

Newcastle Board of Education Regular Meeting
January 14, 2025 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. Outstanding Service or Achievement Awards
4. Discussion and possible action on the Consent Agenda:
 - A. Agenda of Regular Meeting of January 14, 2025
 - B. Minutes of Regular Meeting of December 10, 2024
 - C. 2024 Community and Newcastle Public Schools Tornado Shelter Operations Plan Resolution
 - D. Mr. Brandon Morgan, NHS FFA Advisor, requests permission for an overnight stay to attend the National Western Livestock Show, Denver, Colorado, with a student on January 15th-19th.
5. Public Input
6. Dr. Cathy Walker update on Bond Projects
7. Presentation by Dr. Cathy Walker regarding the DOJ Investigation
8. Discussion and possible action on the Newcastle Public School District Policy Consent Agenda
 - A. CKAH-P Sudden Cardiac Emergency Response Plan
 - B. EJB Suicide Awareness and Training
 - C. FDC-R1 Attendance Policy (Regulation)
 - D. FMC Student Organizations: School Sponsored Student Organizations and Independent Student Organized Groups
 - E. GBA Open Records
 - F. GBA-R (Regulation)
9. Discussion and possible action regarding Financial Consent Agenda
 - A. General Fund 11 Encumbrances and Change Orders
 - B. Building Fund 21 Encumbrances and Change Orders
 - C. Bond Fund 32 Encumbrances and Change Orders
 - D. Bond Fund 33 Encumbrances and Change Orders
 - E. Bond Fund 39 Encumbrances and Change Orders
 - F. Monthly payroll and extra duty disbursement
 - G. Revenue Analysis-General Fund
 - H. Revenue Expenditure Summary-Athletic
 - I. Revenue-Expenditure Summary-Non Athletic
 - J. Treasurer's Report
 - K. Transfer \$414.19 from Admin Activity to Racer Kid Zone. My school bucks confirmed deposit.

10. 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 and Superintendent Evaluation, pursuant to 25 O.S. Section 307 (B)(1)
12. Vote to convene or not to convene in executive session
13. Return to Open 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
15. Possible action regarding Superintendent Cathy Walker's evaluation as discussed in Executive Session
16. Adjournment

This agenda was posted at 5:00pm on the front door of the administration building on January 13, 2024, by Darla Allen

Newcastle Board of Education Regular Meeting
December 10, 2024 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

Attendance Taken at 6:00 PM. Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeff Dingee: Present, Ms. Tiffany Elczyn: Present, Mr. Jeremy Gilbertson: Present.

1. Flag Salute

NMS Student Council

2. Call to Order and Roll Call of Members

3. Outstanding Service or Achievement Awards

Mr. Adam Hull presented an outstanding certificate to Abbi Thurman and Katelyn Kates for being nominated for The Oklahoman Student of the Week. Katelyn Kates was our 1st student to receive the student of the week. Also, Mr. Wade Hampton presented Melissa Crain of Contemporary Family Dentistry with the Community Partner Award.

4. Discussion and possible action on the Consent Agenda:

Motion to approve consent agenda items A thru G passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea
Yea: 3, Nay: 0, Absent: 2

A. Agenda of Regular Meeting of December 10, 2024

B. Minutes of Regular Meeting of November 12, 2024

C. NHS Library Surplus list

D. Ms. Sarah Stancil, Choir Director, requests permission for overnight travel to attend the Oklahoma Music Educator's Association Conference/All-State Festival held in Tulsa, OK on January 15-18, 2025. Two of her choir students with their parents will be attending also.

E. Ryan Siebert, Band Director, requests permission for overnight travel to attend the Oklahoma Music Educator's Association Conference/All-State Band and Convention in Tulsa, Oklahoma on January 15-18, 2025. He will be taking the students that qualify on Saturday, along with Whitney Callen, Asst. Band Director.

F. Ryan Siebert, Band Director, requests permission for overnight travel to attend the 2025 SWOBDA All-Region Honor Band with 14 students and 3 adults from 1/31/2025 to 2/1/2025 in Lawton, Oklahoma.

G. Mr. Jessie Brown, Boys' Basketball Coach, requests permission to stay overnight at the Lawton Basketball Invitational held in Lawton, OK on December 12-14, 2024 with 20 students and 5 sponsors.

5. Discussion and possible action to include MiNGA to the approved digital platforms for the 2024-2025 school year.

Motion to approve adding MiNGA to the approved digital platforms for the 2024-2025 school year passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea
Yea: 3, Nay: 0, Absent: 2

6. Discussion and possible action regarding the roof at the elementary

Motion to approve Standing Seam metal roof for the gym and the single ply roof for the 4-5 center passed with a motion by Mr. Jeremy Gilbertson and a second by Mr. Jeff Dingee.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea
Yea: 3, Nay: 0, Absent: 2

7. Public Input

8. Discussion regarding OSSAA rules and regulations concerning December 6, 2024, Semi-Finals Football Game

9. Superintendent and Staff Updates:

A. Mr. Wade Hampton, NMS Principal

Reported on all the new things going on at the Middle School.

B. Dr. Cathy Walker, Superintendent

Reported on the construction and the progress being made.

10. Discussion regarding Report Cards

Discussed NPS report cards as well as the new cut score determined by the Oklahoma State Department of Oklahoma.

11. Consideration and vote to elect or not to elect the following as new members of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative (55K001):

Yes__No__Position #3: Lance Gibbs (CCOSA), Assistant Superintendent/CFO of Lawton Public Schools, to a 2025-2028 term.

Yes__No__ Position #5: Nancy Rogers(OASBO), Director of Finance of Moore Norman Technology Center, to a 2025-2028 term.

Yes__No__ Position #12: Don Tice(OSSBA), School Board Member of Oologah-, Talala Public Schools, to a 2025-2028 term.

Motion to approve the list of new members of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea

Yea: 3, Nay: 0, Absent: 2

12. Discussion and possible action on the Newcastle Board of Education Policy Consent Agenda

Motion to approve Newcastle Board of Education Policy Consent Agenda items A COC with an amendment in paragraph number 2 of “,COC, no child will be denied a meal”; B FE; C FFACC and D FNF-R as attached passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea

Yea: 3, Nay: 0, Absent: 2

A. COC - Meal Payments for Students and Adults

B. FE - Student Transfers

C. FFACC - Stock Inhalers

D. FNF-R - Search of Students Regulation

13. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda items A thru K passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elczyn: Yea

Yea: 3, Nay: 0, Absent: 2

A. General Fund 11 Encumbrances and Change Orders

B. Building Fund 21 Encumbrances and Change Orders

C. Bond Fund 32 Encumbrances and Change Orders

D. Bond Fund 39 Encumbrances and Change Orders

E. Monthly payroll and extra duty disbursement

F. Purpose of Activity Fund Accounts

G. Revenue Analysis-General Fund

H. Revenue Expenditure Summary-Athletic

I. Revenue-Expenditure Summary-Non Athletic

J. Treasurer's Report

K. Booster Club Sanctioning

I. Baseball Booster Club

14. New Business

No new business

15. 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, and Superintendent's Evaluation, pursuant to 25 O.S. Section 307 (B)(1)

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

Motion to convene in Executive Session at 7:42pm passed with a motion by Mr. Jeff Dingee and a second by Mr. Jeremy Gilbertson.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elcyzyn: Yea
Yea: 3, Nay: 0, Absent: 2

17. Return to Open Session

Returned to Open Session at 8:50pm. Dr. Walker, Jeremy Gilbertson, Jeff Dingee and Tiffany Elcyzyn were in executive session and no votes were taken.

18. 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 Mr. Jeremy Gilbertson and a second by Mr. Jeff Dingee.

Mr. Darrin Abel: Absent, Ms. Valory Dalton: Absent, Mr. Jeremy Gilbertson: Yea, Mr. Jeff Dingee: Yea, Ms. Tiffany Elcyzyn: Yea
Yea: 3, Nay: 0, Absent: 2

19. Adjournment

Meeting adjourned at 8:50pm by Tiffany Elcyzyn

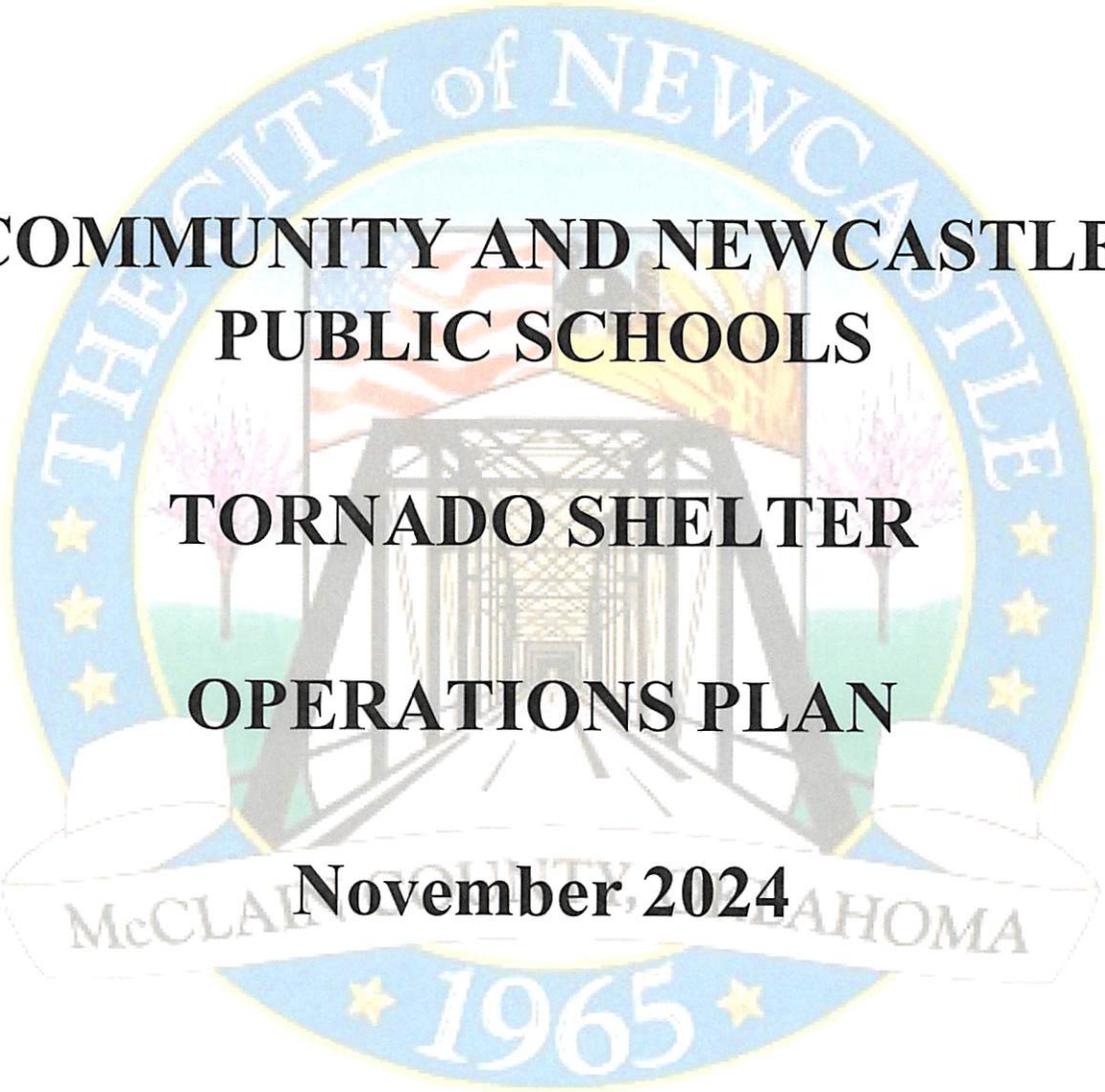
President

Vice President

Clerk

Deputy Clerk

Member



**COMMUNITY AND NEWCASTLE
PUBLIC SCHOOLS**

TORNADO SHELTER

OPERATIONS PLAN

November 2024

McCLAIN COUNTY, OKLAHOMA

1965

**Resolution
Community and Newcastle Public Schools
Tornado Shelter Operations Plan**

WHEREAS the City Council of the City of Newcastle, Oklahoma recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

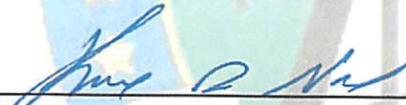
WHEREAS the City of Newcastle has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS the Superintendent of Schools has responsibility for the protection of the students, staff, and faculty of the Newcastle Public Schools; and

WHEREAS the City of Newcastle has established and appointed a Director of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Newcastle, Oklahoma, and the Newcastle Public Schools, this Community and Newcastle Public Schools Tornado Shelter Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Emergency Management Director, or his/her designee, in cooperation with the Newcastle Public Schools, is tasked and authorized to maintain and revise as necessary this document.



Mayor

Superintendent of Schools

ATTEST:



Clerk

Adopted this 12 day of November 2024

COMMUNITY AND NEWCASTLE PUBLIC-SCHOOLS TORNADO SHELTER OPERATION PLAN

Risk Assessment

Oklahoma cities are at risk of tornadoes and high winds. According to historical data of tornado occurrences in the United States (NOAA, Storm Prediction Center Statistics 1950-98), the State of Oklahoma is located in an area with a high number of recorded EF3, EF4, and EF5 tornadoes. Metal structures, mobile homes, and other buildings with large open spaces (gymnasiums, cafeterias, auditoriums, etc.) with wide-span roofs are particularly vulnerable to high winds and tornadoes. Community members, Students, and Staff in the above-type buildings are at risk of serious injury and/or loss of life during tornadoes and high windstorms and should be moved to tornado shelters. Shelters are the best means of providing near-absolute protection for individuals who are attempting to take refuge during a tornado. Dual-use shelters have been designed to provide protection for the community and school populations in the event of a tornado or extremely high windstorm. This Community and Newcastle Public-School Tornado Shelter Operation Plan is a guideline to be followed during tornadoes and severe wind events to reduce the risk of injury and death resulting from tornadoes or severe winds.

Emergency Watch/Warning Protection

Four types of advisories are issued by the National Weather Service:

- A. Severe Storm Watch indicates that there is a potential for storms that might reach severe limits such as high winds, large hail, and lightning that could endanger the citizenry. The Emergency Manager will be monitoring any storms that develop and take appropriate actions as listed below:
 1. Prepare to alert the affected community and staff to take shelter if needed.
 2. Notify schools of impending danger if needed.
 3. Monitor the storms.
- B. Tornado Watch indicates the possibility of tornado occurrences — meaning that conditions are favorable for the development of a tornado in the area. The Emergency Manager is on alert when a Tornado Watch is issued and will monitor the weather and take appropriate actions as listed above.
- C. A Severe Storm Warning indicates that a storm has reported high winds, large hail, and lightning that are at or above the limits that make it a severe storm. In some instances, severe storms also produce tornadoes. The Emergency Manager will take similar action as in D. below.

- D. Tornado Warning means that a tornado has been sighted or strongly indicated by weather radar. The Emergency Manager will begin performing the following:
1. Warn the community and school that they should take shelter.
 2. Monitor the storms from within the shelter.
 3. Take a head count of students and staff members in the shelter if time permits.
 4. Obtain names, addresses, and phone numbers of community members in the shelter if time permits.
 5. Secure the shelter doors.
 6. After the storm is over, determine when conditions warrant to allow shelter occupants to leave and return to homes and classrooms.

Emergency Manager:

Responsibilities:

1. Organize and coordinate the Community Multi-Hazard Mitigation Plan.
2. Ensure that personnel are in place to facilitate the Shelter Operations Plan.
3. Ensure that all aspects of the Shelter Operations Plan are implemented as needed.
4. Develop school education and training programs with assistance from school officials.
5. Develop education and training programs for community residents.
6. With assistance from school officials coordinate school evacuation practice drills and determine how many should be conducted at each grade level in order to prepare students and staff to be ready for a real event.
7. Conduct regular safety plan meetings to discuss emergency planning and update the plan as needed.
8. Prepare and distribute information to community residents.
9. Keep inventory, purchase, and maintain storage of supplies.
10. Replenish supplies to pre-established levels following emergency usage.

Communication Manager:

Responsibilities:

1. Understand and operate all shelter equipment, including communications, lighting, and safety equipment.

2. Maintain equipment year-round, ensuring that it is operational at all times and works properly during shelter operations periods.
3. Inform the Emergency Manager if the equipment is defective or needs to be repaired or upgraded.

The Emergency Manager will work with the Elementary School Principal and School Superintendent to coordinate exercises and to keep the Principal and Superintendent informed of any hazardous weather situations that may prompt the evacuation of the school to the shelter.

As a guideline, a severe storm or tornado within a 60-mile arc to the southwest, west, or northwest of Newcastle, moving toward Newcastle, will prompt an alert to the schools to be ready to evacuate if the situation warrants. A severe storm or tornado within a 30-mile arc southwest, west, or northwest of Newcastle, moving toward Newcastle, will prompt a call to the schools advising them of the storm and recommending the evacuation of the elementary school to the shelter. It is up to the principal of the elementary school or School Superintendent to make the final decision to evacuate.

Community Safety Planning

This Community and Newcastle Public-School Tornado Shelter Operation Plan along with the School Safety Plan will be included as a supplement to the Newcastle Multi-hazard Mitigation Plan. The Shelter Operations Plan will also become part of the School Safety Plan. This plan will be communicated to the community, students, staff, and parents through newspaper articles, public service announcements, handouts, and public board of education meetings.

The first thing to be determined is the best way to get community members, students, and staff to the shelter in the shortest amount of time without chaos. The School Principal will develop a map showing the route to the shelter from each classroom. A map will be posted in each classroom showing the route to the shelter. Maps designating the route to the shelter and parking will be included in the articles in the newspapers. Public service individuals will assist community members with entrance to the shelter area. (See paragraph 9.4, FEMA Pub 361).

The School Principal shall determine a warning signal that students and staff will recognize and, upon receiving the signal, the students and staff will go immediately to the shelter. The signal will be an audio alarm sound. As a backup to the audio system, a phone call chain to buildings, classroom-to-classroom notification, or some combination may be used. Students and staff will be informed and understand the significance of the warning signal and know how and where to proceed when they hear the signal. They will learn the procedures by participating in safety lessons and practice drills.

The School Principal should identify students and staff who need assistance getting into the shelter. Arrangements will be made to assist special needs individuals into the shelter, i.e., assigning people to move them, provide equipment to transport them, or just walk them. Complications noted during practice drills will be documented and issues resolved, allowing the school staff to implement changes as needed.

The Emergency Manager is responsible for community and staff education and training. This will be accomplished through meetings, practice drills, and public communications at community events. The Emergency Manager will ensure that individuals know what to do when a warning signal is sounded. Additionally, he/she will ensure that all department heads and school staff are trained to understand and perform their duties.

The Communication Manager will have knowledge of the operations of all equipment associated with the shelter. This includes radios, phones, transmitters, lighting, and safety equipment. All equipment will be maintained throughout the year and checked during practice drills.

Shelter Operations Plan

When a severe storm watch or tornado watch is issued, all key personnel will prepare to act according to their assigned duties. When a severe storm warning or tornado warning is broadcasted, the Emergency Manager shall inform the elementary School Principal to alert the students and staff that they should go immediately to the shelter. The members of the community that are affected need to be alerted to take immediate shelter.

The School Principal will direct all students and staff to the shelter and have assigned personnel to assist all those with special needs. A count will be taken in the shelter and when all are present, all access doors will be closed and secured. Time is crucial and a judgment call may be required as to when to close off the shelter if the tornado is imminent. This decision will be made by the Emergency Manager or his/her designee.

The Emergency Manager will monitor the weather conditions at all times. When information is received indicating that it is safe to leave, the doors may be opened to allow the occupants to leave. If anyone is injured, the Emergency Manager or his/her designee will radio or phone for help. The time that the occupants are expected to stay in the shelter for a tornado event is usually two (2) hours or less.

If a tornado or severe wind event occurs during school hours, the guidelines outlined in this plan will be followed. After school hours, the same guidelines will be followed with an emphasis on protecting the members of the community. All community members who request the use of the shelter will be asked to sign in, if time permits, for tracking purposes. If the shelter needs to be used for extended stays by any families or individuals, the Red Cross should be notified for sheltering equipment and programs.

Equipment and Supplies

The shelter is intended to provide safe refuge from extreme weather or wind events. Equipment and supplies are needed only for a short-term stay for occupants. The following list of equipment and supplies will be kept in the shelter for emergency use.

Communications

NOAA weather radio, or radio receiver for commercial broadcasts if NOAA broadcasts are not available.

Cellular phone

Battery-powered radio transmitter or signal-emitting device that can signal to local emergency personnel.

Public address system

Emergency Equipment

Flashlights

Batteries

Fire Extinguishers

Blankets

Pry bars to open doors, if needed

Trash receptacles

Trash liners with ties

Tool Kit

First-aid

Adhesive tape and bandages

Scissors and tweezers

Antiseptic solution

Antibiotic ointments

Aspirin and non-aspirin pain relievers

Salts for fainting spells

Towels

First-aid handbook

Water Enough for shelter occupancy for 2 hours

(A comprehensive list of equipment and supplies is located in Table 9.1 (page 9-6) in FEMA Publication 361, Design and Construction Guidance for Community Shelters).

Shelter Maintenance Plan

The Maintenance Plan will help ensure that the shelter equipment and supplies are fully functional during and after a severe weather event. Maintenance of the shelter is the responsibility of the Emergency Manager or his/her designee and includes the following:

1. An inventory checklist of emergency supplies.
2. Information concerning the testing and maintenance of the emergency generator.
3. A schedule of regular maintenance of the shelter to be performed by designated individuals.

Community Storm Shelter Staff:

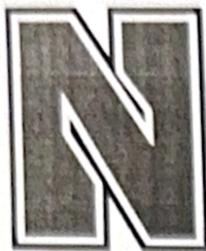
Emergency Manager: Donnie Sullins

Contact number: W. (405) 387-2922 Cell. (405) 249-6585

Communications Manager: Scott Hannan

Contact number: W. (405) 387-4427 Cell. (405) 239-0049





NEWCASTLE PUBLIC SCHOOLS

Board of Education Trip Request Form

Name:

Brandon Morgan

Site:

High School

Grade/Class/Organization:

FFA

No. of Students:

1

No. of Adults:

1

No. of Buses or Transportation:

N/A

Date(s) of Trip:

1/15/25-1/19/25

Destination:

Denver, CO

Purpose of Trip:

National Western Stock Show

Signature

Date

1/14/25

Principal or Supervisor Signature

Date

1/14/25

Superintendent

Date

Trip Request must be submitted prior to 12:00 pm the Thursday before Board Meeting
Submit to Darla Allen

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN

(A separate plan has been created for each site)

Purpose

- 1) This document provides direction and detailed guidance for responding to a sudden cardiac arrest (SCA) through a Cardiac Emergency Response Plan (CERP). This plan outlines Cardiac Emergency Response Teams (CERTs), AED maintenance and locations, and related staff training/certification. This document does not replace any district policies or local, state, or national regulations.
- 2) Each site will develop a plan with the district-wide school nurse following the outline below:

Cardiac Emergency Response Team (CERT)

- 1) Designate one person as the Cardiac Emergency Response Team Coordinator who oversees CPR-AED program activities, training, education, and evaluation.
- 2) All individuals on CERT should have current CPR/AED training from a nationally recognized organization.
- 3) Designate one person to call 9-1-1 and direct EMS to the location of the sudden cardiac arrest (SCA).

Automated External Defibrillators (AEDs) – Placement, Installation and Maintenance

- 1) Minimum recommended number of AEDs inside the building and outside the building:
 - a) *Inside the building* – The number of AEDs shall be sufficient to enable a person to retrieve an AED and deliver it to any location within the building, ideally within 3 minutes of being notified of a possible cardiac emergency. AED should be clearly marked in a backpack or hard case.
 - b) *Outside the building* (e.g., on school grounds, venues, or athletic fields) – The number of AEDs, either stationary or in the possession of an on-site athletic trainer, coach, or other qualified person, shall be sufficient to enable the delivery of an AED to any location outside of the building including any venue, athletic field, or school grounds, ideally within 3 minutes of being notified of a possible cardiac emergency. AED should be clearly marked in a backpack or hard case.
- 2) Regularly check and maintain each AED in accordance with the AED's operating manual and maintain a log of the maintenance activity including summer months when school is not in session.
- 3) CERT coordinator should be responsible for verifying equipment readiness and for maintaining maintenance activity.
- 4) Additional Resuscitation Equipment: A resuscitation kit shall be connected to the AED carry case. The kit shall contain latex-free gloves, razor, scissors, towel, antiseptic wipes, a CPR barrier mask.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)

- 5) AEDs should not be locked in an office or stored in a location that is not easily and quickly accessible at all times.
- 6) AEDs shall be accessible for responding to a cardiac emergency, during day and night sports activities, after-school, or work activities, in accordance with this CERP.
- 7) Each AED should have one set of AED pads connected to the device.
- 8) Signage: All AEDs should have clear AED signage to be easily identified. These should be visible from the normal path of travel. A projecting (three-dimensional) universal AED sign shall be installed above cabinet or bracket/wall rack clearly marking the location of AED(s).
- 9) Recommend removing warning "for professional use only" on AED cabinets as AEDs provide instructions for use.
- 10) Locations of the AEDs are to be listed in the "Protocol for Cardiac Emergency Response Team" and Building Location Information, AED locations, and School Maps.

Communication of CERP

- 1) The Cardiac Emergency Response Plan (CERP) should be posted broadly in places such as (but not limited to):
 - a) In each classroom, cafeteria, restroom, health room, break room and in all offices.
 - b) Adjacent to each AED.
 - c) In the gym and in all other indoor locations where athletic activities take place.
 - d) At other strategic locations on the school campus, including outdoor physical education and athletic venues and facilities.
 - e) Attached to all portable AEDs.
- 2) The Cardiac Emergency Response Plan should be distributed to:
 - a) All staff and administrators at the start of each school year, with updates distributed as made. In workplace and recreation centers, the CERP should be made available annually and when updates are made.
 - b) All staff should be educated on the Cardiac Emergency Response Plan in their school yearly.
 - c) New staff members should receive CERP in their orientation materials.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)**Training in Cardiopulmonary Resuscitation (CPR) and AED Use**

- 1) Staff training
 - a) A sufficient number of staff (in addition to the school nurse or safety coordinator) should be trained in cardiopulmonary resuscitation (CPR) and in the use of an AED. (It is recommended that at a minimum, at least 10% of staff, 50% of coaches, and 50% of physical education staff in schools should have current CPR/AED certification.) Training shall be renewed at least every two years. Absolute minimum number is 3 to ensure CPR is initiated, AED is retrieved, and 911 is notified.
 - b) The school should designate the person responsible for coordinating staff training and the medical contact for AEDs, if available
 - c) Training may be traditional classroom, on-line or blended instruction but should include cognitive learning, hands-on practice, and testing.
 - d) Consult local regulations to ensure your plan meets any additional local requirements.
 - e) All staff, regardless of if they are a CERT member, should receive annual training on SCA and understand how to recognize a cardiac arrest, how to initiate the response team, and where the AEDs in the building are located.
- 2) Cardiac Emergency Response Drills:
 - a) Cardiac Emergency Response Drills are an essential component of this Plan. The site should perform at least 2 successful Cardiac Emergency Response Drills each year with the participation of staff, safety officials and other targeted responders. A successful Cardiac Emergency Response Drill is defined as full and successful completion of the Drill in 5 minutes or less. One drill may include a tabletop exercise with all the staff and CERP members present.
 - b) Include as many other people as possible (staff, faculty, coaches, students, parents, etc.) who can receive additional CPR/AED education and awareness of the plan.

Local Emergency Medical Services (EMS) Integration with the School Plan

- 1) Provide a copy of this Plan to local emergency response and dispatch agencies (e.g., the 9-1-1 response system), which may include local police and fire departments and local Emergency Medical Services (EMS).
- 2) The development and implementation of the Cardiac Emergency Response Plan shall be coordinated with the local EMS Agency, campus safety officials, on-site first responders, administrators, athletic trainers, school nurses, and other members of the school and/or community medical team.
- 3) Work with local emergency response agencies to 1) coordinate this Plan with the local emergency response system and 2) to inform local emergency response system of the number and location of on-site AEDs.

Conduct Practice Drills

- 1) Please refer to the CERP Drill section on the [American Heart Association page](#) for more information.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)**Annual Review and Evaluation of the Plan**

- 1) Conduct an annual internal review of the Cardiac Emergency Response Plan (CERP) for schools. The annual review should focus on ways to improve the response process, to include:
 - a) A *post-event review* following an event. This includes review of existing documentation for any identified cardiac emergency that occurred at the location or at any sanctioned function. There should be a designated person responsible for establishing the documentation process.
- 2) Post-event documentation and action shall include the following:
 - a) A contact list of individuals to be notified in case of a cardiac emergency.
 - b) Determine the procedures for the release of information regarding the cardiac emergency.
 - c) Date, time, and location of the cardiac emergency and the steps taken to respond to the cardiac emergency.
 - d) The identification of the person(s) who responded to the emergency.
 - e) The outcome of the cardiac emergency. This shall include but not be limited to a summary of the presumed medical condition of the person who experienced the cardiac emergency to the extent that the information is publicly available. Personal identifiers should not be collected unless the information is publicly available.
 - f) An evaluation of whether the CERP was sufficient to enable an appropriate response to the specific cardiac emergency. The review shall include recommendations for improvements to the Plan and in its implementation if the plan was not optimally suited for the specific incident. The post-event review may include discussions with medical personnel (ideally through the school's medical counsel) to help in the debriefing process and to address any concerns regarding on-site medical management and coordination.
 - g) An evaluation of the debriefing process for responders and post-event support. This shall include the identification of aftercare services including aftercare services and crisis counselors.
 - h) A review of the documentation for all Cardiac Emergency Response Drills performed during the year. Consider pre-established Drill report forms to be completed by all responders.
 - i) A determination, at least annually, as to whether additions, changes or modifications to the Plan are needed. Reasons for a change in the Plan may result from a change in established guidelines, an internal review following an actual cardiac emergency, or from changes in facilities, equipment, processes, technology, administration, or personnel.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)**Activation of Cardiac Emergency Response Team During an Identified Cardiac Emergency**

- 1) Activate the Cardiac Emergency Response Team immediately when a cardiac emergency is suspected.
- 2) The Protocol for responding to a cardiac emergency should be posted and readily accessible to anyone.

All staff and Cardiac Emergency Response Team (CERT) members must be prepared to perform the duties outlined below. **Immediate action is crucial** in order to successfully respond to a cardiac emergency.

Follow these steps in responding to a suspected cardiac emergency:

- 1) Recognize the following signs of sudden cardiac arrest and act quickly in the event of one or more of the following:
 - a) The person is not moving, unresponsive, or unconscious.
 - b) The person is not breathing normally (has irregular breaths, gasping or gurgling, or is not breathing at all).
 - c) The person appears to be having a seizure or is experiencing convulsion-like activity. Cardiac arrest victims commonly appear to be having convulsions. If it's a true seizure, the AED will not deliver a shock.
 - d) If the person received a blunt blow to the chest, this can cause cardiac arrest, a condition called commotio cordis. The person may have the signs of cardiac arrest described above and is treated the same.
- 2) Facilitate immediate access to professional medical help:
 - a) Call 9-1-1 as soon as you suspect a sudden cardiac arrest. Provide the school address, cross streets, and patient's condition. Remain on the phone with 9-1-1. (Bring your mobile phone to the patient's side and put on speaker, if possible.) Give the exact location and provide the recommended route for ambulances to enter and exit and escort to the victim.
 - b) Immediately contact the members of the Cardiac Emergency Response Team (CERT) using your school's designated communication system (i.e. walkie talkies, overhead page).
 - c) Give the exact location of the emergency. ("Mr. /Ms. ___ Classroom, Room # ___, gym, football field, cafeteria, etc."). Be sure to let EMS know which door to enter. Assign someone to go to that door to wait for and flag down EMS responders and escort them to the exact location of the patient.
 - d) If you are a CERT member, proceed immediately to the scene of the cardiac emergency.
 - e) The closest team member should retrieve the automated external defibrillator (AED) en route to the scene and leave the AED cabinet door open as a signal that the AED was retrieved.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)

3) Start CPR

- a) Begin continuous chest compressions and have someone retrieve the AED if not at the scene. Referred to simplified adult BLS graphic below.

Press hard and fast in the center of the chest, at 100-120 compressions per minute. (Faster than once per second, but slower than twice per second.) Use 2 hands: The heel of one hand and the other hand on top (or one hand for children under 8 years old), pushing to a depth at least 2 inches (or 1/3rd the depth of the chest for children under 8 years old). Follow the 9-1-1 telecommunicator's instructions, if provided.

- ii. If you are able and comfortable giving rescue breaths, please use a barrier and provide 2 rescue breaths after 30 compressions.

4) Use the nearest AED:

- a) When the AED is brought to the patient's side, press the power-on button, and attach the pads to the patient as shown in the diagram on the pads. Then follow the AED's audio and visual instructions. If the person needs to be shocked to restore a normal heart rhythm, the AED will deliver one or more shocks. Be familiar with your school's AED and if you will need to press the shock button or if it will deliver automatically.

Note: The AED will only deliver shocks if needed; if no shock is needed, no shock will be delivered.

- b) Minimize interruptions of compressions when placing AED pads to patient's bare chest.
- c) Continue CPR until the patient is responsive or a professional responder arrives and takes over. Make sure to rotate persons doing compression to avoid fatigue.

5) Transition care to EMS.

- a) Once EMS arrives, there should be a clear transition of care from the CERT to EMS.
- b) Team focus should now be on assisting EMS safely out of the building/parking lot.
- c) Provide EMS a copy of the patient's emergency information sheet.

6) Action to be taken by Office / Administrative Staff:

- a) Confirm the exact location and the condition of the patient.
- b) Activate the Cardiac Emergency Response Team and give the exact location.
- c) Confirm that the Cardiac Emergency Response Team has responded.
- d) Confirm that 9-1-1 was called. If not, call 9-1-1 immediately.
- e) Assign a staff member to direct EMS to the scene.

SUDDEN CARDIAC EMERGENCY RESPONSE PLAN (CON'T)

- f) Perform “Crowd Control” – directing others away from the scene.
 - g) Notify other staff: school nurse, athletic trainer, athletic director, safety director, safety manager, and or sports facilities manager, etc.
 - h) Consider medical coverage to continue to be provided at the athletic event if continued after the event.
 - i) Consider having the students stay in place (i.e. delaying class changes or hallway traffic, dismissal, recess, or other changes) to facilitate CPR and EMS functions.
 - j) Designate people to cover the duties of the CPR responders.
 - k) Copy the patient’s emergency information for EMS.
 - l) Notify the patient’s emergency contact (parent/guardian, spouse, etc.).
 - m) Notify faculty and students, staff, employees, and sports attendees when to return to the normal schedule.
 - n) Contact school district administration, human resources and/or sports facility management.
- 7) Debrief
- a) Discuss the outcome of the cardiac emergency. This shall include but not be limited to a summary of the presumed medical condition of the person who experienced the cardiac emergency to the extent that the information is publicly available. Personal identifiers should not be collected unless the information is publicly available.
 - b) An evaluation of whether the CERP was sufficient to enable an appropriate response to the specific cardiac emergency. The review shall include recommendations for improvements to the Plan and in its implementation if the plan was not optimally suited for the specific incident. The post-event review may include discussions with medical personnel (ideally through the school’s medical counsel) to help in the debriefing process and to address any concerns regarding on-site medical management and coordination.
 - c) An evaluation of the debriefing process for responders and post-event support. This shall include the identification of aftercare services including aftercare services and crisis counselors.

LEGAL REFERENCE: 70 O.S. § 24-156

SUICIDE AWARENESS AND TRAINING PREVENTION

Newcastle Public Schools recognizes suicide is a leading cause of death among young people. The health and wellbeing of students is of utmost importance to the school district, and the school district is committed to actively preventing suicide through awareness, effective training, outreach, and prevention. This policy outlines strategies, procedures, and resources for preventing suicide, identifying potentially-suicidal students and high-risk behavior, as well as intervention and postvention mechanisms.

~~This policy is applicable to actions that occur in school district buildings, premises, or property, including vehicles, at school sponsored functions and activities, and governs the entire school district community, including, but not limited to, staff, students, parents and guardians, and volunteers.~~

Training

The school district shall provide training to all staff members in their first year employed by the school district, and then once every fifth academic year, addressing suicide awareness and prevention. The district shall:

- 1) Provided a suicide prevention training program which includes as a core element evidence-based approaches;
- 2) Provide the curriculum made available by the Department of Mental Health and Substance Abuse Services;
- 3) **Provide a suicide prevention training program that is selected by the school district from a list maintained by the Department of Mental Health and Substance Abuse Services (in conjunction with the Oklahoma State Department of Education) that addresses suicide awareness and prevention.**
- 4) The training will include how to recognize changes in behavior that may be indicative of distress, how to approach students to discuss concerns, and how to refer a parent or student to appropriate resources.

Beginning with the 2022-2023 school year, the school district may provide training to address suicide awareness and prevention to 7th through 12th graders.

Publication and Distribution

The course outline for the training curriculum shall be made available on the school districts website.

Notifying Parents and Legal Guardians

Teachers, counselors, principals, administrators and other school personnel, upon determining a student is at risk for attempting suicide, shall notify the parents or legal guardians of the student immediately upon determining such risk exists.

Immunity From Employment Discipline and Civil Liability

Teachers, counselors, principals, administrators, and other school personnel shall be immune from employment discipline and any civil liability with respect to the following actions:

- 1) Calling 911, law enforcement, or the Department of Human Services if they believe a student poses a threat to themselves or others or if a student has committed or been the victim of a violent act or threat of a violent act;

SUICIDE AWARENESS AND TRAINING cont'd

- 2) Providing referral, emergency medical care or other assistance offered in good faith to a student or other youth; or
- 3) Communicating information in good faith concerning drug or alcohol abuse or potential safety threat by or to any student to the parents or legal guardians of the student, law enforcement officers or health care providers.

No Specific Duty of Care or Cause of Action

The training required by this policy, or lack thereof, shall not be construed to impose any specific duty of care. No person shall have a cause of action for any loss or damage caused by any act or omission resulting from the implementation of this policy or resulting from any training, or lack thereof, required by this policy, unless the loss or damage was caused by willful or wanton misconduct.

Community Intervention and Prevention Services

The school district may enter into agreements with designated Youth Services Agencies for the provision of intervention and prevention services.

Awareness, Training and Prevention Procedures

The Superintendent, the Superintendent's designee, or a designated suicide prevention coordinator or taskforce shall establish procedures for identifying suicidal tendencies and high-risk behavior, including behavior that poses an immediate threat of serious harm to the student or others, and intervention and postvention measures such as when to assess a suicide risk, offer counseling, contact parents or legal guardians, and to call law enforcement, health care providers, or the Department of Human Services.

Reference: OKLA. STAT. tit. 70, § 24-100.7

ATTENDANCE POLICY (REGULATION)

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. However, it is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 100 degrees Fahrenheit should not be at school or school activities.

ABSENCES

Students are expected to attend all classes if possible and are expected to attend a minimum of ninety percent (90%) of scheduled class days per academic year. In order to receive credit for a course, a student may not exceed eight (8) absences coded as “unverified absent” or “verified absence”.

Absences from scheduled classes due to participation in school-sponsored or endorsed activities shall be excused absences but shall not exceed ten (10) days unless approved by the Superintendent or the Superintendent’s designee. Any deviation from the ten (10) days absence rule shall not exceed five (5) days. Absences due to activities for which the student is attempting to earn or has earned the right to compete on a state or national level and absences due to participation in a remote Internet-based course approved by the Board shall not be considered for purposes of the ten (10) day limitation. Additionally, the sponsor of an extra-curricular activity may submit a request for an exception to the principal when a student has a GPA for the current semester of 2.0 or higher.

Excused absence will be granted for the following reasons:

1. Personal or family illnesses
2. Medical appointments
3. Death in the family or a funeral
4. Legal matters, including service on a grand, multicounty grand, or petit jury *
5. Extenuating circumstances deemed necessary by the principal
6. Observance of holidays required by the student’s religious affiliation.
7. Documented participation in 10 4-H activities each school year.
8. Documented speech therapy, occupational therapy, or any other service related to the child’s Individualized Education Program (IEP).

It is the responsibility of the parent to notify the school if a child is to be absent for one of the above reasons **in a reasonable amount of time**. The school will contact those students’ parents who do not call. If no contact is made, the parent must send a note or call the day the child returns before the student can be excused.

Items 7-8 are statutorily excused absences which will require notification to the school district prior to the absence and documentation from the 4-H educator or service provider after the absence to identify the absence as excused.

Students will be given the opportunity to make up any schoolwork missed while they are participating in activities or programs sponsored by 4-H. Grades cannot be adversely affected for lack of attendance or participation due to their participation in activities or programs sponsored by 4-H so long as the district was notified prior to the absence and the appropriate documentation was provided by the 4-H educator after the absence which substantiates the student’s attendance at the 4-H event or activity.

ATTENDANCE POLICY, REGULATION (Cont.)

Students will not be provided an excused 4-H absence for any student who participates in an activity or program sponsored by 4-H if the 4-H activity occurs during the scheduled statewide student assessment window set by the State Board of Education or if the student has been disciplined or suspended by the school district and a condition of the punishment would preclude the student from participating in any school fieldtrips or extracurricular activities.

Students who are absent from class due to an excused absence shall be allowed to make-up assignments and tests missed and shall be allowed one school day to make-up work for each day missed due to absence, unless granted more time by the teacher. However, when a student has an excused absence and fails to timely make-up the work, the student will receive a zero as a result of his/her failure to make-up the work.

Student absences due to a severe, chronic, or life-threatening physical or mental illness, injury, or trauma will be exempted from inclusion in the calculation of the chronic absenteeism indicator of the applicable school site so long as the determination of eligibility is made by the district's medical exemption review committee. The district's medical exemption review committee will be designated by the superintendent on a yearly basis and shall report student absences that are medically exempt to the Oklahoma State Department of Education (OSDE) Office of Accountability.

A student will not be considered absent from school if:

1. They are not physically present at school but are completing work in a distance learning program or virtual online program approved by the school district and are meeting the following attendance requirements:
 - a. The student has completed instructional activities on no less than ninety (90%) of the time that services were provided in a virtual or distance learning format to include online logins to curriculum or programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone,
 - b. The student is on pace for on-time completion of the course as required by the school district,
 - c. The student has completed instructional activities within the time that services were provided in a virtual or distance learning format during the academic year; or
2. They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.
3. They are participating in a released time program held by an independent entity off school premises for no more than three class periods per week or a maximum of 125 class periods per school year that provide:
 - a. The student's parent or legal guardian provides written consent prior to the student's participation in the released time course;
 - b. No school funds other than de minimis administrative costs are expended and no school district personnel equipment or resources are involved in providing the instruction;
 - c. The independent entity maintains attendance records and makes the records available to the school district and board of education;
 - d. Transportation is provided to and from the place of instruction by the independent entity, the student or the student's parent or legal guardian;

ATTENDANCE POLICY, REGULATION (Cont.)

- e. The independent entity or the student's parent or legal guardian indemnifies the school district and holds it harmless with regard to any liability arising from conduct that does not occur on school property under the control or supervision of the school district and the independent entity maintains adequate insurance for that purpose;
- f. The student assumes responsibility for any missed school work; and
- g. The student may not be excused to participate in a released time course during any class in which the subject matter being taught is subject to the assessment requirements of Section 1210.508 of Title 70.

School Activity

1. The student will be allowed to be absent from the classroom for a maximum of ten days per semester to participate in activities sponsored by the school.
2. The student will be allowed to make up any work missed while participating.

Unexcused Absence

This is any absence that does not fall within one of the above categories. Eight (8) unexcused absences will result in that student not receiving credit in that class for the semester.

Truancy

A student is considered truant when absent from the classroom without the knowledge of either the school or the parent or if the parent does not compel the student to attend school.

The district may take reasonable measures to enforce the provisions of the compulsory attendance laws to ensure that all students attend school on a consistent basis. During the times when school is in session, the district's attendance officer or any District administrator may detain and assume temporary custody of any student enrolled in the district who is subject to the compulsory attendance laws, who is found away from home, and who is absent from school without excuse.

The district's attendance officers are the building principals, and they are responsible for enforcing the attendance requirements. The building principal shall maintain a record of student attendance and shall notify a student's parent or guardian of the student's unexcused absence. If a student has four (4) or more unexcused absences within a nine-week period or is absent without a valid excuse for eight (8) or more days per semester, the principal shall advise the student's parent or guardian and report the absences to the county's district attorney, pursuant to Title 10A of the Oklahoma Statutes.

Tardies

The policy for the time out of class will apply any time a student arrives after the bell has rung or leaves before the class period is complete. Tardies will be recorded each nine weeks (four and a half weeks at the high school). Tardy regulations may vary from school site to school site. Student handbooks should be consulted for details for each school site.

ATTENDANCE POLICY, REGULATION (Cont.)

Appeals

Appeals dealing with attendances and tardies must be made to a principal-appointed committee. A written request for an appeal must be made to the Appeal Committee within four (4) days prior to the end of the current semester. The committee shall determine, at the end of the term, if there are extenuating circumstances for the student’s failure to meet attendance requirements and shall provide the student and the student’s parents or guardians with notice as to its decision. The decision of the committee shall be final.

Chronic Absenteeism

Chronic absentee means a student who is absent 10 percent or more of the school days in the school year exclusive of a significant medical condition, when the total number of days the student is absent is divided by the total number of days the student is enrolled, and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. When a student is identified as a chronic absentee, the Superintendent or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child’s medical needs will be considered a significant medical condition.

- * **LEGAL REFERENCE:** **38 O.S. §37**
- 70 O.S. § 10-105**
- 70 O.S. § 3-145.8**
- 70 O.S. § 11-101.3**

STUDENT ORGANIZATIONS: SCHOOL SPONSORED STUDENT ORGANIZATIONS AND INDEPENDENT STUDENT ORGANIZED GROUPS

The board of education of the Newcastle School District is committed to the proposition that student participation in student activities and organizations can advance educational goals and otherwise be of benefit to students, and that the policies of this school district should further students' opportunities for participation. In allowing and furthering student activities and organizations, the board is mindful of the dictates of the United States Constitution and the Federal Equal Access Act. This policy is adopted to implement these goals.

School-Sponsored Student Organizations

1. The school district may sponsor student organizations that the board determines are in furtherance of and consistent with the educational objectives of the school district and directly related to the school district's curriculum ("school-sponsored student organizations"). All school-sponsored student organizations should be listed in the student handbooks approved by the board of education prior to the beginning of the school year. A list of school-sponsored organizations should be distributed to parents at the time of enrollment.
2. School-sponsored student organizations shall be considered to be directly related to the school district's curriculum if it is (a) an extension, expansion, or application of material taught in a class; or (b) part of or an adjunct to student government, carrying out special projects or responsibilities.
3. School-sponsored student organizations shall have a faculty sponsor whose teaching field, education, back-ground, or other expertise is reasonably related to the purpose and goals of the group, and who shall receive extra-duty compensation.
4. Application for school district sponsorship of school-sponsored student organizations shall be made by the proposed faculty sponsor and at least ten (10) students who intend to participate in the organization. Each proposed student organization will submit its membership requirements, organizational structure, and provisions of a constitution or other document setting out organizational purpose and structure, subject to approval by the building principal.
5. After the proposed organization and its constitution have received preliminary approval from the superintendent, the board of education shall review and approve or disapprove the organization for sponsorship based on the standards set out in this policy.
6. Copies of the by-laws, constitution, budget, and other relevant materials of school-sponsored student organizations should be available in the principal's office.

Independent Student-Organized Groups

The district shall make facilities available for meetings of independent student-organized groups in grades 6-12 (that is, students' groups in grades 6-12 that are not officially sponsored by the school district as stated in the above section) subject to the following provisions. It is the intent of the school district to create a limited open forum under the Federal Equal Access Act for independent student-organized groups pursuant to this policy

STUDENT ORGANIZATIONS: SCHOOL SPONSORED STUDENT ORGANIZATIONS AND INDEPENDENT STUDENT ORGANIZED GROUPS (Cont.)

1. Meetings of independent student-organized groups may be held before or after school. No student may attend a meeting when he or she has a scheduled class or is required by school rules or schedules to be elsewhere.
2. All meetings shall be student-initiated and open to all students in the school. All student attendance at independent student-organized group meetings shall be voluntary.
3. No meeting may include any activity that is unlawful or that materially and substantially interferes with the orderly conduct of educational activities within the school.
4. An adult monitor, who may or may not be a certified school employee, shall be present at all meetings. A certified school employee shall be present only in the capacity of monitor and may not participate in any form or fashion in the meetings.
5. Independent student-organized groups may invite outside speakers to their meetings, but no non-school persons may direct, control, conduct, or regularly attend meetings.
6. If students wish to meet in independent student-organized groups under this policy, they must file with the building principal a request to meet that lists (a) the room in which they wish to meet and time during which they will meet; (b) the name of one student who will serve as the contact between the group and the school authorities; (c) the monitor who will be present, and d) staff members name. The principal shall approve a meeting if it meets the requirements of this policy and shall notify the student contact person of the approval or, if it does not meet the requirements of this policy, reasons for disapproval within five school days of the submission of the request to meet. Once permitted to do so, an independent student-organized group may continue meeting for the remainder of the school year, unless it subsequently violates this or any other school policy.
7. In assigning meeting rooms to student organizations, the school shall not arbitrarily discriminate between or among school-sponsored and independent organizations. However, in assigning meeting rooms, the school may consider the number of persons expected to attend and the needs of the organization.
8. It is understood that participation in and the content and purposes of independent student-organized group meetings are neither approved nor disapproved by the school district. The school district is neutral as to the content of these meetings.

OPEN RECORDS ACT

It is the policy of the Newcastle Board of Education to recognize and facilitate the public's right of access to and review of public records. The district is not required to release information contained in its education records except in conformity with the provisions of the Open Records Act, Title 51, Oklahoma Statutes, Section 24 A.1. and only to the extent that said act does not violate federal law. (See GBA-R.)

The superintendent's administrative assistant shall be the district's custodian of public records and shall be responsible for the preservation and care of those public records. At least one person shall be available at all times to release records during the regular business hours of the school district. Additionally, the superintendent may establish reasonable rules of procedure by which public records may be inspected.

The superintendent shall charge a fee to recover the reasonable direct costs of copying district records. The superintendent shall also charge a fee for the direct costs of searching for district records sought for solely commercial purposes or for searches that cause excessive disruption to the district's essential functions. In no case shall a search fee be charged for records sought in the public interest including, but not limited to, releases to the news media, scholars, authors, and taxpayers seeking to determine whether officials of the district are honestly, faithfully, and competently performing their duties as public servants. Fees for copies shall be paid in advance before the copies are made. A deposit may be required for search fees. The fee schedule for searching for and copying of district records shall be as follows:

Copies:	
Research	\$15.00-25.00 per hour
8 1/2" X 11" or 8 1/2" x 14"	\$.25 per copy
8 1/2" x 14"	\$.50 per copy
11" x 17" ledger	\$.50 per copy
Certified copy	\$1.00 per page

All confidential student records as defined by state and federal law shall remain confidential and accessible only to authorized personnel. The district may make requested records available online at the school district's website to comply with the obligation of providing prompt, reasonable access to records.

REFERENCE: 51 O.S. §24 A.1, et seq.

NOTE: If regular business hours are not maintained, the school district is required by law to post and maintain a written notice at the main office of the school district and with the county clerk, which notice shall include the following: (1) the hours records are available for inspecting, copying, and reproduction; (2) the name, address, and telephone number of the individual in charge of the records; and (3) detailed procedures for obtaining access to the records at least two days of the week, excluding Sunday

OPEN RECORDS ACT (REGULATION)

The board of education adopts this policy in connection with the Oklahoma Open Records Act.

District's Philosophy

The school district, as a tax supported institution, recognizes that the public has a right to be fully informed concerning its operations. The school district strongly believes that informed citizens are vital to the successful functioning of the democratic government process which this school district desires to exemplify to its students.

In order to achieve these goals, the board of education hereby states that all records of the school district, except those records designated as confidential in this policy, or, otherwise, as required by federal or state law, shall be open to any person for inspection, copying and/or mechanical reproduction during regular business hours. All persons requesting the right to inspect non-confidential records of the school district shall be accorded prompt access to those records.

Confidential Records Not Available for Inspection

- 1) As permitted by the Open Records Act, the district designates the following records as confidential and not open for public inspection:
 - A. Records which can be kept confidential under federal or state law.
 - B. Personnel records which relate to internal personnel investigations including examination and selection material for employment, hiring, appointment, promotion, demotion, discipline or resignation.
 - C. Personnel records where disclosure would constitute a clearly unwarranted invasion of personal privacy such as employee evaluations, payroll deductions, and employment applications submitted by persons not hired, and transcripts from institutions of higher education.
 - D. Bid specifications for competitive bidding prior to publication; contents of sealed bids prior to bid opening; computer programs or software (but not the data thereon); and appraisals relating to the sale or acquisition of real estate prior to the award of a contract – if disclosure would give an unfair advantage to competitors or bidders.
 - E. Personal communications received from a person exercising rights secured by the Oklahoma or United States Constitution, except for the fact that a communication has been received and that it is or is not a complaint. Any response to such personal communications shall be confidential only to the extent necessary to protect the identity of the person exercising the right.

OPEN RECORDS ACT (REGULATION) cont'd

- F. Individual student records, except for: (a) statistical information not identified with a particular student if such information is maintained in a composite form and (b) directory information as defined in the Act, if, pursuant to the Family Educational Rights and Privacy Act that information (i) has been designated by the school district as directory information and (ii) parents have been notified of and have not exercised their non-release rights.
- G. Instructor lesson plans, tests and other teaching materials.
- H. Personal communications concerning individual students.
- I. Personal notes and personally created materials, when made prior to taking action, making a recommendation or issuing a report. Confidentiality does not extend to departmental budget requests prepared as an aid to memory or research leading to the adoption of a public policy or the implementation of a public project.
- J. The home address or social security number of any person employed or formerly employed by the school district.
- K. The personal telephone numbers of any person employed or formerly employed by the school district, where disclosure would constitute a clearly unwarranted invasion of personal privacy.
- L. Any contract for use of a student athlete's name, image, or likeness disclosed to a postsecondary institution pursuant to the Student Athlete Name, Image and Likeness Rights Act.
- M. Investigative evidence of a plan or scheme to commit an act of terrorism. (The word "terrorism" means any act encompassed by the definitions set forth in Section 1268.1 of Title 21 of the Oklahoma Statutes.)
- N. Assessments of the vulnerability of government facilities or public improvements to an act of terrorism and work papers directly related to preparing the assessment of vulnerability.
- O. Plans for deterrence or prevention of or protection from an act of terrorism.
- P. Plans for response or remediation after an act of terrorism.
- Q. Investigative evidence of an act of terrorism that has already been committed.
- R. Information technology of a public body or public official but only if the information specifically identifies:
 - i. Design or functional schematics that demonstrate the relationship or connections between devices or systems;

OPEN RECORDS ACT (REGULATION) cont'd

- ii. System configuration information;
 - iii. Security monitoring and response equipment placement and configuration;
 - iv. Specific location or placement of systems, components, or devices;
 - v. System identification numbers, names, or connecting circuits;
 - vi. Business continuity and disaster planning, or emergency response plans; or
 - vii. Investigation information directly related to security penetrations or denial of services; or
- 2) Requests for the inspection and copying of district records will be accommodated by district personnel designated to release district records for inspection and copying as soon as it is determined the requested records are not exempt from inspection and copying. Such determination may require the consideration of the superintendent and/or the district's attorney. Records shall only be available during the regular business hours of the district's administration building.
- 3) The superintendent shall charge a fee to recover the reasonable direct costs of copying district records. The superintendent shall also charge a fee for the direct costs of searching for district records sought for solely commercial purposes or for searches which cause excessive disruption to the district's essential functions. Search fees shall not be charged for records sought in the public interest, including, but not limited to releases to the news media, scholars, authors, and taxpayers seeking to determine whether officials of the district are honestly, faithfully, and competently performing their duties as public servants. Fees for copies shall be paid in advance before the copies are made. A deposit may be required for search fees. The fee schedule for searching for and copying of district records shall be as follows:

Copies:

8 1/2" x 11"	\$.25 per copy
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11" x 17" ledger	\$.50 per copy
Certified Copy:	\$1.00 per page
Search fee:	\$25.00 per hour

REFERENCE: 51 O.S. §24A.5
51 O.S. §24A.27
51 O.S. §24A.16

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 409 - 999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	409	12/09/2024	775	THE CENTER FOR EDUCATION LAW PC	Legal Services	2,000.00	
				Legal Services	11-000-2317-354-000-0000-000-050	12/09/2024	2,000.00
11	410	12/09/2024	51562	Midwest Bus Sales Inc	Transportation Supplies	2,146.50	
				Transportation SuppliesBus Route Display # 45 items	11-009-2740-612-000-0000-000-050	12/09/2024	2,146.50
11	411	12/09/2024	2766	CDW LLC	Replacement TV Kristi's office	483.60	
				Replacement TV for Kristi's office	11-000-2511-653-000-0000-000-050	12/09/2024	483.60
11	412	12/10/2024	51821	Arvest Bank Operations Inc	Expenses to Attend OkMEA	1,100.00	
				Expenses for Attending OkMEA Winter Conference to Include Hotel and Parking	11-082-2213-580-000-0000-000-705	12/10/2024	1,100.00
11	413	12/10/2024	82598	RYAN SIEBERT	Reimbursement Travel Exp. for OkMEA	238.00	
				Reimbursement for Travel Expenses to Attend OkMEA Winter ConferenceRyan Siebert	11-082-2213-580-000-0000-000-705	12/10/2024	238.00
11	414	12/10/2024	82957	WHITNEY CALLEN	Reimbursement Travel Exp. for OkMEA	238.00	
				Reimbursement for Travel Expenses to Attend OkMEA Winter ConferenceWhitney Callen	11-082-2213-580-000-0000-000-705	12/10/2024	238.00
11	415	12/10/2024	51973	Sarah Stancil	Reimbursement Travel Exp. for OkMEA	238.00	
				Reimbursement for Travel Expenses to Attend OkMEASarah Stancil	11-082-2213-580-000-0000-000-705	12/10/2024	238.00
11	416	12/10/2024	1899	FSS Software Topco LP	Books	3,112.26	
				Books	11-071-1000-641-100-0000-000-110	12/10/2024	3,112.26
11	417	12/10/2024	47944	Amazon	Novels, class set	160.00	
				books, novel set	11-074-1000-641-100-0000-000-705	12/10/2024	160.00
11	418	12/10/2024	47944	Amazon	Classroom Allowance	110.00	
				Containers	11-031-1000-619-100-0000-000-110	12/10/2024	110.00
11	419	12/10/2024	47944	Amazon	classroom allowance	110.00	
				pencil sharpener, containers	11-031-1000-619-100-0000-000-110	12/10/2024	110.00
11	420	12/11/2024	51678	Paulla Bowden	Mileage	600.00	
				Mileage	11-015-2575-930-000-0000-000-705	12/11/2024	600.00
11	421	12/12/2024	47944	Amazon	Dodgeballs for Classroom Allowance	95.00	
				Dodgeball for Classroom Allowance	11-031-1000-619-100-0000-000-505	12/12/2024	95.00
11	422	12/12/2024	51268	CharacterStrong LLC	(552)Character Strong Curriculum Level 2	1,600.00	
				Tier II of the curriculum from character strong for lessons.	11-552-1000-641-497-0000-000-110	12/12/2024	1,600.00
11	423	12/16/2024	2766	CDW LLC	Replacement MFP for Lynda's office	363.71	
				Replacement MFP for Lynda's office	11-000-2511-653-000-0000-000-050	12/16/2024	363.71
11	424	12/17/2024	51821	Arvest Bank Operations Inc	E-filing fee for 1099s	300.00	
				E-filing fee for 1099s	11-000-2511-810-000-0000-000-050	12/17/2024	300.00
11	425	12/19/2024	51821	Arvest Bank Operations Inc	Deductible for 2019 Suburban repairs	100.00	
				Deductible for 2019 Suburban repairs	11-009-2740-439-000-0000-000-050	12/19/2024	100.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 409 - 999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	426	12/19/2024	47944	Amazon	novels	375.00
			11-074-1000-641-100-0000-000-705		novels 12/19/2024	375.00
11	427	12/19/2024	8216	LEE ROLAND	Motivational Speaker	5,500.00
			11-082-2213-360-000-0000-000-105		Motivational Speaker ServicesOne 1.5 12/19/2024	1,375.00
			11-082-2213-360-000-0000-000-110		-2 Hour PresentationTwo 1 Hour 12/19/2024	1,375.00
			11-082-2213-360-000-0000-000-505		Presentations to Sites 12/19/2024	1,375.00
			11-082-2213-360-000-0000-000-705		12/19/2024	1,375.00
11	428	12/20/2024	8765	Integrated Security Resources, Inc.	(376) UES Camera upgrade	19,104.37
			11-376-2670-653-000-0000-000-105		(376) UES Camera system upgrade 12/20/2024	19,104.37
11	429	01/02/2025	83037	TANNER WALLACE	Reimbursement	43.70
			11-000-5600-930-000-0000-000-705		Reimbursement for check 01/02/2025	43.70
11	430	01/06/2025	47944	Amazon	TVs and laminator	734.96
			11-412-1000-619-316-8100-000-505		50 inch ROKU Smart TV x3 (\$229.99) = 689.97Scotch Laminator \$44.9 01/06/2025	734.96
11	431	01/06/2025	2766	CDW LLC	MS Lobby/Cafe TV's	1,747.72
			11-022-2620-653-000-0000-000-505		(Qty 2) Samsung BE43D-H-4K- Business Pro TV-43" 01/06/2025	520.80
			11-022-2620-653-000-0000-000-505		(Qty 2) Samsung BE65D-H-4K- Business Pro Tv-65" 01/06/2025	967.20
			11-022-2620-653-000-0000-000-505		(Qty 4) StarTech.com Flat Screen TV Wall Mount-Tilting-For 32 to 75 TV- Steel 01/06/2025	259.72
11	432	01/06/2025	51821	Arvest Bank Operations Inc	Supplies	100.00
			11-000-2132-616-000-0000-000-050		Supplies for First Aid 01/06/2025	100.00
11	433	01/06/2025	47944	Amazon	Supplies for New Classroom Door Plaques	120.00
			11-022-2620-619-000-0000-000-505		Supplies to make new classroom door plaques 01/06/2025	120.00
11	434	01/08/2025	47944	Amazon	Truck Mirror	300.00
			11-412-1000-612-311-8000-000-705		Truck driverside mirror 01/08/2025	300.00
11	435	01/08/2025	51570	CAPP Promotional, Inc	lanyards for ids	680.00
			11-021-1000-619-100-0000-000-705		Lanyards for student ids 01/08/2025	680.00
11	436	01/08/2025	51821	Arvest Bank Operations Inc	Travel Expenses	1,500.00
			11-412-1000-580-311-8000-000-705		Travel Expenses to National Western Jan 15-20Fuel, Meals & Lodging 01/08/2025	1,500.00
11	437	01/08/2025	51946	E3 Diagnostics Inc.	Audiometer (new device purchase)	1,500.00
			11-000-1000-656-239-0000-000-050		GSI 18 DD45 Headset, CarryingCase, Audiogram Forms, QuickReference Guide. Optional: InsertPhones and Patient ResponseSwitch. Operates on batteries orpower source. 125 - 8,000 Hz testing,0 - 100 dB. 01/08/2025	1,500.00
11	438	01/08/2025	51812	Haddock Corporation	Prometheun Board & License- ES School SPED Class	1,500.00
			11-000-1000-653-239-0000-000-105		Prometheun Board + License & shippingSite: Elementary School 01/08/2025	1,500.00
11	439	01/08/2025	47944	Amazon	supplies- all classrooms and settings	3,000.00
			11-000-1000-619-239-0000-000-105		miscellaneous supplies and materials for district special education 01/08/2025	750.00
			11-000-1000-619-239-0000-000-110		classroom and programs 01/08/2025	750.00
			11-000-1000-619-239-0000-000-505		01/08/2025	750.00
			11-000-1000-619-239-0000-000-705		01/08/2025	750.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 409 - 999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	440	01/08/2025	51821	Arvest Bank Operations Inc	Field Trip to Stafford Air/Space Museum	384.00
				Tickets for 60 Students and 4 Staff	11-409-1000-681-318-8700-000-705	384.00
11	441	01/08/2025	47944	Amazon	Classroom allowance	106.42
				Mobile Desk \$57.99Head Phone wall hangers 32 count \$57.99Kleenex 16 boxes \$18.44	11-031-1000-619-100-0000-000-505	106.42
11	442	01/09/2025	51980	Ferguson Buick GMC LLC	Purchase 2024 GMC Terrain	15,004.00
				Purchase 2024 GMC Terrain	11-000-2720-760-000-0000-000-000	15,004.00
11	443	01/09/2025	51821	Arvest Bank Operations Inc	Deposit for 2024 Terrain	500.00
				Deposit 2024 GMC Terrain	11-000-2720-760-000-0000-000-000	500.00
Non-Payroll Total:						\$65,195.24
Payroll Total:						\$0.00
Balance Forward:						\$220.00
Report Total:						\$65,415.24

Change Order Listing

Options: Fund(s): General Fund, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 12/5/2024 - 1/10/2025, PO Range: 1 - 408, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
205	08/19/2024	99999	NEWCASTLE PUBLIC SCHOOLS	Police for HS Football	930.00
	Increase PO #11-205	11-017-2660-344-816-0000-000-705		12/05/2024	175.00
		11-017-2660-344-816-0000-000-705		12/05/2024	192.50
		11-017-2660-344-816-0000-000-705		12/05/2024	165.00
		11-017-2660-344-816-0000-000-705		12/05/2024	192.50
		11-017-2660-344-816-0000-000-705		12/05/2024	12.50
		11-017-2660-344-816-0000-000-705		12/05/2024	192.50
219	08/21/2024	47944	Amazon	Door Lock Reinforcers (6)	-48.06
	Door Lock Reinforcers (6)	11-022-2620-651-000-0000-000-505		08/21/2024 12/09/2024	-48.06
284	09/10/2024	51821	Arvest Bank Operations Inc	Bad Day Tow CO. N15 Bus	500.00
	Increase PO #11-284 for Towing Service	11-009-2740-439-000-0000-000-050		12/10/2024	500.00
337	10/14/2024	47944	Amazon	Office Chairs	-7.52
	Office Chairs (16)	11-022-2620-651-000-0000-000-505		10/14/2024 12/09/2024	-7.52
351	10/23/2024	51821	Arvest Bank Operations Inc	Parts for Golf Cart	1.19
	Increase PO# 11-351	11-009-2740-612-000-0000-000-050		12/17/2024	1.19
399	12/02/2024	51953	Interworks Inc	Service Maintenance Agreement	5,880.00
	Increase to PO 2025-11-399Service Maintenance Agreement Switch and AP Project +32hrs	11-000-2580-360-000-0000-000-105		12/19/2024	1,320.00
		11-000-2580-360-000-0000-000-110		12/19/2024	1,320.00
		11-000-2580-360-000-0000-000-505		12/19/2024	1,320.00
		11-000-2580-360-000-0000-000-705		12/19/2024	1,320.00
	Increase to PO 2025-11-399 (site visit / walk around)	11-000-2580-360-000-0000-000-105		01/08/2025	150.00
		11-000-2580-360-000-0000-000-110		01/08/2025	150.00
		11-000-2580-360-000-0000-000-505		01/08/2025	150.00
		11-000-2580-360-000-0000-000-705		01/08/2025	150.00

Non-Payroll Total:	\$7,255.61
Payroll Total:	\$0.00
Report Total:	\$7,255.61

Project Totals

000	NON-CATEGORICAL	5,880.00
009	Transportation - Yolanda	501.19
017	Athletics GF Expense	930.00
022	MS BUDGET	-55.58

Unit Totals

050	DISTRICTWIDE	501.19
105	ELEMENTARY SCHOOL	1,470.00
110	EARLY CHILDHOOD	1,470.00
505	MIDDLE SCHOOL	1,414.42
705	HIGH SCHOOL	2,400.00

Change Order Listing

Options: Fund(s): General Fund, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 1/10/2025 - 1/13/2025, PO Range: 1 - 99999, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
78	07/01/2024	33892	Oklahoma Schools Insurance Group	Property, Auto, Liability Insurance	15,078.00
	Increase PO # 11-78 for Middle School	11-000-2620-523-000-0000-000-050		01/13/2025	15,078.00

Non-Payroll Total:	\$15,078.00
Payroll Total:	\$0.00
Report Total:	\$15,078.00

Project Totals		
000	NON-CATEGORICAL	15,078.00

Unit Totals		
050	DISTRICTWIDE	15,078.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 107 - 999, Fund(s): Building Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
21	107	12/16/2024	51821	Arvest Bank Operations Inc	FCC Frequency License Modification	215.00	
				FCC Frequency License modification (MS Clocks)	21-000-2620-653-000-0000-000-505	12/16/2024	215.00
21	108	12/17/2024	51974	Dustin Puckett	Portable move	33,000.00	
				Portable move	21-011-2620-438-000-0000-000-050	12/17/2024	33,000.00
21	109	12/19/2024	5794	Chris Mayo	Ramps for portables	17,000.00	
				Ramps for portables	21-011-2620-618-000-0000-000-050	12/19/2024	17,000.00
21	110	12/19/2024	9297	Edward W. Prosser, Jr	Electrical for portables	11,700.00	
				Electrical for portables	21-011-2620-434-000-0000-000-050	12/19/2024	11,700.00
21	111	12/19/2024	51975	Merit Network Solutions, Inc.	UES network cable pulls	2,645.00	
				(091) UES network cable pulls for replacement cameras	21-000-2620-653-000-0000-000-105	12/19/2024	2,645.00
21	112	12/19/2024	51975	Merit Network Solutions, Inc.	Admin network cable pulls	2,530.00	
				Admin Bldg. network cable pulls for new security cameras	21-000-2620-653-000-0000-000-705	12/19/2024	2,530.00

Non-Payroll Total:	\$67,090.00
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$67,090.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 1/10/2025 - 1/13/2025, PO Range: 113 - 113, Fund(s): Building Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	113	01/13/2025	51750	City Electric Supply Company	Increase PO 21-50	3,000.00
	increase PO 21-50		21-011-2620-619-000-0000-000-050		01/13/2025	3,000.00
Non-Payroll Total:						\$3,000.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$3,000.00

Change Order Listing

Options: Fund(s): Building Fund, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 12/5/2024 - 1/10/2025, PO Range: 1 - 106, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
25	07/01/2024	603	Treat's Janitorial Supply	Custodial Supplies	10,000.00
	Increase PO #21- 25	21-011-2620-618-000-0000-000-050		12/16/2024	10,000.00
30	07/01/2024	9305	Clayton J. White	Fire Alarm Monitoring	5,200.00
	Increase PO #21-30	21-012-2670-430-000-0000-000-050		12/11/2024	5,200.00
36	07/01/2024	48109	Ace of Newcastle LLC	Supplies For Maintenance Dept.	2,500.00
	Increase PO #21-36	21-011-2620-619-000-0000-000-050		12/16/2024	2,500.00
40	07/01/2024	1010	Hagar Restaurant Service, Inc.	Cafeteria Equipment Repair	1,000.00
	Add to PO # 40 for Cafeteria equipment repairs.	21-018-3140-430-700-0000-000-050		12/19/2024	1,000.00
45	07/01/2024	5803	Tactical Home Solutions LLC	Monthly Pest Control	3,000.00
	Increase PO #21-45	21-011-2620-430-000-0000-000-050		12/05/2024	50.00
		21-011-2620-430-000-0000-000-050		12/05/2024	2,950.00
49	07/01/2024	2563	WINSUPPLY OF OKLAHOMA CITY CO	Plumbing Supplies	5,000.00
	Increase PO #21- 49	21-011-2620-619-000-0000-000-050		12/16/2024	5,000.00
69	08/09/2024	51713	Express Employment Professionals	Temp. Help	2,600.00
	Increase PO #21-69	21-011-2620-438-000-0000-000-050		12/05/2024	1,731.60
		21-011-2620-438-000-0000-000-050		12/05/2024	568.40
	Increase PO #21- 69	21-011-2620-438-000-0000-000-050		12/16/2024	300.00

Non-Payroll Total:	\$29,300.00
Payroll Total:	\$0.00
Report Total:	\$29,300.00

Project Totals

011	Maintenance - General	23,100.00
012	Fire/ Safety/ Security - Joe	5,200.00
018	Child Nutrition Project Tracking	1,000.00

Unit Totals

050	DISTRICTWIDE	29,300.00
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Change Order Listing

Options: Fund(s): Building Fund, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 1/10/2025 - 1/13/2025, PO Range: 1 - 99999, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	9234	City of Newcastle	District water utilities	30,000.00
	Increase PO # 21-1		21-000-2620-410-000-0000-000-050	01/11/2025	30,000.00
Non-Payroll Total:					\$30,000.00
Payroll Total:					\$0.00
Report Total:					\$30,000.00

Project Totals

000 NON-CATEGORICAL 30,000.00

Unit Totals

050 DISTRICTWIDE 30,000.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 25 - 999, Fund(s): 2022 DISTRICT BOND FUND
32

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
32	25	12/16/2024	51776	Cardio Partners Inc	AED's	21,000.00
					7 AED's	13,000.00
					Increase PO 32-25 to purchase 4 more AEDs	8,000.00
32	26	12/19/2024	4809	Locke Supply	HS New Gym, Hospitality Rm A/C Equip.	3,000.00
					A/C equipment: 5 ton R-410a condenser (ML14XC1-060-233) and 5 ton R-410a coil (7EH51CX OMNI COIL) to replace existing R-22 split system for HS New Gym Hospitality/Locker Rms	3,000.00
32	27	12/19/2024	4809	Locke Supply	A/C & Furnace for HS CHEER BLDG, Locker Rms	2,610.00
					HVAC split-system: (1)70K BTU furnace (96G1UH070BE12 HORZ), (1) 2.5 ton condenser (4AC17L30P OMNI COND), (1) 2.5 ton A/C coil (7EH30BX OMNI COIL) for HS Cheer Bldg., Locker Rms.	2,610.00
32	28	01/06/2025	8244	SMC TECHNOLOGIES, INC.	Chemicals/Supplies For ECC WSHP Loop System	589.10
					Chemicals & supplies for ECC, water source heat pump system to include: Two five gallon jugs of CS-R, two 20 micron filter socks, one nitrite test kit, and freight costs.	589.10
32	29	01/06/2025	8267	COMFORTWORKS, INC.	ECC, WSHP Loop System Servicing	1,000.00
					Service to diagnose and remove air traps & dirty water in water source heat pump loop system at ECC	1,000.00
Non-Payroll Total:						\$28,199.10
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$28,199.10

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 4 - 999, Fund(s): 2022 TRANSPORTATION BOND FUND 33

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
33	4	01/09/2025	51980	Ferguson Buick GMC LLC	Purchase 2024 GMC Terrain	14,000.00
				Purchase 2024 GMC Terrain	33-000-2720-760-000-0000-000-000	14,000.00
					01/09/2025	14,000.00
Non-Payroll Total:						\$14,000.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$14,000.00

Encumbrance Register

Options: Year: 2024-2025, Date Range: 12/6/2024 - 1/10/2025, PO Range: 45 - 999, Fund(s): Technology Bond Fund 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
39	45	12/10/2024	2766	CDW LLC	Veeam Backup and Recovery	1,540.80
				Veeam Backup and Recovery	12/10/2024	1,540.80
				39-000-2340-653-000-0000-000-705		
Non-Payroll Total:						\$1,540.80
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$1,540.80

Change Order Listing

Options: Fund(s): Technology Bond Fund 39, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 12/5/2024 - 1/10/2025, PO Range: 1 - 44, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
42	12/02/2024	51821	Arvest Bank Operations Inc	MaverickLabel.com Asset Tags	0.12	
				3000 Asset TagsSize: 1.5" x .75"Substrate: 3-mil Flexible Anodized Aluminum FoilBarcode: Code 39Starting Serial: 10000Color: Reflex Blue, Black		
		39-000-2580-653-000-0000-000-050		12/02/2024	12/18/2024	-2,021.48
		39-000-2580-653-000-0000-000-050		12/18/2024		2,021.60

Non-Payroll Total:	\$0.12
Payroll Total:	\$0.00
Report Total:	\$0.12

Project Totals		
000	NON-CATEGORICAL	0.12

Unit Totals		
050	DISTRICTWIDE	0.12

**Newcastle Public Schools
Payroll Summary
January 14, 2025**

Monthly Payroll FY24 (12/26/2024)	\$1,508,305.79
Extra Duty Payroll (01/16/2025)	\$36,269.81
State on bonus (01/16/2025)	\$1,076.50

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 11/30/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 1000						
Source - 1110 Ad Valorem (Current)						
11 General Fund	\$0.00	\$40,499.59	\$0.00	\$40,499.59	N/A	\$2,044.16
Source - 1110 Ad Valorem (Current)	\$0.00	\$40,499.59	\$0.00	\$40,499.59	N/A	\$2,044.16
Total						
Source - 1120 Ad Valorem (Prior Years)						
11 General Fund	\$0.00	\$126,172.22	\$0.00	\$126,172.22	N/A	\$5,732.06
Source - 1120 Ad Valorem (Prior Years)	\$0.00	\$126,172.22	\$0.00	\$126,172.22	N/A	\$5,732.06
Total						
Source - 1130 Revenue in Lieu of Taxes						
11 General Fund	\$0.00	\$2,043.57	\$0.00	\$2,043.57	N/A	\$0.00
Source - 1130 Revenue in Lieu of Taxes	\$0.00	\$2,043.57	\$0.00	\$2,043.57	N/A	\$0.00
Total						
Source - 1310 Interest Earnings						
11 General Fund	\$0.00	\$206,519.48	\$0.00	\$206,519.48	N/A	\$25,973.09
Source - 1310 Interest Earnings Total	\$0.00	\$206,519.48	\$0.00	\$206,519.48	N/A	\$25,973.09
Source - 1340 ACCRUED INTEREST ON BOND SALES						
11 General Fund	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1340 ACCRUED INTEREST ON BOND SALES Total	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1352 Interest on Unapportioned Tax						
11 General Fund	\$0.00	\$98.63	\$0.00	\$98.63	N/A	\$27.84
Source - 1352 Interest on Unapportioned Tax Total	\$0.00	\$98.63	\$0.00	\$98.63	N/A	\$27.84
Source - 1390 OTHER EARNINGS ON INVESTMENTS						
11 General Fund	\$0.00	\$1,131.80	\$0.00	\$1,131.80	N/A	\$229.04
Source - 1390 OTHER EARNINGS ON INVESTMENTS Total	\$0.00	\$1,131.80	\$0.00	\$1,131.80	N/A	\$229.04
Source - 1420 RENTAL NOT SCHOOL FACILITIES						
11 General Fund	\$0.00	\$3,340.25	\$0.00	\$3,340.25	N/A	\$0.00
Source - 1420 RENTAL NOT SCHOOL FACILITIES Total	\$0.00	\$3,340.25	\$0.00	\$3,340.25	N/A	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL						
11 General Fund	\$0.00	\$11,850.00	\$0.00	\$11,850.00	N/A	\$2,700.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL Total	\$0.00	\$11,850.00	\$0.00	\$11,850.00	N/A	\$2,700.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS						
11 General Fund	\$0.00	\$28,646.06	\$0.00	\$28,646.06	N/A	\$16,350.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS Total	\$0.00	\$28,646.06	\$0.00	\$28,646.06	N/A	\$16,350.00
Source - 1660 Mineral Royalties / Lease Revenue						
11 General Fund	\$0.00	\$54.85	\$0.00	\$54.85	N/A	\$29.58
Source - 1660 Mineral Royalties / Lease Revenue Total	\$0.00	\$54.85	\$0.00	\$54.85	N/A	\$29.58
Source - 1692 MISC REVENUE						
11 General Fund	\$0.00	\$1,565.59	\$0.00	\$1,565.59	N/A	\$0.00
Source - 1692 MISC REVENUE Total	\$0.00	\$1,565.59	\$0.00	\$1,565.59	N/A	\$0.00
Series - 1000 Total	\$0.00	\$421,922.04	\$0.00	\$421,922.04	N/A	\$53,085.77
Series - 2000						
Source - 2100 County 4 Mil						
11 General Fund	\$0.00	\$17,401.11	\$0.00	\$17,401.11	N/A	\$1,288.47
Source - 2100 County 4 Mil Total	\$0.00	\$17,401.11	\$0.00	\$17,401.11	N/A	\$1,288.47
Source - 2200 County Mortgage						
11 General Fund	\$0.00	\$54,769.93	\$0.00	\$54,769.93	N/A	\$11,516.19
Source - 2200 County Mortgage Total	\$0.00	\$54,769.93	\$0.00	\$54,769.93	N/A	\$11,516.19
Series - 2000 Total	\$0.00	\$72,171.04	\$0.00	\$72,171.04	N/A	\$12,804.66
Series - 3000						
Source - 3110 Gross Production						
11 General Fund	\$0.00	\$528,564.68	\$0.00	\$528,564.68	N/A	\$96,092.61

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 11/30/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3110 Gross Production Total	\$0.00	\$528,564.68	\$0.00	\$528,564.68	N/A	\$96,092.61
Source - 3120 Motor Vehicle						
11 General Fund	\$0.00	\$426,960.62	\$0.00	\$426,960.62	N/A	\$105,001.75
Source - 3120 Motor Vehicle Total	\$0.00	\$426,960.62	\$0.00	\$426,960.62	N/A	\$105,001.75
Source - 3130 Rural Electric						
11 General Fund	\$0.00	\$133,550.50	\$0.00	\$133,550.50	N/A	\$30,932.32
Source - 3130 Rural Electric Total	\$0.00	\$133,550.50	\$0.00	\$133,550.50	N/A	\$30,932.32
Source - 3140 School Land						
11 General Fund	\$0.00	\$169,387.86	\$0.00	\$169,387.86	N/A	\$28,411.98
Source - 3140 School Land Total	\$0.00	\$169,387.86	\$0.00	\$169,387.86	N/A	\$28,411.98
Source - 3150 Vehicle Tax						
11 General Fund	\$0.00	\$1,097.05	\$0.00	\$1,097.05	N/A	\$34.65
Source - 3150 Vehicle Tax Total	\$0.00	\$1,097.05	\$0.00	\$1,097.05	N/A	\$34.65
Source - 3210 State Aid						
11 General Fund	\$0.00	\$2,717,263.45	\$0.00	\$2,717,263.45	N/A	\$679,315.86
Source - 3210 State Aid Total	\$0.00	\$2,717,263.45	\$0.00	\$2,717,263.45	N/A	\$679,315.86
Source - 3250 Flex Benefit Allowance						
11 General Fund	\$0.00	\$723,972.38	\$0.00	\$723,972.38	N/A	\$180,993.10
Source - 3250 Flex Benefit Allowance Total	\$0.00	\$723,972.38	\$0.00	\$723,972.38	N/A	\$180,993.10
Source - 3420 State Textbook						
11 General Fund	\$0.00	\$171,040.83	\$0.00	\$171,040.83	N/A	\$0.00
Source - 3420 State Textbook Total	\$0.00	\$171,040.83	\$0.00	\$171,040.83	N/A	\$0.00
Source - 3436 School Resource Officer Program						
11 General Fund	\$0.00	\$150,144.62	\$0.00	\$150,144.62	N/A	\$0.00
Source - 3436 School Resource Officer Program Total	\$0.00	\$150,144.62	\$0.00	\$150,144.62	N/A	\$0.00
Source - 3610 ADDITIONAL HOMESTEAD REIM.						
11 General Fund	\$0.00	\$27,053.13	\$0.00	\$27,053.13	N/A	\$0.00
Source - 3610 ADDITIONAL HOMESTEAD REIM. Total	\$0.00	\$27,053.13	\$0.00	\$27,053.13	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE						
11 General Fund	\$0.00	\$4,000.00	\$0.00	\$4,000.00	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE Total	\$0.00	\$4,000.00	\$0.00	\$4,000.00	N/A	\$0.00
Source - 3811 Career Tech Salary						
11 General Fund	\$0.00	\$1,980.00	\$0.00	\$1,980.00	N/A	\$0.00
Source - 3811 Career Tech Salary Total	\$0.00	\$1,980.00	\$0.00	\$1,980.00	N/A	\$0.00
Source - 3812 Career Tech Program						
11 General Fund	\$0.00	\$16,500.00	\$0.00	\$16,500.00	N/A	\$0.00
Source - 3812 Career Tech Program Total	\$0.00	\$16,500.00	\$0.00	\$16,500.00	N/A	\$0.00
Series - 3000 Total	\$0.00	\$5,071,515.12	\$0.00	\$5,071,515.12	N/A	\$1,120,782.27
Series - 4000						
Source - 4140 Title V - Indian Ed						
11 General Fund	\$0.00	\$16,260.73	\$0.00	\$16,260.73	N/A	\$0.00
Source - 4140 Title V - Indian Ed Total	\$0.00	\$16,260.73	\$0.00	\$16,260.73	N/A	\$0.00
Source - 4210 Title I - Part A						
11 General Fund	\$0.00	\$102,956.42	\$0.00	\$102,956.42	N/A	\$49,874.24
Source - 4210 Title I - Part A Total	\$0.00	\$102,956.42	\$0.00	\$102,956.42	N/A	\$49,874.24
Source - 4271 Title II - Part A						
11 General Fund	\$0.00	\$4,851.89	\$0.00	\$4,851.89	N/A	\$204.00
Source - 4271 Title II - Part A Total	\$0.00	\$4,851.89	\$0.00	\$4,851.89	N/A	\$204.00
Source - 4310 IDEA - Part B Flowthrough						
11 General Fund	\$0.00	\$88,201.77	\$0.00	\$88,201.77	N/A	\$0.00
Source - 4310 IDEA - Part B Flowthrough Total	\$0.00	\$88,201.77	\$0.00	\$88,201.77	N/A	\$0.00
Source - 4340 IDEA - Part B Pre-K						

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 11/30/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
11 General Fund	\$0.00	\$5,161.05	\$0.00	\$5,161.05	N/A	\$0.00
Source - 4340 IDEA - Part B Pre-K Total	\$0.00	\$5,161.05	\$0.00	\$5,161.05	N/A	\$0.00
Source - 4442 Title IV - Part A - SSAE						
11 General Fund	\$0.00	\$5,874.41	\$0.00	\$5,874.41	N/A	\$4,623.07
Source - 4442 Title IV - Part A - SSAE Total	\$0.00	\$5,874.41	\$0.00	\$5,874.41	N/A	\$4,623.07
Source - 4550 Johnson O'Malley						
11 General Fund	\$0.00	\$15,663.94	\$0.00	\$15,663.94	N/A	\$0.00
Source - 4550 Johnson O'Malley Total	\$0.00	\$15,663.94	\$0.00	\$15,663.94	N/A	\$0.00
Source - 4689 OTHER FEDERAL GRANTS						
11 General Fund	\$0.00	\$85,083.69	\$0.00	\$85,083.69	N/A	\$16,147.50
Source - 4689 OTHER FEDERAL GRANTS Total	\$0.00	\$85,083.69	\$0.00	\$85,083.69	N/A	\$16,147.50
Source - 4710 CNP Federal Lunch						
11 General Fund	\$0.00	\$140,266.58	\$0.00	\$140,266.58	N/A	\$48,322.56
Source - 4710 CNP Federal Lunch Total	\$0.00	\$140,266.58	\$0.00	\$140,266.58	N/A	\$48,322.56
Source - 4720 CNP Federal Breakfast						
11 General Fund	\$0.00	\$39,867.59	\$0.00	\$39,867.59	N/A	\$14,642.23
Source - 4720 CNP Federal Breakfast Total	\$0.00	\$39,867.59	\$0.00	\$39,867.59	N/A	\$14,642.23
Series - 4000 Total	\$0.00	\$504,188.07	\$0.00	\$504,188.07	N/A	\$133,813.60
Series - 5000						
Source - 5150 Local CNP Collections						
11 General Fund	\$0.00	\$7.60	\$0.00	\$7.60	N/A	\$0.00
Source - 5150 Local CNP Collections Total	\$0.00	\$7.60	\$0.00	\$7.60	N/A	\$0.00
Source - 5160 Activity Fund Collections						
11 General Fund	\$0.00	\$25,903.50	\$0.00	\$25,903.50	N/A	\$565.40
Source - 5160 Activity Fund Collections Total	\$0.00	\$25,903.50	\$0.00	\$25,903.50	N/A	\$565.40
Source - 5600 Correcting Entries						
11 General Fund	\$0.00	\$157.71	\$0.00	\$157.71	N/A	\$0.00
Source - 5600 Correcting Entries Total	\$0.00	\$157.71	\$0.00	\$157.71	N/A	\$0.00
Series - 5000 Total	\$0.00	\$26,068.81	\$0.00	\$26,068.81	N/A	\$565.40
Series - 6000						
Source - 6110 Fund Balance						
11 General Fund	\$0.00	\$4,759,986.84	\$0.00	\$4,759,986.84	N/A	\$0.00
Source - 6110 Fund Balance Total	\$0.00	\$4,759,986.84	\$0.00	\$4,759,986.84	N/A	\$0.00
Series - 6000 Total	\$0.00	\$4,759,986.84	\$0.00	\$4,759,986.84	N/A	\$0.00
Report Total	\$0.00	\$10,855,851.92	\$0.00	\$10,855,851.92	N/A	\$1,321,051.70

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
050 DISTRICTWIDE	(\$500.00)	\$0.00	\$0.00	\$0.00	(\$500.00)	\$0.00	(\$500.00)
505 MIDDLE SCHOOL	(\$100.00)	\$550.00	\$0.00	\$0.00	\$450.00	\$2,325.00	(\$1,875.00)
705 HIGH SCHOOL	\$21,489.77	\$3,822.84	\$0.00	\$414.00	\$24,898.61	\$6,371.95	\$18,526.66
Total Project - 801 ATHLETICS-GENERAL	\$20,889.77	\$4,372.84	\$0.00	\$414.00	\$24,848.61	\$8,696.95	\$16,151.66
Project - 802 ATHLETIC-GATE							
050 DISTRICTWIDE	(\$5,637.21)	\$0.00	\$0.00	\$780.00	(\$6,417.21)	\$20.00	(\$6,437.21)
505 MIDDLE SCHOOL	\$25,523.90	\$12,058.00	\$0.00	\$360.00	\$37,221.90	\$11,375.00	\$25,846.90
705 HIGH SCHOOL	\$33,922.65	\$18,725.00	\$0.00	\$5,666.28	\$46,981.37	\$12,280.63	\$34,700.74
Total Project - 802 ATHLETIC-GATE	\$53,809.34	\$30,783.00	\$0.00	\$6,806.28	\$77,786.06	\$23,675.63	\$54,110.43
Project - 803 ATHLETICS-TRAINER							
705 HIGH SCHOOL	\$2,862.50	\$0.00	\$0.00	\$0.00	\$2,862.50	\$250.00	\$2,612.50
Total Project - 803 ATHLETICS-TRAINER	\$2,862.50	\$0.00	\$0.00	\$0.00	\$2,862.50	\$250.00	\$2,612.50
Project - 804 Sweet Pea Tournament							
705 HIGH SCHOOL	\$5,008.92	\$0.00	\$0.00	\$0.00	\$5,008.92	\$0.00	\$5,008.92
Total Project - 804 Sweet Pea Tournament	\$5,008.92	\$0.00	\$0.00	\$0.00	\$5,008.92	\$0.00	\$5,008.92
Project - 805 Uniform/Team Items							
705 HIGH SCHOOL	\$5,047.09	\$0.00	\$0.00	\$0.00	\$5,047.09	\$4,925.75	\$121.34
Total Project - 805 Uniform/Team Items	\$5,047.09	\$0.00	\$0.00	\$0.00	\$5,047.09	\$4,925.75	\$121.34
Project - 810 BASEBALL							
705 HIGH SCHOOL	\$1,089.36	\$0.00	\$0.00	\$0.00	\$1,089.36	\$0.00	\$1,089.36
Total Project - 810 BASEBALL	\$1,089.36	\$0.00	\$0.00	\$0.00	\$1,089.36	\$0.00	\$1,089.36
Project - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$3,627.55	\$3,212.20	\$0.00	\$0.00	\$6,839.75	\$3,280.00	\$3,559.75
Total Project - 811 BASKETBALL-BOYS	\$3,627.55	\$3,212.20	\$0.00	\$0.00	\$6,839.75	\$3,280.00	\$3,559.75
Project - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	\$3,909.45	\$0.00	\$0.00	\$0.00	\$3,909.45	\$100.00	\$3,809.45
705 HIGH SCHOOL	\$8,793.13	\$0.00	\$0.00	\$0.00	\$8,793.13	\$0.00	\$8,793.13
Total Project - 812 BASKETBALL-GIRLS	\$12,702.58	\$0.00	\$0.00	\$0.00	\$12,702.58	\$100.00	\$12,602.58
Project - 813 CHEER							
505 MIDDLE SCHOOL	\$20,565.00	\$0.00	\$0.00	\$1,629.48	\$18,935.52	\$13,715.33	\$5,220.19
705 HIGH SCHOOL	\$29,827.67	\$100.00	\$0.00	\$6,938.95	\$22,988.72	\$11,855.25	\$11,133.47
Total Project - 813 CHEER	\$50,392.67	\$100.00	\$0.00	\$8,568.43	\$41,924.24	\$25,570.58	\$16,353.66
Project - 814 CROSS COUNTRY							
505 MIDDLE SCHOOL	\$875.00	\$550.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$1,425.00
705 HIGH SCHOOL	\$5,507.16	\$200.00	\$0.00	\$749.00	\$4,958.16	\$621.00	\$4,337.16
Total Project - 814 CROSS COUNTRY	\$6,382.16	\$750.00	\$0.00	\$749.00	\$6,383.16	\$621.00	\$5,762.16
Project - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$300.32	\$0.00	\$0.00	\$0.00	\$300.32	\$0.00	\$300.32
705 HIGH SCHOOL	\$9,701.63	\$0.00	\$0.00	\$574.00	\$9,127.63	\$7,642.72	\$1,484.91
Total Project - 816 FOOTBALL	\$10,001.95	\$0.00	\$0.00	\$574.00	\$9,427.95	\$7,642.72	\$1,785.23
Project - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Total Project - 817 GOLF-BOYS	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Project - 818 GOLF-GIRLS							
505 MIDDLE SCHOOL	\$74.43	\$0.00	\$0.00	\$0.00	\$74.43	\$0.00	\$74.43
705 HIGH SCHOOL	\$665.74	\$0.00	\$0.00	\$0.00	\$665.74	\$200.00	\$465.74
Total Project - 818 GOLF-GIRLS	\$740.17	\$0.00	\$0.00	\$0.00	\$740.17	\$200.00	\$540.17
Project - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$2,244.06	\$0.00	\$0.00	\$0.00	\$2,244.06	\$0.00	\$2,244.06
Total Project - 820 SOCCER-BOYS	\$2,291.56	\$0.00	\$0.00	\$0.00	\$2,291.56	\$0.00	\$2,291.56
Project - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$2,780.96	\$0.00	\$0.00	\$0.00	\$2,780.96	\$896.97	\$1,883.99
Total Project - 821 SOCCER-GIRLS	\$2,828.46	\$0.00	\$0.00	\$0.00	\$2,828.46	\$896.97	\$1,931.49
Project - 823 TRACK							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 823 TRACK							
505 MIDDLE SCHOOL	\$457.50	\$0.00	\$0.00	\$0.00	\$457.50	\$0.00	\$457.50
705 HIGH SCHOOL	\$2,243.25	\$0.00	\$0.00	\$0.00	\$2,243.25	\$1.81	\$2,241.44
Total Project - 823 TRACK	\$2,700.75	\$0.00	\$0.00	\$0.00	\$2,700.75	\$1.81	\$2,698.94
Project - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
705 HIGH SCHOOL	\$277.90	\$0.00	\$0.00	\$165.40	\$112.50	\$0.00	\$112.50
Total Project - 824 VOLLEYBALL	\$452.90	\$0.00	\$0.00	\$165.40	\$287.50	\$0.00	\$287.50
Project - 825 WRESTLING							
505 MIDDLE SCHOOL	\$39.00	\$0.00	\$0.00	\$0.00	\$39.00	\$0.00	\$39.00
705 HIGH SCHOOL	\$634.73	\$0.00	\$0.00	\$0.00	\$634.73	\$0.00	\$634.73
Total Project - 825 WRESTLING	\$673.73	\$0.00	\$0.00	\$0.00	\$673.73	\$0.00	\$673.73
Project - 826 HS Pom							
705 HIGH SCHOOL	\$2,035.61	\$150.00	\$0.00	\$59.04	\$2,126.57	\$355.70	\$1,770.87
Total Project - 826 HS Pom	\$2,035.61	\$150.00	\$0.00	\$59.04	\$2,126.57	\$355.70	\$1,770.87
Total	\$183,655.78	\$39,368.04	\$0.00	\$17,336.15	\$205,687.67	\$76,217.11	\$129,470.56

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
050 DISTRICTWIDE	\$152,424.19	\$39,749.02	\$0.00	\$0.00	\$192,173.21	\$0.00	\$192,173.21
105 ELEMENTARY SCHOOL	\$4,159.79	\$615.30	\$0.00	\$0.00	\$4,775.09	\$0.00	\$4,775.09
110 EARLY CHILDHOOD	\$4,517.65	\$2,751.25	\$0.00	\$0.00	\$7,268.90	\$0.00	\$7,268.90
505 MIDDLE SCHOOL	\$8,876.96	\$1,554.58	\$0.00	\$0.00	\$10,431.54	\$0.00	\$10,431.54
705 HIGH SCHOOL	\$5,980.89	\$968.90	\$0.00	\$0.00	\$6,949.79	\$0.00	\$6,949.79
Total Project - 100 CAFETERIA	\$175,959.48	\$45,639.05	\$0.00	\$0.00	\$221,598.53	\$0.00	\$221,598.53
Project - 901 ACTIVITY FEES							
050 DISTRICTWIDE	\$35,691.02	\$375.70	\$0.00	\$548.75	\$35,517.97	\$5,450.56	\$30,067.41
Total Project - 901 ACTIVITY FEES	\$35,691.02	\$375.70	\$0.00	\$548.75	\$35,517.97	\$5,450.56	\$30,067.41
Project - 902 ADMINISTRATION							
050 DISTRICTWIDE	\$190,589.07	\$3,916.98	\$0.00	\$719.12	\$193,786.93	\$7,725.81	\$186,061.12
Total Project - 902 ADMINISTRATION	\$190,589.07	\$3,916.98	\$0.00	\$719.12	\$193,786.93	\$7,725.81	\$186,061.12
Project - 903 GFUND COLLECTIONS							
050 DISTRICTWIDE	\$370.00	\$45.00	\$0.00	\$0.00	\$415.00	\$0.00	\$415.00
Total Project - 903 GFUND COLLECTIONS	\$370.00	\$45.00	\$0.00	\$0.00	\$415.00	\$0.00	\$415.00
Project - 904 DAMAGE DEPOSIT							
050 DISTRICTWIDE	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Project - 904 DAMAGE DEPOSIT	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Project - 905 RACER KID ZONE							
110 EARLY CHILDHOOD	\$65,843.98	\$9,830.35	\$0.00	\$495.26	\$75,179.07	\$1,094.06	\$74,085.01
Total Project - 905 RACER KID ZONE	\$65,843.98	\$9,830.35	\$0.00	\$495.26	\$75,179.07	\$1,094.06	\$74,085.01
Project - 906 Tri-City Learning Academy							
050 DISTRICTWIDE	\$21,846.75	\$0.00	\$0.00	\$0.00	\$21,846.75	\$2,604.12	\$19,242.63
705 HIGH SCHOOL	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
Total Project - 906 Tri-City Learning Academy	\$22,046.75	\$0.00	\$0.00	\$0.00	\$22,046.75	\$2,604.12	\$19,442.63
Project - 910 ART							
105 ELEMENTARY SCHOOL	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00
505 MIDDLE SCHOOL	\$1,063.03	\$0.00	\$0.00	\$0.00	\$1,063.03	\$0.00	\$1,063.03
705 HIGH SCHOOL	\$598.07	\$0.00	\$0.00	\$0.00	\$598.07	\$0.00	\$598.07
Total Project - 910 ART	\$1,711.10	\$0.00	\$0.00	\$0.00	\$1,711.10	\$0.00	\$1,711.10
Project - 911 BAND							
705 HIGH SCHOOL	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Total Project - 911 BAND	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Project - 913 CLUB-BPA							
505 MIDDLE SCHOOL	\$13.00	\$156.80	\$0.00	\$0.00	\$169.80	\$0.00	\$169.80
705 HIGH SCHOOL	\$1,382.79	\$0.00	\$0.00	\$0.00	\$1,382.79	\$0.00	\$1,382.79
Total Project - 913 CLUB-BPA	\$1,395.79	\$156.80	\$0.00	\$0.00	\$1,552.59	\$0.00	\$1,552.59
Project - 915 CLUB-FCCLA							
705 HIGH SCHOOL	\$3,775.02	\$0.00	\$0.00	\$0.00	\$3,775.02	\$0.00	\$3,775.02
Total Project - 915 CLUB-FCCLA	\$3,775.02	\$0.00	\$0.00	\$0.00	\$3,775.02	\$0.00	\$3,775.02
Project - 916 CLUB-FFA							
705 HIGH SCHOOL	\$41,103.11	\$1,275.00	\$0.00	\$4,100.00	\$38,278.11	\$9,620.00	\$28,658.11
Total Project - 916 CLUB-FFA	\$41,103.11	\$1,275.00	\$0.00	\$4,100.00	\$38,278.11	\$9,620.00	\$28,658.11
Project - 917 CLUB-SCIENCE							
705 HIGH SCHOOL	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Total Project - 917 CLUB-SCIENCE	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Project - 918 CLUB-SPANISH							
705 HIGH SCHOOL	\$1,221.70	\$0.00	\$0.00	\$0.00	\$1,221.70	\$0.00	\$1,221.70
Total Project - 918 CLUB-SPANISH	\$1,221.70	\$0.00	\$0.00	\$0.00	\$1,221.70	\$0.00	\$1,221.70
Project - 919 DRAMA							
705 HIGH SCHOOL	\$3,991.96	\$630.00	\$0.00	\$75.00	\$4,546.96	\$230.00	\$4,316.96
Total Project - 919 DRAMA	\$3,991.96	\$630.00	\$0.00	\$75.00	\$4,546.96	\$230.00	\$4,316.96
Project - 920 ES-ACADEM OUTREACH							
105 ELEMENTARY SCHOOL	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Total Project - 920 ES-ACADEM OUTREACH	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Project - 921 ES-BEAUTIFICATION							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 921 ES-BEAUTIFICATION							
105 ELEMENTARY SCHOOL	\$4,524.22	\$0.00	\$0.00	\$0.00	\$4,524.22	\$0.00	\$4,524.22
Total Project - 921 ES-BEAUTIFICATION	\$4,524.22	\$0.00	\$0.00	\$0.00	\$4,524.22	\$0.00	\$4,524.22
Project - 922 ES-CAMP GODDARD							
105 ELEMENTARY SCHOOL	\$6,591.76	\$0.00	\$0.00	\$0.00	\$6,591.76	\$0.00	\$6,591.76
Total Project - 922 ES-CAMP GODDARD	\$6,591.76	\$0.00	\$0.00	\$0.00	\$6,591.76	\$0.00	\$6,591.76
Project - 923 ES-FUNDRAISER							
105 ELEMENTARY SCHOOL	\$28,125.56	\$0.00	\$0.00	\$0.00	\$28,125.56	\$0.00	\$28,125.56
Total Project - 923 ES-FUNDRAISER	\$28,125.56	\$0.00	\$0.00	\$0.00	\$28,125.56	\$0.00	\$28,125.56
Project - 924 ES-LITERACY							
105 ELEMENTARY SCHOOL	\$506.36	\$0.00	\$0.00	\$0.00	\$506.36	\$0.00	\$506.36
Total Project - 924 ES-LITERACY	\$506.36	\$0.00	\$0.00	\$0.00	\$506.36	\$0.00	\$506.36
Project - 925 DISTRICT SPECIAL OLYMPICS							
050 DISTRICTWIDE	\$2,903.64	\$95.75	\$0.00	\$539.49	\$2,459.90	\$1,639.25	\$820.65
Total Project - 925 DISTRICT SPECIAL OLYMPICS	\$2,903.64	\$95.75	\$0.00	\$539.49	\$2,459.90	\$1,639.25	\$820.65
Project - 926 GIFTED TALENTED							
105 ELEMENTARY SCHOOL	\$84.54	\$0.00	\$0.00	\$0.00	\$84.54	\$0.00	\$84.54
505 MIDDLE SCHOOL	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00
705 HIGH SCHOOL	\$66.82	\$0.00	\$0.00	\$0.00	\$66.82	\$0.00	\$66.82
Total Project - 926 GIFTED TALENTED	\$176.36	\$0.00	\$0.00	\$0.00	\$176.36	\$0.00	\$176.36
Project - 927 HONOR SOCIETY							
505 MIDDLE SCHOOL	\$1,844.97	\$0.00	\$0.00	\$0.00	\$1,844.97	\$0.00	\$1,844.97
705 HIGH SCHOOL	\$2,089.83	\$1,107.00	\$0.00	\$58.68	\$3,138.15	\$451.12	\$2,687.03
Total Project - 927 HONOR SOCIETY	\$3,934.80	\$1,107.00	\$0.00	\$58.68	\$4,983.12	\$451.12	\$4,532.00
Project - 928 HOSPITALITY							
110 EARLY CHILDHOOD	\$643.48	\$0.00	\$0.00	\$0.00	\$643.48	\$0.00	\$643.48
Total Project - 928 HOSPITALITY	\$643.48	\$0.00	\$0.00	\$0.00	\$643.48	\$0.00	\$643.48
Project - 929 HS-TESTING							
705 HIGH SCHOOL	\$2,681.43	\$810.00	\$0.00	\$0.00	\$3,491.43	\$180.00	\$3,311.43
Total Project - 929 HS-TESTING	\$2,681.43	\$810.00	\$0.00	\$0.00	\$3,491.43	\$180.00	\$3,311.43
Project - 931 LIBRARY							
105 ELEMENTARY SCHOOL	\$5,475.79	\$10,600.16	\$0.00	\$0.00	\$16,075.95	\$8,943.03	\$7,132.92
110 EARLY CHILDHOOD	\$7,825.94	\$0.00	\$0.00	\$0.00	\$7,825.94	\$481.70	\$7,344.24
505 MIDDLE SCHOOL	\$1,029.86	\$0.00	\$0.00	\$0.00	\$1,029.86	\$0.00	\$1,029.86
705 HIGH SCHOOL	\$1,871.08	\$0.00	\$0.00	\$0.00	\$1,871.08	\$350.00	\$1,521.08
Total Project - 931 LIBRARY	\$16,202.67	\$10,600.16	\$0.00	\$0.00	\$26,802.83	\$9,774.73	\$17,028.10
Project - 934 MS-STUDENT STORE							
505 MIDDLE SCHOOL	\$4,182.81	\$107.00	\$0.00	\$1,509.50	\$2,780.31	\$461.88	\$2,318.43
Total Project - 934 MS-STUDENT STORE	\$4,182.81	\$107.00	\$0.00	\$1,509.50	\$2,780.31	\$461.88	\$2,318.43
Project - 935 NATIVE ED ENRICHMENT							
105 ELEMENTARY SCHOOL	\$982.26	\$0.00	\$0.00	\$0.00	\$982.26	\$0.00	\$982.26
705 HIGH SCHOOL	\$417.38	\$0.00	\$0.00	\$0.00	\$417.38	\$0.00	\$417.38
Total Project - 935 NATIVE ED ENRICHMENT	\$1,399.64	\$0.00	\$0.00	\$0.00	\$1,399.64	\$0.00	\$1,399.64
Project - 936 PE							
105 ELEMENTARY SCHOOL	\$14,015.50	\$485.00	\$0.00	\$0.00	\$14,500.50	\$165.26	\$14,335.24
110 EARLY CHILDHOOD	\$1,187.08	\$0.00	\$0.00	\$0.00	\$1,187.08	\$0.00	\$1,187.08
Total Project - 936 PE	\$15,202.58	\$485.00	\$0.00	\$0.00	\$15,687.58	\$165.26	\$15,522.32
Project - 939 PRINCIPALS							
105 ELEMENTARY SCHOOL	\$2,511.71	\$965.77	\$0.00	\$103.19	\$3,374.29	\$504.98	\$2,869.31
110 EARLY CHILDHOOD	\$27,606.78	\$2,074.13	\$0.00	\$86.72	\$29,594.19	\$17,513.28	\$12,080.91
505 MIDDLE SCHOOL	\$12,306.46	\$0.00	\$0.00	\$0.00	\$12,306.46	\$4,222.32	\$8,084.14
705 HIGH SCHOOL	\$13,127.94	\$1,239.58	\$0.00	\$535.40	\$13,832.12	\$1,075.38	\$12,756.74
Total Project - 939 PRINCIPALS	\$55,552.89	\$4,279.48	\$0.00	\$725.31	\$59,107.06	\$23,315.96	\$35,791.10
Project - 942 STUCO							
505 MIDDLE SCHOOL	\$5,994.46	\$0.00	\$0.00	\$0.00	\$5,994.46	\$150.00	\$5,844.46
705 HIGH SCHOOL	\$15,819.53	\$0.00	\$0.00	\$0.00	\$15,819.53	\$394.52	\$15,425.01
Total Project - 942 STUCO	\$21,813.99	\$0.00	\$0.00	\$0.00	\$21,813.99	\$544.52	\$21,269.47

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 943 TECHNOLOGY							
105 ELEMENTARY SCHOOL	\$1,214.54	\$0.00	\$0.00	\$0.00	\$1,214.54	\$0.00	\$1,214.54
505 MIDDLE SCHOOL	\$842.37	\$482.00	\$0.00	\$352.55	\$971.82	\$500.00	\$471.82
Total Project - 943 TECHNOLOGY	\$2,056.91	\$482.00	\$0.00	\$352.55	\$2,186.36	\$500.00	\$1,686.36
Project - 944 VOCAL MUSIC							
105 ELEMENTARY SCHOOL	\$4,775.95	\$0.00	\$0.00	\$0.00	\$4,775.95	\$0.00	\$4,775.95
705 HIGH SCHOOL	\$13,023.91	\$90.00	\$0.00	\$220.00	\$12,893.91	\$2,086.27	\$10,807.64
Total Project - 944 VOCAL MUSIC	\$17,799.86	\$90.00	\$0.00	\$220.00	\$17,669.86	\$2,086.27	\$15,583.59
Project - 945 YEARBOOK							
105 ELEMENTARY SCHOOL	\$17,668.39	\$4,754.95	\$0.00	\$0.00	\$22,423.34	\$0.00	\$22,423.34
110 EARLY CHILDHOOD	\$3,439.37	\$0.00	\$0.00	\$0.00	\$3,439.37	\$300.00	\$3,139.37
505 MIDDLE SCHOOL	\$1,413.10	\$0.00	\$0.00	\$0.00	\$1,413.10	\$0.00	\$1,413.10
705 HIGH SCHOOL	\$6,360.71	\$0.00	\$0.00	\$0.00	\$6,360.71	\$0.00	\$6,360.71
Total Project - 945 YEARBOOK	\$28,881.57	\$4,754.95	\$0.00	\$0.00	\$33,636.52	\$300.00	\$33,336.52
Project - 946 ROBOTICS							
705 HIGH SCHOOL	\$16,127.36	\$0.00	\$0.00	\$0.00	\$16,127.36	\$0.00	\$16,127.36
Total Project - 946 ROBOTICS	\$16,127.36	\$0.00	\$0.00	\$0.00	\$16,127.36	\$0.00	\$16,127.36
Project - 947 Club-SOAR (Multicultural Club)							
705 HIGH SCHOOL	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$0.00	\$534.81
Total Project - 947 Club-SOAR (Multicultural Club)	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$0.00	\$534.81
Project - 948 MS Broadcasting							
505 MIDDLE SCHOOL	\$707.93	\$0.00	\$0.00	\$0.00	\$707.93	\$0.00	\$707.93
Total Project - 948 MS Broadcasting	\$707.93	\$0.00	\$0.00	\$0.00	\$707.93	\$0.00	\$707.93
Project - 949 STRUT Week							
705 HIGH SCHOOL	\$0.01	\$0.00	\$0.00	\$0.00	\$0.01	\$0.00	\$0.01
Total Project - 949 STRUT Week	\$0.01	\$0.00	\$0.00	\$0.00	\$0.01	\$0.00	\$0.01
Project - 950 District SPED Activity Fund							
050 DISTRICTWIDE	\$73.00	\$0.00	\$0.00	\$0.00	\$73.00	\$0.00	\$73.00
Total Project - 950 District SPED Activity Fund	\$73.00	\$0.00	\$0.00	\$0.00	\$73.00	\$0.00	\$73.00
Project - 951 Internships							
705 HIGH SCHOOL	\$100.00	\$91.00	\$0.00	\$0.00	\$191.00	\$0.00	\$191.00
Total Project - 951 Internships	\$100.00	\$91.00	\$0.00	\$0.00	\$191.00	\$0.00	\$191.00
Project - 954 Justin Case Closet							
705 HIGH SCHOOL	\$440.99	\$0.00	\$0.00	\$0.00	\$440.99	\$237.78	\$203.21
Total Project - 954 Justin Case Closet	\$440.99	\$0.00	\$0.00	\$0.00	\$440.99	\$237.78	\$203.21
Project - 956 Sunshine Committee							
705 HIGH SCHOOL	\$175.00	\$75.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00
Total Project - 956 Sunshine Committee	\$175.00	\$75.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00
Project - 974 Class 2024-PROM							
705 HIGH SCHOOL	\$22,385.25	\$0.00	\$0.00	\$3,767.00	\$18,618.25	\$0.00	\$18,618.25
Total Project - 974 Class 2024-PROM	\$22,385.25	\$0.00	\$0.00	\$3,767.00	\$18,618.25	\$0.00	\$18,618.25
Project - 975 CLASS 2025							
705 HIGH SCHOOL	\$1,089.29	\$0.00	\$0.00	\$0.00	\$1,089.29	\$0.00	\$1,089.29
Total Project - 975 CLASS 2025	\$1,089.29	\$0.00	\$0.00	\$0.00	\$1,089.29	\$0.00	\$1,089.29
Project - 977 CLASS 2027							
705 HIGH SCHOOL	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Total Project - 977 CLASS 2027	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Project - 978 CLASS 2028							
705 HIGH SCHOOL	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Total Project - 978 CLASS 2028	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Project - 979 CLASS 2029							
505 MIDDLE SCHOOL	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Project - 979 CLASS 2029	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Project - 980 CLASS 2030							
505 MIDDLE SCHOOL	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Total Project - 980 CLASS 2030	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 11/1/2024 - 11/30/2024

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 981 CLASS 2031							
505 MIDDLE SCHOOL	\$2,900.80	\$0.00	\$0.00	\$0.00	\$2,900.80	\$0.00	\$2,900.80
Total Project - 981 CLASS 2031	\$2,900.80	\$0.00	\$0.00	\$0.00	\$2,900.80	\$0.00	\$2,900.80
Project - 982 CLASS 2032							
105 ELEMENTARY SCHOOL	\$64.05	\$0.00	\$0.00	\$0.00	\$64.05	\$0.00	\$64.05
Total Project - 982 CLASS 2032	\$64.05	\$0.00	\$0.00	\$0.00	\$64.05	\$0.00	\$64.05
Project - 983 CLASS 2033							
105 ELEMENTARY SCHOOL	\$433.10	\$0.00	\$0.00	\$0.00	\$433.10	\$0.00	\$433.10
Total Project - 983 CLASS 2033	\$433.10	\$0.00	\$0.00	\$0.00	\$433.10	\$0.00	\$433.10
Project - 984 CLASS 2034							
105 ELEMENTARY SCHOOL	\$1,452.00	\$0.00	\$0.00	\$0.00	\$1,452.00	\$0.00	\$1,452.00
Total Project - 984 CLASS 2034	\$1,452.00	\$0.00	\$0.00	\$0.00	\$1,452.00	\$0.00	\$1,452.00
Project - 985 CLASS 2035							
105 ELEMENTARY SCHOOL	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
110 EARLY CHILDHOOD	\$213.01	\$0.00	\$0.00	\$0.00	\$213.01	\$0.00	\$213.01
Total Project - 985 CLASS 2035	\$713.01	\$0.00	\$0.00	\$0.00	\$713.01	\$0.00	\$713.01
Project - 986 CLASS 2036							
110 EARLY CHILDHOOD	\$5,980.71	\$2.00	\$0.00	\$0.00	\$5,982.71	\$1,720.00	\$4,262.71
Total Project - 986 CLASS 2036	\$5,980.71	\$2.00	\$0.00	\$0.00	\$5,982.71	\$1,720.00	\$4,262.71
Project - 987 CLASS 2037							
110 EARLY CHILDHOOD	\$3,903.83	\$0.00	\$0.00	\$534.05	\$3,369.78	\$542.22	\$2,827.56
Total Project - 987 CLASS 2037	\$3,903.83	\$0.00	\$0.00	\$534.05	\$3,369.78	\$542.22	\$2,827.56
Project - 988 CLASS 2038							
110 EARLY CHILDHOOD	\$4,723.59	\$35.00	\$0.00	\$1,650.80	\$3,107.79	\$1,033.49	\$2,074.30
Total Project - 988 CLASS 2038	\$4,723.59	\$35.00	\$0.00	\$1,650.80	\$3,107.79	\$1,033.49	\$2,074.30
Total	\$825,894.49	\$84,883.22	\$0.00	\$15,295.51	\$895,482.20	\$69,677.03	\$825,805.17

NEWCASTLE SCHOOLS - TREASURER'S REPORT
As Of November 30, 2024

GOVERNMENTAL FUNDS		
Bank Statements		
	Checking Account 6633	\$10.00
	SuperNow Account 9996	\$6,877,276.04
	Federated Sweep 0001	\$0.00
Total - Bank Statements		\$6,877,286.04
Accounting Program		
	Cash Balance	\$6,877,286.04
	Wire Fee	
Adjusted Cash Balance		\$6,877,286.04
Difference Between Bank and Computer:		\$0.00
Outstanding Warrants:		\$404,462.33
Available Cash:		\$6,472,823.71
Cash Balance by Fund:		
11	General Fund	\$3,132,754.42
21	Building Fund	\$1,073,902.82
32	Bond Fund 2022	\$1,035,101.58
33	Transportaion Fund 2022	\$14,750.57
38	Transportation Fund	\$0.00
39	Technology Fund	\$861,067.04
41	Sinking Fund	\$759,709.61
Total:		\$6,877,286.04
ACTIVITY FUNDS		
Bank Statements		
	Checking Account 6082	\$1,003,747.72
	Federated Sweep 0002	\$118,185.57
Total - Bank Statements		\$1,121,933.29
Accounting Program		
	Cash Balance	\$1,101,169.87
Adjustments:		
	Outstanding Warrants	\$20,763.42
Adjusted Cash Balance		\$1,121,933.29
Difference Between Bank and Computer:		\$0.00
ELECTRONIC FUND TRANSFER ACCOUNTS		
	EFT Payments 5844	\$46,359.20
	Payrix Deposits 6093	\$0.00
	MySchoolBucks Deposit 6907	\$0.00
INVESTMENT ACCOUNTS		
	Horizon Finacial Services (401A)	\$4,367.87



Newcastle Public Schools

Lynda Chmil, Finance Director
lchmil@newcastle.k12.ok.us

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Newcastle, OK 73065
(405) 387-6302 office
(405) 387-3482 fax
www.newcastle.k12.ok.us

January 2, 2025

I am writing to request the Board's approval to transfer the balance of \$414.19 from account 902/050, Admin Activity to account 905/110, Racer Kid Zone.

The funds were deposited into our My School Bucks account without any accompanying explanation. Upon receiving the funds, we reached out to My School Bucks for clarification. While awaiting their response, we temporarily deposited the funds into our Activity account in order to reconcile them, as advised by the Auditor.

After conducting their investigation, My School Bucks has confirmed that the funds were intended as a payment for Kid Zone. Therefore, I request that the funds be transferred to the appropriate account, 905/110 Racer Kid Zone.

Thank you,



EMPLOYMENT SCHEDULE "A"

January 14th, 2025

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		Replacement	MS/Full time substitute	12/19/2024
		Replacement	HS/Science Teacher	12/19/2024
		Replacement	MS/Custodian	12/17/2024
		New	ES/Teacher	12/18/2024
		Replacement	ES/Full time substitute	12/19/2024
		Replacement	ES/Teacher	1/2/2025
		Replacement	MS/Teacher Assistant	1/6/2025
LAY COACHES / HOURLY				
Last Name	First Name	Assignment	Site	Effective
		Indian Ed Tutor		12/2/2024
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Branum	Martha	TA	HS	12/19/2024
Foster	Brenda	Teacher	MS	1/3/2025
Franklin	Elizabeth	Teacher	ES	12/31/2024
Hensley	Tyler	Instructional Coach	ES	1/9/2025
Heskew	Josh	Soccer Assistant Coach	MS	1/3/2025
Lewis	Josh	Science Teacher	HS	12/19/2024
Owens	Faith	Teacher	ES	5/23/2025
Smith	Trenton	Assistant Coach Wrestling	HS	12/11/2024
Watson	Bariah	ISI	MS	12/19/2024
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective