in modified isolation and a letter sent with them at the end of the day.
2. The student's parents must accompany the child to the nurse's office for re-admission at which time the nurse or designee will inspect the child's head.
3. If no nits or lice are found, the child will be readmitted. If any nits or lice are found, the student is not readmitted and will be sent home with the parent. The parent must return with the child each day until cleared by the nurse or designee.

SUSPECTED CHILD ABUSE

Oklahoma statutes define child abuse as harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child. This includes non-accidental physical or mental injury, sexual abuse, or neglect (Title 10, Section 7102). Threats of suicide, self-harm, or evidence of self-harm are included in this category as well.

Furthermore, every person, private citizen or professional, who has reason to believe that a child has been abused, is **mandated** by law to report it to the Department of Human Services. Educators who do not report their concerns to DHS face the risk of losing their certification and having charges filed against them personally.

LIBRARY SERVICES

Students visit the library as a class during specials and may select a book to check out and read; the library is open at other times for drop-ins. Students are responsible for the care of materials they have checked out and must reimburse the school library for lost or damaged library books.

FERPA

The Family Educational Rights and Privacy Act (FERPA) grants parents and eligible students the following rights:

1. The right of a student's parent or an eligible student to inspect and review the student's educational records;
2. The right of a student's parents or an eligible student to seek to correct parts of the student's educational record which he/she believes to be inaccurate, misleading, or in violation of the student's rights. This right includes the right to a hearing to present evidence that the record would be changed if the District decides not to alter it according to the parent or eligible student's request;
3. The rights of any person to file a complaint with the Department of Education if the Newcastle School District violates FERPA;
4. The right to obtain a copy of the FERPA from the central office at the cost of 25 cents a page;
5. The intent of the Newcastle School District is to limit the disclosure of the information contained in the student's educational records except:
 1. by prior written consent of the student's parents or the eligible student;
 2. as directory information; or
 3. under certain limited circumstances as permitted by FERPA.
6. The District will arrange to provide translations of this notice to non-English speaking parents in their native language

Hatch Amendment

The School District is committed to enforcing the Protection of Pupil Rights Amendment (PPRA), 20 U.S.C 1232h, included in the Goals 2000 Educate America Act of 1994. PPRA applies to all funding provided by the United States Department of Education and seeks to protect the rights of parents to inspect or survey instructional materials if these materials or surveys are funded by the United States Department of Education.

With respect to survey activities, survey materials, evaluation materials, instructional materials used by students and funded by the United States Department of Education, the school district will:

1. Make such materials available for inspection by parents.
2. Obtain written parental consent if students are required to participate in a survey, analysis or evaluation that reveals information such as
 - Political affiliation
 - Mental and psychological problems potentially embarrassing to the student and his/her family
 - Sexual behavior or attitudes
 - Illegal or self-incriminating behavior (such as use or possession of tobacco, alcohol, or other drugs)
 - Critical appraisals of other individuals with whom respondents have close family relationships
 - Legally recognized privileged or analogous relationships, such as those of lawyers, doctors, and ministers.
 - Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs).

PARENT BILL OF RIGHTS

The school district is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent. Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) XX.

SPECIAL EDUCATION

This notice is to inform parents of the child identification, location, screening, and evaluation activities to be conducted throughout the year by the local school district in coordination with the Oklahoma State Department of Education. Personally identifiable information shall be collected and maintained in a confidential manner while carrying out the following activities:

Referral: Preschool children ages 3 through 5 and students enrolled in K-12 who are suspected of having disabilities that may require special and related services, may be referred for a screening evaluation through the local schools. Our local school district coordinates with the Sooner State Early Intervention Program in referrals for identification and evaluation of infants and toddlers who may be eligible for early intervention services from birth through 2 years of age, or for special education and related services beginning at 3 years of age. The Oklahoma Area-wide Service Information System (OASIS), through a toll-free number (1-800-42OASIS), also provides statewide information and referrals to local schools and other service providers.

Screening: Screening activities may include vision, hearing, and health. Other screening activities may include a review of records and educational history, interviews, observations, and specially developed readiness or educational screening instruments. The Regional Education Service Centers provide assistance and consultation to local schools in these efforts.

1. Readiness Screening: Personally identifiable information is collected on all kindergarten and first-grade students participating in school-wide readiness screenings to assess readiness for kindergarten and first grade. Results of the screening are made available to parents or legal guardians, teachers, and school administrators. No child shall be educationally screened for readiness or evaluated without notice to the child's parent or legal guardian.

2. Educational Screening: Educational screening includes procedures for the identification of children who may have special learning needs and may be eligible for special education and related services. Each school district in the state provides educational screening. The educational screening will not be administered to a student whose parent or legal guardian has filed a written objection with the local school district. All students shall be screened as needed or upon the request of the parent, legal guardian, or teacher. Students entering the school system from another state, a district within the state that has not provided a previous educational screening, or who have been homeschooled, shall be educationally screened within 6 months from the date of entry.

Evaluation: *Evaluation* means procedures used in accordance with federal laws and regulations to determine whether a child has a disability and the nature and extent of the special education and related services that the child needs. This may involve procedures being used selectively with an individual child and does not include basic tests administered or procedures used with all children in a school, grade, or class. The parent or legal

guardian must provide written consent for evaluation. The consent form must be on file with the local district prior to any child receiving an initial evaluation for the purposes of special education and related services.

Collection of Personally Identifiable Information:

Educational records which contain personally identifiable information shall be collected by schools for identification, location, screening, and evaluation of children. These records shall be maintained in accordance with Family Educational Rights and Privacy Act and the *Policies and Procedures for Special Education in Oklahoma*. School districts shall develop and implement a local policy regarding the collection, storage, disclosure, and destruction of confidential student records. Parents may obtain a copy of the local policy from the District's administrator.

For further information, contact [Angie Green at 101 N. Main St, Newcastle, OK 73065. Telephone \(405\) 387-6304.](#)

INTERNET ACCESS AND ACCEPTABLE USE POLICY

General: The Internet is an electronic highway connecting a multitude of computers throughout the world. Through the Internet, students and employees have access to electronic mail (e-mail), news, databases, library resources, and a wide variety of other information sources. The District provides a wide variety of opportunities for students and employees to use the District's computers to access the Internet. Through the Internet, it is possible to access material that may contain illegal, defamatory, inaccurate, pornographic, and/or offensive content. Due to the nature of the Internet, the District cannot guarantee that students and employees will not access such material. However, the District is committed to enforcing a policy of Internet safety and monitoring the Internet activities of its students.

The District makes no warranties of any kind, either express or implied, regarding the Internet access being provided. The District shall not be responsible for any damages users suffer, including but not limited to loss of data resulting from delays or interruptions in service. Nor shall the District be liable for the accuracy, nature, or quality of information stored on District's computer equipment or of information gathered through Internet access provided by the District. However, the Administration shall develop, implement, and maintain regulations and forms to restrict the use of the District's computers and Internet access to legitimate and acceptable purposes and to regulate students' and employees' privilege of access and use. The District shall install and operate computer software programs that restrict access to certain materials, such as material that depicts nudity, sex, sexual acts, excretion, and exhibition of genitals and which, taken as a whole, lacks serious literary, artistic, political, or scientific values. Students who are granted access to the Internet shall receive instruction regarding safety and security when using electronic mail, chat rooms, and other forms of direct electronic communications and the disclosure, use, or dissemination of personally identifiable information.

Acceptable Uses: The District's computers, equipment, and software are intended for administrative, educational, and research purposes only and shall be used only in accordance with Administrative Regulations. Acceptable uses of the District's computers and the Internet are activities that support learning and teaching or which promote the District's mission and goals.

Prohibited Uses: According to Administrative Regulations, the District's computers and Internet access (including e-mail) provided by the District shall not be used:

1. To violate an individual's right to privacy;
2. To access materials, information, or files of another person or organization without permission;
3. To violate the copyright laws or software licensing agreements;
4. To spread computer viruses;
5. To deliberately attempt to vandalize, damage, disable, or disrupt the District's property or the property of any other individual or organization;
6. To locate, receive, transmit, store, or print files or messages which are profane, obscene, or sexually explicit, or which use language that is offensive or degrading to others;
7. To distribute religious materials;
8. To campaign for or against any political candidate or ballot proposition or for political lobbying, except as authorized by law;
9. For any commercial purpose unless authorized by the Administration or Board; or
10. To engage in any illegal activity.

Consequences for Misuse: The use of the District's computers and the Internet access provided by the District is a privilege, not a right. Any student or employee who inappropriately uses the District's computers or the

Internet may have the privilege of using the computers or the Internet denied, revoked, or suspended and may be subject to other disciplinary sanctions.

No Expectation of Privacy: No student or employee shall have any expectation of privacy in any electronic mail being sent or received by the District's computers or District-provided Internet access. The District's system operators may access any electronic mail and may delete any inappropriate materials from any electronic mail sent or received using the District's computers or District-provided Internet access.

Use of Software: Students are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware. Employees are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware without the express written consent of the copyright holder and the approval of the appropriate administrator or system operator.

Remote Internet-based Courses: The District may allow for students to complete required course work through remote Internet-based courses in accordance with the rules, regulations, and/or guidelines adopted by the State Board of Education.

VIRTUAL / DISTANCE LEARNING GUIDELINES

- Please refer to the Distance Learning Resources page on Newcastle Public Schools website: <https://www.newcastle.k12.ok.us/ContinuousLearningResources.aspx>

STUDENT CODE OF CONDUCT

All students are expected to behave in a manner acceptable to everyone concerned - other students, teachers, administrators, and society in general. All students are under the authority of the principal, teachers, bus drivers, and school personnel. . **Students suspended or expelled from school are not allowed on school properties or to take part in any school-sponsored activities.** Expulsions may be for the current and following semesters.

Parents are crucial in the support given to their children and the school. It will be our aim to work with students and parents in a positive manner. It is of utmost importance for teachers and parents to communicate in order to work together for the best interest of students. Parents will be contacted by the school through notes home, mail, or by telephone concerning all disciplinary actions administered by school officials.

DISCIPLINE AND CONTROL POLICY

IMPLIED AUTHORITY - A school district may exercise those powers necessarily implied, or delegated by law to any other agency or official. (70 O.S. § 5-117; S.L.O. § 68) The teacher or administrator shall have the same right as a parent or guardian to control and discipline a child while the child is in attendance in school, in school vehicles to or from the school, or while attending or participating in any school function authorized by the school district. All students enrolled in Newcastle Early Childhood Center will be expected to abide by the rules and regulations set forth by the administration, teachers, and the board of education while in attendance at school-sponsored activities, or while being transported to or from school or school-sponsored activities in district-owned transportation equipment. Any student who disobeys the rules or shows disrespect for any teacher and/or school property will be subject to disciplinary action. The disciplinary action taken will depend on the severity and frequency of the violation.

FIGHTING

Cases of assault, which is the violent and forceful physical or verbal attack of another student or school employee, will not be tolerated. **The district reserves the right to turn these cases over to law enforcement.** **First Offense: May result in (3) to ten (10) days suspension plus an evidentiary hearing, which could lead to suspension for up to one year.**

BULLYING

Bullying, including but not limited to social media, will not be tolerated. Our school defines bullying as **“A person is being bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons.”** ~Dan Olweus

Punishment will be determined by the severity of the incident(s). Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) E1-R1.

DISRUPTION OF SCHOOL

A student shall not use violence, force, noise, coercion, threats, intimidation, fear, passive resistance, or any other conduct to intentionally disrupt or obstruct any lawful mission, process, or function of the school. A student who fails to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principals, or other authorized school personnel during any time when he/she is under the authority of school personnel shall be in violation of school rules and regulations.

DRESS CODE

Unless designated by a special "Theme Day" at school the following dress code applies. Therefore, the following dress and personal appearance code has been developed and officially adopted by the Newcastle Board of Education. The following articles and types of apparel are not considered suitable for school purposes and **WILL NOT BE PERMITTED** unless authorized by the principal:

1. Shorts that are shorter than mid-thigh (Shorts are permissible if they are of an appropriate length.).
2. It is suggested that shorts or tights be worn under skirts or dresses.
3. Revealing tops off the shoulder, muscle shirts, ball jerseys without a T-shirt underneath, **see-through blouses; No tops with spaghetti straps; no halter tops; tops and pants MUST meet at all times.** (E.g., No exposed skin when standing, sitting, or when arms are raised.) No exposed cleavage and/or undergarments;
4. Apparel with reference to drugs, alcohol, tobacco, gestures or slogans that are vulgar, including any item, jewelry, or clothing that promotes or imitates sexual innuendos, wording, or content (Ex., Hooters, Big Johnson, Playboy, or any other sexual innuendo or implication.);
5. Pajamas, pajama pants, or house shoes (slippers);
6. Bandanas, Do rags, or head-scarves;
7. Excessively oversized or tight clothing; Pants must be worn at the waist and may not drag on the floor. A belt may be required to meet this policy; Jeans with large frayed holes; un-hemmed, jeans may not have holes above the pockets
8. Long coats/trench coats;
9. Chains or spike collars;
10. Any article that disrupts the learning process;
11. Extreme hair colors and/or extreme hairstyles that disrupt the educational process;
12. Students are not allowed to write on each other's bodies or clothing at school.
13. Hats, caps, and sunglasses may not be worn inside the building.
14. Tennis shoe skates and cleats are not allowed.

DRESS CODE VIOLATIONS

A student who violates the dress code will be required to change or cover the article of clothing. The violation will be documented and the parent notified. Future dress code violations may result in additional consequences up to possible out-of-school suspension.

DRUGS & ALCOHOL POLICY

Students shall not knowingly possess, use, transmit, sell, be under the influence of, show evidence of having used any steroid, narcotic or hallucinogenic drug, stimulant, counterfeit drug, amphetamine, barbiturate, marijuana, alcoholic beverage, low-point beer, or intoxicant of any kind while in any way connected with the school during regular hours, school activities, or going to and from school. Drug possession shall also include improper use of nonprescription and prescription medication.

Whenever a teacher recognizes that a student may be under the influence of alcoholic beverages, as defined in §2-101, Title 63 of the Oklahoma Statutes, he/she will notify the principal or his designee. The principal, or designee, then immediately notifies the superintendent, or designee, and a parent/guardian; as well as, law enforcement.

Students who violate this policy may expect the following consequences:

1. **First Offense:** Students may be suspended from school for the remainder of the semester and possibly the next semester.
2. For possession of drug paraphernalia, students may be suspended from school from ten (10) days up to one semester.

3. **Second Offense:** Students may be suspended for the remainder of the semester and possibly the succeeding semester.

GANG AND GANG-RELATED BEHAVIOR / INCIDENTS

Gangs can be defined as an assembly of three (3) or more people who gather together on a continuing basis, whose purpose, school authorities believe, is to commit anti-social behavior or to violate school policy. Gang-related behavior/incidents are any behaviors or events which disrupt school activities or foster, enhance, or encourage gang activity in our school. All gang-related activity will be referred to proper legal authorities. Repeated offenses will result in a temporary suspension with a parent conference/hearing before the student is readmitted to school.

The following are considered to be gang-related behaviors and are prohibited at our school:

1. Possessing, wearing, using, distributing, or displaying any sign, symbol, badge, color, or another item that is evidence of affiliation with or membership in a gang. Students will not be permitted to wear pants below their waistlines (sagging) or wear caps, bandanas, handkerchiefs, or any other items associated with gang-related behavior.
2. Any act, either verbal or non-verbal, including gestures, expressions, handshakes, etc., that may indicate an affiliation with or membership in a gang.
3. Any act of intimidation, threats, "pay for protection," or any other behavior of potential violence.
4. Any act that may further interest in gang affiliation or membership.
5. Writing, painting, or inscribing gang-related graffiti including messages, symbols, or signs on school property.
6. Assembling or congregating as a gang or members of a gang for any purpose.

MISINFORMATION

Willfully giving misinformation by commission (lying) or omission (misinforming by remaining silent) violates school rules.

TOBACCO & TOBACCO-RELATED PRODUCTS

Possession by students of tobacco or tobacco-related products is prohibited at school or school-sponsored activities. Possession of tobacco products by a minor is a misdemeanor and will be reported to law enforcement.

ELECTRONIC DEVICES

Students will be allowed to use electronic devices (cell phones, tablets, smartwatches, e-readers) as deemed appropriate by the classroom teacher. If a student brings such a device, the school **will not** be responsible for any loss, theft, or damage to the device. Electronic devices must stay put away at the end of the day until students reach the car/bus lines. Consequences for misuse may range from parents picking up the device from the office, loss of privileges, to possible suspension. Any and all electronic devices, including but not limited to cell phones, smartphones, tablets, laptops, MP3 players, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant.

PROFANITY / OBSCENITY / PORNOGRAPHY

The use of obscene language constitutes a serious offense and is in direct violation of school policy. A student who engages in such acts will receive severe discipline that could result in ISS, suspension, or expulsion from school. Pornography in any form is unacceptable. Students in possession of pornographic materials may be subjected to ISS, suspension, or expulsion from school. Parents will be contacted on the first offense.

PUBLIC DISPLAY OF AFFECTION (PDA)

Inappropriate physical contact, including, but not limited to, intimate touching, kissing, etc., at school or a school-sponsored activity is prohibited.

THREATS

No verbal or written threat will be tolerated. Verbal or written threats toward teachers, students, school personnel, or school property could result in short-term or long-term suspension, depending on the circumstances. All threats will be reported and evaluated by qualified threat assessment personnel.

SEXUAL HARASSMENT

Sexual harassment is defined as: (1) Unwelcome sexual advances; (2) Requests for sexual favors; or (3) Other verbal or physical conduct or communication of an intimidating, hostile, or offensive sexual nature. Forms of Sexual Harassment: (1) Verbal; (2) Non-verbal; (3) Physical. Sexual harassment of students, employees, or volunteers is unlawful under both Oklahoma and federal law. The school district will not tolerate sexual harassment, false reports of sexual harassment, or retaliation against persons reporting allegations of sexual harassment or cooperating in the investigation of such complaints. **SEXUAL HARASSMENT COULD RESULT IN SHORT-TERM OR LONG-TERM SUSPENSION.**

SEXUAL HARASSMENT COMPLAINT PROCEDURE

Students who believe they have been subjected to sexual harassment should promptly notify the building principal or guidance counselor. Complainants are encouraged to report any conduct, statements, or physical contact that makes them feel uncomfortable.

VANDALISM AND PROPERTY DAMAGE

Our school building and equipment cost the taxpayers to purchase, construct, and maintain. Students who destroy or vandalize school property (including textbooks) will be required to pay for losses or damages. If students willfully destroy school property, suspension and subsequent expulsion may be necessary. If students should happen to damage something by accident, they should immediately report it to a teacher or the office.

WEAPONS AND DANGEROUS INSTRUMENTS

A student shall not possess, handle, or transport any object that may be considered a weapon. The term, "dangerous weapon," shall mean pistol, revolver, any instrument or knife, sharpened metal file, a comb of any length with a pointed, sharpened handle, Billy club, loaded cane or club, metal knuckles, razor, hand chain, or another offensive weapon. Each incident involving a weapon or facsimile thereof will be subject to the following appropriate Oklahoma Statutes.

A. Students who possess or use any firearms or dangerous weapons during school time, on school premises, on school buses, or during school-sponsored activities will be subject to suspension for up to one year and no less than one semester. Any decision otherwise must be approved by the Superintendent of Schools.

B. Students who possess or use any dangerous or annoying device or item that could be used as a weapon or other weapons used for assault during school time, on school premises, on school buses, or during school-sponsored activities may be expelled for up to one year and no less than one semester. Any decision otherwise must be approved by the Superintendent of Schools.

C. Any reported case of possession of a dangerous weapon will be turned over to the appropriate law enforcement agency for investigation.

StopIt App

Students and parents can report any unwanted behavior to the school administration using the stopit app. See district website www.newcastle.k12.ok.us for more information.

ECC Code: NewcastleECC6200

DISCIPLINE

Students who violate school rules may be subject to but are not limited to the following consequences, at the discretion of the principal: verbal warning, removal of privileges, detention, bus suspension/removal, in-school detention, short-term suspension, long-term suspension, permanent expulsion, police involvement.

TRANSFERS-OPEN/EMERGENCY

A student whose parent(s) reside(s) outside the District must apply for a legal transfer to attend school in the District. The District reserves the right to determine an appropriate school site for any student granted a transfer, and the granting of a transfer into the District does not guarantee a transferred-student assignment

to any particular school site. Assignments to a particular school site shall be made based upon available staff and space. Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) EB.

ASBESTOS NOTIFICATION

In the past, asbestos was used extensively in building materials because of its insulating, sound-absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, such as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Newcastle Public Schools have conducted a re inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last re-inspection conducted on September 12, 2012, ALL BUILDINGS within Newcastle Public School District were inspected and found to contain NO ASBESTOS BUILDING MATERIALS; therefore, no operations and maintenance programs or future inspections are required.

MODEL NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Newcastle Public Schools has developed policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Newcastle Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Newcastle Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parents to opt his or her child out of participation of the specific activity or survey. Newcastle Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate date of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and survey listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution
- Administration of any protected information survey not funded in whole or in part by ED
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with Family Policy Compliance Office U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

Under this law, your district's designated homeless student liaison must provide public notice of the education rights of homeless students. The district is required to disseminate the notices in places where homeless students receive services, such as schools, family shelters, and other programs that make food or meals available to the homeless population. You can find more information for parents and youth at <http://ok.gov/sde/title-x-part-c> and <http://www.serve.org/nche>.

MEMO

To: Newcastle Board of Education

From: Kristi Ferguson, Assistant Superintendent

Date: July 26, 2022

Re: Adult and Student Meal Prices

The Federal Government determines each year the minimum amount that we can charge for adult meals; otherwise we have to cover the difference from the General Fund. The information below is the proposed cost increase for FY23.

Adult Meals

FY23 Minimum Amount:

Breakfast	\$2.26
Lunch	\$4.84

We currently charge:

Breakfast	\$2.20
Lunch	\$4.20

Proposed Amount:

Breakfast	\$2.30
Lunch	\$4.85

Student Meals

After discussing the increase of food cost and labor cost with our Child Nutrition Manager, I am recommending that we increase the student pricing for meals in the cafeteria as follows:

Breakfast:	\$1.50 (No increase)
Elementary Lunch	\$2.70 (increase of \$0.20)
Secondary Lunch	\$2.95 (increase of \$0.20)

Relevant information includes:

- We are comparable with our neighboring districts:

<u>SCHOOL</u>	<u>BREAKFAST</u>	<u>ELEM LUNCH</u>	<u>SECONDARY LUNCH</u>
Bridge Creek	\$1.50	\$2.50	\$2.75
Norman	\$0.95	\$2.90	\$3.05
Tuttle	\$1.60	\$2.85	\$2.85
Blanchard	\$1.50	\$2.75	\$3.25
Newcastle	\$1.50	\$2.70	\$2.95

- Food cost has risen dramatically recently
- We will be below the target lunch price as set by the USDA which is \$3.31
- We have not raised prices since 2018 due to COVID and the federal government giving all student free meals
- Reduced meals are still \$0.30 / \$0.40 per federal guidelines.



HealthCorps, Inc. Living Lab Program Memorandum of Understanding

Date: 7/26/22
District: Newcastle Public Schools Superintendent: Dr. Melonie Hay
District Address: 101 N. Main
City: Newcastle State: OK Zip: 73065
Name of District Contact: Jonathan Atchley
Contact Email: jatchley@newcastle.k12.ok.us Phone: (405) 387-6260
School: Newcastle High School Principal: _____
School Address: 101 N. Main
City: Newcastle State: OK Zip: 73065
Name of School Contact: Adam Hull
Contact Email: ahull@newcastle.k12.ok.us Phone: (405) 387-6320

ABOUT HEALTHCORPS

HealthCorps is a non-profit organization dedicated to educating youth around wellness, driving positive health outcomes and empowering youth with tools that create resilience in their life. Among a number of programs and services, its Living Lab programs embed coordinators to deliver programs in high need schools and act as a catalyst for change within the school culture by delivering HealthCorps curriculum and directing wellness and health initiatives. HealthCorps also trains educators in its curriculum in order to cultivate school "wellness champions" who will ensure the sustainability of its programming.

Each HealthCorps® Living Lab school is assigned a HealthCorps Coordinator ("Coordinator") to deliver the HealthCorps program ("Program") in nutrition, exercise, mental resilience and community engagement. The Program staff commits to facilitating your team's efforts to develop local solutions and strategies to promote a culture of health and wellness across your campus.

Please review the appendices to this memorandum, which set forth HealthCorps' deliverables in connection with the Program. The district named above ("District") agrees to participate in the Program and support the Coordinator's efforts at the following school(s) (each, a "School"):

In partnership with School staff and teachers, the Coordinator will execute the following program components at the School:

- Facilitate the HealthCorp health and wellness lessons during in-class instruction time;
- Facilitate HealthCorps' Teens Make Health Happen series either during in-class instructional time or in a club setting;
- Plan events related to the Program such as monthly lunchtime demonstrations (called "Café O' Yea") and an annual health fair;
- Empower students by developing a Wellness Officer leadership role creating a sustainable mechanism for student-led wellness activities;
- Organize staff wellness and appreciation events such as wellness challenges and other campaigns;



- Participate at the school and/or district wellness council and promote policy implementation on campus in-line with school and district priorities
- Provide opportunities for students to participate in HealthCorps' National Youth Council's Initiatives including the annual virtual spring Health Innovation Showcase;
- Build relationships and mentor students and staff to adopt healthier behaviors;
- Increase health promotion by communicating through campus-wide mediums such as newsletters, flyers, social media and loudspeaker announcements;
- Manage an annual budget provided by HealthCorps to implement the Program effectively at the School;
- Send Coordinator to the HealthCorps' national summer training and mid-year professional development (provided and supervised by HealthCorps staff);
- Support Coordinator with sustainability efforts so as to ensure School is able to execute Program independently;
- Conduct Program monitoring and evaluation, such as administering and collecting surveys from students and staff¹.

Each School site agrees to:

- Introduce Coordinator and Program to School and key staff contacts at the beginning of school year;
- Provide Coordinator an orientation to school including a campus tour, staff introductions and other relevant instructions;
- Assist Coordinator to complete a customized needs assessment including key informant interviews;
- Allow Coordinator to partner with teachers to deliver the HealthCorps curriculum in their classrooms;
- Provide opportunity for Coordinator to deliver staff-targeted programming activities;
- Ensure sustainability of the Program by supporting Coordinator in creation of Wellness Officer position within student government (or otherwise appropriate mechanism) and in identifying key staff and policies that will support sustainability;
- Identify a School Site Supervisor with whom Coordinator can regularly check-in with and whom will ensure efficacy and consistency of onsite Program delivery;
 - School Site Supervisor will formally communicate monthly with Program staff to provide feedback on Coordinator performance and overall program satisfaction;
- Include the Coordinator at relevant school meeting(s);
- Assign a safe and secure space (classroom, shared office, etc.) for Coordinator to use that includes: computer, telephone and storage for supplies and equipment;
- Secure access to relevant external websites to allow usage of the HealthCorps digital curriculum through School internet server;
- Provide Coordinator a school ID and key for entrance to the campus as well as a school email address;
- Provide Coordinator access to a refrigerator and sink for Coordinator to conduct cooking activities;
- Allow HealthCorps to collect data for program evaluation and clearly communicate protocol requirements regarding¹. Assist Coordinator in completion of HR paperwork required by District such as background check, fingerprinting, etc;
- Distribute HealthCorps Media Release Forms to all parents and assist in collection;
- Support HealthCorps with media requests, events, and sponsor visits;

¹HealthCorps conducts evaluation, including surveys, in connection with the funding of school-based programs. Public funding of HealthCorps is often dependent on demonstrating the efficacy of the Program in funded schools. HealthCorps will obtain all approvals required for conducting evaluation and will pay all related costs. Certain evaluation initiatives may require the cooperation of school(s), school district(s), and other appropriate agencies. Any evaluation initiative requiring institutional review board approval will be presented to and approved by all parties pursuant to state and federal laws and evaluation guidelines.

Confidentiality



- Confidential Information” means: (i) any personally identifiable information related to the Department of Education (DOE) students, student families or guardians, teachers, staff, agents and/or volunteers obtained by or furnished to HealthCorps and the HealthCorps, Inc. Living Lab Program; (ii) any information marked “confidential” or any other information that a reasonable person under similar circumstances would consider to be confidential or proprietary at the time of disclosure, notwithstanding a failure to make it or identify it as such; and (iii) all derived information, findings, analysis, data (personally identifiable and aggregate data), reports or other information learned or developed and based thereon; whether in oral, written, graphic, or machine-readable form. Confidential Information includes, but is not limited to, names, addresses, contact information, school, school district, grades or other reviews, scores, analysis or evaluations, records, correspondence, activities or associations, financial information, social security numbers, student identification numbers or other identifying numbers or codes, date of birth or age, gender, religion, sexual preference, national origin, socio-economic status (including poverty indicators), race ethnicity, special education status, or English Language Learner status.
- HealthCorps agrees to:
 - a. Hold the Confidential Information in strict confidence and not to disclose Confidential Information to any third parties nor make use of such Confidential Information for its own benefit or for the benefit of another, or for any use other than the purpose of this agreement.
 - b. Only disclose the Confidential Information to its employees or agents who need to know the Confidential Information, and in those instances, only to the extent justifiable by that need, and ensure that all such entities and personnel comply with the terms of this agreement.
 - c. Adhere in every respect to the law, School Board or District policy and regulations concerning confidentiality of personally identifiable pupil records.
 - d. Hold all personally identifiable information obtained, learned or developed by HealthCorps confidential pursuant to applicable provisions of the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) and any applicable regulations promulgated thereunder.
- Whenever required by School and upon termination of this agreement, HealthCorps shall promptly surrender (or destroy if surrender is not practicable) all Confidential Information and all media containing same to the School and certify, in writing, that all of the foregoing materials have been surrendered or destroyed in accordance with this agreement.
- Unauthorized disclosure of Confidential Information by HealthCorps, its subcontractors, consultants and agents may result in civil and/or criminal penalties under State and Federal laws. Moreover, in addition to all other remedies that DOE may have, the DOE shall be entitled to specific performance and injunctive or other equitable relief as a remedy for any breach of confidentiality.

The term of this memorandum commences on _____ and automatically terminates on _____ unless earlier terminated in accordance with this memorandum. Either party may terminate this memorandum upon 60 days written notice to the other party. HealthCorps reserves the right to immediately terminate this memorandum at any time for lack of sufficient funding for the Program, as determined by HealthCorps in its sole discretion. District acknowledges that the implementation of the Program at each School is at all times subject to the availability such funding.

This memorandum and all matters arising out of this memorandum, including all tort and fraud claims, is governed by laws of the State of New York, without regard to its conflict of laws principles.



This memorandum contains the entire agreement between HealthCorps and the District regarding the Program, and supersedes any prior written or oral agreements between the parties. This memorandum cannot be amended except in a writing signed by both parties.

The parties are signing this memorandum of understanding on the date set forth below.

HEALTHCORPS, INC.

By: _____

Name:

Title:

Date: _____

DISTRICT (if required)

By: _____

Name: Dr. Melonie Hau

Title: Superintendent

Date: 7/26/22

SCHOOL

By: _____

Name: _____

Title: _____

Date: _____



Appendix A

Program Components:

Living Labs (LL) is a direct service model that places a Program Coordinator at a school to implement health and wellness programming with students, staff and community members aimed to change the health culture on campus.

Component	Description
Lesson facilitation* (see below for lesson titles)	<ul style="list-style-type: none"> Facilitate the HealthCorps classroom-based lessons in a minimum of 8 classes each week.
Wellness Events and Campaigns	<ul style="list-style-type: none"> Facilitate monthly wellness campaigns. These themed, integrated health promotion campaigns include a café o yea demonstration, a wellness challenge and ongoing health promotion activities (signage, bulletins, digital communication, etc.).
Health Fair	<ul style="list-style-type: none"> Organize 1 in-school or community-based health fair with both student-led café o yea booths and community vendors.
Staff Wellness Events and Appreciation	<ul style="list-style-type: none"> Coordinate 1 Staff Wellness Event every 2 months during the year for staff to encourage healthy behaviors such as a step competition. Ongoing activities and events that appreciate and support staff wellness such as staff break room improvements, healthy potluck items, wellness mentoring, etc.
Student Club	<ul style="list-style-type: none"> Facilitate weekly Teens Make Health Happen Wellness Club where participants will lead local wellness initiatives while enjoying activities such as cooking, fitness, and mindfulness/meditation. In the spring, club participants will design a project to enter into HealthCorps' National Health Innovation Showcase.
Policy, Systems and the Environment (PSE)	<ul style="list-style-type: none"> Participate in school and/or district wellness council. Develop and execute PSE improvement project in collaboration with school and community stakeholders.
National HealthCorps initiatives	<ul style="list-style-type: none"> Participate in and/or support national initiatives such as Mental Health Awareness Month, National Night of Conversation, Social Media Literacy Week, and MLK Day of Service, as well as national wellness challenges. Participate in HealthCorps' National Youth Council events (such as the virtual expert interview series).
School and Community Engagement	<ul style="list-style-type: none"> Incorporate HealthCorps programming into all applicable school and community events and activities such as back to school night, student orientation, parent/teacher conferences, assemblies/rallies, public health campaigns, resource fairs, etc.
Program Exposure	<ul style="list-style-type: none"> Contribute to the school's staff and/or parent communications such as newsletters, websites, emails and social media platforms. Maintain wellness themed bulletin board and postings updated on a monthly basis.



Appendix A: Staying Safe During COVID-19:

HealthCorps is committed to the health and safety of the communities we serve as well as our staff and will be carefully following the CDC Guidelines for Opening Schools in delivery of the program. HealthCorps' COVID-19 mitigation strategy includes:

- When appropriate, mentors will deliver programming remotely via Zoom, Microsoft Teams or other online communication tools.
- Coordinators will receive thorough training on the CDC Guidelines for Re-opening Schools.
- Coordinators will receive thorough training in proper hand hygiene, respiratory hygiene and use of Personal Protective Equipment.
- Coordinators will follow the CDC Guidelines for Re-opening Schools as it pertains to Physical Distancing and face coverings.

In addition to HealthCorps re-opening policies, Coordinators will also follow all site re-opening policies and guidelines. We ask that you share this policy with your Program Coordinator and Regional at your soonest convenience and include them in any communication or training on such policies.



Appendix C

PARENTAL PERMISSION MEDIA RELEASE FORM FOR THE 2021/2022 SCHOOL YEAR

Participant Name: _____

Participant Phone Number: _____

School: _____

Yes, I hereby consent to the use of Participant's name, image (in any reproduction or simulation thereof), likeness (including caricature), voice, quotes, and biographical data (collectively, "Personal Information") by HealthCorps and its affiliates (including sponsors and partners) (collectively, "Affiliates"), for any purpose HealthCorps deems necessary or desirable (including trade, advertising, or promotion), in any media now known or later developed ("Promotional Media"). With respect to any materials created by Participant during Participant's participation in the Event ("Participant Materials"), I also grant to HealthCorps and its Affiliates the right to use, edit, adapt, modify, reproduce, distribute, publicly perform and display any Participant Materials in any Promotional Media. I understand that HealthCorps and its Affiliates are not obligated to use any Participant Information or Participant Materials and that any use of Participant Information or Participant Materials is without financial remuneration. I hereby waive any right I have or may have to any financial remuneration (including royalties) for any use of Participant Information or Participant Materials. I, for myself, and for my spouse, heirs, dependents, and/or assigns, hereby release, hold harmless, and indemnify (collectively, "Release") HealthCorps and its directors, officers, employees, agents, volunteers, and Affiliates (collectively, "Released Parties"), from and against any and all claims, loss, damage, expense, or cost (including attorneys' fees), direct or indirect, arising out of or in connection with any use of Participant Information (collectively, "Released Claims"). I acknowledge that the Release discharges the Released Parties from any liability or claim against the Released Parties with respect to any Released Claim. I agree not to bring any action against any Released Party for any Released Claim.

No, I do not consent to the above.

I have read this release and understand and agree with all of its terms and conditions.

If Participant is under 18

Date

Name of Parent/Guardian of Participant

Signature of Parent/Guardian of Participant

Address of Parent/Guardian of Participant

Phone Number of Parent/Guardian of Participant

If Participant is 18 or over

Date

Name of Participant

Signature of Participant

Address of Participant

COMUNICADO DE PRENSA

Nombre del Participante: _____

Numero de Telefono del Participante: _____

Nombre de la Escuela: _____

- Si, por la presente doy consentimiento a (nombre del participante), a que se utilice su imagen (es en cualquier reproducción o simulación de los mismos), semejanza (incluida la caricatura), voz, cotizaciones y datos biográficos (colectivamente, "información personal") de HealthCorps y sus afiliados (incluyendo patrocinadores y socios) (colectivamente, "afiliados), para cualquier propósito de HealthCorps considere necesario o deseable (incluyendo comercio, publicidad o promoción) en cualquier medio ahora o posteriormente desarrollado (Medios promocionales"), durante o después del evento. Con respecto a cualquier material creado por el participante durante su participación en el evento ("Materiales de participante"), también doy HealthCoprps y sus afiliados el derecho a utilizar, editar, adaptar, modificar, reproducir, distribuir, públicamente realizar y mostrar cualquier material participante en cualquier medio de comunicación promocional. Entiendo que HealthCorps y sus afiliados no están obligados a utilizar cualquier información de el participante o participantes materiales y que cualquier uso de información del participante o participante materiales es sin remuneración financiera. Por la presente renuncio a cualquier derecho que tenga o puede tener cualquier remuneración financiera (incluyendo a regalías) por el uso de información del participante or participante materiales. Para mí y para mí cónyuge, herederos, dependientes o cesionarios, por la presente liberar, eximir e indemnizar (colectivamente, "liberar"), HealthCoprps y sus directores, oficiales, empleados, agentes, voluntarios y afiliados (colectivamente, "partes liberado"), de y contra cualquier y todas reclamaciones, perdió, daño, gasto o costo (incluyendp honorarios) directos o indirectos, derivados de o relación, con cualquiera que provea la información del participante (colectivamente "Lanzando reclamos"). Reconozco que la version descarga a las partes liberadas de cualquier responsabilidad o reclamación de las Partes exoneradas con respeto a cualquier reclamación de libertad. Estoy de acuerdo que no se lleve ninguna acción contra cualquier partido lanzado por cualquier reclamación de libertad.
- No, doy consentimiento a lo prescrito.

He leído esta versión y entiendo y estoy de acuerdo con los términos y condiciones.

Si el Participante es menor de 18 años

Fecha

Nombre de padre / tutor

Firma de padre / tutor

Dirección de padre / tutor

Número de teléfono de padre / tutor

Si el Participante es mayor de 18 años

Fecha

Nombre del Participante

Firma del Participante

Dirección del Participante

CONFIDENTIAL



Seon Additional Comments & Terms:

All Compass-branded products and/or services are also governed by the Safe Fleet Video & Telematics Compass Products and Services Additional Terms & Conditions currently available at safefleet.net/compass-support-and-maintenance-terms, as may be modified by Safe Fleet in its discretion from time to time, which are hereby incorporated into and made a part of this Proposal.

License and Maintenance for Seon routing products is due on the anniversary of the signed contract date each year. 1st year of L&M is included in the purchase price. Licensing for map data, hosting fees and ESRI ARGIS Server is billed separately and are billed at the rate quoted.

Travel per diem for the trainer(s) is included in the quote for a single trip. If the training occurs in more than a single visit additional charges will apply.

Without limiting anything in the Ts&Cs, routing and GIS is directly dependent on accuracy of map data used. Depending on map data availability, your district may choose to use map data provided by their local government agency(s) or your district may choose to directly purchase map data from 3rd party commercial vendors. Seon can assist your district in identifying and ordering map data.

There is no licensing limitation on the number of district users as long as the district holds a valid Compass application license.

Purchase includes onetime installation and configuration on up to eight core servers.

Seon routing systems require ArcGIS Server Standard and Network Analyst to function properly. It is your responsibility to maintain these licenses. If your district already has a district site license for these products, then this fee will be reduced from the purchase price. If USCI is hosting your solution we will maintain the licenses.

This quote does not include any customizations programming services. Custom programming/reports are available at an additional fee. Additional user training is available for additional fee.

This quote is valid for up to 60 days. All sales are final. A restocking fee of 20% will apply for any product returns and/or exchanges requested after initial shipment of the product. Note that product returns and/or exchanges will only be accepted for new, unused product that is within the original, unopened packaging.

Thank you for the opportunity to provide a Proposal for your mobile surveillance and fleet management needs. We trust this customized solution will help you meet your goals for passenger and driver safety and security.

Please feel free to contact me directly at 1.877.630.7366 if you have any questions or concerns. We look forward to partnering with you.

Best regards,

Chris Juzkow
Sales Support Representative
1.877.630.7366 | chris.juzkow@seon.com



SAFE FLEET

Driving Safety Forward™

Date: 6/30/2022
Proposal #: Q-33321
Expiry Date: 8/29/2022
End User:

PREPARED FOR:

Yolanda Wilson
 Transportation Manager

SOLD TO DETAILS

Newcastle Public Schools
 101 N Main St
 Newcastle, Oklahoma 73065
 United States

405-387-6432
 ywilson@newcastle.k12.ok.us

BILLING DETAILS

Newcastle Public Schools
 101 N Main St Newcastle, OK
 73065 US

SHIPPING DETAILS

Newcastle Public Schools
 101 N Main St Newcastle, OK
 73065 US

PREPARED BY:

Chris Juzkow

Corporate Office: 1.877.630.7366
 Unit 111, 3B Burbidge Street
 Coquitlam, BC V3K 7B2
 chris.juzkow@seon.com

QTY	PRODUCT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	CMPS-CMPSMTCE	vMaxCompass Routing Software - Yearly Maintenance Fees for vMaxCompass Software	USD 2,000.00	USD 2,000.00
Total:				USD 2,000.00

Safe Fleet Preventative Maintenance Program

Ensure your fleet safety systems are running optimally, increasing system and safety performance and reducing operational cost.

ASK US HOW IT WORKS





All purchases must be confirmed with an authorized signature from the purchaser; company issued purchase orders should be provided for all purchases exceeding \$10,000.00 (in addition to authorized proposal). Any purchases that are exempt from sales taxes must be accompanied by a tax exemption and/or resellers certificate.

By signing this proposal (the "Proposal") (or, if this Proposal is attached to, referenced in, or otherwise accompanies any other agreement, statement of work, purchase order, or other similar document, by or between the parties and/or their applicable affiliates (any of the foregoing, collectively, the "Accompanying Agreement"), then by signing such Accompanying Agreement), the Customer agrees to all terms and conditions set forth herein, including without limitation those set out in this Comments and Terms section, and to the Safe Fleet Video & Telematics Products and Services Standard Customer Terms & Conditions, currently available at safefleet.net/v-and-t-general-terms (as may be updated or amended by Safe Fleet from time to time in its discretion, the "Ts&Cs"), which are incorporated herein and will govern all products, services, and other matters set forth herein. Capitalized terms used but not defined herein shall have the meaning ascribed to them in the Ts&Cs.

Customer and Safe Fleet expressly agree that, notwithstanding anything to the contrary in the Accompanying Agreement, including any provision thereof relating to order of precedence, conflicts, or "battle of the forms," in the event of any conflict, ambiguity, or inconsistency (any of the foregoing, a "Conflict") between any term, provision, requirement, request, specification, or other provision (any of the foregoing, a "Provision") of the Accompanying Agreement and any Provision of this Proposal (including, for clarity, the Ts&Cs), this Proposal shall prevail and control; Customer and Safe Fleet intend this Proposal to be, and this Proposal shall be deemed to be, an amendment to any Conflicting Provision of the Accompanying Agreement.

The warranties applicable to the products, services, and other matters set forth herein are available at <https://www.safefleet.net/product-and-service-warranties> (the "Warranty Documentation"). Notwithstanding any other provision in this Agreement, the Warranty Documentation sets forth the sole warranties with respect to the products, services, and other matters set forth herein, and Safe Fleet hereby expressly disclaims all other representations and warranties, express or implied.

PO# _____ Date: _____
Name: _____ Title: _____
Signature: _____
Comments: _____

School Resource Officer
Mutual Cooperation Agreement

This mutual cooperation agreement made and entered into this _____ day of _____ 2022, by and between the City of Newcastle ("City") and Independent School District No. 1 of McClain County, Oklahoma ("District"), for the 2022-2023 school year.

1. **Purpose:** The purpose of establishing the terms under this agreement is to provide for the increased safety and security of the public schools of the District through the placement of a School Resource Officer ("SRO") in District's schools.
2. **Administration:** This agreement shall be administered by the City Manager, Chief of Police of the City and District Superintendent. These representatives shall be responsible for administering this agreement and shall have the authority to determine the duties to be performed by the officer and the resolution of any disputes. The City Manager and the Chief of Police of City shall receive from District periodic recommendations and suggestions as to the needs of District. These recommendations shall be submitted by District's Superintendent.
3. **Consideration:** The District agrees to pay the City for the use of two (2) SROs a total sum of Four Hundred Thirty-Nine Dollars and Thirty-Four Cents (\$439.34) per diem for the period of one hundred sixty (160) school days at 8.75 hours per day over ten (10) months, August to May, of the contract term payable a month after each completed month of service. The total amount of compensation paid by District for the SRO will be Seventy Thousand Two Hundred Ninety-Four Dollars and Forty Cents (\$70,294.40). The City will pay any remaining balance of the Officer's yearly salary, benefits, and any appropriate collective bargaining agreement terms.
4. **Term of Agreement:** This Agreement shall be in effect as the date the Agreement is signed by the initiating parties and may be renewed annually if approved by the parties. All parties signatory to this Agreement may terminate participation upon thirty (30) days' notice to all other signed parties to the Agreement.
5. **Agency Representatives:** The parties will develop and implement procedures for ongoing evaluations/ meetings and will, at least annually review and if necessary, recommend any changes.
6. **Modification of Agreement:** Modification of this Agreement shall be made only by consent of the parties. Such modifications shall be made with the same formalities as were followed in this agreement and shall include a written document setting forth the modifications, signed by all the consenting parties.
7. **Qualifications:** The SRO shall be a duly certified police officer of City and shall perform those tasks and duties delineated in the job description as approved by the administrators. City agrees and guarantees that the police officer will be, at all times, a certified Peace Officer for the State of Oklahoma and meet all requirements as set forth by the Oklahoma Council of Law

Enforcement and Training, the City of Newcastle, Oklahoma and as may be required by law. City warrants to District that SRO is fully trained in the proper and appropriate law enforcement use of all equipment issued to or allowed by City for use by police officers, including, but not limited to any weapons or equipment designed to or capable of causing harm to persons or property.

8. **Assignment of School Resource Officer:**

- A. City agrees to provide two police officers to serve as SROs for all District locations. SROs will be based at the following District school locations, but will be available to respond to the needs of all District locations:

Newcastle High School, 101 N. Main.
Early Childhood Center, 251 NE 2nd.

- B. The primary function of SRO shall be to insure the safety of the students and faculty and provide campus security. Specifically, SRO shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel and students, investigate criminal acts on school grounds and serve as liaison between the school, the police department, juvenile officials, probation officials, courts and other agencies of the juvenile justice system.

9. **Duties of School Resource Officer:** The SRO's duties will include, but not be limited to, the following:

- A. To be an extension of the Principal's office for assignments consistent with this Agreement.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus.
- C. To act as the designee of the campus Administrator in maintaining the physical plant of the assigned campus to provide a safe environment as to law enforcement matters and school code violations. This includes building(s), grounds, parking lot(s), lockers and other public-school property.
- D. To provide a classroom resource for law education using approved materials.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure in the students' environment.
- F. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions.

- G. To be available for school activities and organizations associated with the campus and as a speaker on a variety of requested topics.
- H. The SRO will not be involved in ordinary school discipline, UNLESS it pertains to preventing a potential disruption and/or climate that places students at risk of harm. Disciplining of students is District's responsibility, and only when the Principal and the SRO agree that the SRO's assistance is needed to maintain a safe and proper school environment would the Principal request SRO involvement.
- I. If the Principal believes that in a given situation or incident there is a law violation, the Principal may request SRO involvement.
- J. All law enforcement agencies requesting to conduct a formal police interview, interrogation, and arrest of any student should be referred to the campus SRO.
- K. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency-and-delinquency-prone youths and their families. Referrals will be made when necessary.
- L. The SRO and the Principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO is first and foremost a Law Enforcement Officer. This fact must be constantly reinforced.
- N. The SRO may be asked to provide community wide crime prevention presentations that include, but are not limited to:
 - Drugs and the law – Adult and juvenile;
 - Alcohol and the law – Adult and juvenile;
 - Sexual assault prevention;
 - Safety programs – Adult and juvenile;
 - Sexual predators – Adult and juvenile;
 - Bullying – In person and through cyberspace;
 - Assistance in other crime prevention programs as assigned.
- O. The SRO will wear an approved City Police Department uniform, formal business attire or business casual with appropriate logos and name badges depending on the time of school year, the type of school activity or program, and the request of the school and/or Police Department. The Chief of Police and the Principal shall jointly set expectations and resolve any disputes in this area.

P. The SRO will wear their Department authorized duty weapons in accordance with Department policy.

Q. R. The SRO shall attend professional development training as required by the City, District and SRO training. This training will be scheduled outside the SRO's normal operating hours.

10. **Hours of Work:**

A. Unless otherwise directed by the Superintendent or his designee, City shall assign an SRO to work during the instructional days of the school year from August through May. Hours of work will be Monday through Thursday, including occasional Fridays, 10 hours a day with Saturday and Sunday off.

11. **Access to Education Records:**

A. School officials shall allow SRO to inspect and copy any public records maintained by the school to the extent allowed by law.

B. If confidential student records information is needed by an SRO, the information may be released only as allowed by law.

12. **Employment of School Resource Officers:**

A. SRO shall at all times be an employee of the Police Department and shall be subject to the administration, supervision and control of the Police Department. The SRO will not be an employee or agent of the District.

B. The SRO shall be subject to all personnel policies and practices of the Police Department except as such policies or practices may be modified by the terms and conditions of the Agreement.

C. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline the SRO.

13. **Liability:** City agrees that it shall be responsible for any liability arising from the actions of the individual assigned to act as SRO in the same manner and to the same extent as it has liability for the actions of any police officer. Each party shall assume and be responsible for any liability or the costs of litigation arising from actions of its own employees.

14. **Termination:** This agreement shall be subject to termination upon written notification by either party upon thirty (30) days' notice.

WITNESS OUR HANDS this day and year first above written

“City”

By:

City Manager

Date

Chief of Police

“District”

By:

President of the Board of Education

Attest

Clerk of the Board of Education

Encumbrance Register

Options: Year: 2021-2022, Date Range: 6/23/2022 - 6/30/2022, PO Range: 703 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	703	06/28/2022	33674	LEE C MCELROY	Advertisement Banner for Bus Drivers	500.00
				Advertisement Banner for Bus Drivers 009-2740-612-000-0000-000-050	06/28/2022	500.00
Non-Payroll Total:						\$500.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$500.00

Change Order Listing

Options: Fund: General Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/23/2022 - 6/30/2022, PO Range: 1 - 702, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
85	07/01/2021	8951	LOVING GUIDANCE LLC	(552-Title IV) Classroom Supplies	-279.50
		552-2213-641-492-1050-000-110		01/08/2022 06/30/2022	-279.50
	Needing to add more money to the PO order number 11-85 due to shipping being able to add an item to cart and shipping going up due to that.				
172	07/29/2021	47944	Amazon	Books for New Teachers	-110.40
		541-2213-641-000-0000-000-705		08/10/2021 06/30/2022	-110.40
	First Year by Todd Whitaker				
318	10/06/2021	4966	OASCD	Mike Mattos: Mind the Gaps on November 4, 2021	-375.00
		541-2573-860-000-0000-000-105		10/11/2021 06/30/2022	-125.00
	Increase to:OASCD Fall 2021 Conference Mind the Gaps: How to Systematically Close Learning Gaps and Ensure High Levels of Learning for All Students Presented by Mike MattosAdd Terri Scott				
		541-2573-860-000-0000-000-705		10/06/2021 06/30/2022	-250.00
	Increase to: OASCD Fall 2021 Conference Nov. 4, 2021 Mind the Gaps: How to Systematically Close Learning Gaps and Ensure High Levels of Learning for All Students Presented by Mike Mattos Add Adrienne Rainey, Lorrie York, & Natasha Heupel				
402	11/16/2021	750	Pro-Ed Inc	Fluharty-2 Form	-10.00
		628-2152-614-239-0000-000-110		05/24/2022 06/30/2022	-10.00
	Adding shipping charges to previous po #402				
419	12/06/2021	10101	Prosperity Bank (Vista Printing)	(541) Design Fee for Recruitment Materials	-412.72
		541-2571-550-000-0000-000-050		12/06/2021 06/30/2022	-412.72
	(541) Design Fee for Recruitment Materials & Recruitment Materials				
438	01/06/2022	8951	LOVING GUIDANCE LLC	(552) Webinar/E-Course, Workbooks	-105.00
		552-2213-653-492-0000-000-105		01/06/2022 06/30/2022	-105.00
	1 year Site License/E-Course, Workbooks and Shipping.				
517	02/28/2022	4618	KATHERYNE B .PAYNE EDUCATION CENTER	(511) SLB Supplemental Instr. Materials	-557.75
		511-1000-619-429-0000-000-105		06/13/2022 06/30/2022	-557.75
	5 additional sets of SLB materials for the Elementary.				
577	03/24/2022	33328	NCS Pearson Inc	(628) Protocols - WRAT 5	-111.70
		628-2140-614-239-0000-000-105		03/24/2022 06/30/2022	-111.70
	WRAT 5 Protocols and shipping				
689	06/22/2022	3121	WORTHINGTON DIRECT	Collaboration desks and chairs for HS	-3,644.40
		000-2620-651-000-0000-000-705		06/22/2022 06/23/2022	-62,000.00
	(48) sets of 5 collaboration desks and chairs for HS classrooms, including shipping				
		000-2620-651-000-0000-000-705		06/23/2022	58,355.60

Non-Payroll Total:	(\$5,606.47)
Payroll Total:	\$0.00
Report Total:	(\$5,606.47)

Project Totals

000	NON-CATEGORICAL	-3,644.40
511	TITLE 1 PART A BASIC	-557.75
541	TITLE 2 PART A RECRUITMENT	-898.12
552	TITLE IV-A STUDENT SUPPORT ACAD ENRICH	-384.50

Change Order Listing

Options: Fund: General Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/23/2022 - 6/30/2022, PO Range: 1
- 702, Include Negative Changes: True

628	ARP Flowthrough IDEA	-121.70
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Unit Totals

050	DISTRICTWIDE	-412.72
105	ELEMENTARY SCHOOL	-899.45
110	EARLY CHILDHOOD	-289.50
705	HIGH SCHOOL	-4,004.80

Change Order Listing

Options: Fund: General Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/23/2022 - 6/30/2022, PO Range: 1 - 702, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
34	07/01/2021	5124	April Nikki Keck	Contracted Vision Therapy Services	315.00
	Increase in PO	000-2180-336-239-0000-000-105		06/20/2022 06/30/2022	-37.50
		000-2180-336-239-0000-000-105		06/30/2022	352.50
57	07/01/2021	4721	OTA Pikepass	Tolls	27.24
	Increase PO to finish out fiscal year	000-2720-810-000-0000-000-050		06/30/2022	27.24
63	07/01/2021	5013	Standard Insurance Co	Employee Life Insurance	126.36
	Increase PO to finish out fiscal year	000-2574-529-000-0000-000-705		06/30/2022	126.36
74	07/01/2021	51262	Wex Bank	Transportation Fuel	4,913.93
	Increase PO to finish out fiscal year	000-2740-623-000-0000-000-050		06/30/2022	4,913.93
85	07/01/2021	8951	LOVING GUIDANCE LLC	(552-Title IV) Classroom Supplies	-279.50
	Needing to add more money to the PO order number 11-85 due to shipping being able to add an item to cart and shipping going up due to that.	552-2213-641-492-1050-000-110		01/08/2022 06/30/2022	-279.50
172	07/29/2021	47944	Amazon	Books for New Teachers	-110.40
	First Year by Todd Whitaker	541-2213-641-000-0000-000-705		08/10/2021 06/30/2022	-110.40
318	10/06/2021	4966	OASCD	Mike Mattos: Mind the Gaps on November 4, 2021	-375.00
	Increase to:OASCD Fall 2021 Conference Mind the Gaps: How to Systematically Close Learning Gaps and Ensure High Levels of Learning for All Students Presented by Mike MattosAdd Terri Scott	541-2573-860-000-0000-000-105		10/11/2021 06/30/2022	-125.00
	Increase to: OASCD Fall 2021 Conference Nov. 4, 2021 Mind the Gaps: How to Systematically Close Learning Gaps and Ensure High Levels of Learning for All Students Presented by Mike Mattos Add Adrienne Rainey, Lorrie York, & Natasha Heupel	541-2573-860-000-0000-000-705		10/06/2021 06/30/2022	-250.00
402	11/16/2021	750	Pro-Ed Inc	Fluharty-2 Form	-10.00
	Adding shipping charges to previous po #402	628-2152-614-239-0000-000-110		05/24/2022 06/30/2022	-10.00
419	12/06/2021	10101	Prosperity Bank (Vista Printing)	(541) Design Fee for Recruitment Materials	-289.53
	(541) Design Fee for Recruitment Materials & Recruitment Materials	541-2571-550-000-0000-000-050		12/06/2021 06/30/2022	-412.72
		541-2571-550-000-0000-000-050		06/30/2022	123.19
438	01/06/2022	8951	LOVING GUIDANCE LLC	(552) Webinar/E-Course, Workbooks	-105.00
	1 year Site License/E-Course, Workbooks and Shipping.	552-2213-653-492-0000-000-105		01/06/2022 06/30/2022	-105.00
517	02/28/2022	4618	KATHERYNE B .PAYNE EDUCATION CENTER	(511) SLB Supplemental Instr. Materials	-557.75
	5 additional sets of SLB materials for the Elementary.	511-1000-619-429-0000-000-105		06/13/2022 06/30/2022	-557.75
577	03/24/2022	33328	NCS Pearson Inc	(628) Protocols - WRAT 5	-111.70
	WRAT 5 Protocols and shipping	628-2140-614-239-0000-000-105		03/24/2022 06/30/2022	-111.70
603	04/14/2022	5778	VOYAGER SOPRIS LEARNING	Summer School Materials	-90.20
	TimeWarp Plus Teacher Resource/Classroom Supply Kit Home Town Gr 1 and TimeWarp Plus Teacher Resource/Classroom Supply Kit Egypt Gr 2 plus shipping costs.	511-1000-681-441-1050-000-105		04/14/2022 06/30/2022	-90.20

Change Order Listing

Options: Fund: General Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/23/2022 - 6/30/2022, PO Range: 1 - 702, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
638	05/23/2022	47944	Amazon	Nintendo Switch for Promotion	-200.00	
		(4) Nintendo Switch gaming consoles to use as site level prizes to encourage submission of free & reduced lunch benefit forms	018-2511-653-000-0000-000-705	05/23/2022	06/30/2022	-200.00
689	06/22/2022	3121	WORTHINGTON DIRECT	Collaboration desks and chairs for HS	-3,644.40	
		(48) sets of 5 collaboration desks and chairs for HS classrooms, including shipping	000-2620-651-000-0000-000-705	06/22/2022	06/23/2022	-62,000.00
			000-2620-651-000-0000-000-705	06/23/2022		58,355.60

Non-Payroll Total:	(\$390.95)
Payroll Total:	\$0.00
Report Total:	(\$390.95)

Project Totals

000	NON-CATEGORICAL	1,738.13
018	Child Nutrition Project Tracking	-200.00
511	TITLE 1 PART A BASIC	-647.95
541	TITLE 2 PART A RECRUITMENT	-774.93
552	TITLE IV-A STUDENT SUPPORT ACAD ENRICH	-384.50
628	ARP Flowthrough IDEA	-121.70

Unit Totals

050	DISTRICTWIDE	4,651.64
105	ELEMENTARY SCHOOL	-674.65
110	EARLY CHILDHOOD	-289.50
705	HIGH SCHOOL	-4,078.44

Encumbrance Register

Options: Year: 2021-2022, Date Range: 6/23/2022 - 6/30/2022, PO Range: 258 - 9999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	258	06/28/2022	1198	Waxie's Enterprises LLC	Wax wax for floors in middle school	1,700.00
		10 Buckts Wax with freight	010-2620-618-000-0000-000-505		06/28/2022	1,700.00
Non-Payroll Total:						\$1,700.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$1,700.00

Change Order Listing

Options: Fund: Building Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/23/2022 - 6/30/2022, PO Range: 1 - 257, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
127	10/28/2021	5742	ES2, Inc.	Annual Service Contract	2,137.50
	Increase PO #21-127 to finish out year.	000-2640-433-000-0000-000-050		06/29/2022	2,137.50
156	12/06/2021	47944	Amazon	Locking Clamps for MS Weight room	-94.90
	Locking Clamps for MS Weight Room	000-2620-651-000-1360-000-505		01/18/2022 06/23/2022	-94.90
157	12/06/2021	10028	Prosperity Bank	Locking Clamps for HS Weight Room	-385.00
	Locking clamps for HS Weight Room	000-2620-734-000-0000-000-705		12/06/2021 06/23/2022	-385.00
Non-Payroll Total:					\$1,657.60
Payroll Total:					\$0.00
Report Total:					\$1,657.60

Project Totals		
000	NON-CATEGORICAL	1,657.60

Unit Totals		
050	DISTRICTWIDE	2,137.50
505	MIDDLE SCHOOL	-94.90
705	HIGH SCHOOL	-385.00

Change Order Listing

Options: Fund: Building Fund, Year: 2021-2022, ReferenceDate: PO Date, Date Range: 6/30/2022 - 6/30/2022, PO Range: 1 - 257, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
2	07/01/2021	141	One Gas, Inc	District natural gas utilities	1,027.63
	increase PO to finish out fiscal year	000-2620-410-000-0000-000-050		06/30/2022	1,027.63
Non-Payroll Total:					\$1,027.63
Payroll Total:					\$0.00
Report Total:					\$1,027.63

Project Totals

000	NON-CATEGORICAL	1,027.63
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Unit Totals

050	DISTRICTWIDE	1,027.63
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Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 89 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	89	07/01/2022	9295	SafeFleet	Bus Routing Software 2 yr renewal	7,000.00	
				Bus Routing Software 2 yr renewal	009-2730-653-000-0000-000-050	07/01/2022	7,000.00
11	90	07/01/2022	435	Cummins Southern Plains LLC	Transportation Service and repairs	10,000.00	
				Transportation service and repairs	009-2740-612-000-0000-000-050	07/01/2022	10,000.00
11	91	07/01/2022	51300	T-Mobile USA	Hot Spot Rentals	5,000.00	
				Hot Spot Rentals	000-2230-653-000-0000-000-705	07/01/2022	5,000.00
11	92	07/01/2022	2858	Capital One/Walmart	(412) FACS Food (England)	2,000.00	
				(412) FACS Food (England)	412-1000-619-314-8400-000-705	07/01/2022	2,000.00
11	93	07/01/2022	4813	RENAISSANCE LEARNING	Renaissance Assessment System	80,394.84	
				Renaissance Assessment System	367-2213-337-427-0000-000-105	07/01/2022	1,125.00
					367-2213-337-427-0000-000-110	07/01/2022	1,125.00
					367-2240-734-427-0000-000-105	07/01/2022	4,850.00
					367-2240-734-427-0000-000-110	07/01/2022	4,850.00
					541-2213-337-000-0000-000-505	07/01/2022	1,125.00
					541-2213-337-000-0000-000-705	07/01/2022	1,125.00
					795-2240-734-000-0000-000-105	07/01/2022	20,719.78
					795-2240-734-000-0000-000-105	07/01/2022	31,739.02
					795-2240-734-000-0000-000-110	07/01/2022	5,375.02
					795-2240-734-000-0000-000-705	07/01/2022	8,361.02
11	94	07/01/2022	51555	Quality Choice Testing LLC	DOT Drug Testing	1,000.00	
				DOT Drug Testing	009-2720-336-000-0000-000-050	07/01/2022	1,000.00
11	95	07/01/2022	51547	Imagine Learning LLC	22-23 TCLA Curriculum Package	42,675.00	
				22-23 TCLA Curriculum PackageK-5 Package w/ Corresponding Workbooks6-12 Base PackageCTE Courses for HSMS Elective Package	035-2230-653-000-0000-000-705	07/01/2022	42,675.00
11	96	07/01/2022	344	CCOSA	District Legal Services Agreement	2,000.00	
				District Level Services Agreement	000-2330-310-000-0000-000-050	07/01/2022	2,000.00
11	97	07/12/2022	82826	JULIE YOUSEY	Mileage Reimbursement for Julie Yousey	350.00	
				Mileage Reimbursement for CT Training in Stillwater-Julie Yousey	021-2575-930-000-0000-000-705	07/12/2022	350.00
11	98	07/12/2022	8390	BADGER VALLEY INVESTMENTS LLC	Ag Truck	75,000.00	
				2022 Dodge 3500 Ram	000-2650-760-000-8000-000-050	07/12/2022	75,000.00
11	99	07/12/2022	8390	BADGER VALLEY INVESTMENTS LLC	Bed liner, mats and gooseneck hitch.	2,029.00	
				Bed liner- \$799Gooseneck Hitch- \$950Mats-\$280	000-2650-651-000-8000-000-050	07/12/2022	2,029.00
11	100	07/12/2022	2858	Capital One/Walmart	TV for Room 3	1,200.00	
				TV and Mount for Room 3 (There is no Smart Board in the room.)	021-1000-652-100-0000-000-705	07/12/2022	1,200.00
11	101	07/12/2022	9021	A New Beginning Florist	Flowers for Graduation	300.00	
				Flowers for Graduation	021-0000-682-000-0000-000-705	07/12/2022	300.00
11	102	07/13/2022	47944	Amazon	PLC Books for PD/PLC 22-23	345.89	
				Learning Transformed 22-23 PLC Resource for TCLA StaffEngaging Learners through Zoom - Resource for TCLA StaffDistance Learning Playbook for Parents - Resources for TCLA Staff to use to assist parents of virtual learners	035-2575-641-000-0000-000-705	07/13/2022	345.89

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 89 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	103	07/13/2022	1655	BAKER AUTOMOTIVE	District Vehicle Repairs	2,000.00	
				Repairs for district vehicles	009-2740-439-000-0000-000-050	07/13/2022	2,000.00
11	104	07/13/2022	10028	Prosperity Bank	(412-Morgan) Travel Expenses.	700.00	
				(412-Morgan) Project Buying Travel Expenses July 13-16 Mason, Brownwood, Stephenville and Hico TX	412-1000-580-311-8000-000-705	07/13/2022	700.00
11	105	07/18/2022	1217	MARDEL EDUCATIONAL SUPPLY	Classroom Allowance	110.00	
				Classroom Allowance- supplies	031-1000-619-100-1050-000-105	07/18/2022	110.00
11	106	07/18/2022	2858	Capital One/Walmart	Title I Supplies and Materials	2,000.00	
				Title I Supplies and Materials	511-2194-619-429-1110-000-105	07/18/2022	1,000.00
					511-2194-619-429-1110-000-110	07/18/2022	1,000.00
11	107	07/18/2022	10101	Prosperity Bank (Vista Printing)	(541) Recruitment Materials	500.00	
				(541) Recruitment Materials	541-2571-550-000-0000-000-050	07/18/2022	500.00
11	108	07/18/2022	789	COLLEGE BOARD PUBLICATIONS	College Board AP Curriculum	658.35	
				SpringBoard ELA Grade 9 Student Edition + Digital Access 2021 Teacher Edition 2021	000-1000-653-252-4000-000-705	07/18/2022	598.50
				Shipping & Handling	000-1000-653-252-4000-000-705	07/18/2022	59.85
11	109	07/18/2022	2858	Capital One/Walmart	(080) Kid Zone Supplies and Materials	2,000.00	
				(080) General Supplies for Kid Zone Program	080-2199-619-000-0000-000-110	07/18/2022	2,000.00
11	110	07/18/2022	789	COLLEGE BOARD PUBLICATIONS	College Board AP Curriculum	7,500.00	
				College Board Pre-AP Biology	000-1000-653-252-5000-000-705	07/18/2022	1,500.00
				College Board Pre-AP English 1	000-1000-653-252-4000-000-705	07/18/2022	1,500.00
				College Board Pre-AP English 2	000-1000-653-252-4000-000-705	07/18/2022	1,500.00
				College Board Pre-AP Geometry with Statistics	000-1000-653-252-4400-000-705	07/18/2022	1,500.00
				College Board Pre-AP World History & Geography Pathway 1	000-1000-653-252-5400-000-705	07/18/2022	1,500.00
11	111	07/18/2022	51371	Spotify USA Inc	Sound Trap Curr. for Music Tech	512.45	
				Sound Trap Curriculum for Music Tech Classes 105 Seats	000-1000-619-100-3000-000-705	07/18/2022	512.45
11	112	07/18/2022	33674	LEE C MCELROY	MTSS Foam Presentation Boards	150.00	
				Foam Presentation Boards for NPS Multitiered System of Supports Academic and Behavior	000-2575-550-000-0000-000-050	07/18/2022	150.00
11	113	07/18/2022	47944	Amazon	Binders for New Teacher Orientation	125.00	
				Binders for New Teacher Orientation	000-2213-619-000-0000-000-050	07/18/2022	125.00
11	114	07/18/2022	8954	Studies Weekly Inc	Social Studies Weekly for 2nd-5th Grades	7,889.20	
				Social Studies Weekly 2nd Grade Quantity 220	023-1000-648-100-1050-000-105	07/18/2022	1,793.00
				Social Studies Weekly 3rd Grade Quantity 220	023-1000-648-100-1050-000-105	07/18/2022	1,793.00
				Social Studies Weekly 4th Grade Quantity 220	023-1000-648-100-1050-000-105	07/18/2022	1,793.00
				Social Studies Weekly 5th Grade Quantity 220	023-1000-648-100-1050-000-105	07/18/2022	1,793.00
				Social Studies Weekly Shipping	023-1000-648-100-1050-000-105	07/18/2022	717.20

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 89 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	115	07/18/2022	8399	OKLAHOMA APPAREL LLC	TCLA Staff Shirts	275.00
			035-2575-682-000-0000-000-705		07/18/2022	275.00
					TCLA Staff Shirts 22-23*3 Polo shirts for new staff to match last years polo*12 New T-shirts for 22-23 school year	
11	116	07/19/2022	10028	Prosperity Bank	(412-Morgan) Travel Expenses	1,000.00
			412-1000-580-311-8000-000-705		07/19/2022	1,000.00
					Travel Expenses for the OSU Field Days and FFA Officer Retreat July 19-27	
11	117	07/19/2022	10028	Prosperity Bank	(412-Morgan) Oklahoma Summit	600.00
			412-1000-580-311-8000-000-705		07/19/2022	600.00
					Travel Expenses and Registration for Oklahoma Summit	
11	118	07/20/2022	978	Office Depot	Signature Stamp	45.00
			000-2511-619-000-0000-000-050		07/20/2022	45.00
					Signature Stamp	
11	119	07/20/2022	10028	Prosperity Bank	Notary Renewal for Shasta Smith	100.00
			000-2511-810-000-0000-000-050		07/20/2022	100.00
					Notary Renewal for Shasta Smith	
11	120	07/20/2022	344	CCOSA	TLE Training	75.00
			000-2573-860-000-0000-000-705		07/20/2022	75.00
					TLE Registration	
11	122	07/20/2022	4875	SOLUTION TREE	Leadership Training	709.00
			541-2213-860-000-0000-000-705		07/20/2022	709.00
					Solution Tree Institute	
11	123	07/20/2022	51259	Rush Truck Centers of OK	Bus AC Units Repaired	5,000.00
			009-2740-439-000-0000-000-050		07/20/2022	5,000.00
					Bus AC Units Repaired	
11	124	07/20/2022	5004	Edmentum, Inc.	ExactPath subscription for 1 year	4,930.00
			035-1000-653-100-0000-000-705		07/20/2022	4,930.00
					ExactPath by Edmentum 1 year subscription for TCLA students and staff Used for reading and math benchmarking, personalized enrichment and interventions	

Non-Payroll Total:	\$266,173.73
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$266,173.73

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 19 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	19	07/12/2022	8943	American Water Solutions LLC	ECC spigot repairs	700.00
				2 spigot repair kits with installation	010-2620-437-000-0000-000-110	700.00
21	20	07/12/2022	33315	J & W Tire	Blanket PO for Maintenance Tire Repair	1,000.00
				Maint. tire repairs	010-2640-612-000-0000-000-050	1,000.00
21	21	07/12/2022	8943	American Water Solutions LLC	Shower for Elementary Special Ed	2,922.00
				Install shower in bathroom	010-2620-437-000-0000-000-105	2,922.00
21	22	07/12/2022	51472	Mike Salazar	12x20 Shed for Gator Storage	6,203.00
				1 Metal Shed and installation.	010-2630-710-000-0000-000-705	6,203.00
21	23	07/12/2022	51314	Mannings Carpet Serv, Inc.	Cindy Trent Office Carpet	200.00
				Carpet installation	011-2620-651-000-0000-000-105	200.00
21	24	07/12/2022	8573	Air Products Supply Co	Blanket PO For HVAC Parts	1,000.00
				Blanket PO for HVAC parts for Early Childhood Center from Air Product Supply Co.	010-2620-433-000-0000-000-110	1,000.00
21	25	07/12/2022	8218	David McNabb	Replacing burned out bulbs on all fields	4,488.69
				Replacing burned out bulbs on all fields	011-2620-434-000-0000-000-705	4,488.69
21	26	07/12/2022	5091	FER Waste Services LLC	District trash service	16,000.00
				District Trash Services	010-2620-420-000-0000-000-705	16,000.00
21	27	07/12/2022	219	John Klopp	Maintenance General Supplies	2,000.00
				Maint. Purchases	011-2620-619-000-0000-000-050	2,000.00
21	28	07/12/2022	5803	Tactical Home Solutions LLC	Monthly Pest Control	4,800.00
				Pest Control	011-2620-438-000-0000-000-050	4,800.00
21	29	07/12/2022	33318	A-Russell's Mr. Rooter	Sewer line services	2,000.00
				Plumbing Emergencies	011-2620-437-000-0000-000-050	2,000.00
21	30	07/12/2022	47944	Amazon	Supplies for Maintenance Department	1,000.00
				Supplies for Maintenance Department	011-2640-619-000-0000-000-050	1,000.00
21	31	07/12/2022	1128	Country Equipment & Used Trucks LLP	Parts for lawn care equipment	3,500.00
				Parts and Repairs	011-2620-439-000-0000-000-050	1,000.00
				Repairs and parts to mowers	011-2620-439-000-0000-000-050	2,500.00
21	32	07/12/2022	33319	Ferguson Enterprises, Inc.	Plumbing and Electrical Supplies	4,000.00
				Plumbing and Electrical Supplies	011-2620-641-000-0000-000-050	4,000.00
21	33	07/12/2022	1010	Hagar Restaurant Service, Inc.	Cafeteria Kitchen Equipment Repairs	1,500.00
				Cafeteria Kitchen Equipment Repairs	011-2640-438-000-0000-000-050	1,500.00
21	34	07/12/2022	340	Hunzicker Brothers, Inc.	Lighting Supplies	5,000.00
				Lighting Supplies	011-2620-619-000-0000-000-050	5,000.00
21	35	07/12/2022	461	Johnstone Supply	Plumbing and Electrical Supplies	3,000.00
				Plumbing and Electrical Supplies	011-2620-619-000-0000-000-050	3,000.00
21	36	07/12/2022	4809	Locke Supply	Plumbing and Electrical Supplies	3,000.00
				Plumbing and Electrical Supplies	011-2620-619-000-0000-000-050	3,000.00

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 19 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	37	07/12/2022	2105	Lowe's Business Account	Supplies for Maintenance Department	1,000.00
				Supplies for Maintenance Department	011-2640-619-000-0000-000-050 07/12/2022	1,000.00
21	38	07/12/2022	1751	MULTIPLY & PROSPER, INC.	Kitchen Hood Cleaning, annual	2,500.00
				Hood Vent Cleaning	011-2620-434-000-0000-000-050 07/12/2022	2,500.00
21	39	07/12/2022	48109	Ace of Newcastle LLC	Supplies for Maintenance Department	4,000.00
				Supplies for Maintenance Department	011-2620-439-000-0000-000-050 07/12/2022	4,000.00
21	40	07/12/2022	154	Donnie R Wynne	Lawn chemicals	4,000.00
				Lawn Care Chemical Purchases	011-2630-618-000-0000-000-050 07/12/2022	4,000.00
21	41	07/12/2022	5762	A & C Fire Extinguisher Inc.	Fire Extinguisher and Ansul Inspections	2,800.00
				Extinguisher and Ansul Inspections	012-2670-438-000-0000-000-705 07/12/2022	2,800.00
21	42	07/12/2022	586	KONE Inc	Elevator Inspections, quarterly	4,500.00
				Elevator Inspections	012-2670-438-000-0000-000-050 07/12/2022	4,500.00
21	43	07/12/2022	5032	Oklahoma Dept of Labor	Elevator / Boiler Inspections	500.00
				Elevator / Boiler Inspections	012-2620-438-000-0000-000-050 07/12/2022	500.00
21	44	07/12/2022	1262	P & L FIRE PROTECTION, INC.	Fire Riser Inspections	2,000.00
				Fire Riser Inspections	012-2670-438-000-0000-000-050 07/12/2022	2,000.00
21	45	07/12/2022	9305	Clayton J. White	Fire Alarm Monitoring	7,200.00
				Fire Alarm Monitoring	012-2670-438-000-0000-000-705 07/12/2022	7,200.00
21	46	07/12/2022	9305	Clayton J. White	Fire Panel Inspections	4,000.00
				Fire Panel Inspections	012-2670-438-000-0000-000-705 07/12/2022	4,000.00
21	47	07/12/2022	9305	Clayton J. White	Alarm Repairs / Service Calls	2,000.00
				Alarm Repairs / Service Calls	012-2670-438-000-0000-000-705 07/12/2022	2,000.00
21	48	07/12/2022	48109	Ace of Newcastle LLC	Custodial Supplies	1,000.00
				Custodial Supplies	014-2620-619-000-0000-000-050 07/12/2022	1,000.00
21	49	07/12/2022	1198	Waxie's Enterprises LLC	Custodial Supplies	70,000.00
				Custodial Supplies	014-2620-619-000-0000-000-050 07/12/2022	70,000.00
21	50	07/12/2022	603	Treat's Janitorial Supply	Custodial Equipment Repairs / Parts	1,500.00
				Custodial Equip Repairs / Parts	014-2620-439-000-0000-000-050 07/12/2022	1,500.00
21	51	07/12/2022	5730	ENGINEERED EQUIPMENT, INC.	HVAC Repair Parts/Supplies For HS Fieldhouse RTU1	1,200.00
				Parts/Supplies to repair HS Fieldhouse RTU1 to include: 1 modulating reheat valve(.88 CDS9) & one 25# cylinder of R-410a refrigerant	010-2620-433-000-0000-000-705 07/12/2022	1,200.00
21	52	07/12/2022	5742	ES2, Inc.	1 Yr Service/Support Agreement 2022/2023	8,550.00
				ES2 technical service & support agreement for district HVAC energy management control systems (WEBCTRL) from July 1st, 2022 through June30th, 2023	010-2620-433-000-0000-000-050 07/12/2022	8,550.00

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 19 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	53	07/13/2022	1911	DAKTRONICS, INC.	Football Scoreboard Repair	2,920.00
					Service call	2,000.00
					011-2630-434-000-0000-000-705	07/13/2022
					Replacement parts and labor for football scoreboard	920.00
					011-2630-434-000-0000-000-705	07/18/2022
21	54	07/13/2022	138	P & K EQUIPMENT	Receiver hitch for Gator	65.00
					Hitch	65.00
					011-2640-612-000-0000-000-050	07/13/2022
21	55	07/13/2022	5736	WARD SCIENCE	Furniture for Science Lab and Science Room	15,000.00
					15 Lab Tables30 Stools	15,000.00
					000-2620-651-000-0000-000-705	07/13/2022
21	56	07/13/2022	47944	Amazon	Furniture for New Office	1,300.00
					Furniture for New Office	1,300.00
					000-2620-651-000-0000-000-705	07/13/2022
21	57	07/13/2022	47944	Amazon	White Boards for Classrooms	2,500.00
					VIZ-PRO Dry Erase Board/Whiteboard, 96 x 48 Inches, Wall Mounted Board for School Office and Home Rooms 1, 8, 9, 108, 112, 110, Office	2,500.00
					000-1000-651-100-0000-000-705	07/13/2022
21	58	07/13/2022	47944	Amazon	Teacher Desks and Chairs	2,000.00
					2 Teacher Desk and 4 Teacher Chairs	2,000.00
					000-2620-651-000-0000-000-705	07/13/2022
21	59	07/13/2022	47944	Amazon	Black Metal Cabinets for East Building Rooms	600.00
					2 Storage Cabinets for East Building Classrooms w/o cabinet	600.00
					000-2620-651-000-0000-000-705	07/13/2022
21	60	07/18/2022	5155	THE BEST BOOTH'S EXHAUST SYSTEM TEC	Vent hood cleaning for District	5,800.00
					Vent Hood Cleaning for District	5,800.00
					011-2640-438-000-0000-000-050	07/18/2022
21	61	07/18/2022	9297	Edward W. Prosser, Jr	Install 2 lights on football field poles	1,100.00
					Install 2 lights	1,100.00
					011-2630-434-000-0000-000-705	07/18/2022
21	62	07/18/2022	1010	Hagar Restaurant Service, Inc.	Kitchen Steamer Repair	1,623.98
					Parts and labor for Steamer at ECC	1,623.98
					011-2640-438-000-0000-000-110	07/18/2022
21	63	07/18/2022	8788	Yarbrough & Sons	Service To Replace RTU compressors at MS GYM	6,000.00
					Service to replace a total of four compressors & two filter driers, and charge with R407c for MS GYM RTU'S 41 & 42. Newcastle Schools will provide parts & refrigerant from YARBROUGH & SONS HVAC company.	6,000.00
					010-2640-433-000-0000-000-505	07/18/2022
21	64	07/18/2022	461	Johnstone Supply	Parts/Supplies for MS GYM RTU 41 & 42	1,550.00
					Three R-407c refrigerant containers for charging Middle School Gym RTU'S 41 & 42 from JOHNSTONE SUPPLY.	1,500.00
					010-2640-433-000-0000-000-505	07/18/2022
					Liquid line filter drier (8083S)for Middle School RTU 41	50.00
					010-2640-433-000-0000-000-505	07/18/2022

Non-Payroll Total:	\$219,522.67
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$219,522.67

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 30 - 999, Fund Codes: 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
39	30	07/13/2022	2766	CDW LLC	Lightspeed Chromebook Management	17,729.00
				Lightspeed Filter and Classroom Chromebook Management	07/13/2022	4,432.25
			000-2230-653-000-0000-000-105		07/13/2022	4,432.25
			000-2230-653-000-0000-000-110		07/13/2022	4,432.25
			000-2230-653-000-0000-000-505		07/13/2022	4,432.25
			000-2230-653-000-0000-000-705		07/13/2022	4,432.25
39	31	07/18/2022	2766	CDW LLC	Surface Pro 7	5,214.84
				(3) Surface Pro Laptop 4, including shipping for IT Department	07/18/2022	5,214.84
39	32	07/18/2022	51276	QuaverEd	Online Music Curriculum Grades 2-5	1,120.00
				Online music curriculum for grades 2-5	07/18/2022	1,120.00

Non-Payroll Total:	\$24,063.84
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$24,063.84

**Newcastle Public Schools
Payroll Summary
July 26th, 2022**

Monthly Payroll FY22 (07/28/2022)	\$1,128,224.10
Monthly Payroll FY23 (07/28/2022)	\$202,039.27
Extra Duty Payroll (07/28/2022)	\$67,796.05



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: MS STUCO Account #: 942 Site #: 505

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>School Dances</u>	<u>AUG/OCT/MAY</u>
<u>Concession Stand Proceeds at Dances and E</u>	<u>AUG/OCT/MAY</u>
<u>Earth Day Tournaments</u>	<u>April Or May</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

School Dances
 Earth Day Tournaments
 Concession Stand Proceeds at Dances and Earth Day
 Tournaments

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Classroom Supplies
 Student Supplies
 STUCO Sponsored Lunches
 STUCO Field Trips
 Office Supplies
 D.J. for School Dances and E.O.Y. Awards Assembly

Brandy Hodges

Sponsor Name

Sponsor Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

05/25/2022

Date Submitted

2022-2023

School Year

Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: MS Yearbook Account #: 945 Site #: 505

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Sales of yearbooks, ads and photos.

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Yearbook publication, photos, tshirts, office supplies, camera supplies, rewards for yearbook staff and students. Staff development workshops for staff and advisor. Hotel and conference fees for advisor. Journalism organization and workshop fees. Educational field trips, admission fees and transportation for staff and advisor.

Vickie Crossley

Sponsor Name

Vickie Crossley
Sponsor Signature

[Signature]
Supervisor Signature if Applicable
(Principal or Athletic Director)

05/26-2022

Date Submitted

2022 - 2023

School Year

Shasta Feuerborn
Activity Fund Custodian Signature

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Prom Account #: _____ Site #: 705

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Graduation concession stand</u>	<u>May</u>
<u>Sonic Work Day</u>	<u>Nov/Dec</u>
<u>Mr./Miss NCHS pagent</u>	<u>Feb</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Prom ticket sales
t-shirt sales
Pagent entry fees

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Mr./Miss decorations, gifts and expenses
prom expenses
prom security deposit
concession set up
t-shirt purchases

Kim Banfield

Sponsor Name

5/25/2022

Date Submitted

2022-23

School Year

Kim Banfield
Sponsor Signature

Shasta Teuerborn
Activity Fund Custodian Signature

J. Bean
Supervisor Signature if Applicable
(Principal or Athletic Director)

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Girls Golf Account #: 818 Site #: 705

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Kona Ice</u>	<u>TBA</u>
<u>concessions</u>	<u>TBA</u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

working concessions, kona ice sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

snacks, equipment, awards, certificates, tshirts, clothing, water, gatorade, team meals

Nikki Gayler

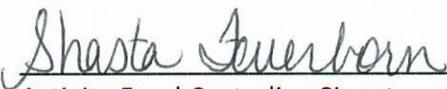
Sponsor Name


Sponsor Signature


Supervisor Signature if Applicable
(Principal or Athletic Director)

5-24-22 22-23

Date Submitted School Year


Activity Fund Custodian Signature


Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Science Club Account #: 917 Site #: HS

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Haunted Lab</u>	<u>October</u>
<u>Earth Day Activities (cookies, soap box derby,</u>	<u>April</u>
<u>Crime Scene</u>	<u>January</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Membership Dues, Member T-Shirt Sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

To promote science in and out of the classroom, engage students in meaningful activities, and to promote civic endeavors. Revenue will cover costs associated with transportation costs, community projects, science department supplies, club activities and trips.

Kevin Sheets

Sponsor Name

Sponsor Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

5/18/2022

Date Submitted

2022-2023

School Year

Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Spanish Club Account #: 918 Site #: 705

Scheduled Fundraising Events:

Description	Month Planned
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Club dues

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

T-shirts, field trips, meeting supplies (food/art)

Janet Phipps
Sponsor Name

5/26/22 2023
Date Submitted School Year

Janet Phipps
Sponsor Signature

Shasta Guernsey
Activity Fund Custodian Signature

J. Beer
Supervisor Signature if Applicable
(Principal or Athletic Director)

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: HS National Honor Society Account #: 705 Site #: 927

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

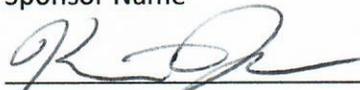
Donations; Dues; Regalia and T-shirt Sales; Community Service Activities; Booths for various events such as sports; Career presentations and luncheons; Literature and Arts Festival

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Purchase: Fundraiser and activity supplies, food, and prizes; Ragalia and awards; Operating supplies; T-shirts; Association and Conference membership fees; Community service supplies; Field trips

Kevin Jones

Sponsor Name



Sponsor Signature



Supervisor Signature if Applicable
(Principal or Athletic Director)

5/26/22

Date Submitted

2022-2023

School Year



Activity Fund Custodian Signature



Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Insurance & Repair Fees Account #: 901 Site #: District

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Insurance payments for 1-to-1 devices
 Repair payments for 1-to-1 devices
 Other payments relating to 1-to-1 devices
Sale of surplus chromebooks

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Revenue will be transferred into the general fund for the purposes of paying for parts, repairs and any other related services.

Kristi Ferguson

Sponsor Name

Kristi Ferguson
Sponsor Signature

7/18/22

Date Submitted

2022-2023

School Year

Shasta Ferguson
Activity Fund Custodian Signature

[Signature]
Chief Financial Officer Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: ECC Yearbook Account #: 945 Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Yearbook Sale</u>	<u>all year</u>
<u>Donations</u>	<u>all year</u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

The sale of yearbooks.

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Office/student supplies, display items, prizes, food and incentives for students and teachers, decor.

Korri Maple

Sponsor Name

Korri Maple
Sponsor Signature

Cathy Moore
Supervisor Signature if Applicable
(Principal or Athletic Director)

7/21/22

Date Submitted

2022-2023

School Year

Shasta Auerbach
Activity Fund Custodian Signature

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: ES-Camp Goddard Account #: 922 Site #: 105

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

School Store Merchandise Sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Camp Cost/Fees Background checks Souvenirs T-Shirts Snacks and materials for activities Prizes and awards
--

Ryan McLaughlin/Cindy Trent

Sponsor Name

 / 

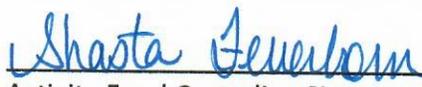
Sponsor Signature

7/25/22

Date Submitted

22-23

School Year



Activity Fund Custodian Signature



Chief Financial Officer Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Principal's (Elementary) Account #: 939 Site #: 105

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>McTeacher Night</u>	<u>October/April</u>
<u>Oklahoma School Pictures</u>	<u>Sept/Oct/Dec/March</u>
<u> </u>	<u> </u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Denim Days
Student store and catalog sales
Apparel Sales
Merchandise Sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Staff Appreciation
School and Office supplies
Awards and Rewards
Plaground
Professional Development
Staff Apparel

TerriScott/RyanMcLaughlin/CindyTrent

Sponsor Name

7/25/22

Date Submitted

22-23

School Year

Terri Scott/Ryan McLaughlin/Cindy Trent
Sponsor Signature

Shasta Seuborn
Activity Fund Custodian Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: ES-Camp Goddard Account #: 922 Site #: 105

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

School Store
Merchandise Sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Camp Cost/Fees
Background checks
Souvenirs
T-Shirts
Snacks and materials for activities
Prizes and awards

Ryan McLaughlin/Cindy Trent

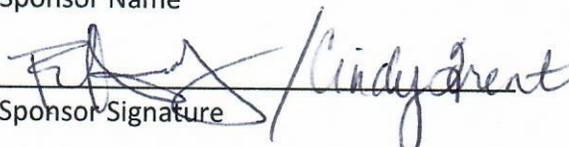
Sponsor Name

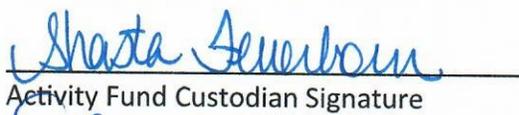
7/25/22

Date Submitted

22-23

School Year


Sponsor Signature


Activity Fund Custodian Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)


Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Band Account #: 911 Site #: _____

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Snap! Raise</u>	<u>September</u>
<u>Coffee Same</u>	<u>November</u>
<u>Cheesecake Sale</u>	<u>March/April</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Concession Stand Profits, Garage Sale, Pie Sale, Cheesecake Sale, Small Group Fundraisers (bake sales, car washes), Chili Dinner, Sponsorships, Mattress Sale

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Equipment, Instruments, Instrument repair, General supplies (ie: reeds, mouthpiece cleaner, mouthpiece pads, etc.), electronics, shirts, uniforms and uniform accessories, uniform cleaning, marching band music rights, marching shoes and accessories, music, contest entry fees

Genevieve Craig

Sponsor Name

Genevieve L. Craig
Sponsor Signature

J. Bee
Supervisor Signature if Applicable
(Principal or Athletic Director)

7/20/22 2022-2023

Date Submitted School Year

Shasta Jemberborn
Activity Fund Custodian Signature

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: ECC Library Account #: 931 Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Book Fairs</u>	<u>Fall and Spring</u>
<u>Coin War</u>	<u>Fall and Spring</u>
<u>Donations/lost book fee</u>	<u>all year</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Book Fair and Coin War

Expenditures: (How the revenue will be spent) (Indicate Amended Items with a "**")

Books, office/library/student supplies, display items, furniture, prizes, food and incentives for students and teachers, decor

Korri Maple

Sponsor Name

Korri Maple

Sponsor Signature

G. Rosenbloom

Supervisor Signature if Applicable
(Principal or Athletic Director)

7/20/22

Date Submitted

2022-2023

School Year

Shasta Teuerborn

Activity Fund Custodian Signature

[Signature]

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Principal Account #: 939 Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Car tags - extra lost tags</u>	<u>Throughout the year</u>
<u>Picture Commissions</u>	<u>September</u>
<u>McTeacher Night</u>	<u>October</u>

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Square 1 Art
Tshirt and stickers sales

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Teacher classroom supplies, office supplies and equipment, students needs items (clothing, backpacks, supplies), staff appreciation/awards, student rewards, food, student field trip fees, professional development fees, books for professional development, furniture, online subscriptions, landscaping supplies, playground equipment, technology

Jennifer Rosenbloom

Sponsor Name

J Rosenbloom

Sponsor Signature

J Rosenbloom

Supervisor Signature if Applicable
(Principal or Athletic Director)

7/20/2022

Date Submitted

2022-2023

School Year

Shasta Steuben

Activity Fund Custodian Signature

[Signature]

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Class of 34 Account #: 983 Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Fees collected for supplies, field trips, parties, rewards and donations

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Field trips, supplies, reimbursements, class parties, rewards, and celebrations

Kelly Dillman

Sponsor Name

Kelly Dillman
Sponsor Signature

Jennifer Rosenbloom
Supervisor Signature if Applicable
(Principal or Athletic Director)

7/20/2022

Date Submitted

2022-2023

School Year

Shasta Severin
Activity Fund Custodian Signature

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Class of 35 Account #: _____ Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Fees collected for supplies, field trips, parties, rewards and donations

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Field trips, supplies, reimbursements, class parties, rewards, and celebrations

April Williams

Sponsor Name

April Williams

Sponsor Signature

J. Rosenblom
Supervisor Signature if Applicable
(Principal or Athletic Director)

7/20/2022

Date Submitted

2022-2023

School Year

Shasta Jenkinson

Activity Fund Custodian Signature

[Signature]

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Class of 36 Account #: _____ Site #: 110

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
_____	_____
_____	_____
_____	_____

General Revenue: (Indicate Amended Items with an "**")

Donations are automatically approved. List other methods of generating revenue:

Fees collected for supplies, field trips, parties, rewards and donations

Expenditures: (How the revenue will be spent) (Indicate Amended items with a "**")

Field trips, supplies, reimbursements, class parties, rewards, and celebrations

Gina Scroggins

Sponsor Name

Gina Scroggins
Sponsor Signature

7/20/2022

Date Submitted

2022-2023

School Year

Shasta Jenkinson
Activity Fund Custodian Signature

Jennifer Rosenbloom
Supervisor Signature if Applicable
(Principal or Athletic Director)

[Signature]
Chief Financial Officer Signature

Date Approved by Board of Education

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 General Fund						
Series - 1000						
Source - 1110 Ad Valorem (Current)	\$4,518,642.59	\$4,426,203.09	\$92,439.50	\$0.00	97.95%	\$161,723.44
Source - 1120 Ad Valorem (Prior Years)	\$0.00	\$86,127.01	\$0.00	\$86,127.01	N/A	\$2,294.06
Source - 1130 Revenue in Lieu of Taxes	\$0.00	\$6,388.92	\$0.00	\$6,388.92	N/A	\$0.00
Source - 1190 OTHER TAXES	\$0.00	\$2,395.39	\$0.00	\$2,395.39	N/A	\$0.00
Source - 1260 EXTENDED SCHOOL CARE	\$0.00	\$55,000.00	\$0.00	\$55,000.00	N/A	\$11,000.00
Source - 1310 Interest Earnings	\$1,971.77	\$0.00	\$1,971.77	\$0.00	0.00%	\$0.00
Source - 1352 Interest on Unapportioned Tax	\$0.00	\$96.60	\$0.00	\$96.60	N/A	\$12.80
Source - 1390 OTHER EARNINGS ON INVESTMENTS	\$0.00	\$7,622.61	\$0.00	\$7,622.61	N/A	\$5,315.39
Source - 1410 Rental - School Facilities	\$0.00	\$500.00	\$0.00	\$500.00	N/A	\$0.00
Source - 1420 RENTAL NOT SCHOOL FACILITIES	\$0.00	\$3,460.00	\$0.00	\$3,460.00	N/A	\$0.00
Source - 1460 COMMISSIONS	\$0.00	\$13.72	\$0.00	\$13.72	N/A	\$0.00
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$21,756.70	\$0.00	\$21,756.70	N/A	\$3,403.75
Source - 1591 Reimbursements - TCLA	\$0.00	\$346,849.94	\$0.00	\$346,849.94	N/A	\$168,796.06
Source - 1610 Donations from Private Sources	\$0.00	\$60,007.12	\$0.00	\$60,007.12	N/A	\$0.00
Source - 1660 Mineral Royalties / Lease Revenue	\$0.00	\$81.32	\$0.00	\$81.32	N/A	\$0.00
Source - 1680 Refund Prior Year Expenses	\$0.00	\$2,492.29	\$0.00	\$2,492.29	N/A	\$0.00
Source - 1690 Misc Revenue District Sources	\$0.00	\$38.19	\$0.00	\$38.19	N/A	\$0.00
Source - 1692 MISC REVENUE	\$0.00	\$1,371.75	\$0.00	\$1,371.75	N/A	\$0.00
Series - 1000 Total	\$4,520,614.36	\$5,020,404.65	\$94,411.27	\$594,201.56	111.06%	\$352,545.50
Series - 2000						
Source - 2100 County 4 Mil	\$380,700.00	\$435,074.41	\$0.00	\$54,374.41	114.28%	\$16,131.58
Source - 2200 County Mortgage	\$149,000.00	\$152,711.48	\$0.00	\$3,711.48	102.49%	\$15,353.67
Series - 2000 Total	\$529,700.00	\$587,785.89	\$0.00	\$58,085.89	110.97%	\$31,485.25
Series - 3000						
Source - 3110 Gross Production	\$427,000.00	\$963,490.57	\$0.00	\$536,490.57	225.64%	\$83,905.65
Source - 3120 Motor Vehicle	\$839,000.00	\$1,023,950.16	\$0.00	\$184,950.16	122.04%	\$89,552.93
Source - 3130 Rural Electric	\$196,000.00	\$235,920.93	\$0.00	\$39,920.93	120.37%	\$22,417.37
Source - 3140 School Land	\$292,900.00	\$304,783.62	\$0.00	\$11,883.62	104.06%	\$20,437.49
Source - 3150 Vehicle Tax	\$0.00	\$4,192.57	\$0.00	\$4,192.57	N/A	\$380.92
Source - 3210 State Aid	\$5,381,324.71	\$5,835,706.63	\$0.00	\$454,381.92	108.44%	\$577,157.80
Source - 3250 Flex Benefit Allowance	\$1,522,208.00	\$1,508,491.04	\$13,716.96	\$0.00	99.10%	\$165,768.25
Source - 3310 Alternative Education	\$0.00	\$18,226.32	\$0.00	\$18,226.32	N/A	\$4,556.58
Source - 3412 National Board Cert Teacher	\$0.00	\$14,400.00	\$0.00	\$14,400.00	N/A	\$0.00
Source - 3415 READING SUFFICIENCY	\$0.00	\$40,236.90	\$0.00	\$40,236.90	N/A	\$0.00
Source - 3420 State Textbook	\$203,432.60	\$208,394.44	\$0.00	\$4,961.84	102.44%	\$0.00
Source - 3620 STATE LAND REIMBURSEMENT	\$0.00	\$11.35	\$0.00	\$11.35	N/A	\$11.35
Source - 3650 TSET Grants	\$0.00	\$5,000.00	\$0.00	\$5,000.00	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$0.00	\$13,073.18	\$0.00	\$13,073.18	N/A	\$0.00
Source - 3720 STATE MATCHING	\$0.00	\$9,587.54	\$0.00	\$9,587.54	N/A	\$4,793.77
Source - 3811 Career Tech Salary	\$61,355.00	\$16,520.00	\$44,835.00	\$0.00	26.93%	\$6,430.00
Source - 3812 Career Tech Program	\$0.00	\$48,797.00	\$0.00	\$48,797.00	N/A	\$11,214.00
Source - 3892 Lottery Grants	\$0.00	\$13,602.90	\$0.00	\$13,602.90	N/A	\$0.00
Series - 3000 Total	\$8,923,220.31	\$10,264,385.15	\$58,551.96	\$1,399,716.80	115.03%	\$986,626.11

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2022

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 4000						
Source - 4140 Title V - Indian Ed	\$66,077.00	\$48,113.66	\$17,963.34	\$0.00	72.81%	\$0.00
Source - 4210 Title I - Part A	\$285,203.28	\$234,165.84	\$51,037.44	\$0.00	82.10%	\$41,356.08
Source - 4271 Title II - Part A	\$70,563.30	\$35,690.77	\$34,872.53	\$0.00	50.58%	\$6,510.47
Source - 4310 IDEA - Part B Flowthrough	\$107,697.19	\$372,351.40	\$0.00	\$264,654.21	345.74%	\$0.00
Source - 4340 IDEA - Part B Pre-K	\$9,111.48	\$9,111.48	\$0.00	\$0.00	100.00%	\$0.00
Source - 4442 Title IV - Part A - SSAE	\$418,402.47	\$7,869.39	\$410,533.08	\$0.00	1.88%	\$0.00
Source - 4470 Title V - RLIS	\$44,692.04	\$51,485.80	\$0.00	\$6,793.76	115.20%	\$7,161.02
Source - 4550 Johnson O'Malley	\$11,468.00	\$10,329.25	\$1,138.75	\$0.00	90.07%	\$1,008.32
Source - 4689 OTHER FEDERAL GRANTS	\$2,378,138.87	\$489,475.51	\$1,888,663.36	\$0.00	20.58%	\$42,300.00
Source - 4705 CNP Emergency Operational Costs	\$0.00	\$52,828.39	\$0.00	\$52,828.39	N/A	\$0.00
Source - 4706 P-EBT Program	\$0.00	\$614.00	\$0.00	\$614.00	N/A	\$0.00
Source - 4710 CNP Federal Lunch	\$700,000.00	\$745,422.06	\$0.00	\$45,422.06	106.49%	\$104,672.86
Source - 4720 CNP Federal Breakfast	\$0.00	\$201,580.95	\$0.00	\$201,580.95	N/A	\$28,329.36
Source - 4740 CNP Summer Food Service Program	\$0.00	\$78,675.66	\$0.00	\$78,675.66	N/A	\$0.00
Source - 4821 Carl Perkins Grant	\$12,404.00	\$15,872.45	\$0.00	\$3,468.45	127.96%	\$0.00
Series - 4000 Total	\$4,103,757.63	\$2,353,586.61	\$2,404,208.50	\$654,037.48	57.35%	\$231,338.11
Series - 5000						
Source - 5160 Activity Fund Collections	\$0.00	\$8,676.18	\$0.00	\$8,676.18	N/A	\$938.69
Source - 5600 Correcting Entries	\$0.00	\$4,098.27	\$0.00	\$4,098.27	N/A	\$0.00
Series - 5000 Total	\$0.00	\$12,774.45	\$0.00	\$12,774.45	N/A	\$938.69
Fund - 11 General Fund Total	\$18,077,292.30	\$18,238,936.75	\$2,557,171.73	\$2,718,816.18	100.89%	\$1,602,933.66
Report Total	\$18,077,292.30	\$18,238,936.75	\$2,557,171.73	\$2,718,816.18	100.89%	\$1,602,933.66

Newcastle Public Schools

Revenue/Expenditure Summary

Activity Fund
Athletics

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
Program - 801 ATHLETIC-GENERAL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$17,874.04	\$0.00	\$17,874.04	\$5,475.00	\$12,399.04
Total Program - 801 ATHLETIC-GENERAL	\$0.00	\$0.00	\$17,874.04	\$0.00	\$17,874.04	\$5,475.00	\$12,399.04
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	(\$700.00)
Total Program - 815 FAST PITCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	(\$700.00)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	(\$800.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,700.00	(\$5,700.00)
Total Program - 816 FOOTBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	(\$6,500.00)
Program - 824 VOLLEYBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	(\$600.00)
Total Program - 824 VOLLEYBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	(\$600.00)
Total Project - 801 ATHLETICS-GENERAL	\$0.00	\$0.00	\$17,874.04	\$0.00	\$17,874.04	\$13,275.00	\$4,599.04
Project - 802 ATHLETIC-GATE							
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	\$0.00	\$0.00	\$59,651.12	\$0.00	\$59,651.12	\$2,605.00	\$57,046.12
Total Program - 802 ATHLETIC-GATE	\$0.00	\$0.00	\$59,651.12	\$0.00	\$59,651.12	\$2,605.00	\$57,046.12
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)
Total Program - 811 BASKETBALL-BOYS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	(\$2,500.00)
Total Program - 815 FAST PITCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	(\$2,500.00)
Program - 816 FOOTBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	(\$9,000.00)
Total Program - 816 FOOTBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	(\$9,000.00)
Program - 824 VOLLEYBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,212.00	(\$5,212.00)
Total Program - 824 VOLLEYBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,212.00	(\$5,212.00)
Total Project - 802 ATHLETIC-GATE	\$0.00	\$0.00	\$59,651.12	\$0.00	\$59,651.12	\$24,317.00	\$35,334.12
Project - 810 BASEBALL							
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,323.19	\$0.00	\$2,323.19	\$0.00	\$2,323.19
Total Program - 810 BASEBALL	\$0.00	\$0.00	\$2,323.19	\$0.00	\$2,323.19	\$0.00	\$2,323.19
Total Project - 810 BASEBALL	\$0.00	\$0.00	\$2,323.19	\$0.00	\$2,323.19	\$0.00	\$2,323.19
Project - 811 BASKETBALL-BOYS							
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12	\$0.00	\$505.12
Total Program - 811 BASKETBALL-BOYS	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12	\$0.00	\$505.12
Total Project - 811 BASKETBALL-BOYS	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12	\$0.00	\$505.12
Project - 812 BASKETBALL-GIRLS							
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$12,064.43	\$550.00	\$11,514.43	\$0.00	\$11,514.43
Total Program - 812 BASKETBALL-GIRLS	\$0.00	\$0.00	\$12,064.43	\$550.00	\$11,514.43	\$0.00	\$11,514.43
Total Project - 812 BASKETBALL-GIRLS	\$0.00	\$0.00	\$12,064.43	\$550.00	\$11,514.43	\$0.00	\$11,514.43
Project - 813 CHEER							
Program - 813 CHEER							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$21,079.35	\$972.50	\$20,106.85	\$9,153.50	\$10,953.35
705 HIGH SCHOOL	\$0.00	\$0.00	\$23,767.16	\$3,370.67	\$20,396.49	\$3,129.33	\$17,267.16
Total Program - 813 CHEER	\$0.00	\$0.00	\$44,846.51	\$4,343.17	\$40,503.34	\$12,282.83	\$28,220.51
Total Project - 813 CHEER	\$0.00	\$0.00	\$44,846.51	\$4,343.17	\$40,503.34	\$12,282.83	\$28,220.51
Project - 814 CROSS COUNTRY							
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,951.13	\$0.00	\$2,951.13	\$0.00	\$2,951.13
Total Program - 814 CROSS COUNTRY	\$0.00	\$0.00	\$2,951.13	\$0.00	\$2,951.13	\$0.00	\$2,951.13

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 814 CROSS COUNTRY							
Total Project - 814 CROSS COUNTRY	\$0.00	\$0.00	\$2,951.13	\$0.00	\$2,951.13	\$0.00	\$2,951.13
Project - 815 FAST PITCH							
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$488.13	\$0.00	\$488.13	\$0.00	\$488.13
Total Program - 815 FAST PITCH	\$0.00	\$0.00	\$488.13	\$0.00	\$488.13	\$0.00	\$488.13
Total Project - 815 FAST PITCH	\$0.00	\$0.00	\$488.13	\$0.00	\$488.13	\$0.00	\$488.13
Project - 816 FOOTBALL							
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$2,995.00	\$0.00	\$2,995.00	\$0.00	\$2,995.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$25,723.67	\$0.00	\$25,723.67	\$0.00	\$25,723.67
Total Program - 816 FOOTBALL	\$0.00	\$0.00	\$28,718.67	\$0.00	\$28,718.67	\$0.00	\$28,718.67
Total Project - 816 FOOTBALL	\$0.00	\$0.00	\$28,718.67	\$0.00	\$28,718.67	\$0.00	\$28,718.67
Project - 817 GOLF-BOYS							
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71	\$0.00	\$118.71
Total Program - 817 GOLF-BOYS	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71	\$0.00	\$118.71
Total Project - 817 GOLF-BOYS	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71	\$0.00	\$118.71
Project - 818 GOLF-GIRLS							
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$0.00	\$0.00	\$324.88	\$0.00	\$324.88	\$0.00	\$324.88
Total Program - 818 GIRLS-GOLF	\$0.00	\$0.00	\$324.88	\$0.00	\$324.88	\$0.00	\$324.88
Total Project - 818 GOLF-GIRLS	\$0.00	\$0.00	\$324.88	\$0.00	\$324.88	\$0.00	\$324.88
Project - 819 SLOW PITCH							
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43	\$0.00	\$143.43
Total Program - 819 SLOW PITCH	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43	\$0.00	\$143.43
Total Project - 819 SLOW PITCH	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43	\$0.00	\$143.43
Project - 820 SOCCER-BOYS							
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,448.06	\$0.00	\$1,448.06	\$0.00	\$1,448.06
Total Program - 820 SOCCER-BOYS	\$0.00	\$0.00	\$1,495.56	\$0.00	\$1,495.56	\$0.00	\$1,495.56
Total Project - 820 SOCCER-BOYS	\$0.00	\$0.00	\$1,495.56	\$0.00	\$1,495.56	\$0.00	\$1,495.56
Project - 821 SOCCER-GIRLS							
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,300.96	\$0.00	\$2,300.96	\$0.00	\$2,300.96
Total Program - 821 SOCCER-GIRLS	\$0.00	\$0.00	\$2,348.46	\$0.00	\$2,348.46	\$0.00	\$2,348.46
Total Project - 821 SOCCER-GIRLS	\$0.00	\$0.00	\$2,348.46	\$0.00	\$2,348.46	\$0.00	\$2,348.46
Project - 823 TRACK							
Program - 823 TRACK							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$145.50	\$0.00	\$145.50	\$0.00	\$145.50
705 HIGH SCHOOL	\$0.00	\$0.00	\$4,749.98	\$0.00	\$4,749.98	\$0.00	\$4,749.98
Total Program - 823 TRACK	\$0.00	\$0.00	\$4,895.48	\$0.00	\$4,895.48	\$0.00	\$4,895.48
Total Project - 823 TRACK	\$0.00	\$0.00	\$4,895.48	\$0.00	\$4,895.48	\$0.00	\$4,895.48
Project - 824 VOLLEYBALL							
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00	\$0.00	\$175.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$3,810.90	\$0.00	\$3,810.90	\$0.00	\$3,810.90
Total Program - 824 VOLLEYBALL	\$0.00	\$0.00	\$3,985.90	\$0.00	\$3,985.90	\$0.00	\$3,985.90
Total Project - 824 VOLLEYBALL	\$0.00	\$0.00	\$3,985.90	\$0.00	\$3,985.90	\$0.00	\$3,985.90
Project - 825 WRESTLING							
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$2,612.00	\$0.00	\$2,612.00	\$0.00	\$2,612.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$843.23	\$0.00	\$843.23	\$0.00	\$843.23
Total Program - 825 WRESTLING	\$0.00	\$0.00	\$3,455.23	\$0.00	\$3,455.23	\$0.00	\$3,455.23

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 825 WRESTLING							
Total Project - 825 WRESTLING	\$0.00	\$0.00	\$3,455.23	\$0.00	\$3,455.23	\$0.00	\$3,455.23
Total	\$0.00	\$0.00	\$186,189.99	\$4,893.17	\$181,296.82	\$49,874.83	\$131,421.99

Newcastle Public Schools

Revenue/Expenditure Summary

Activity Fund
Non-Athletic

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
Program - 700 CHILD NUTRITION PROGRAM							
050 DISTRICTWIDE	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13.75	(\$13.75)
Total Program - 700 CHILD NUTRITION PROGRAM	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	\$13.75	\$86.25
Total Project - 100 CAFETERIA	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	\$13.75	\$86.25
Project - 901 ACTIVITY FEES							
Program - 900 NON ATHLETIC PROG							
050 DISTRICTWIDE	\$0.00	\$0.00	\$29,953.72	\$0.00	\$29,953.72	\$0.00	\$29,953.72
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$29,953.72	\$0.00	\$29,953.72	\$0.00	\$29,953.72
Total Project - 901 ACTIVITY FEES	\$0.00	\$0.00	\$29,953.72	\$0.00	\$29,953.72	\$0.00	\$29,953.72
Project - 902 ADMINISTRATION							
Program - 900 NON ATHLETIC PROG							
050 DISTRICTWIDE	\$0.00	\$0.00	\$0.00	\$330.00	(\$330.00)	\$900.00	(\$1,230.00)
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$0.00	\$330.00	(\$330.00)	\$900.00	(\$1,230.00)
Program - 902 N/A							
050 DISTRICTWIDE	\$0.00	\$0.00	\$114,784.41	\$0.00	\$114,784.41	\$0.00	\$114,784.41
Total Program - 902 N/A	\$0.00	\$0.00	\$114,784.41	\$0.00	\$114,784.41	\$0.00	\$114,784.41
Total Project - 902 ADMINISTRATION	\$0.00	\$0.00	\$114,784.41	\$330.00	\$114,454.41	\$900.00	\$113,554.41
Project - 903 GFUND COLLECTIONS							
Program - 903 N/A							
050 DISTRICTWIDE	\$0.00	\$0.00	\$2,254.75	\$0.00	\$2,254.75	\$0.00	\$2,254.75
Total Program - 903 N/A	\$0.00	\$0.00	\$2,254.75	\$0.00	\$2,254.75	\$0.00	\$2,254.75
Total Project - 903 GFUND COLLECTIONS	\$0.00	\$0.00	\$2,254.75	\$0.00	\$2,254.75	\$0.00	\$2,254.75
Project - 904 DAMAGE DEPOSIT							
Program - 900 NON ATHLETIC PROG							
050 DISTRICTWIDE	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Project - 904 DAMAGE DEPOSIT	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	\$800.00
Project - 905 RACER KID ZONE							
Program - 900 NON ATHLETIC PROG							
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$160,503.78	\$0.00	\$160,503.78	\$4,000.00	\$156,503.78
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$160,503.78	\$0.00	\$160,503.78	\$4,000.00	\$156,503.78
Total Project - 905 RACER KID ZONE	\$0.00	\$0.00	\$160,503.78	\$0.00	\$160,503.78	\$4,000.00	\$156,503.78
Project - 910 ART							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$1,162.18	\$0.00	\$1,162.18	\$0.00	\$1,162.18
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,880.33	\$0.00	\$1,880.33	\$0.00	\$1,880.33
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$3,042.51	\$0.00	\$3,042.51	\$0.00	\$3,042.51
Total Project - 910 ART	\$0.00	\$0.00	\$3,042.51	\$0.00	\$3,042.51	\$0.00	\$3,042.51
Project - 911 BAND							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70	\$0.00	\$63.70
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70	\$0.00	\$63.70
Total Project - 911 BAND	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70	\$0.00	\$63.70
Project - 913 CLUB-BPA							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$248.49	\$0.00	\$248.49	\$0.00	\$248.49
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$248.49	\$0.00	\$248.49	\$0.00	\$248.49
Total Project - 913 CLUB-BPA	\$0.00	\$0.00	\$248.49	\$0.00	\$248.49	\$0.00	\$248.49
Project - 915 CLUB-FCCLA							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$3,091.83	\$0.00	\$3,091.83	\$0.00	\$3,091.83
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$3,091.83	\$0.00	\$3,091.83	\$0.00	\$3,091.83
Total Project - 915 CLUB-FCCLA	\$0.00	\$0.00	\$3,091.83	\$0.00	\$3,091.83	\$0.00	\$3,091.83
Project - 916 CLUB-FFA							
Program - 900 NON ATHLETIC PROG							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 916 CLUB-FFA							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$8,560.96	\$0.00	\$8,560.96	\$2,900.00	\$5,660.96
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$8,560.96	\$0.00	\$8,560.96	\$2,900.00	\$5,660.96
Total Project - 916 CLUB-FFA	\$0.00	\$0.00	\$8,560.96	\$0.00	\$8,560.96	\$2,900.00	\$5,660.96
Project - 917 CLUB-SCIENCE							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15	\$0.00	\$881.15
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15	\$0.00	\$881.15
Total Project - 917 CLUB-SCIENCE	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15	\$0.00	\$881.15
Project - 918 CLUB-SPANISH							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,446.70	\$0.00	\$1,446.70	\$0.00	\$1,446.70
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,446.70	\$0.00	\$1,446.70	\$0.00	\$1,446.70
Total Project - 918 CLUB-SPANISH	\$0.00	\$0.00	\$1,446.70	\$0.00	\$1,446.70	\$0.00	\$1,446.70
Project - 919 DRAMA							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00
Total Project - 919 DRAMA	\$0.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00	\$0.00	\$2,093.00
Project - 920 ES-ACADEM OUTREACH							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Total Project - 920 ES-ACADEM OUTREACH	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Project - 921 ES-BEAUTIFICATION							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Total Project - 921 ES-BEAUTIFICATION	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Project - 922 ES-CAMP GODDARD							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$19,374.02	\$0.00	\$19,374.02	\$0.00	\$19,374.02
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$19,374.02	\$0.00	\$19,374.02	\$0.00	\$19,374.02
Total Project - 922 ES-CAMP GODDARD	\$0.00	\$0.00	\$19,374.02	\$0.00	\$19,374.02	\$0.00	\$19,374.02
Project - 923 ES-FUNDRAISER							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$30,198.56	\$0.00	\$30,198.56	\$0.00	\$30,198.56
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$30,198.56	\$0.00	\$30,198.56	\$0.00	\$30,198.56
Total Project - 923 ES-FUNDRAISER	\$0.00	\$0.00	\$30,198.56	\$0.00	\$30,198.56	\$0.00	\$30,198.56
Project - 924 ES-LITERACY							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$655.76	\$0.00	\$655.76	\$0.00	\$655.76
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$655.76	\$0.00	\$655.76	\$0.00	\$655.76
Total Project - 924 ES-LITERACY	\$0.00	\$0.00	\$655.76	\$0.00	\$655.76	\$0.00	\$655.76
Project - 925 ES-SPECIAL OLYMPICS							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$2,248.74	\$0.00	\$2,248.74	\$0.00	\$2,248.74
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$2,248.74	\$0.00	\$2,248.74	\$0.00	\$2,248.74
Total Project - 925 ES-SPECIAL OLYMPICS	\$0.00	\$0.00	\$2,248.74	\$0.00	\$2,248.74	\$0.00	\$2,248.74
Project - 926 GIFTED TALENTED							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$3.54	\$0.00	\$3.54	\$0.00	\$3.54
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	\$0.00	\$125.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$66.82	\$0.00	\$66.82	\$0.00	\$66.82
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$195.36	\$0.00	\$195.36	\$0.00	\$195.36
Total Project - 926 GIFTED TALENTED	\$0.00	\$0.00	\$195.36	\$0.00	\$195.36	\$0.00	\$195.36

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 927 HONOR SOCIETY							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$2,472.36	\$0.00	\$2,472.36	\$0.00	\$2,472.36
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,375.09	\$0.00	\$2,375.09	\$0.00	\$2,375.09
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$4,847.45	\$0.00	\$4,847.45	\$0.00	\$4,847.45
Total Project - 927 HONOR SOCIETY	\$0.00	\$0.00	\$4,847.45	\$0.00	\$4,847.45	\$0.00	\$4,847.45
Project - 928 HOSPITALITY							
Program - 900 NON ATHLETIC PROG							
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$294.78	\$0.00	\$294.78	\$0.00	\$294.78
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$294.78	\$0.00	\$294.78	\$0.00	\$294.78
Total Project - 928 HOSPITALITY	\$0.00	\$0.00	\$294.78	\$0.00	\$294.78	\$0.00	\$294.78
Project - 929 HS-TESTING							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$2,098.30	\$0.00	\$2,098.30	\$0.00	\$2,098.30
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$2,098.30	\$0.00	\$2,098.30	\$0.00	\$2,098.30
Total Project - 929 HS-TESTING	\$0.00	\$0.00	\$2,098.30	\$0.00	\$2,098.30	\$0.00	\$2,098.30
Project - 930 HS-TAKE THE LEAD							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Total Project - 930 HS-TAKE THE LEAD	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Project - 931 LIBRARY							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$6,113.73	\$0.00	\$6,113.73	\$0.00	\$6,113.73
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$6,575.76	\$0.00	\$6,575.76	\$0.00	\$6,575.76
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$733.86	\$0.00	\$733.86	\$0.00	\$733.86
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,586.90	\$0.00	\$1,586.90	\$0.00	\$1,586.90
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$15,010.25	\$0.00	\$15,010.25	\$0.00	\$15,010.25
Total Project - 931 LIBRARY	\$0.00	\$0.00	\$15,010.25	\$0.00	\$15,010.25	\$0.00	\$15,010.25
Project - 934 MS-STUDENT STORE							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$11,218.92	\$0.00	\$11,218.92	\$0.00	\$11,218.92
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$11,218.92	\$0.00	\$11,218.92	\$0.00	\$11,218.92
Total Project - 934 MS-STUDENT STORE	\$0.00	\$0.00	\$11,218.92	\$0.00	\$11,218.92	\$0.00	\$11,218.92
Project - 935 NATIVE ED ENRICHMENT							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$982.26	\$0.00	\$982.26	\$0.00	\$982.26
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00
705 HIGH SCHOOL	\$0.00	\$0.00	\$417.38	\$0.00	\$417.38	\$0.00	\$417.38
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$3,049.64	\$0.00	\$3,049.64	\$0.00	\$3,049.64
Total Project - 935 NATIVE ED ENRICHMENT	\$0.00	\$0.00	\$3,049.64	\$0.00	\$3,049.64	\$0.00	\$3,049.64
Project - 936 PE							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$5,733.52	\$0.00	\$5,733.52	\$0.00	\$5,733.52
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$672.39	\$0.00	\$672.39	\$0.00	\$672.39
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$6,405.91	\$0.00	\$6,405.91	\$0.00	\$6,405.91
Total Project - 936 PE	\$0.00	\$0.00	\$6,405.91	\$0.00	\$6,405.91	\$0.00	\$6,405.91
Project - 939 PRINCIPALS							
Program - 000 NON-PROGRAM							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	(\$200.00)
Total Program - 000 NON-PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	(\$200.00)
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$8,116.37	\$0.00	\$8,116.37	\$0.00	\$8,116.37
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$22,283.37	\$398.00	\$21,885.37	\$778.05	\$21,107.32
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$25,120.22	\$0.00	\$25,120.22	\$0.00	\$25,120.22
705 HIGH SCHOOL	\$0.00	\$0.00	\$6,119.16	\$0.00	\$6,119.16	\$250.00	\$5,869.16
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$61,639.12	\$398.00	\$61,241.12	\$1,028.05	\$60,213.07

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 939 PRINCIPALS							
Total Project - 939 PRINCIPALS	\$0.00	\$0.00	\$61,639.12	\$398.00	\$61,241.12	\$1,228.05	\$60,013.07
Project - 942 STUCO							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$9,706.41	\$0.00	\$9,706.41	\$0.00	\$9,706.41
705 HIGH SCHOOL	\$0.00	\$0.00	\$22,727.94	\$0.00	\$22,727.94	\$0.00	\$22,727.94
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$32,434.35	\$0.00	\$32,434.35	\$0.00	\$32,434.35
Total Project - 942 STUCO	\$0.00	\$0.00	\$32,434.35	\$0.00	\$32,434.35	\$0.00	\$32,434.35
Project - 943 TECHNOLOGY							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$4,039.78	\$0.00	\$4,039.78	\$0.00	\$4,039.78
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$4,039.78	\$0.00	\$4,039.78	\$0.00	\$4,039.78
Total Project - 943 TECHNOLOGY	\$0.00	\$0.00	\$4,039.78	\$0.00	\$4,039.78	\$0.00	\$4,039.78
Project - 944 VOCAL MUSIC							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$4,139.90	\$0.00	\$4,139.90	\$0.00	\$4,139.90
705 HIGH SCHOOL	\$0.00	\$0.00	\$7,267.12	\$0.00	\$7,267.12	\$0.00	\$7,267.12
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$11,407.02	\$0.00	\$11,407.02	\$0.00	\$11,407.02
Total Project - 944 VOCAL MUSIC	\$0.00	\$0.00	\$11,407.02	\$0.00	\$11,407.02	\$0.00	\$11,407.02
Project - 945 YEARBOOK							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$16,105.37	\$0.00	\$16,105.37	\$0.00	\$16,105.37
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$2,481.62	\$0.00	\$2,481.62	\$0.00	\$2,481.62
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$3,720.33	\$0.00	\$3,720.33	\$0.00	\$3,720.33
705 HIGH SCHOOL	\$0.00	\$0.00	\$28,644.34	\$0.00	\$28,644.34	\$0.00	\$28,644.34
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$50,951.66	\$0.00	\$50,951.66	\$0.00	\$50,951.66
Total Project - 945 YEARBOOK	\$0.00	\$0.00	\$50,951.66	\$0.00	\$50,951.66	\$0.00	\$50,951.66
Project - 946 ROBOTICS							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$12,615.36	\$0.00	\$12,615.36	\$0.00	\$12,615.36
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$12,615.36	\$0.00	\$12,615.36	\$0.00	\$12,615.36
Total Project - 946 ROBOTICS	\$0.00	\$0.00	\$12,615.36	\$0.00	\$12,615.36	\$0.00	\$12,615.36
Project - 947 Club-SOAR (Multicultural Club)							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$605.00	\$0.00	\$605.00	\$0.00	\$605.00
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$605.00	\$0.00	\$605.00	\$0.00	\$605.00
Total Project - 947 Club-SOAR (Multicultural Club)	\$0.00	\$0.00	\$605.00	\$0.00	\$605.00	\$0.00	\$605.00
Project - 970 CLASS 2020							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
Total Project - 970 CLASS 2020	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
Project - 971 CLASS 2021							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$1,193.49	\$0.00	\$1,193.49	\$0.00	\$1,193.49
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,193.49	\$0.00	\$1,193.49	\$0.00	\$1,193.49
Total Project - 971 CLASS 2021	\$0.00	\$0.00	\$1,193.49	\$0.00	\$1,193.49	\$0.00	\$1,193.49
Project - 972 CLASS 2022							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$5,598.21	\$0.00	\$5,598.21	\$0.00	\$5,598.21
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$5,598.21	\$0.00	\$5,598.21	\$0.00	\$5,598.21
Total Project - 972 CLASS 2022	\$0.00	\$0.00	\$5,598.21	\$0.00	\$5,598.21	\$0.00	\$5,598.21
Project - 973 CLASS 2023							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$6,684.59	\$0.00	\$6,684.59	\$0.00	\$6,684.59
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$6,684.59	\$0.00	\$6,684.59	\$0.00	\$6,684.59
Total Project - 973 CLASS 2023	\$0.00	\$0.00	\$6,684.59	\$0.00	\$6,684.59	\$0.00	\$6,684.59

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 974 CLASS 2024							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$940.15	\$0.00	\$940.15	\$0.00	\$940.15
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$940.15	\$0.00	\$940.15	\$0.00	\$940.15
Total Project - 974 CLASS 2024	\$0.00	\$0.00	\$940.15	\$0.00	\$940.15	\$0.00	\$940.15
Project - 975 CLASS 2025							
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	\$0.00	\$0.00	\$172.34	\$0.00	\$172.34	\$0.00	\$172.34
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$172.34	\$0.00	\$172.34	\$0.00	\$172.34
Total Project - 975 CLASS 2025	\$0.00	\$0.00	\$172.34	\$0.00	\$172.34	\$0.00	\$172.34
Project - 977 CLASS 2027							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19	\$0.00	\$491.19
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19	\$0.00	\$491.19
Total Project - 977 CLASS 2027	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19	\$0.00	\$491.19
Project - 978 CLASS 2028							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88	\$0.00	\$117.88
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88	\$0.00	\$117.88
Total Project - 978 CLASS 2028	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88	\$0.00	\$117.88
Project - 979 CLASS 2029							
Program - 900 NON ATHLETIC PROG							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Project - 979 CLASS 2029	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Project - 980 CLASS 2030							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Total Project - 980 CLASS 2030	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Project - 981 CLASS 2031							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$2,661.80	\$0.00	\$2,661.80	\$0.00	\$2,661.80
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$2,661.80	\$0.00	\$2,661.80	\$0.00	\$2,661.80
Total Project - 981 CLASS 2031	\$0.00	\$0.00	\$2,661.80	\$0.00	\$2,661.80	\$0.00	\$2,661.80
Project - 982 CLASS 2032							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$977.25	\$0.00	\$977.25	\$0.00	\$977.25
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$977.25	\$0.00	\$977.25	\$0.00	\$977.25
Total Project - 982 CLASS 2032	\$0.00	\$0.00	\$977.25	\$0.00	\$977.25	\$0.00	\$977.25
Project - 983 CLASS 2033							
Program - 900 NON ATHLETIC PROG							
105 ELEMENTARY SCHOOL	\$0.00	\$0.00	\$113.92	\$0.00	\$113.92	\$0.00	\$113.92
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$113.92	\$0.00	\$113.92	\$0.00	\$113.92
Total Project - 983 CLASS 2033	\$0.00	\$0.00	\$113.92	\$0.00	\$113.92	\$0.00	\$113.92
Project - 984 CLASS 2034							
Program - 900 NON ATHLETIC PROG							
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$1,866.23	\$0.00	\$1,866.23	\$0.00	\$1,866.23
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,866.23	\$0.00	\$1,866.23	\$0.00	\$1,866.23
Total Project - 984 CLASS 2034	\$0.00	\$0.00	\$1,866.23	\$0.00	\$1,866.23	\$0.00	\$1,866.23
Project - 985 CLASS 2035							
Program - 900 NON ATHLETIC PROG							
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$1,675.06	\$0.00	\$1,675.06	\$0.00	\$1,675.06
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$1,675.06	\$0.00	\$1,675.06	\$0.00	\$1,675.06
Total Project - 985 CLASS 2035	\$0.00	\$0.00	\$1,675.06	\$0.00	\$1,675.06	\$0.00	\$1,675.06
Project - 986 CLASS 2036							
Program - 900 NON ATHLETIC PROG							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 6/30/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 986 CLASS 2036							
Program - 900 NON ATHLETIC PROG							
110 EARLY CHILDHOOD	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00	\$0.00	\$330.00
Total Program - 900 NON ATHLETIC PROG	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00	\$0.00	\$330.00
Total Project - 986 CLASS 2036	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00	\$0.00	\$330.00
Total	\$0.00	\$0.00	\$636,783.51	\$728.00	\$636,055.51	\$9,041.80	\$627,013.71

NEWCASTLE SCHOOLS - TREASURER'S REPORT

As Of May 31, 2022

GOVERNMENTAL FUNDS		
Bank Statements		
	Checking Account 6633	\$10.00
	SuperNow Account 9996	\$250,021.23
	Federated Sweep 0001	\$13,325,502.77
Total - Bank Statements		\$13,575,534.00
Accounting Program		
	Cash Balance	\$13,575,534.00
	Adjustments:	
Adjusted Cash Balance		\$13,575,534.00
Difference Between Bank and Computer:		-
	Outstanding Warrants:	\$239,294.64
	Available Cash:	\$13,336,239.36
Cash Balance by Fund:		
11	General Fund	\$3,893,123.57
21	Building Fund	\$3,718,546.27
38	Transportation Fund	\$87,714.00
39	Technology Fund	\$385,724.69
41	Sinking Fund	\$5,490,425.47
	Total:	\$13,575,534.00
ACTIVITY FUNDS		
Bank Statements		
	Checking Account 6082	\$10.00
	Federated Sweep 0002	\$911,049.24
Total - Bank Statements		\$911,059.24
Accounting Program		
	Cash Balance	\$888,370.03
	Adjustments:	
	Outstanding Warrants	\$23,263.04
	Amazon Double Payment	-\$498.83
	NSF Write Off	-\$75.00
Adjusted Cash Balance		\$911,059.24
Difference Between Bank and Computer:		-
ELECTRONIC FUND TRANSFER ACCOUNTS		
	EFT Payments 5844	\$158,688.90
	Payrix Deposits 6093	\$100.00
	MySchoolBucks Deposit 6907	\$0.00
INVESTMENT ACCOUNTS		
	Horizon Finacial Services (401A)	\$2,437.63



EMPLOYMENT SCHEDULE "A"

July 26th, 2022

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		New	ECC / Teacher Grade PK	8/2/2022
		Replacement	HS / Teacher English	8/2/2022
		Replacement	ES / Teacher Grade 3	8/2/2022
		Replacement	ECC / Title VI Tutor	8/2/2022
		Replacement	District / Custodian	7/13/2022
		Replacement	ES / Teacher Grade 3	8/2/2022
		Replacement	ECC / Instructional Coach	8/2/2022
		Replacement	ECC / Teacher Grade 1	8/2/2022
		Replacement	ECC / Full Time Substitute	8/2/2022
		Replacement	ECC / Teacher	8/2/2022
		Replacement	ES / Teacher Special Education	8/2/2022
		Replacement	District / Route Driver	8/9/2022
		Replacement	HS / Attendance Secretary	7/20/2022
HOURLY EMPLOYEES				
Last Name	First Name		Site	Effective
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
Mayes	Jill	ECC Teacher ABL/SEL	ECC Behavior Interventionist	8/2/2022
North	Kristi	TA Tutor Title VI	Teacher Kindergarten	8/2/2022
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Beer	Jennifer	Principal	HS	7/28/2022
Collins	Brandi	Cafeteria	ES	5/25/2022
Grove	Misty	Teacher	ES	5/26/2022
Hall	Amber	Teacher Assistant	ES	5/25/2022
Jernigan	Johna	TA Title 1	ECC	5/25/2022
Johnson	Keera	Teacher Assistant	ECC	5/25/2022
Jones	Jacqui	Route Driver	District	5/25/2022
Knapp	Chance	Custodian	District	6/27/2022
McFarland	Kylee	Teacher Title 1	ECC	5/26/2022
Rollin	Amy	Title VI Tutor	ECC	5/25/2022
Taylor	Paula	Site Secretary	ES	5/25/2022
Waltman	Coutney	Custodian	District	6/27/2022
Witt	Jessica	Cafeteria	HS	5/25/2022
Witt	Amanda	Cafeteria	MS	5/25/2022
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective