



Regular Meeting of the Board of
Education
Monday, August 11, 2025 6:00 PM Central

Board Room, Administration Building
900 W Choctaw Ave
Chickasha, Oklahoma 73018

1. Call Meeting to Order
2. Roll Call
Attendance Taken at 6:00 PM.
Laurie Allen: Absent
Christy Clift: Present
Cara Gerdes: Present
Zack McGill: Present
Robyn Morse: Present
3. Pledge of Allegiance
4. Recognitions
No recognitions
5. Public Comment
No public comments
6. Superintendent's Report
Superintendent Croslin gave the superintendent's report.
7. Staff Reports
No staff reports
8. Discussion and possible action regarding adjuncting the following teachers for the requested positions
Motion to approve adjunct the following teachers for the requested positions: Abera Alexander - Elementary Education, Deanna Berry - Elementary Education, Justin Croke - Physical Education/Athletics, Miranda Molder - Biological Science and Tracy Williams - Oklahoma History. This motion, made by Christy Clift and seconded by Cara Gerdes, passed.
Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1
9. Discussion and possible action regarding Teacher Empowerment Grant and supporting documents

Motion to approve Teacher Empowerment Grant and supporting documents. This motion, made by Zack McGill and seconded by Robyn Morse, passed.

Laurie Allen: Absent

Christy Clift: Yea

Cara Gerdes: Yea

Zack McGill: Yea

Robyn Morse: Yea

Yea: 4, Nay: 0, Absent: 1

10. Discussion and possible action regarding Deregulation of Brandon Willis's Plan Period
Motion to approve Deregulation of Brandon Willis's Plan Period. This motion, made by Christy Clift and seconded by Cara Gerdes, passed.

Laurie Allen: Absent

Christy Clift: Yea

Cara Gerdes: Yea

Zack McGill: Yea

Robyn Morse: Yea

Yea: 4, Nay: 0, Absent: 1

11. Discussion and possible action regarding Revised - Board Policies:

- AB - Notice of Nondiscrimination
- BA - District Administration
- BC - Safety Programs
- BD - Health Services and Communicable Diseases
- DA - General Personnel Policies
- DD - Certified Teachers
- DE - Support Personnel
- DI - Leave
- DL - Professional Boundaries
- EA - General Student Policies
- EB - Admission, Residency, Placement, Transfer, and Withdrawal
- EC - Attendance
- ED - Grading, Promotion, Retention, and Graduation
- EI - Student Code of Conduct

Motion to approve Revised - Board Policies: AB - Notice of Nondiscrimination BA - District Administration BC - Safety Programs BD - Health Services and Communicable Diseases DA - General Personnel Policies DD - Certified Teachers DE - Support Personnel DI - Leave DL - Professional Boundaries EA - General Student Policies EB - Admission, Residency, Placement, Transfer, and Withdrawal EC - Attendance ED - Grading, Promotion, Retention, and Graduation EI - Student Code of Conduct. This motion, made by Robyn Morse and seconded by Christy Clift, passed.

Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1

12. Discussion and possible action regarding Local Education Agency (LEA) Authorized Representative

Motion to approve Local Education Agency (LEA) Authorized Representative. This motion, made by Robyn Morse and seconded by Christy Clift, passed.

Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1

13. Consent Agenda

Motion to approve Consent Agenda with the correction on the special board meeting minutes on July 21, 2025 the attendance update on item 5 should read as 12:15PM not 12:15AM. (Item O will be tabled at this time.). This motion, made by Christy Clift and seconded by Cara Gerdes, passed.

Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1

- 13.a. Minutes of the July 7, 2025 special meeting
- 13.b. Minutes of the July 14, 2025 regular meeting
- 13.c. Minutes of the July 21, 2025 special meeting
- 13.d. Finance Report; 2025-2026
 - General Fund Nos 127-179
 - Building Fund Nos 26-43
 - 2010 Bond #31 1
 - 2021 Bond #32 none
 - 2010 A&B Bond none

- FY23 Safety & Security Bond none
 - 2024 Bond Fund 1-3
 - Sinking Fund #41 2
 - Gifts #81 none
 - BJ Clack Nos. none
 - Athletic Fund Nos. 11-60
 - Activity Fund Nos. 14-55
 - Federal Program
- 13.e. Annual renewal 2025-2026 Cooperative Math and Science Agreement Between Chickasha Public Schools and Canadian Valley Technology Center School
- 13.f. Annual renewal of MobyMax Education, LLC
- 13.g. Annual renewal of Agreement for Educational Services between Chickasha Public Schools and Southwest Youth and Family Services
- 13.h. Annual renewal of Life Skills Training MOU between Chickasha Public Schools and Southwest Youth and Family Services
- 13.i. Annual renewal of Emergency Action Plan 2025-2026
- 13.j. Annual renewal of Renaissance
- 13.k. Annual renewal of Alpha Plus Educational Systems
- 13.l. Annual renewal of After-School Program 2025-2026 school year
- 13.m. Annual renewal of Professional Development Contract & Nondisclosure Agreement with Dr. Melani Mouse
- 13.n. Annual renewal of Professional Development Contract & Nondisclosure Agreement with Stephanie Treadway
- 13.o. Annual renewal of Operations Support Contract & Nondisclosure Agreement with Jerry Johnson
- 13.p. Annual renewal of Alert 360 Agreement
- 13.q. Booster Club Fundraiser Approval Request - Chickasha Homerun Club
- 13.r. Surplus:
- Child Nutrition 2025
- 13.s. Sanctioning:
- Bill Wallace ECE
 - Wrestling
- 13.t. Travel:
- Chickasha FFA - National FFA Convention - Indianapolis, IN
14. Discussion and possible action regarding proposed Executive Session to Discuss: Motion to convene into executive session. This motion, made by Christy Clift and seconded by Cara Gerdes, passed.
- Laurie Allen: Absent
- Christy Clift: Yea
- Cara Gerdes: Yea
- Zack McGill: Yea
- Robyn Morse: Yea
- Yea: 4, Nay: 0, Absent: 1

The board entered into executive session at 7:01PM

- 14.a. Employment, hiring, or resignation and retirements of individual salaried public officers or employees listed on Exhibit A. Executive Session Authority: Okla. Stat. Tit. 25, 307(B)(1).
- 14.b. Proposed executive session for the purpose of discussing negotiations concerning employees and representatives of employee groups pursuant to 25 O.S. 307(B)(2).
15. Acknowledge return to open session and executive session compliance statement
The board returned from executive session at 8:53PM
16. Discussion and possible action regarding the hiring of individuals listed on Exhibit A
Motion to approve the hiring of individuals listed on Exhibit A with the clarification that coaches will receive a stipend for each coaching assignment and the correction of Jerry Johnson's contract status is Lay Coach not Temporary Certified. This motion, made by Christy Clift and seconded by Cara Gerdes, passed.
Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1
17. Discussion and possible action regarding the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A
Motion to approve the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Robyn Morse, passed.
Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1
18. Discussion and possible action regarding the resignations of individuals listed on Exhibit A
Motion to approve the resignations of individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Robyn Morse, passed.
Laurie Allen: Absent
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 4, Nay: 0, Absent: 1

19. Discussion and possible action regarding the retirement of individuals listed on Exhibit A

No action taken/no retirements

20. New Business

No new business

21. Motion to Adjourn

Motion to adjourn at 8:58PM. This motion, made by Cara Gerdes and seconded by Christy Clift, passed.

Laurie Allen: Absent

Christy Clift: Yea

Cara Gerdes: Yea

Zack McGill: Yea

Robyn Morse: Yea

Yea: 4, Nay: 0, Absent: 1

Board President

Clerk

- It is time for school to begin! The first day of class is Wednesday, August 13th. We are excited about all of the possibilities that the 2025-2026 school will bring.
- Congratulations to the CHS FFA program for having two (2) National FFA Proficiency Finalists and our chapter for being named a Finalist for National Model of Excellence. Winners will be announced in late October.
- Thank you to the negotiation teams from our unions for your work this summer – CASE, COPA & CUTA. It was a privilege to work with each of you again this summer on contract negotiations.
- National Walk to School Day is October 1st and CPS is excited to be participating in this special event. More details will be coming in the next few weeks.
- Meet the Chicks will be held this Friday, August 15th at Memorial Stadium. Everyone is invited to come out and meet our fall athletes, buy some FIGHTIN' CHICK gear, get something to eat, and watch a football scrimmage.
- Finally, I would like to encourage everyone to go out and support the FIGHTIN' CHICKS in our fall sport programs – Cross Country, Football, Softball, and Volleyball.

ITEM OF CONSIDERATION
Chickasha Public Schools
Board of Education
August 11, 2025

TOPIC:

Adjunct the following teachers for the requested positions.

ADMINISTRATIVE RECOMMENDATION:

Please approve

RATIONALE FOR RECOMMENDATION:

- Abera Alexander - Elementary Education
 - Mrs. Alexander is moving from CMS to Lincoln School. She needs to be certified in elementary education to teach at Lincoln. She will work to complete the process for elementary certification.
- Deanna Berry - Elementary Education
 - Mrs. Berry is completing her college education as of Aug. 1, 2025. It will take time for the university to complete and process her transcript and recommendation for certification. We need to adjunct her until her degree is processed. At that time we can emergency certify her.
- Justin Croke - Physical Education/Athletics
 - Justin has been board approved for 7th hour. We are adding a 1st hour middle school section to him.
- Maranda Molder - Biological Science
 - Mrs. Molder is teaching Anatomy/Physiology. She needs to be adjunct in Biological Science to teach this course.
- Tracy Williams - OK History
 - Tracy is certified in Physical Education and Mid-Level Science. She has 9 years of teaching experience. We need to adjunct her to teach OK History to students at Chickasha High School.

FISCAL NOTE:

There is no new cost associated with these services.

OPTIONS:

1. Approve the adjunct.
2. Not approve the adjunct.
3. Request additional information.

CONTACT PERSON:

Pam Ladyman

Implemented: April 2020



Office of Personnel and Student Services

To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Abera Alexander
Date: August 11, 2025

We are requesting to adjunct Abera Alexander. Abera is certified in Math and Science. She is moving to a 6th grade teacher at Lincoln School Intermediate Center. We need to adjunct her in Elementary Education for this position.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written over a horizontal line.

Pam Ladyman
Assistant Superintendent of Personnel and Student Services



Office of Personnel and Student Services

To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Deanna Berry
Date: August 11, 2025

We are requesting to adjunct Deanna Berry in Elementary Education. Mrs. Berry completed her college education August 1, 2025. Her degree will be in Education and Human Services. It will take time for the university to complete and process her transcript. Required paperwork will be submitted at that time to the State Department of Education to complete the emergency certification request.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written in a cursive style.

Pam Ladyman
Assistant Superintendent of Personnel and Student Services



Office of Personnel and Student Services

To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Justin Croke
Date: August 11, 2025

We are requesting to adjunct Justin Croke in physical education/athletics. We need to adjunct him in order to serve as a middle school assistant coach during the school day.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written in a cursive style.

Pam Ladyman
Assistant Superintendent of Personnel and Student Services



Office of Personnel and Student Services

To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Miranda Molder
Date: August 11, 2025

We are requesting to adjunct Miranda Molder in Biological Science. Miranda is certified environmental science. We need to adjunct her in Biological Science in order to teach Anatomy/Physiology.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written in a cursive style.

Pam Ladyman
Assistant Superintendent of Personnel and Student Services



Office of Personnel and Student Services

To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Chloe Tate
Date: August 11, 2025

We are requesting to adjunct Chloe Tate. Chloe is certified in English for grades 5-12. She is being hired as a 5th grade teacher at Lincoln School Intermediate Center. We need to adjunct her in Elementary Education for this position.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written in a cursive style.

Pam Ladyman
Assistant Superintendent of Personnel and Student Services



To: Chickasha Board of Education
From: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
Re: Adjunct Request - Tracy Williams
Date: August 11, 2025

We are requesting to adjunct Tracy Williams in OK History. She is certified in Physical Education and Mid-Level Science. She has 9 years of teaching experience. We need to adjunct her to teach OK History to students at Chickasha High School.

The approval of the Chickasha Board of Education is the first step in the Adjunct Application. The adjunct request will be submitted to the Oklahoma State Department of Education following board approval.

Respectfully submitted,

A handwritten signature in black ink that reads "Pam Ladyman".

Pam Ladyman
Assistant Superintendent of Personnel and Student Services

ITEM OF CONSIDERATION
Chickasha Public Schools
Board of Education
August 11, 2025

TOPIC:

Teacher Empowerment Grant and supporting documents

ADMINISTRATIVE RECOMMENDATION:

Please approve grant and documents

RATIONALE FOR RECOMMENDATION:

Approve 5 Lead teacher positions to coordinate support between the Asst. Superintendent of Personnel and Student Services and the Lead Teacher to work with Emergency and Provisionally certified teachers.

Approve 1-3 Advanced teachers to work on curriculum mapping, essential standards, common formative assessments, etc.

Lead Teachers

- Work 10 additional days
- Stipend of \$5,000 + \$1,500 low income stipend
- Work with assigned emergency and alternatively certified teachers
- Participate in instructional coaching professional development
- Assist with curriculum mapping, essential standards, common formative assessments this summer

Advanced Teachers

- Work 5 additional days
- Stipend of \$3,000 + \$1,500 low income stipend
- Work on curriculum mapping, essential standards, common formative assessments.

Supporting documents:

- Application
- Extra Duty Job Descriptions

FISCAL NOTE:

The stipends will be funded by the SDE. The District will be responsible for the benefits costs.

OPTIONS:

1. Approve the grant and supporting documents.
2. Not approve the grant and supporting documents.
3. Request additional information.

CONTACT PERSON:

Pam Ladyman

Application Form: Oklahoma Teacher Empowerment Program (OTEP)

Teacher Information

- Name: _____
- Certification Number: _____
- School Site Name: _____
- Years of Teaching Experience: _____
- Designation Applying For: Advanced Teacher Lead Teacher
See Job Description.

Performance Ratings

- Teacher and Leader Effectiveness (TLE) Rating:
 - Most Recent Year: _____
 - Prior Year (if available): _____

To help us evaluate your qualifications thoroughly, please provide a detailed explanation of your experience in each of the following seven areas:

- Content Knowledge and Expertise
- Leadership and Facilitation Skills
- Collaboration and Teamwork
- Professionalism and Continuous Growth
- Curriculum Development Skills
- Instructional Support and Coaching
- Attendance

To support your application, please provide artifacts and evidence demonstrating your work in these areas. Examples include but are not limited to:

- Professional development session agendas, materials, or feedback forms.
- Sample curriculum plans, lesson designs, or assessments.
- Testimonials, evaluations, or other evidence of your impact on instructional practices.
- Coaching plans or notes illustrating your approach and outcomes.
- Certificates or evidence of professional learning or achievements.

Recommendation

- Recommended By (Administrator Name): _____
- Administrator Signature: _____

Teacher Commitment

I, _____, confirm that the information provided is accurate and agree to participate in professional development cohorts if designated.

Applicant Signature: _____ Date: _____



Chickasha Public Schools Extra Duty Expectations

Extra Duty Title: Oklahoma Teacher Empowerment Program (OTEP) Advanced Teacher Program Project 375

This position is only available as funds are awarded for the Oklahoma State Department of Education. The OTEP Advanced Teacher will work an additional five (5) days outside their teacher contracted days. OSDE approved stipend. This role is contingent upon state funding.

Qualifications:

- Certified as a teacher by the Oklahoma State Department of Education.
- Chickasha Public School (CPS) teacher.

Content Knowledge and Expertise:

- Demonstrates strong knowledge of subject matter and pedagogical practices.
- Applies effective practices in his/her teaching.
- Frequently engages in professional learning.

Leadership and Facilitation Skills:

- Exhibits leadership and facilitation skills.
- Effectively engages adult learners through dynamic and inclusive strategies.
- Assist in the facilitation professional learning communities (PLCs) or department meetings to discuss instructional strategies, student progress, and areas for improvement.
- Support the implementation of innovative teaching methods, technology integration, and inquiry-based learning approaches.

Collaboration and Teamwork:

- Foster a collaborative and collegial culture within the department by promoting teamwork, sharing resources, and celebrating achievements.
- Communicate regularly with site and district administrators, colleagues, and stakeholders regarding departmental goals, initiatives, and student progress.
- Collaborate with other OTEP Advanced teachers, department chairs, site and district administrators to promote cross-curricular integration and interdisciplinary projects.
- Collaborate through regular meetings with district administrators regarding departmental goals, curriculum development, initiatives, and student progress.



Professionalism and Commitment to Continuous implement:

- Consistently models professionalism.
- Reflects on practices.
- Seeks growth opportunities.

Curriculum Development Skills:

- Demonstrates advanced ability to design, implement, and evaluate curriculum aligned with standards and best practices.
- Collaborate with district administration, OTEP Advanced teachers, site department members to develop, review, and revise curriculum materials to ensure alignment with state standards, district goals, and educational best practices.
- Assist with the implementation of strategies to differentiate instruction and meet the diverse needs of students within the subject area.
- Work five (5) additional days to review, revise and align curriculum, common formative assessments and essential standards mapping.

Instructional Support and Coaching:

- Offers valuable instructional support including feedback

Attendance:

- Attendance is important to the success of this project.

Perform other duties as assigned.

Coordinates With: Site administrators, Classroom Teachers, District Administrators

Reports To: Site Administrators and Assistant Superintendent of Personnel and Student Services solely for the function of the extra duty.

Employee Signature

Date



Chickasha Public Schools Extra Duty Expectations

Extra Duty Title: Oklahoma Teacher Empowerment Program (OTEP) Advanced Teacher Program Project 375

This position is only available as funds are awarded for the Oklahoma State Department of Education. The OTEP Advanced Teacher will work an additional five (5) days outside their teacher contracted days. OSDE approved stipend. This role is contingent upon state funding.

Qualifications:

- Certified as a teacher by the Oklahoma State Department of Education.
- Chickasha Public School (CPS) teacher.

Content Knowledge and Expertise:

- Demonstrates strong knowledge of subject matter and pedagogical practices.
- Applies effective practices in his/her teaching.
- Frequently engages in professional learning.

Leadership and Facilitation Skills:

- Exhibits leadership and facilitation skills.
- Effectively engages adult learners through dynamic and inclusive strategies.
- Assist in the facilitation professional learning communities (PLCs) or department meetings to discuss instructional strategies, student progress, and areas for improvement.
- Support the implementation of innovative teaching methods, technology integration, and inquiry-based learning approaches.

Collaboration and Teamwork:

- Foster a collaborative and collegial culture within the department by promoting teamwork, sharing resources, and celebrating achievements.
- Communicate regularly with site and district administrators, colleagues, and stakeholders regarding departmental goals, initiatives, and student progress.
- Collaborate with other OTEP Advanced teachers, department chairs, site and district administrators to promote cross-curricular integration and interdisciplinary projects.
- Collaborate through regular meetings with district administrators regarding departmental goals, curriculum development, initiatives, and student progress.



Professionalism and Commitment to Continuous implement:

- Consistently models professionalism.
- Reflects on practices.
- Seeks growth opportunities.

Curriculum Development Skills:

- Demonstrates advanced ability to design, implement, and evaluate curriculum aligned with standards and best practices.
- Collaborate with district administration, OTEP Advanced teachers, site department members to develop, review, and revise curriculum materials to ensure alignment with state standards, district goals, and educational best practices.
- Assist with the implementation of strategies to differentiate instruction and meet the diverse needs of students within the subject area.
- Work five (5) additional days to review, revise and align curriculum, common formative assessments and essential standards mapping.

Instructional Support and Coaching:

- Offers valuable instructional support including feedback

Attendance:

- Attendance is important to the success of this project.

Perform other duties as assigned.

Coordinates With: Site administrators, Classroom Teachers, District Administrators

Reports To: Site Administrators and Assistant Superintendent of Personnel and Student Services solely for the function of the extra duty.

Employee Signature

Date



Chickasha Public Schools Extra Duty Expectations

Extra Duty Title: Oklahoma Teacher Empowerment Program (OTEP) Lead Teacher Program Project 375

This position is only available as funds are awarded for the Oklahoma State Department of Education. The OTEP Lead Teacher will work an additional ten (10) days outside their teacher contracted days. OSDE approved stipend. This role is contingent upon state funding.

Qualifications:

- Certified as a teacher by the Oklahoma State Department of Education.
- Chickasha Public School (CPS) teacher.

Content Knowledge and Expertise:

- Demonstrates strong knowledge of subject matter and pedagogical practices.
- Applies effective practices in his/her teaching.
- Frequently engages in professional learning.

Leadership and Facilitation Skills:

- Exhibits leadership and facilitation skills.
- Effectively engages adult learners through dynamic and inclusive strategies.
- Support the implementation of innovative teaching methods, technology integration, and inquiry-based learning approaches.

Collaboration and Teamwork:

- Foster a collaborative and collegial culture within the department by promoting teamwork, sharing resources, and celebrating achievements.
- Communicate regularly with site and district administrators, colleagues, and stakeholders regarding departmental goals, initiatives, and student progress.
- Collaborate with other OTEP Lead teachers, department chairs, emergency and alternatively certified teachers and site/district administrators

Professionalism and Commitment to Continuous implement:

- Consistently models professionalism.
- Reflects on practices.
- Seeks growth opportunities.



Curriculum Development Skills:

- Demonstrates advanced ability to design, implement, and evaluate curriculum aligned with standards and best practices.
- Collaborate with district administration, OTEP Lead teachers, site department members to develop, review, and revise curriculum materials to ensure alignment with state standards, district goals, and educational best practices when needed.

Instructional Support and Coaching:

- Will participate in district approved instructional coaching professional development.
- Provide instructional support to assigned emergency and alternatively certified teachers.
- Use coaching strategies that lead to measurable teacher growth.

Attendance:

- Attendance is important to the success of this project.

Perform other duties as assigned.

Coordinates With: Site administrators, Classroom Teachers, District Administrators

Reports To: Site Administrators and Assistant Superintendent of Personnel and Student Services solely for the function of the extra duty.

Employee Signature

Date

ITEM OF CONSIDERATION
Chickasha Public Schools
Board of Education
August 11, 2025

TOPIC:

Deregulation of Brandon Willis's Plan Period

ADMINISTRATIVE RECOMMENDATION:

Please Approve

RATIONALE FOR RECOMMENDATION:

Brandon Willis is teaching STEM classes and GT pull-out at Grand Elementary. This schedule has Mr. Willis teaching throughout the day instead of receiving a plan period. Mr. Willis will be compensated for working during his plan period.

FISCAL NOTE:

He will be paid for an additional teaching period.

OPTIONS:

1. Approve deregulation.
2. Not approve deregulation. .
3. Request additional information.

CONTACT PERSON:

Pam Ladyman

Implemented: April 2020



TO: Chickasha Public School Board of Education
FROM: Pam Ladyman, Assistant Superintendent of Personnel and Student Services
RE: Deregulation of Brandon Willis's Plan Period
DATE: August 11, 2025

CPS Board of Education,

Brandon Willis is teaching STEM classes and GT pull-out at Grand Elementary. This schedule has Mr. Willis teaching throughout the day instead of receiving a plan period. Mr. Willis will be compensated for working during his plan period.

The Oklahoma State Department of Education no longer requires State Board approval for this deregulation. Local school board approval is required.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pam Ladyman", written in a cursive style.

Pam Ladyman

ITEM OF CONSIDERATION
Chickasha Public Schools
Board of Education
August 11, 2025

TOPIC:

Revised - Board Policies

ADMINISTRATIVE RECOMMENDATION:

Please Approve.

RATIONALE FOR RECOMMENDATION:

AB - Notice of Nondiscrimination

Language is being added about "Antisemitism". Language regarding "Antisemitism" is being added to a number of board policies.

BA - District Administration

Added a copying fee for a certified copy. Added additional language about specific requirements and conditions to list on the request form. We will amend our form to ensure each of the items are listed.

BC - Safety Programs

Adds additional language about reporting suspected child abuse or neglect. Identifies causes for criminal investigations and possible convictions for failure to report. Defines "prolonged knowledge" as having knowledge for at least six months of abuse or neglect. There are significant additions to this policy.

BD - Health Services and Communicable Diseases

Removes the word "Injectors" from Epinephrine Injectors. There is now a nasal spray option. Added training requirements to include food allergies and recognizing the signs and symptoms of anaphylaxis. OSDE has provided a powerpoint presentation that must be used for this training. The training will be provided by our district nurses.

DA - General Personnel Policies

Adds language and requirements to Felony Record Searches, Codes of Conduct and a section on Recommendation for Dismissal or Non-reemployment. This includes termination of an employee if we have not received the results of the searches within 60 days. Allows us to take into account factors such as the nature of the felony and/or length of time since the offense. Adds language about "antisemitism". Adds a section on Recommendation for Dismissal of Non-reemployment including reporting incidents to the State Board of Education.

DD - Certified Teachers

Expands the definitions of a Temporary Teacher to include emergency or provisional certifications. Added a section on Reporting which prohibits disciplinary actions against a teacher for disclosing public information when they reasonably believe they have knowledge of a violation of the OK Constitution, law or a rule promulgated pursuant to law. Adds a section on Reduction in Force which includes Board actions and steps.

DE - Support Personnel

This is very similar to the language added to policy DD. Add a section on Temporary Contracts and Reduction in Force. Adds a section on Hearing Before Board of Education granting them a hearing before the Board prior to any termination or non-renewal or following any suspension.

DI - Leave

Expands upon Maternity Leave which allows the employee to take an additional 6 weeks if they have sufficient sick leave to cover the additional weeks. We already allowed employees to do this if they had sufficient leave.

DL - Professional Boundaries

Adds language that disciplinary action may not be taken against a teacher or support employee for disclosing public information if they believe there may be a violation of the OK Constitution or law or a rule promulgated pursuant to law.

EA - General Student Policies

Changes the minimum number of education hours from 1,080 to 1,086. The additional 6 hours was based on an increase to education funding. It also limits virtual instruction not to exceed two days beginning the 2026-27 school year. These two days must be approved by the local Board and the State Superintendent.

EB - Admission, Residency, Placement, Transfer, and Withdrawal

Increases the Maximum Age of a student from "21" to "30" if the district offers a full-time virtual education program. Adds some language under Student Transfers to include "guardian". Removes the word "legal" from guardian under Special Education and Gifted Education Transfers. Adds language and guidelines to Military Parent Transfers specifically for students who are the dependent children of a member of the active uniformed military services and the military reserve on active duty orders.

EC - Attendance

This is very similar to EA changes regarding 1,086 hours and limiting of virtual days.

ED - Grading, Promotion, Retention, and Graduation

Changes minimal language under Strong Readers Act and Dyslexia Screening. Adds the OK Math Achievement and Proficiency Act which goes into effect beginning the 2026-27 school year. This is basically the Strong Readers Act for Math. We will be participating in trainings this year to prepare for the 26-27 school year. In addition it adds Dyscalculia screening of students not meeting the math grade-level targets. We will learn more about the screening this year.

EI - Student Code of Conduct

Includes language about "Antisemitism".

FISCAL NOTE:

None.

OPTIONS:

1. Approve the policy revisions.
2. Not approve the policy revisions.
3. Request additional information.

CONTACT PERSON:

Pam Ladyman

Implemented: April 2020

Notice of Nondiscrimination

District is committed to the policy that no person shall be unlawfully subjected to discrimination in, excluded from participation in, or denied the benefits of any educational program, extracurricular activity, or employment. District does not discriminate on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This includes the prohibition of acts of antisemitism, including harassment and discrimination against Jews in compliance with Title VI of the Civil Rights Act of 1964 and antidiscrimination regulations provided by the United States Department of Education (USDE) and the United States Department of Justice.

Antisemitism is defined by the international Holocaust Remembrance Alliance as a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities. Harassment of or discrimination against students or employees or resulting from instructional policies or programs on campus that are motivated by or include antisemitic intent, will be treated in the same manner as racially motivated discrimination. District will follow the reporting process established by the Oklahoma State Department of Education (OSDE)'s Title VI Coordinator.

All complaints and inquiries regarding the non-discrimination policies must follow the complaint and/or grievance procedures described in Policy BI - Civil Rights. The following people have been designated to handle inquiries regarding the non-discrimination policies:

- The Superintendent should be contacted for all student and non-student and/or employment related issues;
- The Title IX Coordinator should be contacted for issues related to sexual discrimination or harassment (pladyman@chickasha.k12.ok.us); and,
- The Coordinator/Director of Special Education should be contacted for all student issues related to Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 (pladyman@chickasha.k12.ok.us).

The aforementioned parties Each may be reached at (405) 222-6500 or at 900 West Choctaw Avenue, Chickasha, OK 73018 or email Pam Ladyman at pladyman@chickasha.k12.ok.us.

Inquiries concerning non-discrimination can also be made to the Office for Civil Rights at the following address:

Office for Civil Rights
U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, Suite 320
Kansas City, MO 64106
Telephone: (816) 268-0550
Fax: (816) 268-0599
Email: OCR.KansasCity@ed.gov

Adopted: September 14, 2020

Revised: September 28, 2021; November 11, 2024; August 11, 2025

DISTRICT POLICY

DISTRICT ADMINISTRATION

Purpose: The general purpose of the District's administration shall be to manage the District's various departments, units, and programs, to provide professional advice and counsel to the Board, and to implement the District's mission and philosophy.

Authority: The Superintendent and other administrators shall have the responsibility and the authority necessary to fulfill their respective administrative assignments, in accordance with law.

Organizational Plan: The Superintendent shall develop and maintain lines of authority within the District's staff for purposes of communication, delegation, and accountability. The Superintendent shall develop and maintain an organizational chart which shall delineate lines of authority within the District.

District Insurance: The Superintendent shall annually review or cause to be reviewed the District's insurance coverage and shall recommend to the Board appropriate insurance coverage for the District. As authorized by law and deemed necessary, the District shall purchase and maintain appropriate insurance coverage for District property and other possible losses to the extent practicable.

Fund Raising in District: District may conduct District-wide fund raising for charities and non-profit entities when such fund raisers, the handling of funds raised, and other related matters are approved by the Board. No online fundraisers may be posted without the prior permission of the Administration and all technology utilized shall be pre-approved by the Director of Information Technology ("IT").

Any funds raised for the District through Grants or Go Fund Me campaigns must be approved by the Administration prior to their initiation. Any items purchased will become District property and will remain at the same site unless the Administration approves a change in location.

Open Records: District shall comply with the Oklahoma Open Records Act regarding its records. Requests to inspect or to copy student records shall conform with District policy and Administrative Regulations governing student records and applicable state and federal laws. In order to inspect or to copy District records, a completed Public Record Access Request form must be submitted to the Superintendent or the Superintendent's designee. Fees for searching and for copying may be assessed as follows:

1. Searching - \$30.00 per hour
2. Copying - \$.50 per page
3. Copying - \$1.00 per page for a certified copy

Chickasha Public Schools

BA

The Public Record Access Request form shall describe the requested records with specificity, including:

1. A general time frame within which the request records would have been created or transmitted.
2. Identifiable records, rather than general information without any qualifiers or other specifications, and
3. Search terms that are sufficiently specific to assist the public body in identifying the requested records.

Any requests that are still not reasonably specific, after a request to clarify, or that are not legally disclosable, may be denied.

Payment shall be made in advance when the estimated cost exceeds seventy-five dollars (\$75.00) or if the requester has outstanding fees from previous requests. Upon receipt of a completed Public Record Access Request form and the fees to be charged, where applicable, the District shall provide the information within a reasonable time of receipt of the request and/or the payment of the required fees. Any unused portion of the fees paid, will be returned to the requester.

Adopted: September 14, 2020
Revised: June 9, 2025; August 11, 2025

SAFETY PROGRAMS

General: The regulations, practices, and procedures of District shall promote safety throughout District and shall establish and maintain conditions which are reasonably safe and healthful for District employees, students, and visitors. The Superintendent or the Superintendent's designee shall have overall responsibility for the safety programs of District. General areas of emphasis shall include, but not be limited to, in-service training, accident record-keeping, facility inspection, driver and vehicle safety programs, fire prevention, emergency procedures, traffic safety, and the safety of all persons present on District property or attending District-sponsored events.

Emergency Drills: The Superintendent or the Superintendent's designee shall prepare and publish a plan for the evacuation of each of District's buildings in case of emergency. District shall have written plans and procedures for protecting students, staff, and visitors from natural and man-made disasters and emergencies such as tornados. Disaster plans shall be placed on file with District and with the local emergency management organization. Annually, the Administration shall report to the Board the status of emergency preparedness and identified safety needs for each school. Each fire drill shall be documented in writing, and such records shall be preserved for at least three (3) years and made available to the State Fire Marshall/or his/her agent upon request. Documentation of other emergency drills shall be maintained in writing with a copy at the school site, a copy filed with District's administrative offices, and a copy submitted to the Oklahoma School Safety Institute as created by the Oklahoma Office of Homeland Security.

Security and Safety Drills: Each public school within the District shall perform at least four (4) security drills per school year as required by law. No security drill shall be conducted at the same time of day as a previous security drill conducted in the same school year, and no more than two (2) security drills shall be conducted in one semester. One security drill shall be conducted within the first fifteen (15) days of each semester. Additional drills may be conducted at the discretion of the District. Security drills shall be conducted for the purpose of securing school buildings to prevent or mitigate injuries or deaths that may result from a threat around or in the school. The drills shall conform to the written plans and procedures adopted by the District. All students and employees shall participate in the drills with the extent of student involvement to be determined by the District.

In addition to the four (4) security drills, all districts are required to conduct a minimum of six (6) safety drills as follows:

1. Tornado Drills: Disaster/Tornado drills shall be conducted at least two (2) times each school year with at least one (1) drill being conducted in September and one (1) being conducted in March.

2. **Fire Drills:** Principals shall prepare and publish a plan for the evacuation of their respective buildings in case of fire. Fire drills shall be conducted at each school site at least once per semester and must occur within the first fifteen (15) days of each semester. Fire drills shall include the sounding of a distinctive audible signal designated as the fire alarm signal.
3. **Additional Drills:** In determining the additional safety drills to be performed, the principal and the superintendent shall consider conducting additional drills of any type provided for herein, one (1) or more drills developed by the District that are consistent with the risks assessed for the particular facility, or to conduct one (1) or more drills in accordance with the recommendations of the Safe School Committee and/or local fire and law enforcement.

Emergency Closings: The Superintendent or the Superintendent's designee may close the District's schools, dismiss school early, delay the beginning of school, or take other appropriate measures in the event of hazardous weather or other emergencies which necessitate such action.

Health and Safety Emergency: District's primary concern in any emergency situation is the health and safety of the students, staff and their families. In the event of an emergency that endangers health and safety in such a manner that a person's physical presence in a school building could potentially expose them to pathogens which could lead to illness, no students or families are permitted to be inside a school building until the Superintendent has declared that it is safe. In addition, no staff member shall enter a school building unless the purpose is to provide "essential" services. Any staff members who the Superintendent classifies as "essential" or necessary to perform "essential" duties may be required to be physically present on school property at certain times as designated by the Superintendent. Any staff member who is required to be physically present in a school building shall strictly follow all health and safety guidelines established by the Center for Disease Control ("CDC") and/or the Oklahoma State Department of Health ("OSDH").

Bomb Threats: Bomb threats shall be handled according to District's Emergency Procedures Guide.

Sexual Abuse of Students: Three essential practices for employees to keep in mind with respect to the prevention of sexual abuse of students are as follows:

- I. Avoid engaging in behaviors which could be mistaken for boundary invasion or grooming behaviors. Keep interactions with students on a professional level. Refer students who need emotional or other support to appropriately trained staff such as counselors or school psychologists. Staff can be caring while maintaining professional boundaries.
- II. Report situations where such behaviors by other employees take place.
 - a. Do not make your own inferences or waste time determining whether or not to report the behavior, inform the principal immediately.

- b. Do NOT confront or discuss the matter with the adult engaging in the boundary invasions unless immediate intervention is necessary.
- III. Maintain confidentiality. Do not discuss concerns with anyone other than the appropriate administrator, Child Protective Services, or the police.
 - a. Maintain your own documentation. Document who you notified, where and when, and what you reported.

Reporting Child Abuse: District shall post in a clearly visible public area of the school, a sign that is written in English and Spanish and contains a toll-free telephone number operated by the Department of Health Services to receive reports of child abuse or neglect. In accordance with state law, any District employee who has reasonable cause to know or to suspect that a student under the age of eighteen (18) has been subject to abuse or neglect by a person responsible for the child's health or welfare or who has observed the child being subjected to circumstances of abuse or neglect by a person responsible for the child's health or welfare shall **immediately** report or cause to be reported such situation to the Department of Human Services ("DHS") and local law enforcement. The statewide toll-free hotline for DHS is 1-800-522-3511. Any District employee who has a reason to believe that a student who is eighteen (18) years of age or older is a victim of abuse or neglect shall report the matter **immediately** to local law enforcement. Local law enforcement will keep confidential and redact any information identifying the reporting school employee unless otherwise ordered by the court. Any school employee with knowledge of a report made by another school employee shall not disclose information identifying the reporting school employee unless otherwise ordered by the court or as a part of an investigation by local law enforcement or DHS.

The employee making the report shall also inform the building principal who will inform the superintendent. Employees shall not contact the student's family or others to investigate any suspected abuse or neglect.

Any individual, who is not an administrator or superintendent, who knowingly or willfully fails to promptly report any suspected child abuse or neglect or who interferes with the prompt reporting of suspected child abuse or neglect incident may be reported to local law enforcement for criminal investigation and if convicted, shall be guilty of a misdemeanor. Any individual, who is not an administrator or superintendent, with prolonged knowledge of ongoing child abuse or neglect who knowingly and willfully fails to promptly report such knowledge may be reported to local law enforcement for criminal investigation and if convicted, shall be guilty of a felony. For the purposes of this section, "prolonged knowledge" means at least six (6) months of child abuse or neglect.

Any Superintendent or school administrator who knowingly and willfully fails to promptly report or who interferes with the prompt reporting of child abuse and neglect shall, if convicted, be guilty of a felony punishable as determined by law. For the purposes of this section, a "school administrator" includes a principal, assistant principal, or any other person who serves in a supervisory or administrative capacity.

The reporting obligations provided herein are required by law and are individual. Knowingly and willfully failing to report suspected abuse or neglect pursuant to law and district policy is grounds for dismissal or non reemployment. No employer, supervisor, or administrator shall impede or inhibit the reporting nor shall any employer, supervisor, or administrator discriminate or retaliate against an employee or other person who, in good faith, fulfills his or her reporting obligations. Immunity is provided from civil or criminal liability, when an individual in good faith reports or participates in judicial proceedings or allows access to child by persons authorized to investigate a report. However, any person who knowingly and willfully makes a false report of suspected child abuse or neglect or a report that the person knows lacks factual foundation, may be reported to local law enforcement for criminal investigation and if convicted shall be guilty of a misdemeanor.

In addition, during the first year of employment for a certified teacher and then at least once every fifth academic year, a program including the following information shall be completed:

1. Training on the recognition of child abuse and neglect;
2. Recognition of child sexual abuse;
3. Proper reporting of suspected abuse including the reporting requirements specifically provided for by law and associated penalties for failure to report; and
4. Available resources.

Attestation: Every district employee shall annually sign an attestation acknowledging his or her responsibility to report suspected child abuse or neglect pursuant to state law and district policy. It is the responsibility of each employee to read and understand the district policies and state laws related to child abuse, its definitions, its reporting requirements, and the consequences for failure to comply.

Safety Education: The practice of safety shall also be considered a facet of the instructional plan of the District by virtue of educational programs such as traffic and pedestrian safety, fire prevention, and emergency procedures which are appropriately suited for students of different grade levels. In addition, safety education shall be provided as is necessary and appropriate to students participating in laboratory science activities, shop activities, and physical education courses. The Superintendent shall be responsible for the supervision of such safety programs.

Safe Schools Committee/Healthy and Fit School Advisory Committee: District and the families of the District's students should work together to address concerns of safety and the threat of violence in schools as well as other health issues. Therefore, the District hereby authorizes the establishment of a single committee to perform the functions of both the Healthy and Fit School Advisory Committee and the Safe School Committee at each school site. The committee shall be composed of at least seven (7) members and shall include teachers, parents of enrolled students, students, and a school official who investigates reports of bullying. The committee may also include school staff, school volunteers, community representatives, and local law enforcement agencies.

Each school site's principal shall appoint the members of the committee. The committee will be involved in the monitoring, implementation and evaluation of the law with respect to access to foods of minimal nutritional value. The committee will also assist the District in promoting a positive school climate by assisting with the planning, implementing, and evaluating the effectiveness of bullying prevention and response. In addition, the committee shall study and make recommendations to the principal at least once each year regarding:

Health Issues:

- 1) health education
- 2) physical education and physical activity
- 3) nutrition and health services

Safety Issues:

- 1) unsafe conditions, possible strategies for students, faculty and staff to avoid physical and emotional harm at school, student victimization, crime prevention, school violence, and any other issues which relate to the providing and the maintaining of a safe school environment for all students;
- 2) student bullying, including reviewing the District policy regarding bullying and research-based programs for bullying prevention;
- 3) professional development needs of faculty and staff to recognize and implement methods to decrease student bullying;
- 4) methods to encourage the involvement of the community and students, the development of individual relationships between students and school staff, and the use of problem-solving teams that include counselors and other behavioral health and suicide prevention resources within or outside the school system; and
- 5) professional development needs of faculty and staff to recognize and report suspected human trafficking.

The committee may study and make recommendations to the board regarding the development of a rape or sexual assault response program that may be implemented at the school site pursuant to state law. The principals shall provide a copy of the recommendations of each committee to the Superintendent.

Accidents: Accidents involving employees, students, or visitors shall be reported to the Superintendent or the Superintendent's designee and investigated as deemed appropriate.

Safe Room: The safe room will be available to students and staff during school hours. The community will not be permitted to utilize the safe room when school is not in session as these are not open to the public.

Hazard Communication Standard: The Superintendent or the Superintendent's designee shall maintain and make available to District employees such accident and safety reports and chemical hazard information as required by law, including, but not limited to Material

Safety Data (“MSD”), Asbestos Containing Materials (“ACM”) and Chemical Information Listing (“CIL”). District shall report any health and safety information as required to the appropriate governing agency. Any accident resulting in the hospitalization of five (5) or more employees or the death of one (1) or more employees shall be reported to the Oklahoma Department of Labor within forty-eight (48) hours of the accident.

The Administration, in conjunction with other appropriate officials, shall identify hazardous substances on District property, shall maintain proper labeling, notice, and storage of containers of hazardous substances, and shall provide appropriate safety training and equipment as set forth in Administrative Regulations.

Searches for Contraband: District will occasionally use trained dogs to search for drugs, alcohol, or contraband on District property. Searches of District property and grounds will be conducted during periodic unannounced visits either during school hours or non-school hours at the discretion of the Superintendent. All lockers, vehicles, school desks, and any area of concealment are subject to search. If a search dog indicates the possible presence of any material which the dog is trained to detect, that area or place or thing of concealment will be further searched by law enforcement officers or by designated school personnel. No student, employee, or other person will be the target of a search by a search dog. However, if the search dog indicates the possible presence of material which the dog is trained to detect on a person, a further search of that person's outer garments, purse, containers, or other items of concealment will be conducted by law enforcement officers or by designated school personnel. Searches which disclose the presence of any material which the dog is trained to detect, or any material or items which is forbidden by school policy may lead to further investigation by school officials or law enforcement officers, and/or disciplinary action by the school.

Threatening Behavior: Pursuant to Oklahoma law, any officer or employee of the District or a member of the Board shall notify law enforcement of any verbal threat or act of threatening behavior which reasonably may have the potential to endanger students, school personnel, or school property. Threatening behavior means any verbal threat or behavior, which may or may not be directed at another person, and which indicates potential for future harm to students, school personnel, or school property. Persons making such reports in good faith will be immune from employment discipline as well as civil liability. For guidance on the direct threat assessment inquiry process, see policy EP, EP-R and EP-F.

Suicide Awareness and Training: District will provide training to all staff members in their first year employed by District, and then no less than at least once every fifth academic year that addresses suicide awareness and prevention. District will select curriculum for its training in accordance with the standards provided for by law and will post the course outline for the curriculum on its website. The board may also provide training to address suicide awareness and prevention to students in grades seven (7) through twelve (12).

Immediately upon determining that a student is at risk of attempting suicide, teachers, counselors, principals, administrators, or other school personnel shall notify the parents or legal guardians that such risk exists. Teachers, counselors, principals, administrators, and other school personnel shall be immune from liability and discipline as provided for by law.

Mental Health Protocol: A mental health crisis is any situation in which a person's behavior or distress puts them at risk of hurting themselves or others and/or prevents them from being able to function or care for themselves. District staff members are trained to identify warning signs including, but not limited to, self-harm or substance abuse, an inability to perform daily tasks, increased agitation, isolation, loss of touch with reality, paranoia, and rapid mood swings. In the event of a suspected or identified mental health crisis, District staff members shall begin with an assessment of the situation followed by holding a conversation with the student in a safe, quiet space. The student should be supervised at all times and safety protocol will be followed, which may include a referral to crisis services. The 9-8-8 Mental Health Lifeline offers 24/7 call, text and chat access to trained crisis counselors for those who are experiencing mental distress including but not limited to suicidal thoughts and mental health crisis. Parents/guardians will be contacted as soon as possible and asked to come to the school. District staff will provide the parent/guardian with Form BC-F and will provide additional referral information as it deems necessary, up to and including services provided through its mental health partner.

In the event that a student is out of school for more than two (2) school days due to a mental health crisis, the student's caregiver should expect to meet with the student and District's counselor prior to returning to school. The meeting will consist of discussing and documenting a re-entry procedure relating to both academic and emotional transition as well as address any concerns the student or parent/guardian may have. Any necessary accommodations should be documented and designated staff, in addition to the counselor, should continue to monitor and communicate with the student and the parent/guardian regarding the ease or difficulty of the transition. District staff will maintain detailed documentation regarding the steps taken and concerns addressed. District staff will comply with the Health Insurance Portability and Accountability Act ("HIPAA") and Family Educational Rights and Privacy Act ("FERPA") at all times.

Restrooms and Changing Areas: In accordance with 70 O.S. § 1-125, every multiple occupancy restroom or changing area on District property shall be designated for the exclusive use of the male sex or for the exclusive use of the female sex. District will provide a reasonable accommodation for individuals who do not wish to comply with this policy, which may include a single occupancy restroom or changing room. The provisions of this policy shall not apply to individuals entering a multiple occupancy restroom or changing area designated for use by the opposite sex when entering under the following circumstances: 1) for custodial, maintenance, or inspection purposes; 2) to render emergency medical assistance, including, but not limited to, assistance with hygienic needs and/or disciplinary issues; or 3) if a suitable meeting room or area is unavailable, a coach may enter a locker room or changing area before, during or after a school-sponsored athletic activity provided that:

1. all students present are fully clothed;
2. the coach is accompanied by at least one additional adult at all times; and
3. any coach who is the opposite sex of the students present is accompanied by at least one adult of the same sex of the students present who is not a current high school student.

- I. **Discipline.** Individuals who fail to comply with Oklahoma law regarding the use of school bathrooms or changing facilities may be disciplined as follows:
 - a. **Students:** Students may be subject to disciplinary methods listed in the student discipline code.
 - b. **Staff:** Staff members may be subject to disciplinary action. Due process procedures will be followed as required by law or negotiated agreement.
 - c. **Patrons:** Patrons may be removed from the premises for interfering with peaceful orderly conduct in accordance with 21 O.S. §§ 1375 and 1376.

- II. **Definitions.**
 - a. **Sex:** the physical condition of being male or female based on genetics and physiology, as identified on the individual's original birth certificate.
 - b. **Multiple Occupancy Restroom or Changing Area:** an area that is designated to be used by more than one individual at a time, where individuals may be in various stages of undress in the presence of other individuals. This may include, but is not limited to, a school restroom, locker room, changing room, or shower room.
 - c. **Individual:** any student, teacher, staff member, or other person on District property.
 - d. **Coach:** a person who is employed by the District and who is involved in the teaching or training of students who participate in school-sponsored athletic activity.
 - e. **School-sponsored athletic activity:** a sporting event that is supported and affiliated with the school such as games, matches, and tournaments.

Adopted: September 14, 2020

Revised: August 4, 2021; August 30, 2022; June 20, 2023; June 28, 2023, December 4, 2023;
September 9, 2024; August 11, 2025

HEALTH SERVICES AND COMMUNICABLE DISEASES

Health Services: District nurses or other designated personnel shall perform all first aid and emergency care in accordance with applicable laws and regulations. First aid may also be administered by any principal, administrator, secretary, counselor, and other qualified personnel as designated. In the event of a serious injury to or illness of a student, school personnel shall contact emergency services (911) if deemed appropriate. School personnel shall also attempt to notify the student's family or guardian as soon as possible. However, the determination to contact emergency services and to have a student treated by emergency services or transported by emergency services, shall be within the discretion of school personnel unless the student's parent/guardian is present at school. District is not responsible for any transportation and/or medical costs associated with emergency care.

Communicable Diseases: Any employee or student with knowledge of a suspected or confirmed case of a communicable or contagious disease is responsible for reporting this information to the appropriate personnel. Exclusions from school may be required when it is deemed necessary to promote the safety and well-being of all students and employees. Decisions about how best to provide educational services to those students excluded from school because of a communicable or contagious disease shall be made by the Administration. The Administration may consult with and seek the advice of available District and/or county health officials.

In dealing with communicable or contagious diseases, District believes that:

1. Public education should be made available in the least restrictive environment that is appropriate to the individual needs of the student.
2. Public education should be provided in a safe and orderly environment.
3. Each student and employee should be treated with dignity and has a right to confidentiality.
4. Students or employees infected with HIV (the AIDS virus) or other communicable or contagious diseases will not be subjected to illegal discrimination but will be dealt with in a manner consistent with District's legal obligations to the infected student or employee as well as its obligation to all other students and employees of District.

Communicable or contagious diseases shall be evaluated on an individual basis considering whether the condition is life threatening, the degree of communicability, and whether the disease has been or should be confirmed with laboratory documentation.

All information concerning any medical information of any student or employee is strictly confidential. No board member or employee of District may negligently, knowingly or intentionally disclose or fail to protect medical or epidemiological information except as required by law. Any District official, officer or employee who discloses such information, except as required by law, will be subject to discipline as well criminal and civil sanctions under law.

- A. Placement of Students: In determining the placement of a student with a communicable or contagious disease, a multi-disciplinary team may be convened as provided by law. If a student is to be excluded from school because of a communicable or contagious disease, the student shall be placed on the home bound program until the student is able to return to school. Readmittance to school may require a statement by a physician or other health professional stating that the student is no longer a direct threat to the health or safety of students and employees. Any records regarding a student's communicable or contagious disease shall be maintained separately from the student's cumulative record, and information regarding the student's communicable or contagious disease shall only be provided to those school employees or agents who have a need to know.
- B. Placement of Employees: No employee may be dismissed or have his or her contract not renewed merely as a result of having a communicable or contagious disease except as allowed by law. District personnel who are required to be absent from their work due to a communicable or contagious disease shall be subject to the District's applicable sick leave policy and/or, if applicable, the Family Medical Leave Act. Readmittance to work may require a statement by a physician or other health professional stating that the employee is no longer a direct threat to the health and/or safety of students and employees. No entry regarding a communicable or contagious disease shall be made in the employee's personnel file but may be maintained in a separate file.

Bloodborne Pathogens: Body fluids of any person may contain infectious or contagious bacteria or viruses which may be spread from one person to another by accidental or careless handling of body fluids during sanitation work, custodial work, or the administration of emergency first aid. In accordance with the Bloodborne Pathogens Act, the Board shall promote an environment within which all employees and students are protected from contagion.

The Superintendent shall establish regulations which shall include a control plan, the handling and disposal of body fluids, and exposure follow-up procedures in order to comply with the Bloodborne Pathogens Act. District shall provide appropriate instruction in the handling of body fluids through in-service presentations or other means. The Superintendent shall also direct the identification of employees who may, as a result of their job duties, be in contact with blood or other potentially infectious materials. Any employees so identified shall be offered Hepatitis B vaccinations at District's expense. District shall also make personal protective equipment available to employees for use in handling and disposing of body fluids.

Head Lice: According to Oklahoma State Law, "Any school child afflicted with a contagious disease or head lice may be prohibited from attending a public, private, or parochial school until such time as he/she is free from the contagious disease or head lice." Head lice is not a serious communicable disease; however, it has serious educational, social and economic effects

on the student and family. Head lice is not an indicator of poor hygiene or housekeeping and has no respect for age, race, sex or socio-economic class.

Bed Bugs: If a suspected bed bug is found on a student, the student will remain at school, but the parents or guardians will be notified and protocol will be followed according to District regulations.

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

A student who has a legitimate health need for a medicine shall deliver the medicine to the principal or the principal's designee in its original container with the written authorization of the student's parent or guardian for administration of the medicine. The parent's authorization must identify the student, the medicine, and include or refer to the label for instructions on administration of the medicine. The medicine will be administered to the student according to the directions for use on the label for over-the-counter medications or the physician's prescription. Forms for parental authorization of administration of medicines are available in the office of the principal.

Epinephrine ~~injections~~ and Albuterol Inhalers: A school nurse or school employee who has been trained by a healthcare professional or ~~in correlation with the State Department of Health's Diabetes Management Annual School Training Program~~ trained as otherwise provided for by law may administer, ~~with parent or guardian permission, but without a health care provider order,~~ an Epinephrine ~~injection~~ to a student whom the school nurse or trained school employee in good faith believes is having an anaphylactic reaction. A waiver of liability executed by the parent or guardian shall be on file with the District prior to the administration of ~~an~~ Epinephrine ~~injection~~ pursuant to applicable law. District will designate the employee responsible for obtaining the Epinephrine ~~injections~~ at each school site.

The superintendent or his/her designee shall ensure that all teachers and school employees directly responsible for students and/or authorized to administer emergency Epinephrine receive annual training on topics of food allergies, recognizing the signs and symptoms of anaphylaxis, and instruction on how to administer Epinephrine. The training shall be completed before the school year begins or upon the hiring of the teacher or other school employee. Documentation certifying completion of the training shall be retained in the employee's personnel file. The training may be provided online or in person by a school nurse or a food allergy and anaphylaxis training program recognized by the State Board of Health.

In 2019, Oklahoma passed a law, referred to by many as Brendon's Law, which allows districts to maintain and administer albuterol inhalers to treat students who experience life threatening respiratory distress while at school. Pursuant to this law, District has obtained a prescription from a licensed physician with prescriptive authority and stores asthma inhalers at each school site in case of an emergency. Several District staff members have been trained to administer these inhalers quickly and safely. A school nurse or school employee trained by a

health care professional may administer an inhaler to a student whom the school nurse or trained school employee in good faith believes is having respiratory distress. The law allows this to be done without prior parental contact. District will designate the employee responsible for obtaining the inhalers and spacers or holding chambers at each school site. District will notify the parent or guardian of a student after administration of an inhaler. District and its employees and agents shall incur no liability as a result of injury arising pursuant to the discharge or non discharge of the powers listed in this subsection.

In the event that a student is believed to be having an anaphylactic reaction or respiratory distress, a school employee shall contact 911 as soon as possible. If Epinephrine is administered to a student, a district employee shall contact 911 as soon as possible and notify the parent or guardian of the student as soon as possible.

“Respiratory Distress” – the perceived or actual presence or coughing, wheezing or shortness of breath.

“Inhaler” – a device that delivers a bronchodilator to alleviate symptoms of respiratory distress that is manufactured in the form of a metered-dose inhaler or dry-powder inhaler and that may include a spacer or holding chamber that attaches to the inhaler to improve the delivery of the bronchodilator.

The school shall keep a record of the students to whom medicine is administered, the date of administration, the person who administered the medicine, and the name or type of medicine administered. The records shall remain confidential and shall not be divulged except as required by law.

The school will return unused prescription or over-the-counter medication to the parent or guardian only on or before the last day of school or the medication will be disposed on in accordance with applicable law and/or regulations. Medication will not be sent home with students.

Diabetes and Administration of Glucagon: A diabetes medical management plan (“Plan”) will be developed for any student with diabetes who will seek care for diabetes while at school or involved in a school activity. The plan will be developed by the student’s personal health care team, consisting of the principal or designee, the school nurse, if applicable, the parent or legal guardian of the student and where practical, the student’s treating physician. The Plan shall indicate whether the parent or legal guardian has provided written consent for the student to receive diabetes care as provided for by law, including but not limited to the administration of glucagon to a student experiencing a hypoglycemic emergency.

If District is able to coordinate with a physician to receive a prescription for glucagon, District will utilize the following guidelines to treat students with diabetes who experience a hypoglycemic emergency or whose prescribed glucagon is not available on site or has expired pursuant to the following requirements, as provided for by law:

1. District will inform the parent or legal guardian of all students who have a medical management plan that a school nurse, volunteer diabetes care assistant, or employee trained by a health care professional may administer glucagon to a student with diabetes, with parent or legal guardian consent, but without a health care provider order, if the nurse, employee, or assistant as provided for by law believes in good faith that the student is having a hypoglycemic emergency or if the student's prescribed glucagon is not available onsite or has expired.
2. The parent or legal guardian's waiver of liability shall be on file with the District prior to the administration of the glucagon. Any written consent or waiver provided to the District pursuant to this policy shall be effective only for the school year for which it is granted and shall be renewed each subsequent school year.
3. The District will designate the employee responsible for obtaining the glucagon at each school site.

In the event that a hypoglycemic emergency is identified, 911 will be called and the parent or legal guardian will be contacted as soon as possible.

With written consent from the parent or guardian of a student with continuous glucose monitoring with electronic access to glucose numbers, a school nurse, diabetes care assistant, or employee trained by a health care professional may download the necessary electronic applications or software to a district-provided electronic device. If a district-provided device is unavailable, the applications or software may be downloaded to the school nurse, diabetes care assistant, or trained employee's personal electronic device.

Emergency Opioid Antagonist: Any nurse or licensed practitioner as provided for by law, or other person designated by the administration to administer an emergency opioid antagonist in the event of a suspected overdose is authorized, regardless of the existence of a prescription or standing order, to administer an emergency opioid antagonist to a student or other individual who is exhibiting signs of an opioid overdose.

The administration will authorize one or more employees to receive training, as provided for by law, in recognizing the signs of an opioid overdose, instruction in basic resuscitation techniques, instruction on proper administration of an emergency opioid antagonist and the importance of calling 911 for assistance. In the event that a person who has been designated and trained to administer an emergency opioid antagonist is unavailable, the administration may authorize any person, regardless of the existence of a prescription or standing order, to administer an emergency opioid antagonist to a student or other individual showing signs of an overdose. Any person administering an emergency opioid antagonist under the provisions of this section shall be covered under the Good Samaritan Act and shall be immune from civil liability.

For purposes of this policy, an "emergency opioid antagonist" is a drug, including but not limited to naloxone, that is approved by the United States Food and Drug Administration ("FDA") for treatment of an opioid overdose and that blocks the effects of opioids.

Self-administration of Certain Medication: Pursuant to Oklahoma law, students may be allowed to carry and self-administer prescribed inhaled asthma medications, prescribed anaphylaxis medication, and replacement pancreatic enzymes for treatment of cystic fibrosis according to the provisions of this policy. District shall not incur any liability as a result of any injury arising from the self-administration of asthma medication, anaphylaxis medication, or replacement pancreatic enzyme medication by a student. If the requirements of this policy are fulfilled, a student diagnosed with asthma, anaphylaxis, or cystic fibrosis may possess and use his or her labeled asthma, anaphylaxis, or replacement pancreatic enzyme medication at all times.

The student's parent or guardian shall:

1. Provide the school with a written statement on the form prescribed by District authorizing the student's self-administration of inhaled asthma, anaphylaxis, or replacement pancreatic enzyme medication. Such written statement shall be signed by the student's parent or guardian and shall acknowledge that District and its employees and agents shall not incur any liability as a result of any injury arising from the self-administration of asthma, anaphylaxis, or replacement pancreatic enzyme medication by a student.
2. Provide the school with a written statement from the student's treating physician containing the following information:
 - a. That the student has asthma, anaphylaxis, or cystic fibrosis;
 - b. That the student is capable of and has been instructed in the proper method of self-administration of the student's asthma, anaphylaxis, or replacement pancreatic enzyme medication;
 - c. The name and purpose of the asthma, anaphylaxis, or replacement pancreatic enzyme medication;
 - d. The prescribed dosage; and
 - e. The time or times at which and special circumstances, if any, under which the asthma, anaphylaxis, or pancreatic enzyme medication is to be administered.
3. Provide the school with an emergency supply of the student's asthma, anaphylaxis, or replacement pancreatic enzyme medication(s) to be administered pursuant to Oklahoma law ~~by school nurse or other authorized personnel~~.
4. Provide asthma, anaphylaxis, or replacement pancreatic enzyme medication to be carried by the student which is appropriately labeled, with a prescription label reflecting the following:
 - a. Student's name;
 - b. Prescription number;
 - c. Asthma, anaphylaxis, or replacement pancreatic enzyme medication name and dosage;
 - d. Method of administration and dosage;
 - e. Date of prescription and refill;
 - f. Licensed prescriber's name;

- g. Pharmacy name, address and telephone number; and
- h. Name of pharmacist.

The authorization for self-administration of asthma, anaphylaxis, and replacement pancreatic enzyme medications from the parent or guardian and from the physician shall be kept on file in the office at the school site where the student is enrolled. The authorization for self-administration of asthma, anaphylaxis, and replacement pancreatic enzyme medication shall be effective only for the school year in which the authorization is submitted by the student's parent or guardian. The parent or guardian shall be responsible for renewing an authorization for each subsequent school year.

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

Seizure-Safe Schools Act: This Act shall apply to schools that have a student enrolled who has a seizure disorder and has a seizure rescue medication or other medication prescribed to treat seizure disorder symptoms approved by the United States Food and Drug Administration ("FDA") and any successor agency prescribed by the student's health care provider.

~~Beginning January 1, 2022 and s~~Subject to all corresponding laws and regulations, District shall have at least one employee at each school site who has met the training requirements necessary to:

1. Administer or assist with the self-administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms as approved by the FDA and any successor agency; and
2. Recognize the signs and symptoms of seizures and the appropriate steps to be taken to respond to these symptoms.

Before a seizure rescue medication can be administered to a student to treat seizure disorder symptoms, the student's parent or legal guardian shall:

1. Provide the school with written authorization to administer the medication at school;
2. Provide a written statement from the student's health care provider that contains the following information:
 - a. The student's name,
 - b. The name and purpose of the medication,
 - c. The prescribed dosage,
 - d. The route of administration,
 - e. The frequency that the medication must be administered, and
 - f. The circumstances under which the medication may be administered;

3. Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact; and
4. Collaborate with school personnel to create a seizure action plan.

The written authorization, written statement, and seizure action plan will be stored in the office of the school nurse or school administrator and will be distributed to any school personnel or volunteers responsible for supervision or care of the student. The written authorization for administration of seizure rescue medication shall only be effective for the school year in which it is granted and must be renewed each subsequent school year. School employees will not be subject to disciplinary proceedings or liability resulting from any action taken in compliance with the Seizure-Safe Schools Act, as provided for by law.

Sunscreen: Pursuant to the written authorization of a student's parent or guardian, a school nurse, or in the absence of such nurse, an administrator or designated school employee, may assist a student in applying sunscreen, a compound topically applied to prevent a sunburn. In addition, District shall permit students to possess and self-apply sunscreen that is regulated by the Food and Drug Administration ("FDA") without the written authorization of a parent, legal guardian or physician.

Adopted: September 14, 2020

Revised: August 4, 2021; March 8, 2023; June 28, 2023; September 9, 2024; August 11, 2025

DISTRICT POLICY

GENERAL PERSONNEL POLICIES

District's personnel are an important resource for achieving a successful educational program. The District shall seek to employ those persons who have the highest capabilities, the strongest commitment to quality education, and the greatest probability of effectively implementing the District's educational program.

Categories of Employees: These provisions apply unless provided in a Collective Bargaining Agreement ("CBA"). District may employ certified administrators, certified teachers, and support employees. Full-time employment shall be employment on a regular basis, as opposed to temporary. Part-time employment shall be any employment for less than full-time employment. Temporary employment is employment to fill a position for a stated period of time on a non-continuing basis.

Employment: The Board shall determine whether to create new positions upon the Superintendent's recommendation which shall be accompanied by a proposed job description which contains the qualifications for the responsibilities of the proposed position. The Superintendent shall be responsible for recruiting and recommending qualified persons for employment with the District. In determining the qualifications of candidates, the Superintendent may consult with other personnel and shall ensure that recommended candidates can produce legally sufficient proof of citizenship status. The Board shall employ those persons whom it determines should be hired after reviewing and considering the Superintendent's recommendation. Unless otherwise provided by law, no person shall have any right to employment in the District until such employment has been approved by the Board. However, when it is necessary to meet the best interests of the District, the Superintendent shall have the right to employ persons on a temporary basis until the Board can take action on the Superintendent's recommendation for a term not to exceed sixty (60) days. The District shall utilize a Status Verification System to verify the federal employment authorization status of all new employees as required by law.

Employment Contracts: Every person employed by the District shall enter into a written contract of employment which shall describe the position in which the person is to be employed and set forth the term of the employment contract. All contracts of employment must be approved by the Board and may be signed by the Board President, the Clerk of the Board, or the Superintendent. Any person who fails to sign a contract of employment which accurately conveys the Board's offer, including salary and fringe benefits, within thirty (30) days after presentation shall be considered to have refused the offered employment, and the position shall be declared vacant.

Employment Vacancies: When a vacancy exists, notice of the vacant position shall be posted at the Superintendent's office for a reasonable amount of time and shall be posted and/or mailed as required by any applicable negotiated agreement. In addition, the District may advertise vacancies in local, statewide, or national newspapers, school-related publications, or such other sources as may be determined by the Superintendent or the Board.

Employment Applications: Applicants for employment may be required to complete an employment application on a form to be provided by the District. Applicants may be required to be tested as to certain skills, may be required to authorize the District to conduct various investigations as to the applicant's experience, employment history, and personal history, and shall be required to submit information for a felony record search. Any person who is determined to have falsified information on his or her employment application may be dismissed.

Compensation: The Administration may prepare and submit to the Board for review and approval compensation plans for the various categories of employees, including certified administrators, certified teachers, and support personnel. Such compensation plans may include the provision of fringe benefits, including, but not limited to, retirement, health insurance, disability insurance, and social security benefits. With respect to support personnel, only those support personnel employed a minimum of six (6) or more hours per day who hold a position that is defined as a minimum of one hundred seventy-two (172) days or a minimum of six (6) or more hours per day for a minimum of one thousand thirty-two (1,032) hours per year are eligible for the Flexible Benefit Allowance ("FBA").

Teachers who are in their entry-year shall be paid at the bachelor's degree level with zero ("0") years of experience on the negotiated salary schedule unless they have earned an advanced degree prior to entering the education profession. Salary credit for degrees and/or academic credits earned will be adjusted on a per semester basis following completion of documentation. Documentation may include grade report forms, transcripts or other official materials from accredited colleges and universities and shall be received by the District by September 1 and/or January 1 in order to implement the increase in pay.

District will provide all employees with the benefits afforded by the Oklahoma Workers' Compensation Act ("Act"). At the option of the employee, temporary total disability benefits may be supplemented by any sick leave or personal leave, or fractional use thereof, available to the injured employee, to the extent that the injured employee shall receive full wages during the employee's temporary absence. The sum of all temporary total disability payments and sick leave shall in no case combine to exceed one hundred percent (100%) of the employee's net pay as it existed prior to injury.

Job Descriptions: The Administration shall prepare, periodically review, and update job descriptions for all positions within the District.

DA

Felony Record Searches: The Administration shall conduct a felony record search for all new employees as required by law. Employment contracts issued to any new employee shall be on a temporary basis for sixty (60) days or pending the results of any felony record search. If the District has not received the results within the sixty (60) day period, the temporary employment will automatically terminate. The applicant for employment shall pay the fee required for such search; however, the District shall promptly reimburse the employee ~~or prospective employee if the employee or prospective employee is employed for more than ninety (90) days, except as otherwise provided in full if he or she is employed by the district at the time the national criminal history record check request is made unless the person was employed pending receipt of the results.~~

Any person who has been employed as a full-time teacher by a school district in the state of Oklahoma and applies for employment as a full-time teacher in another school district in the state of Oklahoma may not be required to complete a national criminal history record check if he or she can produce a copy of the record check completed within the preceding five (5) years and a letter from the district in which the teacher was employed stating the teacher left in good standing and whether the teacher was the subject of any allegation of inappropriate behavior with a student.

At the discretion of the board, a person applying for or employed as a substitute teacher shall only be required to have a felony record search as required by law.

If a felony record search reveals a prior felony, the applicant may not be hired and any temporary contract may be terminated. District may take into account such factors as age at time of the offense, the seriousness and the nature of the felony, the relationship of the felony to the job applied for, any rehabilitation of the applicant, length of time since the offense, whether the State Department of Education has issued certification, and the subsequent employment history of the applicant in determining whether to recommend the applicant for employment with District. If a felony record search reveals a prior felony and the District determines that the person should not be recommended for employment based on the prior felony, the employment relationship may be terminated by notices from the Superintendent or the Superintendent's designee.

Except as otherwise provided by law, any teacher employed by an Oklahoma public school district prior to ~~May~~August 195, 2020, who does not have an Oklahoma criminal history record check from the Oklahoma State Bureau of Investigation (OSBI) as well as a national criminal history record check on file with his or her employing district, shall complete the criminal history record checks upon the next renewal of his or her Standard Teaching Certificate.

Except as otherwise provided by law, any other person employed by an Oklahoma public school district prior to ~~May~~August 195, 2020 who does not have an Oklahoma criminal history record check from the OSBI as well as a national criminal history record check on file with his or her employing district shall have until July 1, 2022 to complete the criminal history record checks.

Any teacher eligible to retire from the Teachers' Retirement System of Oklahoma who does not have an Oklahoma criminal history record check from the OSBI as well as a national criminal history record check on file with his or her employing district shall complete the criminal history record checks by the earlier of: July 1, 2022 or at the next renewal of his or her ~~S~~standard ~~T~~teaching ~~E~~certificate.

Personnel Files: The Administration shall maintain a personnel file for each employee of the District. Each personnel file shall contain the employee's application for employment and any other documents submitted during the application process, all evaluations, admonishments, reprimands, complaints, commendations, plans of improvement, and any other documents which Administrative Regulations may designate for inclusion. Personnel files shall be confidential and shall not be released except as provided in this policy. However, an employee's personnel file may be provided to the following without the employee's notification and/or consent:

1. members of the Board with an established need to know;
2. administrators and/or supervisors with an established need to know;
3. agents of the District authorized by the Administration; or
4. when ordered to be released by court order or subpoena.

Except as otherwise provided by law, all records created pursuant to the Oklahoma Teacher and Leader Effectiveness Evaluation System (TLE) which identify a current or former public employee and contain any evaluation, observation, or other TLE record of such employee should be kept confidential. These records shall not be subject to disclosure under the Oklahoma Open Records Act and where disclosure of TLE records is required, all individually identifying information shall be removed to the fullest extent possible.

Gifts and Solicitations: Employees shall not engage in any activity involving commercial solicitations of students, parents, or colleagues except for District-sponsored fund raisers. All gifts or donations not of a personal nature, such as books, magazines, materials, or equipment, become the property of the school district and cannot be removed.

Codes of Conduct: District may adopt appropriate codes of conduct for various categories of employees. Each code of conduct shall include prohibitions against discrimination and harassment, including acts of antisemitism, which is a certain perception of Jews, which may be expressed as hatred toward Jews.

Conflicts of Interest: A conflict of interest represents a conflict between the private interest and the public obligations of a person in an official position. Below are employee standards of conduct which prohibit specific acts which could lead to a conflict of interest. In addition to the standards of conduct adopted by the State Board of Education, the following standards of conduct apply:

1. Except for a substitute teacher, no person shall be employed who is related to a member of the Board within the degree prohibited by law. No employee shall directly supervise any other employee who is a member of the employee's family

within the second degree of consanguinity or affinity.

2. Supervisors involved in romantic or sexual relationships with those they supervise or evaluate erode confidence in their leadership and interject questions regarding possible conflicts of interest and favoritism in decisions. Therefore, no supervisor may influence (directly or indirectly) salary, promotion, performance evaluation, work assignments or other working conditions for an employee with whom such a relationship exists. Supervisors involved in a consensual romantic or sexual relationship, in the context of supervision, must discuss the matter on a confidential basis with their own supervisor or with the Human Resources Office to assess the implications for the workplace and make arrangements to ensure that employment-related decisions are made in an appropriate and unbiased setting. Although both employees involved in consensual relationship are individually responsible for disclosure, a supervisor's failure to report such a relationship will be regarded as a serious lapse in the management of the workplace and grounds for appropriate disciplinary action, including termination (particularly in cases where bias or harassment has occurred in connection with a benefit).
3. Family members related to an assistant principal or principal within the second degree by consanguinity or affinity shall not be assigned to the same building as their related assistant principal or principal but may be employed in other departments or other division positions, including teaching positions. Teachers presently employed who are family members of a District administrator shall not be assigned to the same work site as the administrator. Non-certified individuals who are family members of an administrator shall not be assigned to the same supporting departments. Administrators shall not supervise a family member, and, in the event of a conflict, the administrator shall remove him or herself from any decision or attempt to influence decisions regarding a family member.
4. No employee, officer or agent may participate in the selection, award, or administration of contract(s) supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest could arise where an employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
5. No employee, officer, or agent of District may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts unless the financial interest is insubstantial, or the gift is an unsolicited item of nominal value. District defines nominal value to mean a value of Fifty Dollars (\$50.00) or less.
6. Employees shall be in compliance with all statutes, regulations, and case law governing conflicts of interest involving school districts.

7. District and its employees shall fully disclose any instances of conflict of interest or relevant violations of Federal criminal law involving fraud, bribery, or gratuity violations in Title 18 of the United States Code, as effective measures to help prevent or prosecute instances of waste, fraud, or abuse.
8. Employees may be disciplined in accordance with State law as well as District policy and procedure for violating the above referenced instances of waste, fraud or abuse, as well as conflict of interest guidelines in addition to any other situation which fails to be mentioned herein, but which leads to a real or apparent conflict of interest for a District employee, officer, or agent.

Alternative Arrangements: Alternative arrangements may be made when necessary to avoid real or perceived conflicts of interest. Alternative arrangements mean removing the responsibility or influence to hire, promote, reclassify, supervise, direct, evaluate, make a salary recommendation, assign work or resources, approve leave requests, give any benefit, recommend termination of employment, and recusal from influencing any employment related decision. This includes relationships that are established post-hire.

Individuals currently employed but whose employment would have been prohibited under this policy shall not be deemed in violation of this policy, but individuals may be reassigned as considered feasible by the administration. No current employee will be terminated because of such nonconformity with these standards or because reassignment was not feasible.

Outside Employment: District employees shall not accept outside employment which requires that the employee perform services during the employee's normal working hours for the District unless the employee utilizes vacation or personal leave. This provision shall not apply to employees who participate in military activities in accordance with federal and/or state statutes or who are on approved leave.

Assignments and Transfers: Employees shall be assigned to a position by the Superintendent and may be transferred to a position on the basis of the needs of the District, the employee's qualifications, and the employee's expressed desires and in accordance with any applicable negotiated agreement. The needs of the District shall be the primary criteria in determining any assignments or transfers, and the secondary criteria shall be the employee's qualifications.

Work Hours: The Administration shall establish the work hours of the different categories of employees and shall notify employees of their work hours.

Overtime: The District shall comply with the Fair Labor Standards Act ("FLSA"). Employees who are not exempt from the overtime provisions of the FLSA shall be entitled to overtime compensation or compensatory time for hours worked in excess of forty (40) per work week. The District's work week shall commence on Sunday at 12:00 a.m. and end on Saturday at 11:59 p.m. An employee shall not work overtime unless authorized in writing by the employee's supervisor.

Substitutes: The Administration may develop and maintain a list or lists of qualified substitutes who may be called upon to temporarily replace or substitute for employees when required by an agreement or the needs of the District. A substitute teacher who holds a valid Oklahoma teaching certificate may teach for an unlimited number of days during the school year in areas and grade levels in which he or she holds a valid certificate. A substitute teacher without a current Oklahoma certificate (and who does not possess a lapsed or expired certificate, or a bachelor's level college degree) shall be employed for a maximum period of one hundred thirty-five (135) school days during a school year. A substitute teacher without a current Oklahoma certificate (and who possesses a lapsed or expired certificate, or a bachelor's level college degree) shall be employed for a maximum period of one hundred forty-five (145) school days during the school year. At the discretion of the District, a substitute teacher without a current Oklahoma certificate may be employed in the same teaching assignment for up to one hundred thirty-five (135) school days during the school year, or up to one hundred forty-five (145) school days during the school year if the teacher holds a lapsed or expired certificate or has a bachelor's level college degree.

Volunteers: District recognizes that volunteers may make valuable contributions to District's educational programs. Therefore, when appropriate, volunteers will be encouraged and utilized. The Administration may develop appropriate regulations regarding the use of volunteers.

Supervision and Evaluation: Supervisory personnel will observe the performance of any employee for whom the supervisor will be required to complete an evaluation. The Superintendent shall prepare appropriate forms for the evaluation of teachers, administrators, and support personnel. Unless otherwise provided for by law or policy, all District employees shall be evaluated in writing, according to the standards provided for in law, at least once during each fiscal year by a supervisor. All evaluations and any responses shall be maintained in the employee's personnel file. In addition to its policy of evaluation, District must also create and maintain a corresponding professional development policy for all teachers and administrators.

It will be District's policy of professional development to:

1. Establish an annual professional growth goal for the teacher or administrator that is developed by the teacher or administrator in collaboration with the evaluator;
2. Address a specific area or criteria identified through the qualitative component of the TLE;
3. Allow the teacher or administrator to actively engage with learning practices that are evidence-based, researched practices that are correlated with increased student achievement; and
4. Refer to resources, in drafting and reviewing its policy of professional development, that are easily available and supplied by District and the State Department of Education.

District will monitor compliance with each individualized program of professional development. All professional development completed pursuant to an individualized program of professional development shall count toward the total number of points a teacher or administrator is required to complete as established by District's Board.

Individualized programs of professional development required by this subsection may include but are not limited to the following learning practices:

1. Presenter-led workshops;
2. Individual or faculty studies of books, scholarly articles and video productions,
3. Peer observations;
4. Committee studies to address student achievement issues;
5. Work related to a specific subject area or areas associated with obtaining an advanced degree or professional certification;
6. Action research projects designed to improve student achievement; and
7. Participation in local, regional or state initiatives associated with the development or implementation of curriculum standards.

Resignation and Retirement: Any employee who wishes to resign or to retire from employment with the District must do so in writing submitted to the Superintendent or designee. Except as otherwise provided, such resignation or retirement shall be effective and may not be revoked when submitted to and accepted by the Superintendent unless otherwise determined by the Board. In accordance with Oklahoma law, teachers shall be required to give notice of resignation or retirement by the date required by law or else the teacher will be bound to perform pursuant to a continuing contract.

The superintendent shall report the names of all individuals tendering a resignation to the Board, no later than the next scheduled Board meeting, for the purpose of keeping them informed regarding resignations and employment.

Recommendation for Dismissal or Non-reemployment: When a superintendent decides to recommend that a teacher or administrator be dismissed or not reemployed, the superintendent shall state that recommendation in writing, setting forth the basis for the recommendation, and shall submit recommendation to the board. If the recommendation includes grounds that could form the basis of criminal charges sufficient to result in the denial or revocation of certification or if it includes such grounds and is based on an agreement between the teacher or administrator and the district to avoid civil litigation or a settlement of a civil action unless the court orders the terms of the settlement to be confidential, a copy of the recommendation shall also be forwarded to the State Board of Education (SBE) when the recommendation is made pursuant to the due process procedures provided for by law regardless of whether the teacher or administrator resigns before or after a recommendation for termination is made, provided that the resignation occurs while the teacher or administrator is under investigation for conduct that could form the basis for criminal charges or certificate revocation. A report of the resignation and any investigatory findings to date shall be forwarded to the SBE as well as to the teacher or administrator who may provide supplementary information.

If the investigation into the conduct of the teacher or administrator concludes with findings to support criminal charges, certificate revocation, or termination, the individual's report shall be expunged from the SBE records and written notification of the clearance shall be sent to all affected parties. Any request for a copy of the recommendation will be handled in accordance with applicable law.

Absent a presidential or gubernatorial pardon, a teacher shall be dismissed or not reemployed, if, during the term of employment, the teacher is convicted of:

1. Any sex offense subject to the Sex Offenders Registration Act in this state or subject to another state's or the federal sex offender registration provisions;
2. Knowingly or willfully failing to report suspected abuse or neglect of a child as provided for by law; or
3. Any felony offense.

Breastfeeding: District will provide a private, secure and sanitary location for any employee who is lactating to express her milk or breastfeed her child. This location will not be a bathroom. District will provide employees with a reasonable break time for breastfeeding or pumping for up to one year after the birth of the employee's child and will not lose any pay as a result.

Medical Examinations: In accordance with applicable laws, an employee or applicant for employment may be required to undergo a physical and/or medical examination to determine the employee's or applicant's ability to perform the essential functions of the job. The District shall pay for any required medical examination.

Employee Produced Materials: Any work product of employees which is produced during normal school hours or with the use of District-owned equipment and/or supplies shall be the property of the District. District shall not be obligated to compensate employees for material produced under these conditions.

Adopted: September 14, 2020

Revised: January 25, 2021; August 4, 2021, August 14, 2023; August 11, 2025

DISTRICT POLICY

CERTIFIED TEACHERS

Definition: Certified teacher means a person who holds a teaching certificate or license, who is employed as a teacher, counselor, librarian, school nurse, entry-year teacher, or in any other instructional position for which a teaching license or certificate is required by the Oklahoma State Department of Education, and who does not exercise supervisory authority with respect to other certified teachers of District. All provisions of this policy are subject to the provisions of state law and the Collective Bargaining Agreement.

Standards of Performance and Conduct: Certified teachers are expected to adhere to the standards of performance and conduct for teachers which are adopted by the Oklahoma State Board of Education, and such standards of performance and conduct are incorporated herein by reference as if fully set forth.

Evaluation: Certified teachers shall be evaluated as designated by Oklahoma law. All evaluations shall be done in writing and shall be maintained, along with any responses, in the certified teacher's personnel file. All certified personnel shall be evaluated by a principal, assistant principal or other trained certified individual designated by the Board. All individuals designated by the Board to conduct personnel evaluations shall participate in training conducted by the State Department of Education or training provided by District using guidelines and materials developed by the State Department of Education prior to conducting evaluations.

Duties and Responsibilities: Certified teachers shall perform those duties and responsibilities set forth in any applicable job description, contract, District policy, Administrative Regulation or administrative directive.

Admonishment: Certified teachers may be admonished as provided by law.

Dismissal, Non-re-employment, or Suspension: Certified teachers maybe dismissed, non- re-employed, or suspended according to applicable law.

Temporary Teachers: Certified teachers may be employed on a temporary basis in certain circumstances and pursuant to a Temporary Teacher Contract. Temporary Teacher Contracts are not subject to the continuing contract law and shall be effective only for the specified term which shall not exceed the end of the school year in which the contract begins. No teacher shall be hired on a temporary contract by the District for more than four semesters, cumulatively or consecutively, unless:

1. The teacher is hired to replace a teacher who is on an approved leave of absence and is expected to return to employment in the District;
2. The teacher is a retired member of the Teachers' Retirement System of Oklahoma; or
3. The teacher is on an emergency or provisional certificate.

Reporting: District will not prohibit or take disciplinary action against a teacher for disclosing public information to correct what the teacher reasonably believes evidences a violation of the Oklahoma Constitution, law or a rule promulgated pursuant to law or reporting a violation of the Oklahoma Constitution or state or federal law, regardless of whether or not prior notice was given to the teacher’s supervisor or any other party in the relevant chain of command.

For purposes of this section, “reporting” includes providing a written or spoken account to a supervising teacher, administrator, school board member, an Oklahoma State Department of Education (“OSDE”) representative, law enforcement official, district attorney, and/or parent or legal guardian of a student directly impacted by the actions.

The Family Educational Rights and Privacy Act (“FERPA”): This does not exempt a teacher or support employee from adhering to a student or parent’s rights to confidentiality and protection under FERPA.¶

Reduction in Force: In the event it becomes necessary to reduce the number of certified teachers because of actual or projected decreases in revenues, actual or projected declines in enrollment, consolidation of programs or positions, elimination of programs, changes in curriculum, or other circumstances determined by the Board, the Board may undertake a reduction in force in accordance with the provisions of the law and regulation and any negotiated agreement. The Board will determine which programs can best serve the needs of the students. The position or the program shall be the determining factor(s) for what will be eliminated, not the individuals that occupy the position or serve the program. The Board shall attempt to reduce staff by normal attrition. Any other determinations regarding retention or reassignment of affected teachers shall be made primarily based on the ratings of the administrators as measured pursuant to the Teacher and Leader Effectiveness Evaluation System (“TLE”).

Adopted: September 14, 2020
Revised: August 11, 2025

Chickasha Public Schools

DISTRICT POLICY

DE

SUPPORT PERSONNEL

Definition: Support personnel are those persons employed full-time by District who provide necessary services not performed by certified teachers or certified administrators. All provisions of this policy are subject to state law and the Collective Bargaining Agreement (“CBA”).

Categories of Support Personnel: Support personnel shall include, but not be limited to the following categories:

1. Secretaries
2. Teacher Assistants
3. Library Media Assistants
4. Paraprofessionals
5. Health Aides
6. Custodial and Maintenance Personnel
7. Cafeteria Personnel
8. Transportation Personnel and Bus Drivers
9. Management and technical staff who are not certified administrators

Dismissal, Non-re-employment, Demotion, or Suspension: A support employee who has been employed by District for less than one (1) complete year of service or who is employed on a part-time and/or temporary basis may be suspended, demoted, terminated, or non-re-employed with or without cause. A support employee who has been employed by District for more than one (1) complete year of service may only be suspended, demoted, terminated, or non-re-employed for cause as allowed by law. Nothing contained in this policy shall be construed to prevent layoffs for lack of funds or lack of work. District adopts the causes for suspension, demotion, termination, or non-re-employment as specified in the CBA.

Temporary Contracts: Support personnel may be employed on a temporary basis in certain circumstances. Temporary Support Personnel Contracts shall be effective only for the specified term which shall not exceed the end of the fiscal year in which the contract begins. Temporary Support Personnel Contracts may be utilized for support personnel who are employed:

1. for a period of time during the absence of support personnel on District-approved leave;
2. to fill a new position created because of increased enrollment after the commencement of school;
3. to fill a vacancy which occurs after July 1 of the fiscal year; or
4. to fill a need of District which does not require a full-time, permanent position.

Reduction in Force: District may implement a reduction in force when necessary due to lack of funds or lack of work, including but not limited to, actual or projected decreases in enrollment, consolidation of programs or positions, elimination of programs, changes in curriculum, or other circumstances determined by the Board. The Board may undertake a reduction in force in accordance with the provisions of the law and regulation and any negotiated agreement. A reduction in force shall begin with normal attrition throughout the district and possible transfer of support employees declared excess in a building to a vacancy for which they are qualified. However, if necessary, District may reduce full-time support employees considering the following criteria:

1. Review current assignment and qualifications;
2. Review district evaluations; and
3. Review years of service in the district.

There shall be no right to recall after a reduction in force. However, support employees whose positions are eliminated may be considered for re-employment upon the submission of an application for employment and may be considered for transfers to other available positions depending on the support employee's qualifications and performance.

Hearing Before Board of Education: Any support employee who is entitled by law to a hearing before the Board prior to any termination or non-renewal or following any suspension must request a hearing before the Board, in writing delivered to the Board Clerk, within ten (10) working days of the date of the mailing of the notification to the support employee of the notice of the recommendation for termination or non-renewal or of the suspension without pay. Failure to request a hearing will be deemed to be a waiver of the right to a hearing. The Board will provide the hearing as required by Oklahoma law, and will follow the procedures set forth by the Oklahoma State Department of Education for hearings on the termination or non-renewal of certified teachers. The decision of the Board at the hearing will be final.

Chickasha Public Schools

DI

DISTRICT POLICY

LEAVE

General: The Board recognizes that District employees must occasionally be absent from work. Therefore, the Board will provide various forms of leave as required by law. This policy shall apply to all employees of District except those covered by an applicable collective bargaining agreement which has conflicting provisions for leave.

Sick Leave: An employee who is absent from duty because of personal illness, injury, or pregnancy, or serious illness in the immediate family shall be allowed sick leave. Immediate family includes the employee's spouse, parents, grandparents, children, or corresponding in-laws. Sick leave may be used for dental and/or medical appointments. Hours per day of paid sick leave shall not exceed the number of hours per day for which the employee is regularly employed. Sick leave for part-time employees shall be proportionate to the hours worked by the employee.

The following accrual rates will apply to employees who are not covered by an applicable collective bargaining agreement:

Support Employees:

- 10-month contract (200 contract days or less) = 10 days per school year
- 11-month contract (201-220 contract days) = 11 days per school year
- 12-month contract (238 contract days or more) = 12 days per school year

Central office Administrators who work 12 months will be provided 15 days per school year.

Accrued but unused sick leave may be transferred to another school district, to the Oklahoma School for the Blind, or the Oklahoma School for the Deaf or may be used for service credit with the Oklahoma Teachers' Retirement System ("OTRS"). According to applicable law, employees may transfer up to sixty (60) accumulated and unused days of sick leave from another school district where the employee was employed in the previous school year, and such transferred days shall be used first in case of illness. Employees may accrue unused sick leave up to one hundred and twenty (120) days. Any accrued unused sick leave beyond that amount may be transferred to the Oklahoma Teachers' Retirement System but may not be utilized by the employee.

District shall not compensate an employee for any accrued, unused sick leave, except in the case of an employee declaring full retirement or resigning from employment with District. Full retirement is defined as an employee meeting OTRS guidelines for full retirement, declaring and subsequently beginning withdrawals from OTRS, and resigning employment from his/her

DI

current position with District. District will allow retiring or resigning employees to transfer accrued, unused sick leave to OTRS and will compensate such employees for sick leave accrued during employment with District and unused at \$20.00 per day upon retirement or resignation. Unused sick leave days from other agencies or school districts are not eligible for reimbursement upon retirement or resignation.

When an employee is unable to work due to personal illness, injury, or pregnancy, or serious illness in the immediate family, the employee or employee's designee will notify his/her immediate supervisor or designee at the work site at a time as established by existing District/department policy/practice, unless extenuating circumstances preclude this notification.

Any employee who attempts to take unfair advantage of sick leave benefits shall be subject to dismissal or other disciplinary action. Any employee may be required to submit appropriate evidence concerning the cause of his absence in order to qualify for sick leave benefits. Claiming sick leave on unusual or inclement weather days, claiming excessive sick leave during the last two months of employment, claiming sick leave on days immediately preceding or immediately following holidays or non-work days other than weekends, absences exceeding five (5) consecutive days or more, or presenting behaviors and/or patterns creating a reasonable suspicion that sick leave is being abused are all situations in which appropriate evidence may be requested from the employee by a supervisor. Appropriate evidence may include:

1. Medical professional's statement endorsed by the employee;
2. Employee statement endorsed by the principal or immediate supervisor;
3. Copies of claim submitted for insurance benefits; and
4. Other information, to include District form(s), as may be indicated by the circumstances.

Sick Leave Sharing: District hereby adopts a Sick Leave Sharing program to be administered in accordance with the applicable law and District Regulation.

Personal Leave: Certified employees shall be entitled to three (3) days for personal business leave. Support employees shall be entitled to three (3) days for personal business leave; four (4) days for (five) 5 or more consecutive years; five (5) days for 10 or more consecutive years. Personal business leave is not cumulative, and employees shall not be compensated for such leave if not used. Unused personal business leave shall be converted to sick leave at the end of the fiscal year. Personal business leave includes any personal business matters that must be conducted during normal school hours but shall not be used for the following purposes:

1. Participating in political activities except when pertaining to personal legal and household business;
2. Performing services for compensation; or
3. Participating in entertainment, recreation, or vacations.

Except in situations which are beyond the control of the employee, personal business leave may not be taken during the following periods of time:

1. The first or last week that school is in session; or
2. The day preceding or following a holiday or vacation period.

The Board may provide additional days of paid personal leave to employees in the event that District schools are closed as the result of a sudden emergency, natural disaster, epidemic, pandemic, or when school closure has been ordered by an authorized government official. In the event support employees are required to work during school closure and at the discretion of the Superintendent or supervising administrator, those support employees may utilize such days of personal leave when schools have reopened.

Emergency Leave: At any time during the fiscal year, District's Board may grant up to five (5) days of emergency leave for all employees to be used for days when District's schools are closed due to inclement weather, unsafe conditions of physical facilities, lack of proper supervision of students, unsafe conditions for students, and other unforeseen conditions that are declared an emergency. Emergency leave will only be available in the year during which the Board approves such leave or during the following fiscal year. In approving District emergency leave, the Board or Superintendent may designate that employees whose services are essential are not allowed district emergency leave for the days designated as an emergency. Provisions may be made to provide district emergency leave for essential personnel at a later date following the declared emergency.

Bereavement Leave: District will provide bereavement leave each year in the event of the death of one of the following relatives: spouse, child, mother, father, brother, sister, aunt, uncle, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, step child, parent, step parent, sibling, grandchild, or grandparent of the employee or the employee's spouse or a person living in the employee's home who is part of the family. Bereavement leave must be approved by the employee's supervisor. Bereavement leave is not cumulative, and employees shall not be compensated for such leave if not used.

- 4 days – within state
- 6 days – out of state
- May use 1 day for someone outside the family.
- 10 days – spouse/immediate children

Jury or Witness Leave: All employees shall be excused from employment without loss of pay when summoned for jury service or when subpoenaed in a criminal or civil proceeding.

Military Leave: All employees shall be excused from employment for military leave according to applicable law. Upon receipt of the proper military orders, such leave shall be granted without loss of status and shall include his/her regular salary for a period of up to thirty (30) days.

Family Medical Leave: Pursuant to the Family and Medical Leave Act of 1993 (“FMLA”), an employee who has worked at least one thousand two hundred fifty (1250) hours during the previous twelve (12) month period and all full-time certified teachers shall be allowed up to twelve (12) weeks of unpaid leave for the following reasons: 1) the birth or adoption of a child; 2) because of any qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty or has been notified of an impending call to active duty status in support of a contingency operation; 3) for the employee’s own serious health condition; or, 4) to care for the employee’s spouse, child, or parent who has a serious health condition.

In addition, an eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty is entitled to up to 26 weeks of leave in a single 12-month period to care for the service member. The single 12-month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends 12 months later. An eligible employee is limited to a combined total of 26 workweeks of leave for any FMLA qualifying reason during the 12-month period. Up to 12 of the 26 weeks may be for an FMLA-qualifying reason other than military caregiver leave. Military caregiver leave is available to an eligible employee once per veteran, per serious injury or illness.

Prior to taking unpaid leave, an employee must utilize any accrued paid leave to which the employee is entitled. An employee may be required to provide certification from a physician of the necessity of such leave, including the date the condition began, the anticipated duration, and the medical facts regarding the condition.

With the exception of leave approved for military care-givers, District will abide by the Rolling 12-Month Period. The 12-month period is to be measured backward from the date an employee uses any FMLA Leave. Under the Rolling 12-Month Period, each time an employee takes FMLA leave, the remaining leave entitlement would be the balance of the 12 weeks which has not been used during the immediately preceding 12 months.

Maternity Leave: Full-time employees in the District shall be entitled to six (6) weeks of paid maternity leave following the birth of the employee’s child provided that:

1. The employee has been employed by the District for at least one (1) year;
2. The employee has worked at least one thousand two hundred fifty (1,250) hours during the preceding twelve-month period; and
3. The leave is used immediately following the birth of the employee’s child.

Paid maternity leave provided pursuant to ~~this section~~state law shall be in addition to sick leave taken due to pregnancy and no employee who takes maternity leave pursuant to state law ~~this section~~ shall be deprived of any compensation or other benefits to which the employee is otherwise entitled. In addition, maternity leave shall run concurrently with the first six (6) weeks of any qualifying FMLA leave.

DI

Qualifying employees may utilize accrued sick leave to extend the duration of their maternity leave beyond six (6) weeks in order to recover from childbirth, bond with a newborn, or care for a newborn, without requiring additional approval for the Board or administration. This employee must have sufficient sick leave to cover the extended duration of the leave and the additional sick leave shall not exceed six (6) weeks or a combined total of twelve (12) weeks of FMLA leave, unless a licensed medical professional provides the district with written certification recommending additional leave for the employee due to medical necessity related to recovery from child birth, or to care for the newborn.

An employee seeking to use sick leave to extend the duration of their maternity leave shall notify their employer in accordance with FMLA. FMLA leave shall run concurrently with the extended duration of the paid sick leave.

Once sick leave and maternity leave are exhausted, a full-time teacher, who with proper Board approval, takes not more than ninety (90) school days of leave without pay to care for the teacher's child during the first year of life, shall receive full credit for days on leave without pay as though the teacher had been on leave with pay for purposes of computing experience for the minimum teacher salary schedule. A teacher on leave without pay pursuant to this section shall have the period during which such leave is taken counted toward retirement service credit as though the teacher had been on leave with pay so long as the requirements of Oklahoma law and OTRS are met.

Additional Leave Less Cost of a Substitute Teacher: If a certified teacher is absent from his or her duties due to personal accidental injury, illness, or pregnancy, and all applicable sick leave and maternity leave have been exhausted, the teacher shall receive, for a period not to exceed twenty (20) days, his or her full contract salary less the amount:

1. Actually paid to a certified substitute teacher for his or her position if a certified substitute teacher is hired; or
2. Normally paid a certified substitute teacher for his or her position if a certified substitute teacher is not hired.

Leave of Absence: Any certified employee who has been employed full-time for at least three (3) consecutive years with District may request an unpaid leave of absence for a period which shall not exceed one (1) school year in duration. Requests for such leave must be made in writing, submitted to the superintendent, and contain sufficient detail as to the reasons for the leave so that a decision may be made based on the merits of the request. Requests for an initial Leave of Absence must be submitted no later than May 1 and be for an approved reason. Requests submitted after May 1 will be contingent on District's ability to find a suitable

replacement. As a condition of approval, the employee must state that the reason for the leave is not for the purpose of accepting other employment or other activities for direct personal financial gains. A leave of absence may be used when all other applicable leave has been exhausted and the employee is unable to return to work. The Board shall determine if an employee's request for a leave of absence is to be approved, and approval of a leave of absence is contingent upon the needs of District. An employee who returns to work after an approved leave of absence shall be returned to the position previously held or to another comparable position for which the employee is qualified. Except for employees on an approved leave of absence to hold office as an officer, director, trustee or agent of a national, statewide, or school district employee association, employees on an approved leave of absence may participate in and pay for continued insurance coverage or professional memberships, however, sick leave, personal business leave, and vacation leave shall not accrue for the period of time the employee is on an approved leave of absence. Salary increments or years of experience will not increase and/or accumulate during a Leave of Absence except in those cases involving military leave and/or teaching assignments that qualify as teaching experience according to the regulations of the Oklahoma State Department of Education, provided said teaching experience is not a paid position.

Employees who are on an approved Leave of Absence must submit a written request for reinstatement or request an extension of the approved Leave of Absence by certified mail to the Superintendent on or before April 1 prior to the contractual year in which the employee wishes to return. An employee who is on an approved Leave of Absence who fails to submit a request for reinstatement or a request for extension of the approved Leave of Absence shall be considered to have resigned his/her employment with District. A Leave of Absence may only be extended one time, except in the case of an elected/appointed officer.

Leaves of absence may be granted for the following reasons:

1. Parental Leave: Parental leave may be granted for the purpose of child rearing
2. Illness: Personal illness or caring for a sick member of the immediate family. Requests for such leave must be accompanied by a physician's statement. Immediate family is defined as spouse, children, step-children, parent(s), step-parent(s) and legal guardian of the employee.
3. Educational Leave: Employees pursuing the completion of an advanced degree or additional certification from an institute of higher learning. Proof of satisfactory completion of at least six (6) hours per semester will be required.
4. Election/Appointed Officer: Employees serving as a full-time elected/appointed officer of a professional organization at the state or national level for the duration of the term.

Decisions on whether to grant a leave of absence will be based on the benefit of the employee, the benefit of the District, and the availability of a replacement teacher who is willing to sign a

Duration of Need contract. This does not apply to parental leave requested prior to May 1.

Vacation Leave: District will provide annual vacation with pay to those employees assigned to twelve-month positions (253-day contracts or longer). Vacation days are cumulative, up to a maximum balance of 10 days. It is the employee's responsibility to monitor his or her vacation balances. No employee will be credited any days of vacation that result in the balance exceeding the maximum allowance of 10 days. Days in excess of 10 as of June 30 of each year will be removed from the employee's vacation leave balance and will roll over into sick leave.

A full year of service is measured from July 1 to June 30. Vacation time will be accumulated only for months during which the employee works the majority of the month. Absences of an employee on sick leave, vacation leave, or other paid approved leave are considered days worked for the purpose of vacation time accrual. Paid vacation leave will not be accrued for leave taken for unapproved reasons, or for reasons that result in unpaid leave.

The following accrual rates will apply to those support employees eligible for paid vacation days:

1-3 years of continuous service as a 12-month employee	1 week
3-6 years of continuous service as a 12-month employee	2 weeks
6-15 years of continuous service as a 12-month employee	3 weeks
15 or more years of continuous service as a 12-month employee	4 weeks

Twelve Month Administrators

Certified Administrators and/or Superintendent receive 22 days of vacation to be used annually in addition to the days central office is closed.

An employee who leaves employment with District will be compensated at the employee's daily rate of pay for any accrued vacation leave, up to a maximum of 10 days.

Both the supervisor and the employee should strive to arrange vacation times during periods that are the least disruptive to the mission of the District.

Professional Leave: The Board may authorize leave for certified employees to attend professional conferences, conventions, and/or meetings which contribute to the basic functioning of the certified employee's assignment in accordance with District Regulation.

Holidays: District shall provide those holidays which are set forth on a school calendar and those which are specified by the Superintendent.

Adopted: September 14, 2020

Revised: February 8, 2021, August 30, 2021, July 7, 2023; September 9, 2024;
August 11, 2025

DISTRICT POLICY

Professional Boundaries

The Board counts on staff to adhere at all times to recognized standards of professional conduct. Teachers, administrators, and support employees are role models and must exemplify ethical behavior in their relationships with students, patrons, and other staff members. The Board expects staff to be mindful that they are professionals and their conduct, particularly in relation to students, patrons, and other staff, must be consistent with professional standards. Staff members must never engage in conduct which detracts from a safe, positive or appropriate learning environment.

The Board believes that all staff members have a responsibility and professional obligation to be familiar with, and abide by, the laws of Oklahoma, the policies of the Board, and the administrative regulations designed to implement them – as they affect the employee’s job and commitments to students and others. No teacher or support employee shall be prohibited from or disciplined for disclosing public information to correct what the teacher or support employee reasonably believes evidences a violation of the Oklahoma Constitution or law or a rule promulgated pursuant to law or reporting a violation of the Oklahoma Constitution or state or federal law, regardless of whether or not prior notice was given to the teacher or support employee’s supervisor or any other party in the relevant chain of command.

For purposes of this section, “reporting” includes providing a written or spoken account to a supervising teacher, administrator, school board member, an Oklahoma State Department of Education (OSDE) representative, law enforcement official, district attorney, and/or parent or legal guardian of a student directly impacted by the actions.

The Family Educational Rights and Privacy Act (FERPA): This does not exempt a teacher or support employee from adhering to a student or parent’s rights to confidentiality and protection under FERPA.

The OSDE Standards of Performance and Conduct set forth standards for the professional conduct of teachers. The Board, like the State Department of Education, requires teachers in the school system to adhere to this code. It expects its administrators also to adhere to requirements for administrators. In addition, the Board approves specific ethical standards that must guide the conduct of all staff members.

Specific Responsibilities. Essential to the success of ongoing District operations and the instructional program are the following responsibilities, required of all personnel:

1. Support and enforcement of policies of the Board and regulations of the District administration with regard to students.
2. Concern and attention toward their own and the District’s legal responsibilities for the safety and welfare of students, including the need to assure that students are responsibly supervised within the constraints presented.
3. Avoidance of exploitation of relationships with students, other staff members or District patrons.

4. Consistency and promptness in attendance at work.
5. Diligence in submitting required reports promptly at the times specified.
6. Care and protection of District property.

Staff-Student Relationships: Exploitation of staff-student relationships is inconsistent with obligations owed to students. Commercial and business dealings between students and staff members are prohibited. A staff member may not use a teacher/administrator or similar relationship with a student for personal gain. Likewise, staff members may not use student property for personal use or benefit. Staff members who suspect or recognize an inappropriate relationship between a student or staff member or who observe inappropriate conduct toward or contact with a student are required to report this in writing to their supervisor, the Superintendent, or other District official.

Exploitation of a Student. Exploitation of a student may result from an improper personal relationship encouraged by a teacher, administrator or support employee. Staff members should be aware that gestures and physical conduct, even though innocent and properly motivated, may be misrepresented by students or parents. Therefore, teachers, administrators, and support employees must avoid conduct that might be characterized as evidencing an improper or unprofessional personal attachment toward a student. Sponsors or chaperones shall not sleep in the same rooms with students on overnight activity trips unless the sponsor or chaperone is the parent or legal guardian of the student. Likewise, coaches, sponsors or chaperones shall not accompany a single student on a trip or activity unless written approval is received from parents or legal guardian of the student and the Superintendent or Superintendent's designee. Sexual or romantic involvement with a student and sexual harassment by any employee, regardless of the student's age or student's placement in or out of the teacher's class, is prohibited. School officials will seek criminal investigation and prosecution of any employee suspected of engaging in child exploitation.

Standards of Behavior. Staff is expected, in the capacity as role models, to establish an example of acceptable behavior for students in connection with classes and extracurricular activities. Teachers, administrators and support employees must refrain from the use of vulgar or obscene language and conduct in the presence of students. Similarly, discussion with students of issues personal to the staff member, such as divorce, sexual issues, or similar highly personal subjects, is inappropriate. The use of alcohol by any staff member in the presence of students is prohibited. Likewise, the use of illegal or illicit drugs by employees in or outside the presence of students is prohibited. Likewise, the use of illegal or illicit drugs by employees in or outside the presence of students is prohibited and grounds for disciplinary action, including dismissal.

The District has adopted policies relating to employee and student use of wireless telecommunications devices and social networking sites, and employees shall adhere to these provisions. Staff members are expected to refrain from comments or statements, even in jest, reflecting adversely on any person or group with reference to race, color, religion, sex, status, sexual orientation, age or genetic information. Racial, ethnic, or sexual slurs in the presence of student or during work or work-related activities or programs constitute unprofessional conduct.

Exploitation by Supervisors of Subordinate Employees. The exploitation by supervisors of subordinate employees is improper and prohibited. In particular, any employee who supervises, directs, evaluates or makes any employment recommendation with regard to any other employee (ie. acts as a supervisor) is prohibited from engaging in any commercial, business, romantic, sexual, or other similar type of personal relationship with any employee who is or may be subordinate to the supervisor.

Every employee of the District has the duty to abide by this professional boundaries policy. Failure to do so may lead to disciplinary action including dismissal or non-renewal from employment, referral to law enforcement authorities for prosecution, to other action appropriate to the nature, gravity, and effect of the relationship on students, other staff members, or school operations.

Adopted: September 14, 2020
Revised: August 11, 2025

DISTRICT POLICY

GENERAL STUDENT POLICIES

School Calendar: School shall actually be in session and instruction offered:

- For not less than 1,086 hours each school year ~~if. The Board will adopt a school-hours policy and notifies~~ the State Board of Education (“SBE”) prior to October 15 of the applicable school year; ~~or~~
- ~~Beginning with the 2021-2022 school year, f~~For not less than 1,086 hours with a minimum of 166 days of instruction each school year ~~if. The Board will adopt a school-hours policy and notifies~~ the SBE prior to October 15 of the applicable school year; or
- For not less than 1,086 hours each school year if the Board adopts a school-hours policy, notifies the SBE prior to October 15 of the applicable school year, and the district meets or exceeds the minimum guidelines for student performance and school district cost savings established by the SBE.

Annually, the Superintendent or the Superintendent’s designee shall prepare and present for Board approval a school calendar which indicates the dates of the opening and the closing of school and all applicable instructional and professional days. District will not count more than 30 hours of attendance at professional meetings each school year toward the 1,086 hours of classroom instruction time required by law. In addition, the superintendent shall have the authority to make short-term adjustments to the calendar as necessary, including but not limited to distance learning schedules and related planning and redefining attendance and absence requirements for students and staff.

For the purposes of this subsection, “virtual instruction” means the use of the Internet or other means of digital information transmission systems as a form of academic instruction. Beginning with the 2026-2027 school year, District shall not count days or portions of days when school is closed and virtual instruction is provided towards the 1,086 hours of classroom instruction. However, a district may count up to twelve (12) hours when school is closed and virtual instruction is provided towards the 1,086 hours of classroom instruction time only if certain requirements are met as required by law, including but not limited to annual approval by the District’s Board as well as the State Superintendent. This provision does not apply to full-time virtual education programs operated by a District.

School Day: A school day shall consist of not less than six (6) hours devoted to school activities except as allowed by law or as a result of extenuating circumstances such as a health and safety emergency. The Administration shall establish the school hours within the school day and class schedules for the schools within District and may provide for flexible scheduling and a longer school day to accommodate flexible scheduling. That information will be provided to students, parents and the public in the school handbooks.

Class Size: The Administration shall maintain appropriate class sizes as required by state law and applicable regulations.

School Ceremonies and Observances: According to state law, each school may lead its students in a daily, but not less than weekly, pledge of allegiance to the flag of the United States of America and may fly the United States and Oklahoma flags on school grounds on school days when weather permits. The United States Flag will be on display, either inside or outside, on school property as required by law. Any person who mistreats or dishonors the Flag will be subject to consequences pursuant to state law and district policy. In addition, students who do not wish to participate in the pledge will not be required to do so or penalized for noncompliance, so long as it is respectful. Schools within District may observe the holidays of various religions and present assembly programs with songs and decorations in accordance with the traditional and historical significance of the religious holiday. Schools within District may conduct programs commemorating events in the history of Oklahoma and the United States. Student assemblies shall be considered part of the school program and shall be held during school hours.

Minute of Silence: At the beginning of each school day in which students are present at school, District shall observe approximately one minute of silence for the purpose of allowing each student, in the exercise of his or her choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. Students or staff shall not coerce or attempt to coerce any person to engage in any particular activity during the minute of silence. After a minute of silence, the administrative staff shall indicate that the minute of silence is concluded.

The minute of silence shall commence with an announcement substantially mirror the following statement: "We now pause for a minute of silence in which students may reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices." Any complaints regarding violations of this policy will be addressed promptly and in accordance with law and District's complaint procedures.

Voluntary Prayer: District acknowledges the right to engage in voluntary prayer. Those who wish to participate in voluntary prayer will be permitted to do so pursuant to the Oklahoma Administrative Code at OAC 210:35-3-251. Voluntary prayer is permitted at school events, including but not limited to sporting events or graduation ceremonies, so long as it is non-disruptive and respectful of the rights of other individuals present. Any complaints regarding violations of this policy will be addressed promptly and in accordance with law and District's complaint procedures.

Release of Students: All students are to remain on the school campus between the time of arrival and the close of their assigned school day. Parents and/or guardians must check out students through the school office before taking the student from campus. Students shall only be released from schools to a parent or guardian listed in District's student information system unless the parent or guardian has provided the Principal with a written statement authorizing the release of the student to a third party. The Principal may contact the parent or guardian to authenticate or verify the written authorization. This does not apply to open campus lunch or students participating in a concurrent college enrollment course pursuant to policy ED and corresponding regulation ED-R5. Students who leave campus without permission shall be

subject to disciplinary action.

Open Campus Lunch: District may permit high school students the option to leave campus for lunch. This would include students enrolled in Quality Academy, and traditional students. Parents assume responsibility for student welfare and safety while students are away from campus during the lunch period. If open campus lunch is not permitted or students prefer not to leave campus for lunch, students will be permitted to purchase a school lunch, use vending machines and/or bring their lunch. Any student who is late returning to school from lunch or those who demonstrate inappropriate behavior could be subject to loss of off campus privileges.

Adopted: September 14, 2020

Revised: August 12, 2024; February 10, 2025, May 12, 2025; August 11, 2025

DISTRICT POLICY

ADMISSION, RESIDENCY, PLACEMENT, TRANSFER, AND WITHDRAWAL

Admission: The following students shall be admitted to District if they meet the age, immunization, and good standing requirements set forth in this policy:

- A. Students who are legal residents of District;
- B. Students who have a legal transfer into District;
- C. Students who have been accepted by District on a tuition basis; and
- D. Foreign students who have been accepted by District as Non-immigrant (F-1) Students.

A home-schooled student who wishes to be admitted to District may only be enrolled on a full-time basis. Part-time admission or enrollment is not allowed.

Age Requirements:

- A. Minimum Age: A child must be four (4) years old on or before September 1 in order to enroll in District's early childhood program. A child must be five (5) years old on or before September 1 in order to enroll in kindergarten. A child must be six (6) years old on or before September 1 in order to enroll in first grade, unless otherwise entitled to enroll by law.
- B. Maximum Age: All students who have not completed the twelfth grade and are up to twenty-one (21) years old on or before September 1 shall be eligible to attend school in District; provided that upon submitting evidence to the Board of Education in the student's resident district, or the Board's designee, showing that the student who is a resident of the State of Oklahoma, is lawfully present in the United States, and was unable to attend school because of physical disability or service in the United States Armed Forces or auxiliary organizations by reasons provided for by law which of which it was made it impossible to complete the twelfth grade before the age of twenty-one (21), a student may attend school in District until the student attains the age of twenty-six thirty (2630). Persons applying for and approved under this subsection shall only be eligible if the district offers a full-time virtual education program, which the student utilizes to complete their high school education.
- C. Students with Disabilities: Students with disabilities may be entitled to attend school from three (3) years of age. District's Special Education Director should be contacted to determine eligibility of students with disabilities for early admission.

- D. Proof of Age: Unless identified as homeless in accordance with the McKinney-Vento Homeless Education Assistance Act, any student who is enrolling in school for the first time shall present upon enrollment a birth certificate which verifies the student's age. If a birth certificate is not presented within four (4) weeks after its request, the student's enrollment may be terminated depending on the circumstances.

Immunization Requirements: No student shall be permitted to enroll in District unless the student presents to the school at the student's initial enrollment either:

- A. Certification from a licensed physician or authorized representative of the State Department of Public Health that such student has received, or is in the process of receiving, immunizations required by the Department of Public Health, or that such student is likely to be immune as a result of the disease; or
- B. A Certificate of Exemption form stating that the child is exempt from the immunization requirements on the ground that (1) the physical condition of the student is such that immunization would endanger the life or health of a student, signed by a physician; (2) the parent, guardian or person having legal custody of the child objects to such tests or immunizations for religious reasons; or (3) the parents, guardian or person having legal custody of the student claims an exemption for personal reasons. A copy of the Certificate of Exemption will be forwarded to the Department of Public Health for review and approval.

Good Standing Requirement: A student must be in good standing at the time of withdrawal from any previous school in order to enroll in District. A student who has been suspended from a public or private school in the State of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in District, and no public school shall be required to enroll such student, until the terms of the suspension have been met or the time of suspension has expired.

Residency Requirements:

Categories of Residency: The following students shall be considered legal residents of District:

1. Students whose parent, legal guardian or legal custodian holds legal residence in District.
2. Students who have been placed in a foster home within District (a) by the person or agency holding legal custody pursuant to court order, or (b) by a state agency having legal custody; provided that the home meets the legal requirements for a "foster home".

3. Qualified students under a Special Power of Attorney as required by the Compact on Educational Opportunity for Military Students.
4. Students whose full-time care and custody is provided by an orphanage or a child care facility supported by charity.
5. Students who reside in District and are supporting themselves entirely by their own efforts.
6. Students who have been placed in a public or private residential child care or treatment facility and whose place of legal residence cannot be determined.
7. Students who are homeless persons as defined by the law.
8. Any other students provided for by law.

Procedures for Determining Residency - The following procedures shall be used to determine the residency of a student in District:

1. An admissions form shall be completed for each student initially enrolling to attend school in District. All other students may be requested to complete an admissions registration form at enrollment or at other times at the discretion of the Administration.
2. In determining the residency of a student, the Administration may require proof of residency and/or affidavits or verification of residency. Such proof may include but is not limited to proof of payment of local ad valorem taxes, proof of rental payment or title to residential property in district, utility bill voter or car registration.
3. If a student is denied admission to a school in District by the Administration, the student shall be notified of the reasons for the denial in writing. The student may appeal the denial to District's Residency Officer in writing, stating the reasons for the appeal. District's Residency Officer shall be the Superintendent. District's Residency Officer shall consider the appeal and shall notify the student of the appeal decision in writing, stating the reasons for the decision. The decision of District's Residency Officer shall be final.
4. If a student has been admitted to attend school in District after establishing a bona fide legal residence in District, and thereafter moves and is no longer a resident of the district, the student shall be permitted to complete the current school year; provided that, if District determines that the student did not in fact establish a bona fide legal residence in District, the student's permission to attend school shall be revoked and tuition shall be charged for the days attended.

Residency by Military Order – A student whose parent or legal guardian is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order will be considered in compliance with the residency requirements as provided by law. District shall accept enrollment applications by electronic means, including enrollment in a specific school or program within the District and course registration. The parent or legal guardian shall provide proof of residence in the District within ten (10) days of the published arrival date provided on the official documentation. The following may be provided to show proof of residence:

1. A temporary on-base billeting facility,
2. A purchased or leased home or apartment, or
3. Federal government or public-private venture off-base military housing.

For purposes of this policy:

“Active military duty” means a full-time military duty status in the active uniformed service of the United States including members of the National Guard and Military Reserve on active duty orders; and

“Military installation” means a base, camp, post, station, yard, center, homeport facility for any ship or other installation under the jurisdiction of the Department of Defense or the United States Coast Guard.

Power of Attorney: A parent or legal custodian of a child, through a properly executed power of attorney and without compensation, may delegate to another person, for a period to exceed twenty-four (24) hours but not to exceed one (1) year, certain powers regarding the care and custody of the child as provided in law. The parent or guardian may withdraw or revoke the power of attorney at any time. The attorney-in-fact shall have those powers specified by law, including the right to enroll the child in school and to have access to all education records., or those powers specifically delegated to the attorney-in-fact.

Withdrawals: Students who attend school as resident students may be withdrawn from school:

- A. By the submission of proof that the student’s residence for school purposes has changed or is about to change to another school district;
- B. By the submission of proof that the student has attained the age of eighteen (18);
- C. If the student has attained the age of sixteen (16), upon written agreement between the principal and the parent, guardian or custodian of the student that such withdrawal is in the best interests of the student and/or community, and that the student shall thereafter be under the supervision of the parent, guardian or custodian until the student has reached the age of eighteen (18); and
- D. By administrative action, if the student has had ten (10) consecutive unexcused absences.

Placement and Assignment: Students, including students who have been home-schooled, shall be assigned to a grade level or class based upon an assessment of the student's age, maturity, grades received, standardized test results, and/or abilities in accordance with Administrative Regulations.

Students transferring into District from a school not accredited by the Oklahoma State Department of Education ("OSDE") or enrolling in District immediately after being a home-schooled student, shall be required to take comprehensive written examinations in the subjects studied or grades attended in the nonaccredited school. Results of the examinations will be utilized in determining the academic units or grade levels for which a student is to receive credit. In order for a student to enroll in courses that have prerequisites, the student must have passed the proficiency exam for that prerequisite. Proficiency must be demonstrated by exam on all courses required for graduation from District. Exams will be given only for courses offered at District. Copies of the exams and their results will be placed in the student's file.

A parent or guardian of multiple-birth siblings may request that the children attend the same school and be placed in the same classroom or in separate classrooms if the children are in the same grade level at the same school and meet the eligibility requirements of the class. The parent or guardian must request the classroom placement no later than fourteen (14) days after the first day of each school year or fourteen (14) days after the first day of attendance of the children during a school year if the children are enrolled in the school after the school year commences. The school may recommend classroom placement to the parents and provide professional education advice to the parents to assist them in making the best decision for their children's education. A school must provide the placement requested by the children's parent or guardian, unless the Board makes a classroom placement determination following the school principal's request. At the end of the initial grading period, if the school principal, in consultation with the children's classroom teacher, determines that the requested classroom placement is disruptive to the classroom environment, the school principal may request that the Board determine the children's classroom placement.

Placement of Student Victims: Upon the Superintendent's receipt of notice from a juvenile bureau that a student of District has been adjudicated, or that adjudication has been withheld, an offense subject to the Juvenile Sex Offender Registration Act, District shall notify the victim and parent or guardian of the victim of their right to request to be separated from the offender at school and during school transportation. If the victim requests to be separated from the offender, District shall take appropriate action as required by law. The decision of the victim shall be final and not reversible.

Student Transfers: Subject to certain exceptions provided for by law, the transfer of a student from the district in which the student resides to District or within the District by a student attending a different school site within the District shall be granted at any time during the school year unless the requested transfer exceeds the capacity of the grade level sought for each school site or the desired school site within the District. District's Board will meet by the first day of January, April, July and October each year to establish the number of transfer students the school has the capacity to accept in each grade level for each school site within the District. District's capacity will be published on District's website and reported to the State

Department of Education (“SDE”). District’s capacity is as follows:

- **Pre-kindergarten:** No more than 20 students per classroom or 10 students per adult in the classroom.
- **Kindergarten:** No more than 20 students per teacher (excluding PE and Music classes), unless an additional class would have fewer than 10 students or unless a teacher’s assistant is hired.
- **Grades 1-3:** No more than 25 students per teacher (excluding PE and Music classes), unless an additional class would have fewer than 10 students or unless a teacher’s assistant is hired.
- **Grades 4-6:** No more than 25 students per teacher (excluding PE and Music classes), unless an additional class would have fewer than 16 students.
- **Secondary:** No more than 160 students per day (excludes PE and music classes).

In order for a student to be transferred, the parents or guardian of the student must first submit an application form specified by the State Board of Education (“SBE”) and in accordance with the SBE’s to the District Superintendent procedures. District will approve or deny transfer applications and notify the parents of the decision in writing within thirty (30) days of receiving an application. If the capacity of a grade level for each school site or the desired school site within the District is insufficient to enroll all eligible students, District shall select transfer students in the order in which District received the student transfer applications. If the transfer application is accepted, the parents or guardian shall notify District in writing within ten (10) days of receiving notice of approval that the student will be enrolling in the District. Failure to provide such notice may result in District’s decision to cancel the transfer, which will be provided in writing immediately upon the cancellation. If the transfer application is denied, the parents or guardian may appeal such denial as set forth in law and regulation.

A transfer may be denied if it will exceed enrollment capacity, or for student discipline as provided for in § 24-101.3 or for attendance issues. “Attendance Issues” are defined as ten or more absences in one semester that are not excused for the reasons provided in 70 O.S. § 10-105 or due to illness. District will begin receiving new applications for the subsequent school year on or after July 1st each school year. However, any currently approved transfers may be approved for the next school year beginning on May 1st.

All student transfers previously granted will remain in effect unless the District takes action to deny ~~a future year’s attendance~~ the continued transfer based on discipline or attendance issues as ~~previously provided for herein~~ provided for by law. If District intends to deny a student’s continued transfer, the parents or guardians will be notified by or before July 15th. If the grade a student is entitled to pursue is not offered in the student’s resident district, the transfer will be automatically approved.

A student whose parent or ~~legal~~ guardian is employed by the District may be allowed to

transfer to the District regardless of capacity. The child of a District employee who resides in the District, but wishes to attend a different school site within the District where the student resides may be granted an intra-district transfer as long as the student does not meet the criteria as a basis for denial as provided for herein. In addition, any student who has attended school as a resident student for at least three (3) years prior to moving out of the District may be allowed to transfer regardless of capacity, provided that the student does not meet a criteria for denial as provided for herein.

Any child in the custody of the Department of Human Services (“DHS”) in foster care who is living in the home of a student who transfers to the District or to another school site within the District may attend school in the District or at the school site as provided for by law. Except for a child in the custody of DHS in foster care, a transfer student shall not transfer more than two times per school year to one or more districts in which the student does not reside or to other school sites within the District where the student resides, provided that the student may reenroll in his or her district or school site of residence at any time.

The brother or sister of a student who transfers to District may attend school in the District regardless of capacity and so long as the brother or sister does not meet a criteria for denial as provided herein. Applications will be considered in the order in which they are received by the District and a separate application must be submitted for each student who desires a transfer. The brother or sister of a student who transfers intra-district may attend the school site to which his or her sibling transferred so long as the district has capacity and the brother or sister does not meet a basis for denial as provided for herein.

A student who changes residence within the District, but wishes to attend the same school site may be granted an intra-district transfer provided that the student does not meet the criteria as a basis for denial as provided for herein.

On or before the first day of January, April, July and October, the Superintendent will file with the SBE and each resident district a statement showing the names of the students who were granted transfers, their resident districts and their grade levels.

If a transfer request is denied by the District, the parent or guardian of the student may appeal the denial to District’s Board within ten (10) days of the notification of the denial as provided for by law and regulation. District’s Board will consider the appeal at its next regularly scheduled board meeting so long as the appeal is received prior to the statutory deadline for posting the Board agenda. If the appeal is not received prior to the deadline for posting the agenda, the Board shall schedule a special meeting to consider the appeal. The appeal process will be paper-only and the review of the documents will take place in executive session in order to protect student privacy. During executive session, the Board will review written documentation from the Superintendent regarding reasons for the transfer denial and information from the parent/guardian regarding why the transfer should have been approved. The vote to uphold or reject the Superintendent’s transfer denial will be held in open session.

If the Board upholds the denial, the parent or guardian may appeal the denial to the SBE within ten (10) days of the notification of the Board’s decision. The SBE will adopt guidelines

for this process.

Special Education and Gifted Education Transfers: Transfers regarding students with disabilities will be considered in accordance with law and SDE regulations. Prior to approving the transfer of a student with disabilities, the receiving district shall establish availability of the appropriate program, staff, and services. In addition, a joint IEP conference shall be required between the district of residence and the receiving district prior to approval of the transfer. If a request to transfer a student with disabilities to a district other than the resident district is denied, the parent or ~~legal~~ guardian or an adult student who is eighteen (18) years of age or older, but under the age of twenty-two (22) may appeal the denial within ten (10) days of notification of the denial to the receiving district's board of education. The receiving district's board shall consider the appeal at its next regularly scheduled meeting. If the receiving district's board denies the appeal, the parent, ~~legal~~ guardian, or qualifying adult student may appeal the denial to the State Board of Education within ten (10) days of notification of the denial. The appeal process shall be conducted as provided for in law and regulation.

Military Parent Transfers: Students who are dependent children of a member of the active uniformed military services of the United States on full-time active duty status and students who are the dependent children of a member of the military reserve on active duty orders shall be eligible for admission to the District regardless of its capacity, but in accordance with state law, if: ~~a) at least one (1) parent or guardian of the student has a Department of Defense-issued identification card; and b) at least one (1) parent can provide evidence that he or she will be on active duty status or active duty orders, meaning that the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation, or a natural disaster requiring the use of orders for more than thirty (30) consecutive days.~~

Specifically, students who are the dependent children of a member of the active uniformed military services of the United States on full-time active duty status, and students who are the dependent children of a member of the military reserve on active duty orders, shall be provided provisional eligibility for intra-district transfers regardless of capacity except that the number of intra-district transfers specific to military dependents shall be based on two (2) military dependents per one hundred (100) enrolled students at the elementary school level, four (4) military students per one hundred (100) students at the middle school level, and six (6) military dependents at the high school level.

For purposes of this policy:

"Elementary school" means kindergarten through fifth grade;

"Middle school" means sixth grade through eighth grade; and

"High school" means ninth grade through twelfth grade.

A student shall be considered in compliance with residency provisions if his or her parent or guardian is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order. District shall accept enrollment applications by electronic means, including enrollment in a specific school or

program within the District and course registration. The parent or guardian shall provide proof of residence in the District within ten (10) days of the published arrival date provided on the official documentation. The following may be provided to show proof of residence:

1. A temporary on-base facility.
2. A purchased or leased home or apartment, or
3. Federal government or public-private venture off-base military housing.

A student shall not be precluded from enrollment prior to residency for any of the following reasons:

1. Having an individualized education program (IEP) or an individualized family service plan (IFSP) under the Individuals with Disabilities Education Act (IDEA);
2. Receiving or qualifying for special education courses or services; or
3. Receiving or qualifying for accommodations or services under Section 504 of the Rehabilitation Act of 1973 (Section 504).

If the enrolling student is transferring with an IEP, IFSP, or a Section 504 Plan, the District's Board shall take the necessary steps including but not limited to, the transfer of records and any prior evaluations, the performance of reevaluations, if necessary, and meeting to ensure that comparable services are in place prior to the student's first day of school in the state.

For purposes of this policy:

“Active military duty: means a base, camp, post, station, yard, center, homeport facility for any ship or other installation under the jurisdiction of the Department of Defense or the United States Coast Guard.

“Military installation” means a base, camp, post, station, yard, center, homeport facility for any ship or other installation under the jurisdiction of the Department of Defense or the United States Coast Guard.

McKinney-Vento Act: The Education for Homeless Children and Youth (“EHCY”) program is authorized under the McKinney-Vento Homeless Assistance Act (“McKinney-Vento Act”), as amended by Every Student Succeeds Act (“ESSA”). The mission of the EHCY program at the Oklahoma State Department of Education (“OSDE”) and District is to ensure educational equity and success for students experiencing homelessness by providing support according to the McKinney-Vento Act.

Homeless children and youth are defined as those who lack a fixed, regular, and adequate nighttime residence. Determinations will be made on a case-by-case basis as provided for in the Student Handbook. The District McKinney-Vento Liaison is Pam Ladyman and may be reached at 405-222-6500. Each site will also have a McKinney-Vento liaison, who can be reached through the Administration office at each school site.

The McKinney-Vento Act provides homeless children and youth the following rights:

1. To immediately enroll in school;
2. To attend school in school of origin or in the attendance area where the family

currently resides;

3. To receive transportation to school of origin if requested by parents/guardians/unaccompanied youth and is in the best interest of the child;
4. To receive comparable services as other schoolmates including but not limited to transportation and supplemental services;
5. To attend school along with children who are not homeless;
6. To have their rights posted in all schools and other places around the community that low-income families and high-risk families may visit.
7. To be free of segregation and stigmatization with the nature of their living situation remaining confidential under the Family Educational Rights and Privacy Act ("FERPA").

District Responsibilities: ~~Beginning with the 2024-2025 school year,~~ The State of Oklahoma will require a parent or guardian of a student, or the student if he or she is not in the physical custody of a parent or guardian, to complete the form provided by the OSDE for students who are identified as homeless children and youth at the time of enrollment.

District will immediately enroll the child or youth, even without records that are normally required for enrollment, or if the child or youth has missed application or enrollment deadlines during a period of homelessness. District will assist with obtaining immunizations or other required health records. District will presume that the school of origin is in the child's best interest and will continue such enrollment even if the child becomes permanently placed during the academic year unless contrary to the request of the parent, guardian or unaccompanied youth. District will enroll the homeless child or youth with non-homeless students who live in the attendance area in which the child or youth is living and eligible to attend. District will consider student-centered factors related to the child or youth's best interest and will provide a written explanation of the reasons for the decision, including information regarding the right to appeal if District sends the child to a school other than the one requested. District will enroll the child or youth immediately in the school in which enrollment is sought if a dispute arises pending final resolution of the dispute and will provide services comparable to those received by other students in the school. Information regarding the homeless child or youth's living situation will be confidential and coordination efforts with local agencies providing services to homeless children or youth and their families will be made.

Dispute Resolution: Parents, guardians, or unaccompanied youth experiencing homelessness may disagree with District on issues related to McKinney-Vento services, enrollment, and/or school selection. In most cases, issues can be resolved without outside intervention. When a dispute arises over eligibility, school selection, or enrollment and cannot be resolved independently, the following procedures will be invoked:

- The child or youth "shall be immediately enrolled in school in which enrollment is sought, pending final resolution of the dispute, including all available appeals.
- The parent, guardian, or unaccompanied youth must be provided with a written explanation of any decisions related to school selection or enrollment made by the school, district or state involved, including the rights of the parent, guardian, or unaccompanied youth to appeal such decisions.

- The parent, guardian, or unaccompanied youth must be referred to the local liaison, who will carry out the dispute resolution process as expeditiously as possible.

McKinney-Vento dispute procedures apply to any dispute arising under the McKinney-Vento Act, including disputes over questions such as: eligibility, school selection, participation, and transportation. Every effort will be made to resolve the complaint or dispute at the District level before it is taken to the OSDE. District will inform the Complainant of District's Complaint Resolution Procedure when a question concerning the education of a homeless child or youth arises.

1. Notify District's homeless liaison:
 - a. Request a copy of or access to District's Board policies addressing the education of homeless children and youth and review them. Make an appointment with the homeless liaison to discuss the complaint.
 - b. If the dispute is not resolved at the point, Complainant may file a complaint in writing to District's homeless liaison for further review.
 - c. Complaint should include a request that a written proposed resolution of the dispute or a plan of action be provided within five (5) days of the date the complaint was received by the homeless liaison. A review of the proposal or plan of action with the homeless liaison should follow. An extension may be mutually agreed upon; however, every effort should be made to resolve the complaint in the shortest time possible.
2. If the dispute is not resolved at the District homeless liaison level, the complaint may be forwarded to the Superintendent for review followed by a meeting with the Superintendent to discuss the dispute. The Complainant should request from the Superintendent a written resolution within five (5) days of the date of the discussion. The parties may mutually agree upon an extension; however, every effort should be made to resolve the complaint in as short a time as possible.
3. If the dispute is not resolved at the Superintendent level, the complainant may take the matter before the Board for resolution. If this effort for resolution fails, the complaint may be taken to the OSDE.

Adopted: September 14, 2020

Revised: August 3, 2021; October 25, 2021; November 8, 2021; June 8, 2022; June 28, 2023;
April 24, 2024; September 9, 2024; August 11, 2025

DISTRICT POLICY

ATTENDANCE

General: Every student shall attend school regularly. Regular attendance at school is necessary for students to successfully progress in and fully benefit from the educational experience, teaches students the necessity of regular attendance in preparation for work, and teaches students to be personally responsible. The Administration shall notify a student's parent or guardian regarding the student's absences and tardies as set forth in Administrative Regulations or Student Handbook.

Absences: Students are expected to attend all classes if possible. 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 or otherwise excepted as set forth herein. 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 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 3.0 or higher. Included in the excused absences shall be absences for the purpose of receiving speech therapy, occupational therapy, or any other service related to the child's IEP so long as the parent, guardian, or other person with custody or control over the child submits a prior written request for the absence and provides subsequent documentation from the provider.

In addition, students who are absent in order to participate in a scheduled 4-H activity or program as approved by the 4-H educator shall receive an excused absence under this policy so long as the absence is not during scheduled statewide student assessments or during any period for which the student is subject to discipline that would preclude participation in an educational field trip or extracurricular activity. Students shall be given the opportunity to make up any missed schoolwork without having their grades adversely affected due to participation in activities or programs sponsored by 4-H. Documentation of proof of student participation shall be provided by a 4-H educator upon request by a school principal or attendance officer.

Released Time Courses: A student will be excused from school to attend a course in religious or moral instruction that is conducted off of District property and by an independent entity. The student may be excused for up to three (3) class periods per week, but no more than one hundred twenty-five (125) class periods per school year. The student's parent or legal guardian must provide the District with written consent prior to the student's participation in the course and any transportation provided to and/or from the place of instruction is the sole responsibility of the independent entity, the student, or the student's parent or legal guardian. District and its board shall be provided access to the independent entity's attendance records regarding District students. The student will be responsible for any missed school work and will complete such work in accordance with District policy. The student will not be excused to participate in the course during any classes in which the subject matter is subject to the assessment requirements of Section 1210.508 of Title 70 of the Oklahoma Statutes.

A student who attends the course will still be considered in attendance at the District. The student may also be awarded elective credit for the course provided that the work is substantiated by a valid transcript from the independent entity and additional criteria is met as provided for by law.

Chronic Absenteeism: Chronic absenteeism occurs when a student is absent from school at least ten percent (10%) of the time that school is in session and the student is included in membership, ten percent (10%) or more of school days on a one thousand and eighty-~~six~~ hour (1,086~~0~~) hour school calendar. The district recognizes that medical exemptions from chronic absenteeism may be appropriate in addition to other absences provided for by state law and/or regulation. Student absences which are due to a significant medical condition may be exempt from inclusion in the school site's chronic absenteeism indicator upon determination of eligibility by District's medical exemption review committee.

A significant medical condition, for the purposes of this policy, means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma that meets the following criteria:

- A. The condition affects the student so severely that it incapacitates the student from attending school for an identifiable time period or number of school days, or for which the student must receive regular medical care that requires him or her to be absent from school;
- B. The student is unable to receive instruction through homebound education services for an identifiable time period or number of school days due to the medical condition or treatment of the medical condition, or homebound education is not appropriate due to brief recurring absences for treatment purposes;
- C. District has been provided with written documentation of the condition that has been verified in writing by a physician licensed to practice in Oklahoma, or by a physician licensed to practice in another state if the treatment is in another state. A copy of the documentation verifying the student's condition shall be filed in the student's educational record. For qualifying circumstances, such as sexual assault or other events of a traumatic nature, that may not include official documentation, a letter from a school counselor or administrator explaining the student's qualifying circumstance may qualify as documentation. District's medical exemption review committee shall respect and protect the privacy of students and others in its review of medical exemption requests.
- D. Examples of significant medical conditions may include, but are not limited to:
 - a. Student has a terminal disease or degenerative illness, or has been placed in hospice care;
 - b. Student is comatose;

- c. Student has a serious chronic medical condition (lasting 3 months or more) and is absent for the purpose of receiving condition-related treatment (ie. chemotherapy, dialysis);
 - d. Death or life-threatening injury of an immediate family member of the student (ie. parent/guardian, sibling, child, or another member of the household); or
 - e. Student has sustained serious medical or physical injury as a result of a catastrophic event, such as:
 - i. A natural disaster or other event;
 - ii. An act of violence (ie. physical assault, sexual assault, kidnapping, homicide, torture, or terrorism);
 - iii. Drowning;
 - iv. Poisoning, fall ,or a traumatic brain injury; or
 - v. Fire or explosion in student's home.
- E. Absent another qualifying condition, a significant medical condition does not include:
- a. Minor illness or injury that does not incapacitate the student or require recurring treatment;
 - b. Short-term illness or injury resulting in absences of ten (10) or fewer consecutive instructional days, including those that require short-term hospitalization of ten (10) or fewer consecutive instructional days;
 - c. Pregnancy, unless complications of the pregnancy otherwise meet the requirements of this policy; or
 - d. Refusal of a parent/guardian to permit the student to attend school or receive homebound services due to illness, injury or trauma.

Student absences that are classified as “excused” under Oklahoma law and/or district policies should be classified as “excused” in the student information system and do not automatically qualify for a medical exemption for purposes of the chronic absenteeism indicator. In order to qualify for consideration under a chronic absenteeism medical exemption, an absence must fall under the definition of a “significant medical condition”. Furthermore, if a student has been determined to have a significant medical condition under the terms of this policy, only absences that are related to the student’s identified condition(s) or qualifying circumstances may be exempted from inclusion in the chronic absenteeism indicator.

District shall report any absences determined to be medically exempt to the Oklahoma State Department of Education (OSDE) Office of Accountability. All documentation considered during the medical exemption review committee’s consideration of potentially eligible absences shall be maintained by the district.

Attendance Policy: The student Attendance Policy is set forth in the Student Handbook. Students must comply with the attendance policy. However, the Superintendent has the specific discretion to grant a waiver to qualified students under the Compact on Educational Opportunity for Military Children.

Virtual Attendance Policy: District recognizes that circumstances may create a need for the implementation of its virtual education program. Beginning with the 2026-2027 school year, District may not count days or portions of days when school is closed and virtual instruction is provided toward the 1,086 hours of classroom instruction unless the District has met the requirements provided for by law, including but not limited to, approval by the Superintendent of Public Instruction of the District's virtual education plan. In the event these requirements are met, District may count up to twelve (12) hours when school is closed and virtual instruction is provided toward the 1,086 hours of classroom instruction time. Exceptions to this requirement may be on an individualized basis including but not limited to, a student's needs under a medical plan, IEP, or Section 504 Plan. Nothing in this provision is intended to negate a student's education pursuant to a qualifying full-time virtual education program.

In the event that ~~this situation~~ the need for participation in a virtual education program arises, the first date of attendance for a student beginning a virtual education program with District shall be the first date the student completes a virtual instructional activity. "Instructional activities" shall include instructional meetings with a teacher, completed assignments that are used to record a grade for a student that is factored into the student's grade for the semester during which the assignment is completed, testing, and other activities identified as such by District.

A student who is attending a virtual educational program through District shall be considered in attendance for a quarter if the student:

- a. Completes instructional activities on no less than ninety percent (90%) of the days within the quarter,
- b. Is on pace for on-time completion of the course as defined by District's board of education, or
- c. Completes no less than seventy-two (72) instructional activities within the quarter of the academic year.

For students who do not meet any of the above-mentioned criteria, the amount of the attendance recorded shall be the greater of:

- a. The number of school days during which the student completed instructional activities during the quarter,
- b. The number of school days proportional to the percentage of the course that has been completed, or
- c. The number of school days proportional to the percentage of the required minimum number of completed instructional activities during the quarter.

Students are expected to login and work daily on assignments and tasks as assigned by District employees or the assigned learning platform. All assignments must be completed by the assigned due date and will be graded and recorded in the gradebook weekly. The same grading scale and policies with respect to completion of work will be applicable. Teachers will monitor student work on a regular basis and meet with each student virtually at least one (1) or two (2) times each week. Teacher attendance will be monitored with respect to their availability to their

students and performance of their daily teaching duties. Students who violate the District's attendance requirements are subject to disciplinary action, including but not limited to academic probation.

For students who are participating in a part-time or temporary remote learning program, attendance and participation will be monitored in accordance with district policy and through documented student/teacher/course interaction that may include, but is not limited to, online chats, e-mails, posting/submission of lessons. A student may be counted as "present" or "in attendance" when the student/teacher/course interaction demonstrates student progress toward learning objectives as well as regular engagement in course activity. Regular engagement in the course activity includes, but is not limited to, daily log-ins to the assigned learning platform and completion of required activities. Daily log-in times must meet duration requirements necessary to complete the required activities.

Students who are interested in participating in extracurricular activities must be enrolled in at least one (1) class period on campus each day. This class period can be the class for the co-curricular or extra-curricular activity if it is a part of the school day.

Adopted: September 14, 2020

Revised: February 10, 2025; August 11, 2025

DISTRICT POLICY

GRADING, PROMOTION, RETENTION, AND GRADUATION

Grading: The grading system is designed to promote continuous evaluation of student performance, communicate student progress, and celebrate student successes. Administrative Regulations or Student Handbook may set forth the District's grading system, including class ranking. Students attending school virtually will be subject to the same grading scale and policies as all other District students.

Testing: No minor student shall be required to submit to psychiatric or psychological examination, testing or treatment without the prior written consent of the parent or guardian. No District employee (without written parental consent) shall elicit by written survey or written examination from any student information of a personal or private nature concerning any of the following areas:

1. Political affiliations;
2. Religious beliefs;
3. Sexual behavior and attitudes;
4. Illegal, anti-social, self-incriminating and demeaning behavior;
5. Mental or psychological problems potentially embarrassing to the student or his family;
6. Critical appraisals of other individuals with whom the student has a close family relationship;
7. Legally recognized privileged and analogous relationships, such as those of lawyers, physicians and ministers; and
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

This policy does not require parental consent to regular classroom activities, the curriculum, or any teaching techniques or methods.

Homework: Teachers may assign homework to students. The type, frequency, and quantity of homework to be assigned shall be determined by the teacher based on the needs of the students and the subject matter being taught.

Supplies: Students may be required to buy material for use in classroom activities or projects that are optional and/or extra-curricular projects that may be taken home when student has completed the project.

Report Cards and Progress Reports: District shall make report cards available to parents and/or guardians at the end of each semester with progress reports sent home each nine (9) weeks. In addition, teachers may send progress reports, may make telephone calls, and may schedule personal visits as needed to report student progress to parents and/or guardians. Parent-teacher conferences are scheduled periodically.

Transcripts: A transcript is any record of a grade or grades given to a student by a teacher such as a report card. Students requesting a copy of their transcript shall be provided a copy. However, if a student has failed to return any textbook or failed to make payment for a textbook which has not been returned, District shall withhold the transcript until such time as payment is made. The Superintendent may waive the withholding of a student's transcript because of failure to return a textbook or failure to remit payment for a textbook depending on the circumstances involved.

Promotion: Students may be promoted based on proficiency as provided by law and the regulations of the State Department of Education.

Retention: In general, students shall be placed at the grade level to which they are best adjusted academically, socially, and emotionally. The educational program shall provide for the continuous progress of students from grade to grade, with students spending one year in each grade. However, some students may benefit from staying another year in the same grade, and under certain circumstances, a student may be retained more than once.

Each school shall form a committee to review and make decisions regarding retention and promotion. The committee shall be composed of a classroom teacher, a counselor when available, the building principal, and any additional personnel assigned by the principal. Criteria to be considered by the committee shall include attendance, testing, assignments, and the student's level of maturity. Retention may be considered when:

1. The student is achieving significantly below ability and grade level;
2. Retention would not cause an undue social and emotional adjustment; and
3. Retention would have a reasonable chance of benefiting the student's development.
4. In addition, retention of certain students may be mandated by state law if the student achieves below the requisite score on statewide criterion-referenced tests.

Whenever the committee recommends that a student be retained at the present grade level or recommends that a high school student not be passed in a course, the student's parent or guardian shall be notified of such recommendation. If the student's parent or guardian is

dissatisfied with the recommendation for retention on the basis of items 1-3 set forth above, the parent or guardian may appeal the decision to the Board by submitting a written request for an appeal to the Superintendent. The decision of the Board shall be final. There shall be no appeal procedure for mandatory retention on the basis of item 4 set forth above.

Strong Readers Act: The Strong Readers Act ensures that the progression from one grade to the next is at least partially determined by proficiency in reading and that reading instruction and intervention services are implemented to address student reading needs. Students and their parents or legal guardians will be informed of reading progress.

In order to identify students who have ~~a reading deficiency including identifying students with~~ characteristics of dyslexia ~~that lead to or cause reading difficulty~~, each student enrolled in kindergarten, first grade, second grade, and third grade ~~in a public school~~ shall be screened at the beginning, middle, and end of each school year for reading skills. These reading skills shall include, but not be limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension. District will utilize an approved screening instrument that meets the requirements under the law.

~~Beginning in the 2025-2026 school year,~~ The State Board of Education (SBE) will approve screening instruments that meet the criteria provided for by law. Students who provide documented evidence that they meet at least one of the following criteria may be exempt from ~~these~~ screening requirements ~~provided for by law~~:

1. The student participates in the Oklahoma Alternate Assessment Program (OAAP) and is taught using alternate methods;
2. The student's primary expressive or receptive communication is sign language;
3. The student's primary form of written or read text is Braille; or
4. The student's primary expressive or receptive language is not English, the student is identified as an English learner using a state-approved identification assessment, and the student has had less than one (1) school year of instruction in an English-learner program.

If an exemption is granted, evidence of progression toward English language acquisition will be provided with the same frequency as administration of screening instruments.

Students who are administered a screening instrument and are determined not to be meeting grade-level targets shall be provided with a program of reading instruction that is designed to enable students to acquire appropriate grade-level reading skills. The program shall be based on scientific research and align with SBE standards and shall include:

1. Sufficient additional in-school instructional time for the acquisition of phonological awareness, decoding, fluency, vocabulary, and comprehension;
2. If funding is available and it is determined to be necessary, tutorial instruction outside of regular school hours;

3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's reading instruction program;
4. High-quality instructional materials grounded in scientifically based reading research; and
5. A means of providing every prekindergarten, kindergarten, first grade, second grade, and third grade student's family access to free online, evidence-based literacy instruction resources to support literacy development at home.

The parent or legal guardian of a student who is enrolled in kindergarten, first grade, second grade, or third grade and who shows a deficiency in reading, based on the results of the screening instrument administered by the district, shall be notified and the student shall receive an individual reading intervention plan no later than thirty (30) days after the reading deficiency is identified. The reading intervention plan shall be provided in addition to core reading instruction and shall:

1. Describe the research-based reading intervention services that the student will receive to remedy the reading deficiency;
2. Provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension, as applicable;
3. Monitor each student's reading skills progress throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in reading based on the results of the screening instruments or assessments administered pursuant to law.

The reading intervention plan for each student identified as having a deficiency in reading shall be developed by a Student Reading Proficiency Team composed of the parent or legal guardian of the student, the teacher assigned to the student who was responsible for reading instruction during that academic year, a teacher who is responsible for reading instruction in the next grade level of the student, and a certified reading specialist or an individual with advanced training or specialization in literacy instruction, if available.

District shall adopt and implement a strong readers plan with input from administrators, teachers, parents and legal guardians, and a reading specialist, where possible. District shall update its strong readers plan annually taking into consideration all of the requirements prescribed in law as well as the input of school administrators, teachers, parents and legal guardians, and if possible a reading specialist. Any first-grade, second-grade, or third-grade student who demonstrates proficiency in reading through a grade-level appropriate screening instrument approved pursuant to law shall not require a program of reading instruction or an individual reading intervention plan. Upon demonstration of proficiency, the District shall notify the parent(s) or legal guardian(s) of the student that he or she has satisfied the requirements of the Strong Readers Act. District shall continue to monitor the student in the next successive grade level in order to ensure that he or she maintains proficiency.

~~Beginning with the 2025-2026 school year,~~ if a third-grade student is identified as having a significant reading deficiency, which means that he or she is not meeting grade-level targets on a screening instrument, district shall provide the student with intensive intervention services for the appropriate amount of the instructional day consistent with the student's individual reading intervention plan and as determined by the Student Reading Proficiency Team. Intensive intervention services shall continue until the student demonstrates proficiency at his or her grade level based on the administration of a screening instrument.

The parent of a student who is determined to have a reading deficiency and is not meeting grade-level reading targets and has been provided a program of reading instruction as provided for by law shall be notified in writing of the following:

- a. That the student has been identified as having a substantial deficiency in reading;
- b. A description of the services being provided to the student pursuant to law;
- c. A description of the proposed intensive intervention services and supports that will be provided to student and are designed to remediate the identified area of reading deficiency as provided for by law;
- d. That a student who is promoted to the fourth grade shall receive supplemental intensive intervention services;
- e. Strategies for parents to use in helping the student succeed in reading proficiency; and
- f. The grade-level performance scores of the student.

No student will be assigned to a grade level based solely on age or other factors constituting social promotion.

A teacher who determines that a student in kindergarten or first through third grade is not reading at grade level by the end of the second quarter of the school year, shall notify the parent or legal guardian of the student's reading level, the program of reading instruction for the student as required by the Strong Readers Act, and the potential need for summer academy or another program designed to assist students in attaining grade-level reading skills.

Dyslexia Screening: Any student enrolled in kindergarten through third grade ~~in an Oklahoma public school~~ who is assessed through the Strong Readers Act and is not meeting grade-level targets in reading after the beginning-of-the-year assessment shall be screened for dyslexia. Screening may also be requested by a parent or legal guardian, teacher, counselor, speech-language pathologist or school psychologist. All processes and characteristics of the dyslexia screening shall follow State Department of Education and state law guidelines.

Oklahoma Math Achievement and Proficiency Act: The Oklahoma Math Achievement and Proficiency Act ensures that student achievement in math is encouraged and progression from one grade to another is determined, in part, upon proficiency in mathematics, advanced math instruction and intervention services are promoted to address student math needs, and that each student and his or her parent or legal guardian are informed of the student's progress in mathematics.

Beginning in the 2026-2027 school year, the State Board of Education will approve a list of screening instruments for use at the beginning, middle, and end of the school year for monitoring progress and measurement of math proficiency as provided for by law. Students who provide documented evidence that they meet at least one of the following criteria may be exempt from these screening requirements:

1. The student participates in the Oklahoma Alternate Assessment Program (OAAP) and is taught using alternate methods;
2. The student's primary expressive or receptive communication is sign language;
3. The student's primary form of written or redacted text is Braille; or
4. The student's primary expressive or receptive language is not English, the student is identified as an English learner using a state-approved identification assessment, and the student has had less than one (1) school year of instruction in an English-learner program.

If an exemption is granted, evidence of progression toward English language acquisition will be provided with the same frequency as administration of screening instruments.

Students who are administered a screening instrument and are determined to be exceeding grade-level targets shall be provided advanced learning opportunities in mathematics approved for the student's grade level. A student may only be removed from the advanced learning opportunity if the parent or legal guardian of the student provides written consent for the student to be excluded or removed after being adequately informed that the student's placement was determined by the student's achievement on the screening instrument.

Students who are administered a screening instrument and are determined not to be meeting grade-level targets shall be provided with a program of math instruction that is designed to enable students to acquire appropriate grade-level math proficiency. The program shall be based on scientific math research and align with SBE standards and shall include:

1. Sufficient additional in-school instructional time for the acquisition of mathematical proficiency, which is a combination of real-world problem-solving skills, procedural fluency, conceptual understanding, and productive dispositions;
2. If funding is available and it is determined to be necessary, tutorial instruction outside of regular school hours; however such instruction may not count toward the day or hour requirements provided for by law;
3. Assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of math proficiency including, but not limited to, real-world problem-solving skills, procedural fluency, conceptual understanding, and productive dispositions, as

identified in the student's program of math instruction:

4. High-quality instructional materials grounded in scientifically based math research; and
5. A means of providing every family of a student in second, third, fourth, and fifth grade access to free online, evidence-based math instruction resources to support the student's math development at home.

The parent or legal guardian of any student in second, third, fourth, and fifth grade who exhibits a deficiency in math at any time based on the screening instrument administered by the district shall be notified and the student shall receive an individual math intervention plan no later than thirty (30) days after the math deficiency is identified. The math intervention plan shall be provided in addition to core math instruction and shall:

1. Describe the research-based math intervention services that the student will receive to remedy the math deficiency;
2. Provide explicit and systematic instruction in real-world problem-solving skills, procedural fluency, conceptual understanding, and productive dispositions, as applicable.
3. Monitor the math progress of each student's math proficiency throughout the school year and adjust instruction according to the student's needs; and
4. Continue until the student is determined to be meeting grade-level targets in math based on the screening instruments administered or assessments identified for diagnostic purposes and periodic monitoring pursuant to law.

The math intervention plan for each student identified as having a deficiency in math shall be developed by a student math proficiency team and shall include supplemental instructional services and supports. The team shall be composed of the parent or legal guardian of the student, the teacher assigned to the student who was responsible for math instruction during that academic year, a teacher who is responsible for math instruction in the next grade level of the student, and a teacher who specializes in math interventions, if available.

By the start of the second quarter of the school year, if a teacher determines that a student in second, third, fourth, and fifth grade is performing above grade level in mathematics, the parent or legal guardian shall be notified of:

1. The math proficiency level of the student;
2. The program of advanced math instruction available for the student; and
3. The potential for the student to participate in a summer academy or other program designed to assist the student in excelling in mathematics.

By the start of the second quarter of the school year, if a teacher determines that a student in second, third, fourth, and fifth grade is not performing at grade level in mathematics, the parent or legal guardian of the student shall be notified of:

1. The math proficiency level of the student;
2. The program of math instruction for the student; and
3. The potential need for the student to participate in a summer academy or other program designed to assist the student in attaining grade-level math proficiency.

A teacher who determines that a student in second, third, fourth, and fifth grade is exceeding or not meeting grade-level targets for mathematics may, after consultation with the student's parent or legal guardian, recommend that the student participate in and complete a summer academy or other program. Summary Academy or other programs approved by the district must meet the requirements provided for by state law and the OSDE.

Dyscalculia: Beginning with the 2026-2027 school year and for each school year thereafter, any student enrolled in second, third, fourth, and fifth grade who is assessed through the Oklahoma Math Achievement and Proficiency Act and is not meeting grade-level targets in mathematics after the beginning-of-the-year screening instrument shall be screened for dyscalculia. Screening may also be requested by a parent or legal guardian, teacher, or counselor. A student who is identified with the characteristics of dyscalculia shall not be required to be rescreened unless requested by this or her parent or legal guardian. All processes and characteristics of dyscalculia screening shall follow State Department of Education and state law guidelines.

Acceleration: Based on results of assessments, students may be accelerated ahead of grade level. Such acceleration shall only occur after discussion with the student's teachers and counselors and approval of the student's parent or guardian and principal.

Concurrent College Enrollment: As an additional opportunity, and in compliance with state law, the Board will approve the enrollment of high school students in college courses. Students who meet the concurrent enrollment credits established by the State Regents and the State Board of Education shall be entitled to receive a tuition waiver for up to eighteen (18) credit hours during their senior year. Subject to the concurrent enrollment program for seniors being fully funded, each high school junior who meets the eligibility requirements for concurrent enrollment may be entitled to receive a tuition waiver for up to nine (9) credit hours during their junior year.

Dual Credit - When a student earns college credit through concurrent enrollment, the District will provide academic credit for any courses that are correlated with Oklahoma Academic Standards. Academic credit will be transcribed as elective credit if there is not correlation between the concurrent enrollment high education course and a course provided by the school district.

Individual Career and Academic Plan ("ICAP"): Beginning with students entering the ninth grade in the 2019-2020 school year and for each school year thereafter, every student shall be required to complete the process of an ICAP in order to graduate with a standard diploma. An ICAP is an individualized plan developed by the student and the student's parent/legal guardian, in collaboration with the student's school counselors, school administrators, teachers and other school personnel. The ICAP is used to help establish personalized academic and career goals, explore postsecondary career opportunities, including but not limited to, military careers, apprenticeship programs, and career and technology programs leading to certification or licensure, educational opportunities, align coursework and curriculum, apply to postsecondary institutions, secure financial aid, and ultimately enter the workforce. Each year following a

student's ninth grade year, students shall update their ICAP. The ICAP shall include, but not be limited to:

- a. career and college interest surveys,
- b. written postsecondary workforce goals and information of progress toward these goals,
- c. intentional sequence of courses that reflect progress toward the postsecondary goal,
- d. the student's academic progress, including courses taken, assessment scores, any remediation or credit recovery, and any Advanced Placement, International Baccalaureate, concurrent or dual enrollment credits earned and/or career certificate(s), certification(s), or endorsements, and
- e. experience in-service learning and/or work environment activities.

Graduation Requirements: In order to graduate from District, students must complete certain course requirements and tests and be enrolled in District as set forth in Administrative Regulations or Student Handbook and state law.

Graduation Exercises: Graduation exercises are an important event in the educational process, and student participation in and student conduct at graduation exercises shall be governed by Administrative Regulations or Student Handbook.

Graduation Attire: Students who can verify their enrollment in a federally recognized Indian tribe or tribe of another country will be allowed to wear tribal regalia during the District's official graduation ceremonies.

No alterations may be made to the graduation robe and any beading shall be attached to the mortar board and shall not exceed the edge of the mortar board such that it impedes an individual's ability to see or be seen. No discriminatory, intimidating or harassing items of any kind, profanity, anything relating to drug paraphernalia or the like, or any other obscenities of any kind may be incorporated with the regalia. Prior to the beginning of the graduation ceremony, each student celebrating their tribal heritage through expression on their regalia must check in with District personnel for approval of the items. For purposes of this policy, students are considered students of District until graduation ceremonies have been completed and are required to abide by District's policies and procedures. Failure to follow the aforementioned guidelines may result in disciplinary action and/or prohibition from participation in graduation exercises.

"Tribal Regalia" is defined as traditional garments, jewelry, other adornments such as an eagle feather, an eagle plume, a beaded cap, a stole, or similar objects of cultural and religious

significance. Tribal regalia shall not include a firearm or any other weapon. Tribal regalia also does not include any object otherwise prohibited by federal law unless it is in compliance with a properly obtained federal permit.

Adopted: September 14, 2020

Revised: June 29, 2022; July 6, 2023; October 11, 2023; April 8, 2024; September 9, 2024;
August 11, 2025

DISTRICT POLICY

STUDENT CODE OF CONDUCT

Students are expected to conduct themselves as ladies and gentlemen at all times and shall adhere to all rules, regulations, and policies formulated by the Administration and the Board as set forth in District Policy and applicable student handbook. Students shall at all times respect the rights of fellow students and of District personnel and shall not provoke any other individual or inflict physical harm upon another, except in self-defense. Courtesy and good manners should be the key to a student's conduct at school. A good attitude towards teachers, staff, and fellow students will make school enjoyable for all. Students shall respect District property and the property of others and may be required to pay for damages intentionally inflicted on District property or the property of others.

Students who engage in conduct or activities which are prohibited by this policy may be subjected to disciplinary action up to and including suspension from school. The disciplinary action taken shall depend upon the nature and severity of the violation and the student's past record of violations, if any. While students are (a) in attendance at school or any function authorized or sponsored by District; (b) in transit to or from school or any function authorized or sponsored by District; or (c) on any property subject to the control and authority of District, students are prohibited from engaging in the following conduct or activities:

1. Smoking, using, and/or possessing tobacco or vapor products as defined in Policy BB;
2. Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any alcoholic beverage or low-point beer as defined by state law;
3. Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any narcotic drug, stimulant, barbiturate, depressant, hallucinogenic, opiate, inhalant, counterfeit drug, or any other controlled dangerous substance as defined by federal or state law or regulation including any substance which is capable of being ingested, inhaled, or absorbed into the body and affecting the central nervous system, vision, hearing, or other sensory or motor function.
4. Using, possessing, selling, transferring, distributing, or bartering any drug paraphernalia;
5. Use of a wireless telecommunication device in a way contrary to Policy ER, BJ or to Administrative Regulation BJ-R.

6. Possessing, using, transferring possession of, or aiding, accompanying, or assisting another student to use any type of weapon, which term includes but is not limited to: guns; rifles; pistols; shotguns; ammunition; any device which throws, discharges, or fires objects, bullets, or shells; knives; explosive or incendiary devices, including fireworks; hand chains; metal knuckles; or any object that is used as a weapon or dangerous instrument, and any facsimile weapon, including B-B guns;
7. Disobeying, showing disrespect for, defying the authority of, or being insubordinate to a teacher, administrator, or other District employee, including bus drivers, secretaries, custodians, and cafeteria workers;
8. Leaving school grounds or activities at unauthorized times without permission; or loitering in parking areas or between school and town during school hours or activities;
9. Refusing to identify or falsely identifying one's self to District personnel;
10. Entering, without authority, into classrooms or other restricted school premises;
11. Engaging in conduct which endangers or jeopardizes the safety of other persons;
12. Engaging in bullying which is defined as any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student;
 - a. This includes engaging in acts of Antisemitism, which is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.
13. Engaging in threatening behavior which is defined as any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property;
14. Using profanity, vulgar language or expressions, or obscene gestures;
15. Committing acts of sexual harassment as defined by District Policy or sexual assaults;

EI

16. Assaulting, battering, inflicting bodily injury on, or fighting with another person;
17. Creating or attempting to create a classroom disturbance, acting in a disorderly manner, inappropriate displays of affection, disturbing the peace, or inciting, encouraging, prompting, or participating in attempts to interfere with or disrupt the normal educational process;
18. Showing disrespect, damaging, vandalizing, cutting, defacing, or destroying any real or personal property belonging to District or any other person;
19. Engaging in extortion, theft, arson, gambling, immoral behavior, forgery, possession of stolen property, and cheating; and
20. Refusing to do required assignments, refusing to go to assemblies directly from class, leaving class before being dismissed, being out of class during class period, failure to take books and supplies to class, passing notes in class, chewing gum or candy in class, and any behavior in class that interferes with the learning of others.
21. Violating District's policies, Administrative Regulations, Student Handbook provisions, rules, practices, or state law.
22. Immorality at school or school activity, use of foul language or obscene gestures at school or school activity, public displays of affection, or showing poor sportsmanship at activities.
23. Running or being excessively noisy in hallway, lunchroom misconduct, bringing any audio, radio or tv appliance to school without permission.
24. Not parking in assigned parking areas, reckless driving on campus or any street adjacent to campus at any time.
25. Violating District's policies, Administrative Regulations, Student Handbook provisions, rules, practices, or state law.
26. Engaging in the original or relayed transmission of obscene material or child pornography which includes but is not limited to the uncovered genitals, buttocks, or female breasts of persons under the age of 18, via electronic media in the form of digital images, videos, or other electronic images. This provision applies to those students that originate the transmission as well as those students who distribute or post it in any manner other than to submit it to appropriate school or law enforcement authorities. School officials will provide all such material to appropriate law enforcement authorities.

27. Engaging in any form of hazing. Hazing is an activity that recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education. Hazing is prohibited by Oklahoma law.

Any student conduct or activity which does not a) occur on school property, b) while the student is in transit to or from school or a school function, or c) on any property subject to the control and authority of District shall be prohibited if such conduct or activity is: a) a continuation of activity which began on school property, b) adversely affects or poses a threat to the physical or emotional safety and well-being of other students, employees, or school property, c) any form of communication specifically directed at students or school personnel which is considered to be bullying or threatening behavior, or d) disrupts school operations.

In addition to disciplinary actions, District, acting through the Superintendent or a principal, may refer matters to local law enforcement for investigation and prosecution and may pursue criminal complaints and/or charges when a student's actions are criminal in nature.

District will provide instruction and guidance to students and employees with respect to prevention and prohibition of improper conduct, including harassment and bullying, during the course of each year. To the extent feasible, District will implement suggestions of the Safe School Committee(s) in providing this instruction.

Additional Procedures Related to Bullying: It is District's policy that bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the District. The Administration will develop and implement appropriate regulations regarding bullying.

ITEM OF CONSIDERATION
Chickasha Public Schools
Board of Education
August 11, 2025

TOPIC:

Local Education Agency (LEA) Authorized Representative

ADMINISTRATIVE RECOMMENDATION:

Please approve

RATIONALE FOR RECOMMENDATION:

The Oklahoma State Department of Education is making some changes to Single Sign On. Single Sign On is the location for submitting State Reports. In order for Jennifer Stegman and Pam Ladyman to continue to submit reports for Federal Programs we need to be designated as Authorized Representatives.

The authorization requires local board approval and is good for one school year.

FISCAL NOTE:

none

OPTIONS:

1. Approve the authorization.
2. Not approve the authorization.
3. Request additional information.

CONTACT PERSON:

Pam Ladyman

Implemented: April 2020



CHICKASHA PUBLIC SCHOOLS

**TO: Oklahoma State Department of Education
Office of Federal Services including The Office of Title Services (OTS)
and The Office of Special Education Services (SES)**

FROM: Chickasha Public Schools

DATE: August 11, 2025

SUBJECT: Local Education Agency (LEA) Authorized Representative

Dear OTS and SES Representatives:

This letter serves to inform the Oklahoma State Department of Education (OSDE) that the following personnel (other than the Superintendent) are the authorized representatives to legally sign on behalf of the LEA all current fiscal year expenditures, reports, disbursements, and cash receipts filed with OSDE for the purpose and objectives set forth in the terms and conditions of the federal award(s). [2 C.F.R. §200.415\(a\)](#)

Name	Title
Jennifer Stegman	Assistant Superintendent/CFO
Pam Ladyman	Assistant Superintendent of Personnel and Student Services

This authorization will remain in effect until the end of the fiscal year, or at which time during the fiscal year OSDE will be notified in writing of any change. I am aware that LEAs are required to submit a new form each fiscal year in the Grants Management System.

I further certify that the authorized personnel listed above are employees of Chickasha Public Schools.

Superintendent Signature

Date

Printed Name

Contact Number



Special Meeting of the Board of
Education
Monday, July 7, 2025 10:15 AM Central

Board Room, Administration Building
900 W Choctaw Ave
Chickasha, Oklahoma 73018

1. Call Meeting to Order
Attendance Taken at 10:17 AM.

Laurie Allen: Present
Christy Clift: Absent
Cara Gerdes: Present
Zack McGill: Absent
Robyn Morse: Present

2. Roll Call

3. Pledge of Allegiance

4. Discussion and possible action regarding Grand Elementary Double Pick Up Lane
Motion to approve \$235,000 bid with Rudy Construction for the Grand Elementary Double Pick
Up Lane. This motion, made by Robyn Morse and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Absent
Cara Gerdes: Yea
Zack McGill: Absent
Robyn Morse: Yea
Yea: 3, Nay: 0, Absent: 2

5. Motion to Adjourn

Motion to adjourn at 10:28 am. This motion, made by Cara Gerdes and seconded by Robyn
Morse, passed.

Laurie Allen: Yea
Christy Clift: Absent
Cara Gerdes: Yea
Zack McGill: Absent
Robyn Morse: Yea
Yea: 3, Nay: 0, Absent: 2



Board Room, Administration Building
900 W Choctaw Ave
Chickasha, Oklahoma 73018

Regular Meeting of the Board of
Education

Monday, July 14, 2025 6:00 PM Central

1. Call Meeting to Order

2. Roll Call

Attendance Taken at 6:01 PM.

Laurie Allen: Present
Christy Clift: Present
Cara Gerdes: Absent
Zack McGill: Present
Robyn Morse: Absent

3. Pledge of Allegiance

4. Public Comment

No public comment

5. Superintendent's Report

Superintendent Croslin gave the superintendent's report.

6. Discussion and possible action regarding Policy ER - Personal Electronic Devices

Motion to approve Policy ER - Personal Electronic Devices. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Absent
Zack McGill: Yea
Robyn Morse: Absent
Yea: 3, Nay: 0, Absent: 2

7. Discussion and possible action regarding Adjuncts:

- Matthew Givens - Music Teacher 2 periods Lincoln
- Miranda Molder - Environmental Science CHS

- Travis Owen - Computer Science I CMS
- Sonja Pierson - Algebra I CMS
- Amanda Taylor - Art CMS
- Jimmy Brandon Willis - Elementary Education Grand
- Lisa Youngblood - Environmental Science CHS
- Justin Croke - Physical Education/Athletics CHS
- Tracy Williams - Oklahoma History CHS

Motion to approve Adjuncts: Matthew Givens - Music Teacher 2 periods Lincoln Miranda Molder - Environmental Science CHS Travis Owen - Computer Science I CMS (with the correction Travis Owen's location is CHS not CMS) Sonja Pierson - Algebra I CMS Amanda Taylor - Art CMS Jimmy Brandon Willis - Elementary Education Grand Lisa Youngblood - Environmental Science CHS Justin Croke - Physical Education/Athletics CHS Tracy Williams - Oklahoma History CHS. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
 Christy Clift: Yea
 Cara Gerdes: Absent
 Zack McGill: Yea
 Robyn Morse: Absent
 Yea: 3, Nay: 0, Absent: 2

8. Discussion and possible action regarding a fire panel upgrade at Chickasha High School
 Motion to approve fire panel upgrade at Chickasha High School. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
 Christy Clift: Yea
 Cara Gerdes: Absent
 Zack McGill: Yea
 Robyn Morse: Absent
 Yea: 3, Nay: 0, Absent: 2

9. Discussion and possible action regarding Approval of ParentSquare quote for District Communication Platform and Website Services
 Motion to approve ParentSquare quote for District Communication Platform and Website Services. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
 Christy Clift: Yea
 Cara Gerdes: Absent
 Zack McGill: Yea
 Robyn Morse: Absent

Yea: 3, Nay: 0, Absent: 2

10. Consent Agenda

Motion to approve Consent Agenda. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Absent
Zack McGill: Yea
Robyn Morse: Absent

Yea: 3, Nay: 0, Absent: 2

10.a. Minutes of the June 2, 2025 special meeting

10.b. Minutes of the June 9, 2025 regular meeting

10.c. Finance Report; 2024-2025

1. General Fund Nos 677-685
2. Building Fund Nos 118-123
3. 2010 Bond #31 - none
4. 2021 Bond #32 - 12
5. 2010 A&B Bond - none
6. FY23 Safety & Security Bond - 6
7. 2024 Bond Fund - none
8. Sinking Fund #41 - none
9. Gifts #81 - none
10. BJ Clack Nos. - none
11. Athletic Fund Nos. 1160-1177
12. Activity Fund Nos. 752-763
13. Federal Programs

10.d. Finance Report; 2025-2026

1. General Fund Nos 1-126
2. Building Fund Nos 1-25
3. 2010 Bond #31 - none
4. 2021 Bond #32 - none
5. 2010 A&B Bond - none
6. FY23 Safety & Security Bond - none
7. 2024 Bond Fund - none
8. Sinking Fund #41 - 1

9. Gifts #81 - none
10. BJ Clack Nos. - none
11. Athletic Fund Nos. 1-10
12. Activity Fund Nos. 1-13
13. Federal Programs

10.e. Change Order - #2

10.f. Annual renewal of contract between Chickasha Public Schools and Grady County Sheriff's Office

10.g. Annual renewal of Interlocal Agreement between Grady County and Chickasha Public School District

10.h. Annual renewal of Instructure Mastery Connect Subscription

10.i. Annual renewal of CVTECH 2025-2026 Cooperative Math and Science Agreement

10.j. Annual renewal of The Compliance Resource Group Agreement

10.k. Annual renewal of the Transition School-to-Work: Work Study Contract with Department of Rehabilitation Services

10.l. Annual renewal of Heartland Payment Systems

10.m. Annual renewal of Follett Software

10.n. Annual renewal of MOU between University of Science & Arts of Oklahoma and Chickasha Public Schools regarding Federal Work-Study Program Participation

10.o. Annual renewal of MOU between University of Science & Arts of Oklahoma and Chickasha Public Schools regarding Clinical Experience and Student Teaching Agreement

10.p. Purpose of Account CHS:

- Office (updated)

10.q. Travel:

- Chickasha Ag Ed Instructors - NAAE Region II Professional Conference - Corpus Cristi, Tx
- Chickasha FFA - OSU Big 3 Field Judging Days - Stillwater, Ok.
- Chickasha Ag Ed Instructors - Oklahoma Career Tech Summit - Tulsa, Ok.
- Chickasha Athletics - Oklahoma Coaches Clinic - Tulsa, Ok.
- Chickasha Wrestling - Team Wrestling Camp - McKinney, Tx
- Chickasha High School DECA - Oklahoma Career Tech Summit Conference - Tulsa, Ok.

10.r. Surplus:

- Chickasha Cheer Surplus Report
- Chickasha Public Schools Technology Surplus Report

11. Discussion and possible action regarding proposed Executive Session to Discuss:
Motion to convene into executive session. This motion, made by Laurie Allen and seconded by Christy Clift, passed.

Laurie Allen: Yea

Christy Clift: Yea

Cara Gerdes: Absent

Zack McGill: Yea

Robyn Morse: Absent

Yea: 3, Nay: 0, Absent: 2

The board entered into executive session at 6:33pm.

11.a. Employment, hiring, or resignation and retirements of individual salaried public officers or employees listed on Exhibit A. Executive Session Authority: Okla. Stat. Tit. 25, 307(B)(1).

12. Acknowledge return to open session and executive session compliance statement

The board returned from executives session at 6:56pm.

13. Discussion and possible action regarding the hiring of individuals listed on Exhibit A
Motion to approve the hiring of individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea

Christy Clift: Yea

Cara Gerdes: Absent

Zack McGill: Yea

Robyn Morse: Absent
Yea: 3, Nay: 0, Absent: 2

14. Discussion and possible action regarding the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A

Motion to approve the transfer/reassignment/workday adjustment for the individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Absent
Zack McGill: Yea
Robyn Morse: Absent
Yea: 3, Nay: 0, Absent: 2

15. Discussion and possible action regarding the resignations of individuals listed on Exhibit A
Motion to approve the resignations of individuals listed on Exhibit A. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Absent
Zack McGill: Yea
Robyn Morse: Absent
Yea: 3, Nay: 0, Absent: 2

16. Discussion and possible action regarding the retirement of individuals listed on Exhibit A

No action taken/ no retirements

17. New Business

No new business

18. Motion to Adjourn

Motion to adjourn at 6:58pm. This motion, made by Laurie Allen and seconded by Christy Clift, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Absent
Zack McGill: Yea
Robyn Morse: Absent
Yea: 3, Nay: 0, Absent: 2

Board President

Clerk

DRAFT



Special Meeting of the Board of
Education
Monday, July 21, 2025 11:30 AM Central

Board Room, Administration Building
900 W Choctaw Ave
Chickasha, Oklahoma 73018

1. Call Meeting to Order

2. Roll Call

Attendance Taken at 11:32 AM.

Laurie Allen: Present
Christy Clift: Absent
Cara Gerdes: Present
Zack McGill: Present
Robyn Morse: Present

3. Pledge of Allegiance

4. Discussion and possible action regarding opening a new account for Girls Wrestling (831)

Attendance Update Taken at 11:37 AM.

Christy Clift: Present

Motion to approve opening a new account for Girls Wrestling. This motion, made by Robyn Morse and seconded by Laurie Allen, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Yea
Yea: 5, Nay: 0

5. Consent Agenda

Attendance Update Taken at 12:15 AM.

Robyn Morse: Absent

5.a. Annual renewal of Lexia Learning Systems LLC Agreement

Motion to approve Annual renewal of Lexia Learning Systems LLC. This motion, made by Christy Clift and seconded by Laurie Allen, passed.

Laurie Allen: Yea

Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Absent
Yea: 4, Nay: 0, Absent: 1

5.b. Sanctioning:

- Grand PTO
- Band
- Baseball
- Basketball
- Cheer - MS
- Cheer - HS
- Football
- Pom - MS
- Pom - HS
- Soccer
- Softball
- Volleyball

Motion to approve sanctioning booster clubs listed below contingent upon the following conditions: 1. Attending and completion of training and handbook. 2. Turning in a copy of current by laws by September 15, 2025. This motion, made by Christy Clift and seconded by Zack McGill, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Absent
Yea: 4, Nay: 0, Absent: 1

6. Motion to Adjourn

Motion to adjourn at 12:34pm. This motion, made by Cara Gerdes and seconded by Christy Clift, passed.

Laurie Allen: Yea
Christy Clift: Yea
Cara Gerdes: Yea
Zack McGill: Yea
Robyn Morse: Absent
Yea: 4, Nay: 0, Absent: 1

Board President

Clerk

DRAFT

Financial Update to Board

To: Members of the Board of Education

From: Jennifer Stegman

Date: August 11, 2025

Expenditures:

Payroll expenses have consistently accounted for a substantial portion of the district's total expenses, ranging from approximately 73% to 87% over the fiscal years provided. This trend highlights that personnel costs remain the district's primary expenditure. The notable dip in FY22 was likely influenced by increased revenue from ESSER funds, which enabled the district to invest in significant non-payroll expenditures such as HVAC system upgrades. FY22 also marked one of the district's highest years for revenue collections. However, in the years that followed, the percentage of payroll relative to total expenses not only rebounded but rose to an even higher proportion. Exhibit 1 illustrates payroll expenses from FY21 to July of FY26 by month and year. Exhibit 2 illustrates payroll expenses as a percentage of total expenses FY20 to FY25.

In December of FY23, the district issued a \$1,200 retention stipend to all employees who met the approved criteria. This was repeated in December of FY25 with a \$1,000 retention stipend. The increases in payroll and overall expenses during those months are primarily due to these one-time retention payments.

Exhibit 1: Payroll Expenses by Month and Year

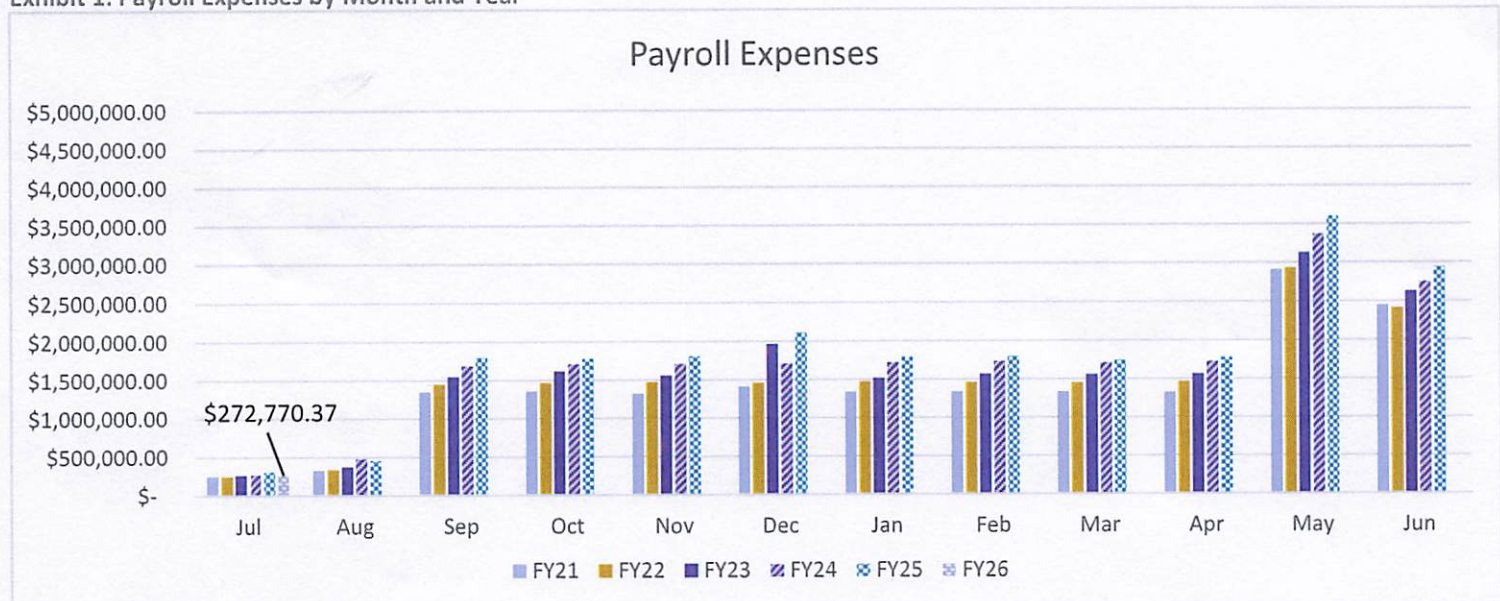


Exhibit 2: Payroll Expense as a Percentage of Total Expenses

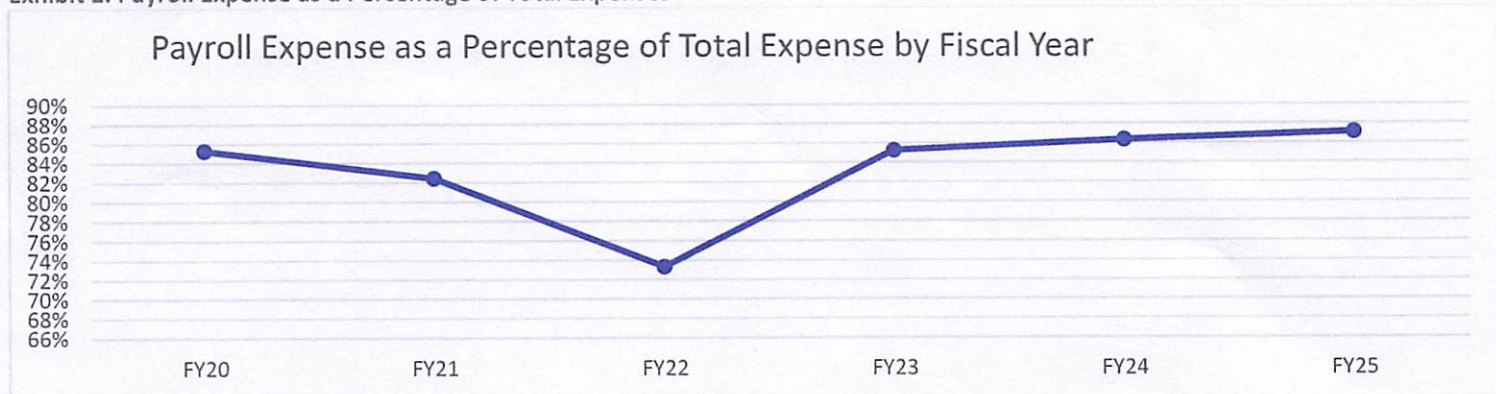
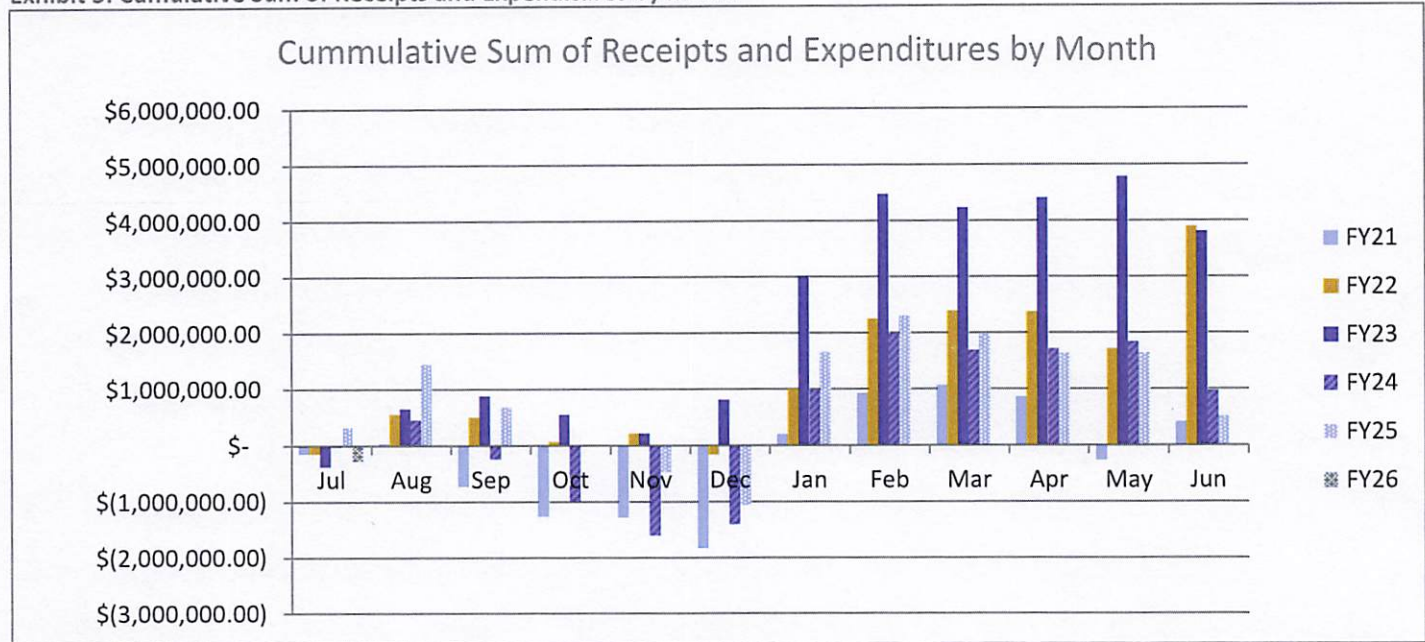


Exhibit 5 delineates General Fund revenues and expenses by month spanning from FY21 to FY25, along with year-to-date figures for FY26. These values represent the cumulative sum of revenues and expenses at the end of each month. These values reflect revenue and expenses generated within the designated year, excluding fund balances carried forward from prior years. This information serves as a valuable tool for analyzing cash flow trends and guiding the district in projecting the required cash fund balances.

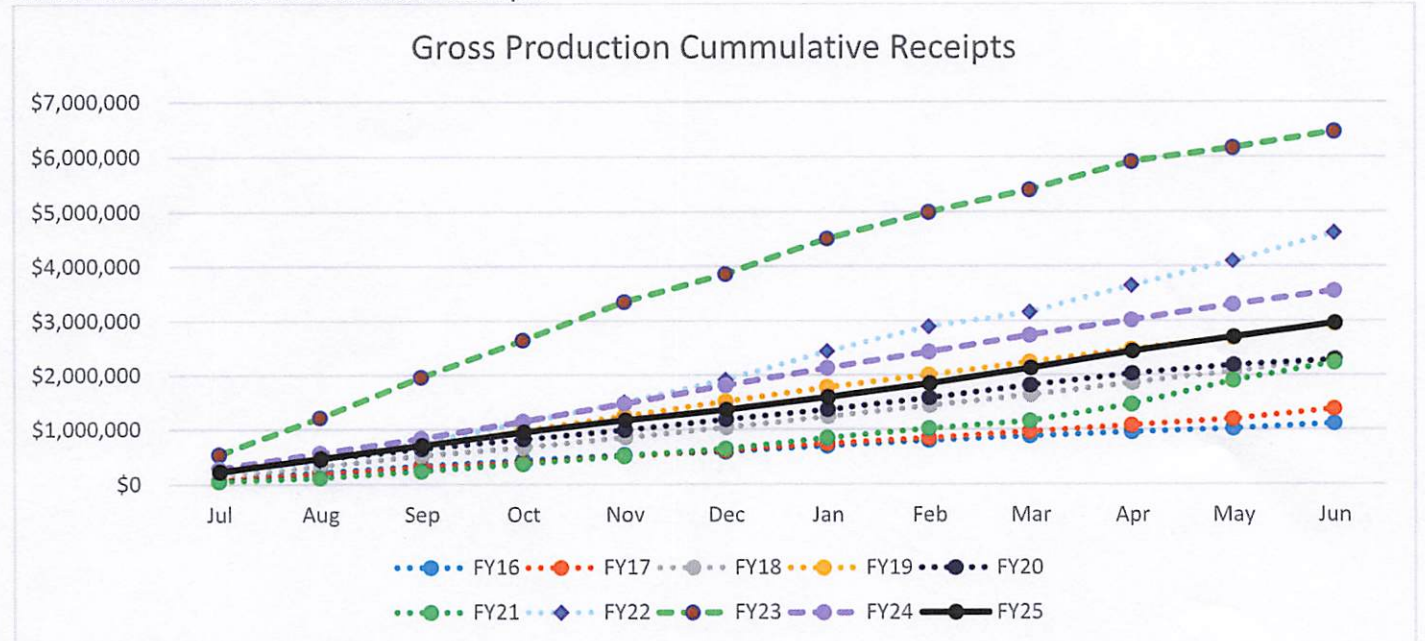
Exhibit 5: Cumulative Sum of Receipts and Expenditures by Month



Cumulative Revenue Gross Production

Revenue trends for FY25 closely mirror those of FY24, but certain areas of revenue require closer monitoring. For instance, gross production collections have declined to levels last seen in FY19 and FY20. The gross production collections are down by approximately 15% from this time last year. Exhibits 6 illustrates cumulative gross production revenue trends.

Exhibit 6: Gross Production Cumulative Receipts



Chickasha Public Schools Budget Analysis Comprehensive

Options: Year: 2025-2026, Date Range: 7/1/2025 - 7/31/2025, Print Detail: False

Classification	Appropriation Beginning Bal	Appropriation Changes	Appropriation Balance	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget	Appropriation Requests	Requested	Unrequested Balance
2025-2026											
11 11- General Fund	25,406,944.00	0.00	25,406,944.00	3,248,528.27	970,199.38	2,278,328.89	22,158,415.73	12.79%	0.00	26,125.00	22,132,290.73
21 21-Building Fund	2,242,589.00	0.00	2,242,589.00	1,569,855.07	419,034.50	1,150,820.57	672,733.93	70.00%	0.00	9,635.00	663,098.93
31 31-2020 Bond Fund	90,000.00	0.00	90,000.00	71,661.56	0.00	71,661.56	18,338.44	79.62%	0.00	0.00	18,338.44
33 33-2022 Bond Fund	91,000.00	0.00	91,000.00	0.00	0.00	0.00	91,000.00	0.00%	0.00	0.00	91,000.00
35 35-2024 Bond Fund	2,205,000.00	0.00	2,205,000.00	108,926.80	0.00	108,926.80	2,096,073.20	4.94%	0.00	145,896.00	1,950,177.20
41 41-Sinking Fund	4,484,039.00	0.00	4,484,039.00	2,786,606.25	2,786,606.25	0.00	1,697,432.75	62.15%	0.00	0.00	1,697,432.75
61 61-Activity Fund	0.00	0.00	0.00	44,557.12	0.00	44,557.12	-44,557.12	100.00%	0.00	0.00	-44,557.12
62 62-Athletic Fund	0.00	0.00	0.00	25,676.57	1,000.00	24,676.57	-25,676.57	100.00%	0.00	0.00	-25,676.57
81 81-Gift Fund	30,000.00	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	0.00	0.00	30,000.00
Total 2025-2026	34,549,572.00	0.00	34,549,572.00	7,855,811.64	4,176,840.13	3,678,971.51	26,693,760.36	22.74 %	0.00	181,656.00	26,512,104.36
Report Total	34,549,572.00	0.00	34,549,572.00	7,855,811.64	4,176,840.13	3,678,971.51	26,693,760.36	22.74 %	0.00	181,656.00	26,512,104.36

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 7/31/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 11- General Fund						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$24,218.67	\$0.00	\$24,218.67	N/A	\$24,218.67
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$3,995.33	\$0.00	\$3,995.33	N/A	\$3,995.33
Source - 1214 GED TESTING FEES	\$0.00	\$986.88	\$0.00	\$986.88	N/A	\$986.88
Source - 1310 INTEREST EARNINGS	\$0.00	\$23,113.46	\$0.00	\$23,113.46	N/A	\$23,113.46
Source - 1350 INTEREST ON TAXES	\$0.00	\$389.05	\$0.00	\$389.05	N/A	\$389.05
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$0.00	\$2,000.00	\$0.00	\$2,000.00	N/A	\$2,000.00
Source - 1460 COMMISSIONS	\$0.00	\$186.91	\$0.00	\$186.91	N/A	\$186.91
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$2,814.27	\$0.00	\$2,814.27	N/A	\$2,814.27
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$3,151.22	\$0.00	\$3,151.22	N/A	\$3,151.22
Series - 1000 Total	\$0.00	\$60,855.79	\$0.00	\$60,855.79	N/A	\$60,855.79
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$0.00	\$3,736.42	\$0.00	\$3,736.42	N/A	\$3,736.42
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$0.00	\$10,225.22	\$0.00	\$10,225.22	N/A	\$10,225.22
Series - 2000 Total	\$0.00	\$13,961.64	\$0.00	\$13,961.64	N/A	\$13,961.64
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$0.00	\$361,998.87	\$0.00	\$361,998.87	N/A	\$361,998.87
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$0.00	\$21,286.11	\$0.00	\$21,286.11	N/A	\$21,286.11
Source - 3130 RURAL ELECTRIC COOP.TAX	\$0.00	\$1,429.94	\$0.00	\$1,429.94	N/A	\$1,429.94
Source - 3140 STATE SCHOOL LAND EARNINGS	\$0.00	\$33,044.90	\$0.00	\$33,044.90	N/A	\$33,044.90
Source - 3438 Teacher Empowerment Rev Fund	\$0.00	\$90,000.00	\$0.00	\$90,000.00	N/A	\$90,000.00
Series - 3000 Total	\$0.00	\$507,759.82	\$0.00	\$507,759.82	N/A	\$507,759.82
Series - 4000						
Source - 4310 INDIV.WITH DISABIL.IDEA --B	\$0.00	\$81,998.69	\$0.00	\$81,998.69	N/A	\$81,998.69
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$0.00	\$204.75	\$0.00	\$204.75	N/A	\$204.75
Source - 4740 SUMMER FOOD SERV.PROG.	\$0.00	\$14,621.32	\$0.00	\$14,621.32	N/A	\$14,621.32
Source - 4780 NSLP- Asst Grant	\$0.00	\$1,603.03	\$0.00	\$1,603.03	N/A	\$1,603.03
Series - 4000 Total	\$0.00	\$98,427.79	\$0.00	\$98,427.79	N/A	\$98,427.79
Series - 5000						
Source - 5600 CORRECTING ENTRY	\$0.00	\$32.10	\$0.00	\$32.10	N/A	\$32.10
Series - 5000 Total	\$0.00	\$32.10	\$0.00	\$32.10	N/A	\$32.10
Fund - 11 11- General Fund Total	\$0.00	\$681,037.14	\$0.00	\$681,037.14	N/A	\$681,037.14
Fund - 21 21-Building Fund						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$3,458.85	\$0.00	\$3,458.85	N/A	\$3,458.85
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$570.60	\$0.00	\$570.60	N/A	\$570.60
Series - 1000 Total	\$0.00	\$4,029.45	\$0.00	\$4,029.45	N/A	\$4,029.45
Fund - 21 21-Building Fund Total	\$0.00	\$4,029.45	\$0.00	\$4,029.45	N/A	\$4,029.45
Fund - 35 35-2024 Bond Fund						
Series - 5000						
Source - 5112 PROCEEDS SALE ORIGINAL BONDS	\$0.00	\$2,160,900.00	\$0.00	\$2,160,900.00	N/A	\$2,160,900.00

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 7/31/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 5000 Total	\$0.00	\$2,160,900.00	\$0.00	\$2,160,900.00	N/A	\$2,160,900.00
Fund - 35 35-2024 Bond Fund Total	\$0.00	\$2,160,900.00	\$0.00	\$2,160,900.00	N/A	\$2,160,900.00
Fund - 41 41-Sinking Fund						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$17,558.20	\$0.00	\$17,558.20	N/A	\$17,558.20
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$3,033.64	\$0.00	\$3,033.64	N/A	\$3,033.64
Source - 1340 ACCRUED INTEREST ON BOND SALES	\$0.00	\$6,691.56	\$0.00	\$6,691.56	N/A	\$6,691.56
Series - 1000 Total	\$0.00	\$27,283.40	\$0.00	\$27,283.40	N/A	\$27,283.40
Series - 5000						
Source - 5111 PREMIUM ON BONDS SOLD	\$0.00	\$126.90	\$0.00	\$126.90	N/A	\$126.90
Series - 5000 Total	\$0.00	\$126.90	\$0.00	\$126.90	N/A	\$126.90
Fund - 41 41-Sinking Fund Total	\$0.00	\$27,410.30	\$0.00	\$27,410.30	N/A	\$27,410.30
Fund - 60 60-BJ Clack Scholarships						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$559.62	\$0.00	\$559.62	N/A	\$559.62
Series - 1000 Total	\$0.00	\$559.62	\$0.00	\$559.62	N/A	\$559.62
Fund - 60 60-BJ Clack Scholarships Total	\$0.00	\$559.62	\$0.00	\$559.62	N/A	\$559.62
Fund - 61 61-Activity Fund						
Series - 1000						
Source - 1260 EXTENDED SCHOOL CARE	\$0.00	\$23,286.92	\$0.00	\$23,286.92	N/A	\$23,286.92
Source - 1310 INTEREST EARNINGS	\$0.00	\$527.97	\$0.00	\$527.97	N/A	\$527.97
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$57.00	\$0.00	\$57.00	N/A	\$57.00
Series - 1000 Total	\$0.00	\$23,871.89	\$0.00	\$23,871.89	N/A	\$23,871.89
Fund - 61 61-Activity Fund Total	\$0.00	\$23,871.89	\$0.00	\$23,871.89	N/A	\$23,871.89
Fund - 62 62-Athletic Fund						
Series - 1000						
Source - 1810 ADMISSIONS	\$0.00	\$2,800.00	\$0.00	\$2,800.00	N/A	\$2,800.00
Source - 1830 CONCESSIONS	\$0.00	\$3,431.00	\$0.00	\$3,431.00	N/A	\$3,431.00
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$764.00	\$0.00	\$764.00	N/A	\$764.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$3,976.00	\$0.00	\$3,976.00	N/A	\$3,976.00
Series - 1000 Total	\$0.00	\$10,971.00	\$0.00	\$10,971.00	N/A	\$10,971.00
Series - 5000						
Source - 5120 CASH OR CHANGE	\$0.00	\$1,000.00	\$0.00	\$1,000.00	N/A	\$1,000.00
Series - 5000 Total	\$0.00	\$1,000.00	\$0.00	\$1,000.00	N/A	\$1,000.00
Fund - 62 62-Athletic Fund Total	\$0.00	\$11,971.00	\$0.00	\$11,971.00	N/A	\$11,971.00
Report Total	\$0.00	\$2,909,779.40	\$0.00	\$2,909,779.40	N/A	\$2,909,779.40

Chickasha Public Schools
Revenue/Expenditure Summary**Options:** Fund: 60, Date Range: 7/1/2025 - 7/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 001 Activity Offices							
995 BJ Clack Scholarships	\$0.00	\$559.62	\$553,704.28	\$0.00	\$554,263.90	\$0.00	\$554,263.90
Total Project - 001 Activity Offices	\$0.00	\$559.62	\$553,704.28	\$0.00	\$554,263.90	\$0.00	\$554,263.90
Total	\$0.00	\$559.62	\$553,704.28	\$0.00	\$554,263.90	\$0.00	\$554,263.90

Chickasha Public Schools

Revenue/Expenditure Summary

Options: Fund: 61, Date Range: 7/1/2025 - 7/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 001 Activity Offices							
901 Bill Wallace Office	\$0.00	\$0.00	\$19,661.21	\$0.00	\$19,661.21	\$0.00	\$19,661.21
910 Grand Office	\$0.00	\$0.00	\$27,893.93	\$0.00	\$27,893.93	\$3,638.96	\$24,254.97
917 Grand Staff Account	\$0.00	\$0.00	\$374.54	\$0.00	\$374.54	\$0.00	\$374.54
920 Lincoln Office	\$0.00	\$0.00	\$9,127.22	\$0.00	\$9,127.22	\$1,000.00	\$8,127.22
930 Middle School Office	\$0.00	\$0.00	\$2,450.12	\$0.00	\$2,450.12	\$0.00	\$2,450.12
950 High School Office	\$0.00	\$0.00	\$19,992.71	\$0.00	\$19,992.71	\$4,444.00	\$15,548.71
970 ABE	\$0.00	\$0.00	\$2,039.01	\$0.00	\$2,039.01	\$275.00	\$1,764.01
971 ABE	\$0.00	\$0.00	\$3,441.28	\$0.00	\$3,441.28	\$0.00	\$3,441.28
975 ABE Scholarships	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	\$0.00	\$400.00
980 Facilities	\$0.00	\$0.00	\$1,122.52	\$0.00	\$1,122.52	\$365.40	\$757.12
985 Chickasha Quality Academy	\$0.00	\$0.00	\$281.53	\$0.00	\$281.53	\$0.00	\$281.53
990 CPS Administration	\$0.00	\$527.97	\$24,372.02	\$0.00	\$24,899.99	\$216.51	\$24,683.48
991 School Based Services Program	\$0.00	\$0.00	\$2,751.15	\$0.00	\$2,751.15	\$0.00	\$2,751.15
Total Project - 001 Activity Offices	\$0.00	\$527.97	\$113,907.24	\$0.00	\$114,435.21	\$9,939.87	\$104,495.34
Project - 002 Activity Media Centers							
902 Bill Wallace Media Center	\$0.00	\$0.00	\$1,793.29	\$0.00	\$1,793.29	\$0.00	\$1,793.29
911 Grand Media Center	\$0.00	\$0.00	\$2,030.08	\$0.00	\$2,030.08	\$0.00	\$2,030.08
921 Lincoln Media Center	\$0.00	\$0.00	\$739.83	\$0.00	\$739.83	\$0.00	\$739.83
931 Middle School Media Center	\$0.00	\$0.00	\$3,006.17	\$0.00	\$3,006.17	\$0.00	\$3,006.17
Total Project - 002 Activity Media Centers	\$0.00	\$0.00	\$7,569.37	\$0.00	\$7,569.37	\$0.00	\$7,569.37
Project - 005 Activity Clubs							
913 Grand Spirit Squad	\$0.00	\$0.00	\$5,639.00	\$0.00	\$5,639.00	\$0.00	\$5,639.00
914 Grand Art Club	\$0.00	\$0.00	\$1,825.81	\$0.00	\$1,825.81	\$0.00	\$1,825.81
915 Robotics	\$0.00	\$0.00	\$3,869.82	\$0.00	\$3,869.82	\$1,128.53	\$2,741.29
922 Lincoln Clubs	\$0.00	\$0.00	\$2,898.52	\$0.00	\$2,898.52	\$0.00	\$2,898.52
933 Middle School Science	\$0.00	\$0.00	\$225.55	\$0.00	\$225.55	\$0.00	\$225.55
934 Middle School Enrichment	\$0.00	\$0.00	\$84.11	\$0.00	\$84.11	\$0.00	\$84.11
935 Middle School F.C.C.L.A.	\$0.00	\$0.00	\$298.57	\$0.00	\$298.57	\$0.00	\$298.57
936 Middle School Academic Programs	\$0.00	\$0.00	\$377.69	\$0.00	\$377.69	\$0.00	\$377.69
938 Middle School Honor Society	\$0.00	\$0.00	\$780.04	\$0.00	\$780.04	\$0.00	\$780.04
939 Middle School Indus. Arts-AT/AE	\$0.00	\$0.00	\$2,334.62	\$0.00	\$2,334.62	\$0.00	\$2,334.62
941 Middle School Council	\$0.00	\$0.00	\$1,283.39	\$0.00	\$1,283.39	\$0.00	\$1,283.39
942 Middle School Vocal Music	\$0.00	\$0.00	\$304.17	\$0.00	\$304.17	\$0.00	\$304.17
958 High School Jr Optimist Club	\$0.00	\$0.00	\$1,329.16	\$0.00	\$1,329.16	\$0.00	\$1,329.16
959 High School National Honor	\$0.00	\$0.00	\$205.13	\$0.00	\$205.13	\$0.00	\$205.13
960 High School Academic Club	\$0.00	\$0.00	\$11.01	\$0.00	\$11.01	\$0.00	\$11.01
961 High Special Olympics/Spec Ed	\$0.00	\$0.00	\$3,384.64	\$0.00	\$3,384.64	\$0.00	\$3,384.64
962 High School Student Council	\$0.00	\$0.00	\$3,383.10	\$0.00	\$3,383.10	\$0.00	\$3,383.10
963 Native American Cultural Club	\$0.00	\$0.00	\$19,871.03	\$0.00	\$19,871.03	\$0.00	\$19,871.03
968 Mentor Program	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	\$0.00	\$700.00
969 HS Robotics	\$0.00	\$0.00	\$6,196.97	\$0.00	\$6,196.97	\$0.00	\$6,196.97
Total Project - 005 Activity Clubs	\$0.00	\$0.00	\$55,002.33	\$0.00	\$55,002.33	\$1,128.53	\$53,873.80
Project - 007 Activity FFA/Horticulture							
964 High School F.F.A./Horticulture	\$0.00	\$0.00	\$15,455.93	\$0.00	\$15,455.93	\$1,300.00	\$14,155.93
Total Project - 007 Activity FFA/Horticulture	\$0.00	\$0.00	\$15,455.93	\$0.00	\$15,455.93	\$1,300.00	\$14,155.93
Project - 008 Activity Daycare							
903 Bill Wallace Daycare	\$0.00	\$18,766.92	\$73,837.61	\$0.00	\$92,604.53	\$20,858.53	\$71,746.00
916 Grand Daycare	\$0.00	\$4,577.00	\$36,879.35	\$0.00	\$41,456.35	\$11,330.19	\$30,126.16
Total Project - 008 Activity Daycare	\$0.00	\$23,343.92	\$110,716.96	\$0.00	\$134,060.88	\$32,188.72	\$101,872.16
Project - 009 Activity Electives							
951 High School Art	\$0.00	\$0.00	\$825.26	\$0.00	\$825.26	\$0.00	\$825.26
952 High School Band	\$0.00	\$0.00	\$5,135.34	\$0.00	\$5,135.34	\$0.00	\$5,135.34
953 High School Yearbook	\$0.00	\$0.00	\$4,285.62	\$0.00	\$4,285.62	\$0.00	\$4,285.62
954 High School Drama	\$0.00	\$0.00	\$271.73	\$0.00	\$271.73	\$0.00	\$271.73
955 High School Library	\$0.00	\$0.00	\$56.05	\$0.00	\$56.05	\$0.00	\$56.05
956 High School Vocal Music	\$0.00	\$0.00	\$17,840.27	\$0.00	\$17,840.27	\$0.00	\$17,840.27

Chickasha Public Schools

Revenue/Expenditure Summary

Options: Fund: 61, Date Range: 7/1/2025 - 7/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 009 Activity Electives							
957 High School DECA	\$0.00	\$0.00	\$430.00	\$0.00	\$430.00	\$0.00	\$430.00
Total Project - 009 Activity Electives	\$0.00	\$0.00	\$28,844.27	\$0.00	\$28,844.27	\$0.00	\$28,844.27
Project - 010 Activity Classes							
965 High School Classes	\$0.00	\$0.00	\$18,206.07	\$0.00	\$18,206.07	\$0.00	\$18,206.07
Total Project - 010 Activity Classes	\$0.00	\$0.00	\$18,206.07	\$0.00	\$18,206.07	\$0.00	\$18,206.07
Total	\$0.00	\$23,871.89	\$349,702.17	\$0.00	\$373,574.06	\$44,557.12	\$329,016.94

Chickasha Public Schools Revenue/Expenditure Summary

Options: Fund: 62, Date Range: 7/1/2025 - 7/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 003 Athletics							
801 Athletic Misc.	\$0.00	\$0.00	\$878.19	\$0.00	\$878.19	\$0.00	\$878.19
802 Archery	\$0.00	\$0.00	\$5,379.49	\$0.00	\$5,379.49	\$0.00	\$5,379.49
803 Baseball	\$0.00	\$0.00	\$1,905.16	\$0.00	\$1,905.16	\$0.00	\$1,905.16
804 Basketball-Boys	\$0.00	\$550.00	\$396.74	\$0.00	\$946.74	\$0.00	\$946.74
805 Basketball-Girls	\$0.00	\$0.00	\$2,240.11	\$0.00	\$2,240.11	\$0.00	\$2,240.11
806 Cheer	\$0.00	\$0.00	\$1,931.13	\$0.00	\$1,931.13	\$36.96	\$1,894.17
807 Concession	\$0.00	\$4,645.00	\$21,471.48	\$1,000.00	\$25,116.48	\$3,657.38	\$21,459.10
808 Cross Country-Boys	\$0.00	\$0.00	\$1,660.09	\$0.00	\$1,660.09	\$0.00	\$1,660.09
809 Cross Country-Girls	\$0.00	\$0.00	\$1,680.18	\$0.00	\$1,680.18	\$0.00	\$1,680.18
810 Football	\$0.00	\$2,800.00	\$1,289.62	\$0.00	\$4,089.62	\$0.00	\$4,089.62
812 ESports	\$0.00	\$0.00	\$142.71	\$0.00	\$142.71	\$0.00	\$142.71
813 Girls Powerlifting	\$0.00	\$0.00	\$3,991.23	\$0.00	\$3,991.23	\$0.00	\$3,991.23
815 Gate	\$0.00	\$3,976.00	\$58,762.28	\$0.00	\$62,738.28	\$15,611.67	\$47,126.61
816 Golf Boys	\$0.00	\$0.00	\$2,260.04	\$0.00	\$2,260.04	\$0.00	\$2,260.04
817 Golf Girls	\$0.00	\$0.00	\$1,056.76	\$0.00	\$1,056.76	\$0.00	\$1,056.76
818 Pom	\$0.00	\$0.00	\$920.19	\$0.00	\$920.19	\$0.00	\$920.19
819 Boys Powerlifting	\$0.00	\$0.00	\$1,477.38	\$0.00	\$1,477.38	\$0.00	\$1,477.38
820 Softball	\$0.00	\$0.00	\$3,240.67	\$0.00	\$3,240.67	\$3,032.83	\$207.84
821 Soccer-Boys	\$0.00	\$0.00	\$6,124.11	\$0.00	\$6,124.11	\$0.00	\$6,124.11
822 Soccer-Girls	\$0.00	\$0.00	\$6,210.10	\$0.00	\$6,210.10	\$0.00	\$6,210.10
823 Swim-Boys	\$0.00	\$0.00	\$1,816.50	\$0.00	\$1,816.50	\$0.00	\$1,816.50
824 Swim-Girls	\$0.00	\$0.00	\$3,859.18	\$0.00	\$3,859.18	\$0.00	\$3,859.18
825 Tennis-Boys	\$0.00	\$0.00	\$392.05	\$0.00	\$392.05	\$0.00	\$392.05
826 Tennis-Girls	\$0.00	\$0.00	\$67.50	\$0.00	\$67.50	\$0.00	\$67.50
827 Track-Boys	\$0.00	\$0.00	\$3,276.64	\$0.00	\$3,276.64	\$0.00	\$3,276.64
828 Track-Girls	\$0.00	\$0.00	\$3,188.62	\$0.00	\$3,188.62	\$0.00	\$3,188.62
829 Volleyball	\$0.00	\$0.00	\$4,957.82	\$0.00	\$4,957.82	\$2,337.73	\$2,620.09
830 Boys Wrestling	\$0.00	\$0.00	\$1,640.55	\$0.00	\$1,640.55	\$0.00	\$1,640.55
Total Project - 003 Athletics	\$0.00	\$11,971.00	\$142,216.52	\$1,000.00	\$153,187.52	\$24,676.57	\$128,510.95
Total	\$0.00	\$11,971.00	\$142,216.52	\$1,000.00	\$153,187.52	\$24,676.57	\$128,510.95

Chickasha Public Schools

Revenue/Expenditure Summary

Options: Fund: 81, Date Range: 7/1/2025 - 7/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 000 NON-CATEGORICAL EXP							
000 UNDISTRIBUTED EXP	\$0.00	\$0.00	\$33,407.65	\$0.00	\$33,407.65	\$0.00	\$33,407.65
Total Project - 000 NON-CATEGORICAL EXP	\$0.00	\$0.00	\$33,407.65	\$0.00	\$33,407.65	\$0.00	\$33,407.65
Total	\$0.00	\$0.00	\$33,407.65	\$0.00	\$33,407.65	\$0.00	\$33,407.65

July 11 - August 06, 2025

Accounts Payable			
	Fund	PO's	Amount
11	General Fund	127-179	\$654,509.00
21	Building Fund	26-43	\$85,647.57
31	2010 Bond Fund	1	\$71,661.56
32	2021 GO Bond Fund		
33	2010 A&B bond		
34	FY23 Safety & Security Bond		
35	2024 Bond Fund	1 to 3	\$188,926.80
41	Sinking Fund	two	\$3,712.50
60	BJ Clack Scholarship Fund		
61	Activity Fund	14-55	\$45,841.83
62	Athletic Fund	11 to 60	\$18,470.86
81	Gift Fund		
Total			\$1,068,770.12
Accounts Payable Change Orders			
	Fund	Numbers	Amount
11	General Fund		
21	Building Fund		
TOTAL			\$0.00
GRAND TOTAL			\$1,068,770.12

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 127 - 179, Fund(s): 11- General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	127	07/01/2025	2476	RENAISSANCE LEARNING	literacy, math, star reading 25-26	29,859.00
11	128	07/01/2025	66025	Arvest	WIRECAST PRO	469.32
11	129	07/01/2025	67356	RingCentral, Inc	DISTRICT PHONE SERVICE	45,682.34
11	130	07/01/2025	67052	TD SYNnex Capital, LLC	Contract for security cameras	31,184.94
11	131	07/01/2025	67634	240 Tutoring Inc	Staff training for certification	1,500.00
11	132	07/01/2025	66700	Riverside Insights	WJ IV Online Scoring Subscription SPED	180.00
11	133	07/01/2025	66700	Riverside Insights	WJ IV Testing and Scoring	3,200.00
11	134	07/01/2025	3816	NCS PEARSON	CTONI-2 Exam Record Forms	160.00
11	135	07/01/2025	3816	NCS PEARSON	SPED Placement Testing 25-26	1,500.00
11	136	07/01/2025	6765	GLOBAL COMPLIANCE NETWORK, INS.	PD Tutorials 25-26 school year	900.00
11	137	07/01/2025	60432	Eduskills LLC	EL Instructional Support 25-26 school year	9,240.00
11	138	07/01/2025	3861	Arvest/Amazon	Ipad for diabetic monitoring - nurse	300.00
11	139	07/01/2025	66025	Arvest	TV & Mounts for district	1,500.00
11	140	07/01/2025	66989	Super Duper Publications	TOLD-I 4 Examiner Forms ROWPVT-4 Record Forms	140.00
11	141	07/01/2025	6223	CRISIS PREVENTION INSTITUTE	Tammy Swinburne Yearly Training 25-26	200.00
11	142	07/01/2025	3816	NCS PEARSON	GFTA-2 & GFTA-3 Goldman Fristoe Test Forms	900.00
11	143	07/01/2025	3327	NIKKI KECK	Visual Senses Contract 25-26 school year	4,500.00
11	144	07/01/2025	4453	CARLA GARLING	Physical Therapy Services 25-26 school year	60,000.00
11	145	07/01/2025	8969	Scissortail Therapy, LLC	Occupational Therapy 25-26 school year	70,000.00
11	146	07/01/2025	67165	Keahbone SLP LLC	Speech Therapy Services 25-26 school year	80,000.00
11	147	07/01/2025	2257	HILAND DAIRY FOODS COMPANY	Milk Products	143,000.00
11	148	07/01/2025	65791	Petty Cash	Beginning change for Central Kitchen	600.00
11	149	07/01/2025	2522	DEPARTMENT OF HUMAN SERVICES	Commodities	3,000.00
11	150	07/01/2025	3861	Arvest/Amazon	Central Kitchen Supplies	250.00
11	151	07/01/2025	66025	Arvest	Walmart Card (Central Kitchen)	250.00
11	152	07/01/2025	67315	General Parts LLC	Child Nutrition Equipment	3,500.00
11	153	07/01/2025	66314	OK State Department Human Services	Contract Social Worker-Raeleigh Roark 25-26	36,866.00
11	154	07/01/2025	66993	Hampton Inn & Suites-Tulsa Central	hotel for Drake FACS convention	300.00
11	155	07/01/2025	6107	PBISAPPS.ORG	SWIS Annual License 25-26	1,600.00
11	156	07/01/2025	67446	Instructional Empowerment Inc.	IE Observation Annual License Renewal 25-26	2,500.00
11	157	07/01/2025	67246	Idemia Identity Security USA LLC	Background Check Services Network 25-26	2,500.00
11	158	07/01/2025	67095	Sarah Drake	3 day per diem for FACS convention	405.00

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 127 - 179, Fund(s): 11- General Fund

Fund	PO/No	Date	Vendor No	Vendor	Description	Amount
11	159	07/01/2025	6223	CRISIS PREVENTION INSTITUTE	Refresher Training Verbal Intervention CPI Train	1,912.53
11	160	07/01/2025	67639	School Lockers	cell phone lockers for front office	1,500.00
11	161	07/01/2025	67376	WILLIAM M MCPEAK	Meal Reimbursement	500.00
11	162	07/01/2025	67633	CHRISTOPHER D CONWAY	Meal Reimbursement	500.00
11	163	07/01/2025	66770	Emily Schmidt	Meal Reimbursement	500.00
11	164	07/01/2025	446	ROSS SEED COMPANY	Supplies for SAE Projects, Instruction	1,000.00
11	165	07/01/2025	4052	APACHE FARMERS CO-OP	SAE Supplies, Instruction, Supplies	1,000.00
11	166	07/01/2025	67089	Stoney Creek Hotel & Conf Ctr	Summit Hotel	1,500.00
11	167	07/01/2025	66025	Arvest	Cell Phone Lockers	1,500.00
11	168	07/01/2025	7430	LEXIA LEARNING SYSTEMS LLC	Lexia Core 5 Reading Unlimited, Power-up License	46,650.00
11	169	07/01/2025	5131	CENGAGE LEARNING, INC.	Oklahoma Math grade 6th-Lincoln	3,244.50
11	170	07/01/2025	7367	ABSOLUTE RESTAURANT SERVICE	Equipment Repair	3,500.00
11	171	07/01/2025	66936	iTurity LLC	Chromebook Repairs	7,241.00
11	172	07/01/2025	4226	OKLAHOMA CAREER & TECHNOLOGY ED	Summit Registration	350.00
11	173	07/01/2025	6823	DE LAGE LANDEN PUBLIC FINANCE LLC	copier lease purchase	20,000.00
11	174	08/01/2025	6223	CRISIS PREVENTION INSTITUTE	Nonviolent Crisis Intervention-5 people	300.00
11	175	07/01/2025	6640	EDMENTUM	Courseware: Comp Library-Program License District	16,875.00
11	176	07/01/2025	4171	OSIG	Insurance deductibles	2,000.00
11	177	07/01/2025	90019	KARLA D. SCHENK	July Mileage	50.00
11	178	07/01/2025	71	CCOSA	K20 Uplifting Classrooms x 12	7,200.00
11	179	08/01/2025	3026	RICHARD'S PRINTING	MAINT.	1,000.00

Non-Payroll Total:	\$654,509.63
---------------------------	---------------------

Payroll Total:	\$0.00
-----------------------	---------------

Balance Forward:	\$0.00
-------------------------	---------------

Report Total:	\$654,509.63
----------------------	---------------------

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 26 - 43, Fund(s): 21-Building Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	26	07/01/2025	66	BRANDTS ACE HARDWARE	MAINT-DISTRICT	6,000.00
21	27	07/01/2025	312	LOCKE SUPPLY	MAINT-DISTRICT	30,000.00
21	28	07/01/2025	468	SHERWIN WILLIAMS	MAINT-DISTRICT	5,000.00
21	29	07/01/2025	266	DOLESE CO.COMPANY	CEMENT	1,000.00
21	30	07/01/2025	66577	SIMONIZE SPORTS FIELD SERVICES LLC.	BASEBALL	850.00
21	31	07/01/2025	6224	ALL AMERICAN HOME CENTER	ALC	6,838.76
21	32	07/01/2025	6084	JONATHAN'S CARPET SERVICE	MAINT-DISTRICT	1,000.00
21	33	07/01/2025	4605	DUNCAN OVERHEAD	AG BARN	1,500.00
21	34	07/01/2025	2025	ECKROAT SEED COMPANY	ATHLETIC FIELD	520.00
21	35	07/01/2025	4199	C & D CONCRETE	CONCRETE	14,500.00
21	36	07/01/2025	4199	C & D CONCRETE	MAINT-DISTRICT	5,970.00
21	37	07/01/2025	4862	GLASS SHOP	BW, ACT. CENTER, LINCOLN	1,833.81
21	38	07/29/2025	67648	Dynamic Fabrication	MAINT-DISTRICT	1,135.00
21	39	07/01/2025	605	P & K Equipment, INC	MAINT-DISTRICT	3,000.00
21	40	07/01/2025	67359	Safe Arbors LLC	TREE REMOVEL	3,500.00
21	41	07/01/2025	4605	DUNCAN OVERHEAD	MAINTENANCE	2,000.00
21	42	08/01/2025	893	HUNZICKER BROTHERS, INC	MAINT-DISTRICT	500.00
21	43	08/01/2025	515	TAYLOR & SONS PIPE & STEEL	MAINTENANCE USE	500.00
Non-Payroll Total:						\$85,647.57
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$85,647.57

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 1, Fund(s): 31-2020 Bond Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
31	1	07/01/2025	67101	TriCorps Surveillance ,LLC	Fire Panel Upgrade	71,661.56
Non-Payroll Total:						\$71,661.56
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$71,661.56

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 3, Fund(s): 35-2024 Bond Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
35	1	07/01/2025	3533	CDW GOVERNMENT INC	Chromebooks	83,300.00
35	2	07/01/2025	459	SCHOOL SPECIALTY	TEACHER DESK AND CHAIRS	25,626.80
35	3	08/05/2025	3260	JOHN HOLT AUTO GROUP	AG Truck	80,000.00
Non-Payroll Total:						\$188,926.80
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$188,926.80

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 2 - 2, Fund(s): 41-Sinking Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
41	2	07/01/2025	7517	UMB -WIRE TRANSFER	2021 BOND	3,712.50
Non-Payroll Total:						\$3,712.50
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$3,712.50

Chickasha Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 14 - 55, Fund(s): 61-Activity Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
61	14	07/10/2025	99999	Chickasha Public Schools	BW4-2025	3,641.58
61	15	07/16/2025	5680	Hometown Paving LLC	Striping and numbers for Parking lot	3,236.00
61	16	07/16/2025	3861	Arvest/Amazon	Amz-HS072325	432.00
61	17	07/16/2025	66025	Arvest	Wal-BW072625	142.39
61	18	07/21/2025	66025	Arvest	Residence Inn-BW072425	238.00
61	19	07/16/2025	66025	Arvest	Williams-TM072225	365.40
61	20	07/22/2025	99999	Chickasha Public Schools	BW Daycare Sal-July	14,841.51
61	21	07/22/2025	66025	Arvest	Wal-Adm072225	108.86
61	22	07/22/2025	66025	Arvest	Torchy's Tacos-Adm072325	107.65
61	23	07/24/2025	286	LAKESHORE LEARNING MATERIALS, LLC	kitchen set	1,320.05
61	24	07/24/2025	75195	EDUCATIONAL TESTING SERVICES	OM20261910	275.00
61	25	07/25/2025	66025	Arvest	Popsicles	250.00
61	26	07/25/2025	66025	Arvest	office items	300.00
61	27	07/26/2025	6084	JONATHAN'S CARPET SERVICE	Carpet cleaning	125.00
61	28	07/28/2025	99999	Chickasha Public Schools	GR4-2025	1,647.00
61	29	07/28/2025	459	SCHOOL SPECIALTY	GRIP-A-STRIP RAILS	200.00
61	30	07/28/2025	66025	Arvest	PROFESSIONAL DEVELOPMENT MEETING/BREAKFAST	150.00
61	31	07/28/2025	66025	Arvest	DOMINOE'S	300.00
61	32	07/28/2025	99999	Chickasha Public Schools	GRAND DAYCARE-July	6,555.31
61	33	07/29/2025	75781	WING T'S	CONVOCATION T-SHIRTS	907.00
61	34	07/29/2025	5680	Hometown Paving LLC	Striping parking lot	356.00
61	35	07/29/2025	3861	Arvest/Amazon	COAT AND CLOTHES RACK	200.00
61	36	07/29/2025	66025	Arvest	Staff Shirts	1,000.00
61	37	07/31/2025	3861	Arvest/Amazon	2 DRAWER FILE CABINET	70.00
61	38	07/31/2025	3861	Arvest/Amazon	Supplies for classrooms & office, teachers	420.00
61	39	07/31/2025	3861	Arvest/Amazon	OFFICE SUPPLIES	200.00
61	41	08/01/2025	67284	6 Chicks	shirts for staff	1,445.00
61	42	08/01/2025	66025	Arvest	Food for meeting (All Admin. Meeting)	375.00
61	43	08/01/2025	3861	Arvest/Amazon	Bags for New Teacher Orientation	35.00
61	44	08/01/2025	66025	Arvest	Breakfast for All Admin. Meeting	200.00
61	45	08/01/2025	6862	MTM RECOGNITION CORPORATION	Retirement Plaque	200.00
61	46	08/01/2025	3026	RICHARD'S PRINTING	Posters	600.00
61	47	08/01/2025	99999	Chickasha Public Schools	laptop, display TV and mount	3,173.08
61	48	08/04/2025	3861	Arvest/Amazon	FILING CABINET/TENNIS BALLS	200.00
61	49	08/04/2025	67082	Procure Software	PROGRAM FOR DAYCARE BILLING	700.00
61	50	08/05/2025	143	DeHART AIR COND. & ELECTRONICS	ICE MACHINE MAINTENANCE	500.00
61	51	08/05/2025	6157	ANDYMARK, INC	SUBMERGED:FLL Challenge Set	125.00
61	52	08/05/2025	66025	Arvest	Donuts staff	100.00
61	53	08/06/2025	3861	Arvest/Amazon	3d filament, binders,folders	250.00
61	54	08/06/2025	66025	Arvest	WAL MART	50.00
61	55	08/06/2025	3861	Arvest/Amazon	BOOKS & SUPPLIES	500.00

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 14 - 55, Fund(s): 61-Activity Fund

Fund	PO/No	Date	Vendor No	Vendor	Description	Amount
					Non-Payroll Total:	\$45,841.83
					Payroll Total:	\$0.00
					Balance Forward:	\$0.00
					Report Total:	\$45,841.83

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 11 - 60, Fund(s): 62-Athletic Fund

Fund	PO/No	Date	Vendor/No	Vendor	Description	Amount
62	11	07/10/2025	4055	DR PEPPER	W-400067	108.80
62	12	07/10/2025	66025	Arvest	Williams-Ath071025	61.19
62	13	07/10/2025	75159	IMPERIAL COFFEE	2878:232037	82.90
62	14	07/10/2025	67534	TAYLOR N CLAY	REIMB- 1ST AID / CPR / AED	14.99
62	15	07/10/2025	90218	MIRANDA E. MOLDER	REIMB - 1ST AID / CPR / AED	14.99
62	16	07/10/2025	66025	Arvest	NFHS-Ath070825	85.00
62	17	07/10/2025	75192	USAO	WEATHER ALERT RENEWAL	1,900.00
62	18	07/14/2025	66025	Arvest	Amz-Ath071725	41.98
62	19	07/14/2025	67622	CADE W CHAMBLIN	REIMB- 1ST AID / CPR / AED	14.99
62	20	07/14/2025	4055	DR PEPPER	W-400193/W-400213	272.80
62	21	07/14/2025	66025	Arvest	Sams-Ath071425	749.40
62	22	07/14/2025	67364	DYLAN J VERSER	REIMB - 1ST AID / CPR / AED	14.99
62	23	07/16/2025	67053	BRAYDEN B BINGHAM	REIMB - 1ST AID / CPR / AED	14.99
62	24	07/17/2025	66580	DALTON L STREBER	REIMB - 1ST AID / CPR / AED	14.99
62	25	07/22/2025	67636	Bayle Bingham	REIMB - 1ST AID / CPR / AED	14.99
62	26	07/22/2025	66069	STACY L KNIGHT	REIMB - 1ST AID / CPR / AED	14.99
62	27	07/22/2025	6000	CHICKASHA PUBLIC SCHOOLS	Athletic Sal-July	135.43
62	28	07/22/2025	67641	Tracy Williams	REIMB - 1ST AID / CPR / AED	14.99
62	29	07/28/2025	66025	Arvest	Ross-Ath072825	39.90
62	30	07/28/2025	67625	JACOB E WILSON	REIMB - PER DIEM	170.00
62	31	07/28/2025	66025	Arvest	RIVERSPIRIT-Ath073025	1,915.42
62	32	07/28/2025	70605	CHAD A. RANDLE	REIMB - PER DIEM	170.00
62	33	07/28/2025	90218	MIRANDA E. MOLDER	REIMB - PER DIEM	170.00
62	34	07/28/2025	66578	TRAVIS A OWEN	REIMB - PER DIEM	105.00
62	35	07/28/2025	89979	JOE D MOLDER	REIMB - PER DIEM	170.00
62	36	07/28/2025	66327	JACE M JOHNSON	REIMB - PER DIEM	65.00
62	37	07/28/2025	66572	KEVIN G JAMES	REIMB -PER DIEM	105.00
62	38	07/28/2025	89338	JERRY DON BRAY	REIMB- PER DIEM	260.00
62	39	07/28/2025	18	ALERT SERVICES INC	1ST AID SUPPLIES	2,158.00
62	40	07/28/2025	65986	Elite Trophies	PLAQUES- WRESTLING	585.00
62	41	07/28/2025	75781	WING T'S	VOLLEYBALL T-SHIRTS	1,952.00
62	43	07/28/2025	66025	Arvest	BSN-Ath080125	385.73
62	44	07/29/2025	67647	We Got Spirit, LLC	GIRL'S BSK SHIRTS	465.00
62	45	07/30/2025	65950	Waller Ice LLC	205002672	412.90
62	46	07/31/2025	66025	Arvest	BSN-Ath080125	904.03
62	47	08/04/2025	67370	AARON B CRAWFORD	REIMB - 1ST AID / CPR / AED	14.99
62	48	08/04/2025	66025	Arvest	OCA CARD	60.00
62	49	08/04/2025	66921	SSR Jackets	ALL STATE JACKETS	1,400.00
62	50	08/05/2025	67054	Jostens/Lierman Graduate Services	MS PL STATE JACKET	249.95
62	51	08/06/2025	7397	MEREDITH NOLAND	REIMB - 1ST AID / CPR / AED	14.99
62	52	08/06/2025	66025	Arvest	1ST AID / CPR / AED	14.99
62	53	08/06/2025	67410	CHRISTOPHER C WEATHERFORD	REIMB - 1ST AID / CPR / AED	14.99
62	54	08/06/2025	71530	NANCY L. WATERS	REIMB - 1ST AID / CPR / AED	14.99
62	55	08/06/2025	4055	DR PEPPER	CONCESSION	1,074.00
62	56	08/06/2025	66025	Arvest	DONUTS COACHES MTG	119.23

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 11 - 60, Fund(s): 62-Athletic Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
62	57	08/06/2025	66025	Arvest	LOCK & KEYS	59.91
62	58	08/06/2025	66025	Arvest	PENS / MARKERS	27.43
62	59	08/06/2025	72	Petty Cash Athletics	BEG CHANGE V-BALL VS BLANCHARD 8-12-25	1,200.00
62	60	08/06/2025	72	Petty Cash Athletics	BEG CHANGE MS S-BALL VS DUNCAN 8-12-25	600.00
Non-Payroll Total:						\$18,470.86
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$18,470.86

Chickasha Public Schools

Payment Register

Options: Year: 2025-2026, Fund Account: 11- General Fund, Date Range: 7/10/2025 - 6/30/2026, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
112600068	07/15/2025	4171	OSIG				\$419,043.50
112600069	07/15/2025	6312	OKTLE				\$4,133.25
112600070	07/15/2025	363	OSSBA				\$4,012.00
112600071	07/15/2025	65876	OSSBA Employment Services				\$350.00
112600072	07/15/2025	363	OSSBA				\$250.00
112600073	07/15/2025	363	OSSBA				\$3,000.00
112600074	07/15/2025	89050	CCOSA MEMBERSHIP				\$2,000.00
112600075	07/15/2025	67032	ClearCompany LLC				\$17,220.00
112600076	07/15/2025	67635	Oklahoma School Assurance Gro				\$138,283.00
112600077	07/15/2025	67154	High Point Networks, LLC				\$560.00
112600078	07/15/2025	66116	KAMI				\$7,920.00
112600079	07/15/2025	3533	CDW GOVERNMENT INC				\$15,992.00
112600080	07/15/2025	3533	CDW GOVERNMENT INC				\$7,998.99
112600081	07/15/2025	67031	Student Provisioning Services LLC				\$4,629.76
112600082	07/15/2025	67355	Avaya LLC				\$9,040.20
112600083	07/15/2025	67618	Cheyenne L. Short-1099				\$3,472.50
112600084	07/15/2025	66036	Heartland School Solutions				\$2,475.00
112600085	07/15/2025	881	OKLAHOMA STATE DEPT. OF HEA				\$625.00
112600086	07/15/2025	66025	Arvest				\$469.32
112600087	07/15/2025	67356	RingCentral, Inc				\$40,362.02
112600088	07/15/2025	67052	TD SYNEX Capital, LLC				\$15,592.47
112600104	08/05/2025	65876	OSSBA Employment Services				\$440.00
112600105	08/05/2025	81	CENTER FOR EDUCATION LAW IN				\$2,918.50
112600106	08/05/2025	66467	Quadient Leasing USA Inc.				\$897.54
112600107	08/05/2025	497	STANDLEY'S SYSTEMS				\$10,014.07
112600108	08/05/2025	66722	ODP Business Solution, LLC				\$286.01
112600109	08/05/2025	71	CCOSA				\$2,947.00
112600110	08/05/2025	360	NORGE WATER & SEWER CO., IN				\$67.06
112600111	08/05/2025	65633	Grady County Sheriff's Office				\$11,950.18
112600112	08/05/2025	90	EXPRESS STAR				\$138.62
112600113	08/05/2025	65956	RICK CROSLIN				\$227.00
112600114	08/05/2025	3861	Arvest/Amazon				\$131.96
112600115	08/05/2025	67221	Red Rover Technologies LLC				\$8,235.36
112600116	08/05/2025	66722	ODP Business Solution, LLC				\$73.50
112600117	08/05/2025	4171	OSIG				\$1,000.00
112600118	08/05/2025	67379	OTA-PlatePay				\$9.10
112600119	08/05/2025	4063	Chickasha Pit Stop LLC				\$201.85
112600120	08/05/2025	4033	MARSHALL AUTO PARTS				\$798.44
112600121	08/05/2025	67202	Hampel Oil Distributors, Inc				\$4,464.37
112600122	08/05/2025	66025	Arvest				\$188.96
112600123	08/05/2025	4033	MARSHALL AUTO PARTS				\$125.68
112600124	08/05/2025	66186	Waxie's Enterprises, LLC				\$1,869.95
112600125	08/05/2025	65950	Waller Ice LLC				\$100.00
112600126	08/05/2025	2476	RENAISSANCE LEARNING				\$29,859.00
112600127	08/05/2025	67052	TD SYNEX Capital, LLC				\$15,592.47
112600128	08/05/2025	67634	240 Tutoring Inc				\$1,500.00
112600129	08/05/2025	8969	Scissortail Therapy, LLC				\$5,500.00
112600130	08/05/2025	6223	CRISIS PREVENTION INSTITUTE				\$1,912.53
112600131	08/05/2025	6823	DE LAGE LANDEN PUBLIC FINAN				\$150.54

Payment Register

Options: Year: 2025-2026, Fund Account: 11- General Fund, Date Range: 7/10/2025 - 6/30/2026, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
112600132	08/06/2025	65791	Petty Cash				\$600.00
Non-Payroll Total:							\$799,628.70
Payroll Total:							\$272,770.37
Balance Forward:							\$0.00
Total:							\$1,072,399.07

Chickasha Public Schools

Payment Register

Options: Year: 2025-2026, Fund Account: 21-Building Fund, Date Range: 7/10/2025 - 6/30/2026, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
212600001	07/14/2025	4171	OSIG				\$419,034.50
212600002	08/05/2025	418	AMERICAN ELECTRIC POWER				\$423.83
212600003	08/05/2025	38	Summit Utilities of Oklahoma Inc				\$1,275.08
212600004	08/05/2025	1071	CITY OF CHICKASHA				\$4,250.77
212600005	08/05/2025	7443	Alert 360				\$1,930.70
212600006	08/05/2025	97	CHICKASHA LUMBER COMPANY				\$199.40
212600007	08/05/2025	66	BRANDTS ACE HARDWARE				\$344.91
212600008	08/05/2025	312	LOCKE SUPPLY				\$4,008.50
212600009	08/05/2025	468	SHERWIN WILLIAMS				\$660.85
Non-Payroll Total:							\$432,128.54
Payroll Total:							\$0.00
Balance Forward:							\$0.00
Total:							\$432,128.54

Chickasha Public Schools

Payment Register

Options: Year: 2025-2026, Fund Account: 35-2024 Bond Fund, Date Range: 7/10/2025 - 6/30/2026, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
352600001	08/05/2025	3260	JOHN HOLT AUTO GROUP				\$80,000.00
Non-Payroll Total:							\$80,000.00
Payroll Total:							\$0.00
Balance Forward:							\$0.00
Total:							\$80,000.00

Chickasha Public Schools

Payment Register

Options: Year: 2025-2026, Fund Account: 41-Sinking Fund, Date Range: 7/10/2025 - 6/30/2026, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
264100002	07/14/2025	7517	UMB -WIRE TRANSFER				\$3,712.50
Non-Payroll Total:							\$3,712.50
Payroll Total:							\$0.00
Balance Forward:							\$2,782,893.75
Total:							\$2,786,606.25



1401 Michigan Avenue * Chickasha, OK 73018
(405) 224-7220 * FAX (405) 222-3839

2025-2026 COOPERATIVE MATH AND SCIENCE AGREEMENT
BETWEEN

Chickasha Public Schools AND

CANADIAN VALLEY TECHNOLOGY CENTER SCHOOL
DISTRICT NO. 6

Purpose: To allow students enrolled in a Canadian Valley Technology Center major to participate in mathematics courses in **Algebra II, Pre-Calculus, AP Calculus BC, AP Physics C-Mechanics, Accelerated Physics I and Computer Science and Biological Sciences courses in Anatomy & Physiology** that is taught by a teacher certified in the secondary subject area when taken in the tenth, eleventh or twelfth grade, upon approval of the State Board of Education and the independent district Board of Education. These courses will be transcribed through your high school for high school graduation. * SS 70-11-103.6

Board President

Date of Board Approval

Superintendent

Date

MobyMax Renewal Quote

MobyMax Education, LLC
P.O. Box 392385 | Pittsburgh, PA 15251
888-793-8331

Quote For

Quote Date: May 13, 2025
District: Chickasha Public Schools
Quote Receiver: Tammy Swineburne
Telephone: 4052226500
Email Address: jeremy.johns@mobymax.com

License Quoted

Subject: **MobyMax ALL Student License**
Complete K-8 curriculum for all subjects including Math, Fact Fluency, Reading, Early Reading, Language, Writing, Science, and Social Studies

Number of Students: 400 students
License Start: August 15, 2025
License End: August 15, 2026

Price: \$5,342.00

Subtotal \$5,342.00

Total amount due:	\$5,342.00
--------------------------	-------------------

Ways to Order

- Fax to 1-888-793-8330
- Email to billing@mobymax.com
- Mail to:
MobyMax
P.O. Box 392385
Pittsburgh, PA 15251
- Call 888-793-8331
- Order online with credit card or purchase order at www.mobymax.com/order.

Please Include with Purchase Order

- Email address or fax number for accounts payable department
- Dates for licensing period if license is not for one year
- A copy of this quote
- A copy of your tax exemption letter or certificate, if applicable

Quote expires after 90 days.

You can download our current W-9 form at www.MobyMax.com/w9.pdf.

If you are using ClassWallet, please add the ClassWallet fee to total amount due.

**AGREEMENT FOR EDUCATIONAL SERVICES
BETWEEN
CHICKASHA PUBLIC SCHOOLS
AND
SOUTHWEST YOUTH AND FAMILY SERVICES**

This agreement is entered into on the 11th of August 2025, by and between Chickasha Public Schools (hereinafter referred to as District), and Southwest Youth and Family Services (hereinafter referred to as Facility) for educational services at the Resident Facility. For purposes of this contract, "Facility" shall mean a facility, center, program, or agency.

WHEREAS the District is required by state and federal regulations to provide educational services to all eligible students; and,

WHEREAS the Facility is responsible for the operation and maintenance of the community-based Residential Facility which houses students who are entitled to a public education; and,

WHEREAS the District and the Facility are authorized by the 70 O.S. Supp. 1997, & 1-113 to enter into agreements for the provision of these educational services,

NOW THEREFORE, the District and the Facility do mutually agree as follows:

1. SERVICES

District agrees to provide educational services as are required by law and which meet or exceed state accreditation standards for eligible students placed in the Facility pursuant to the provisions of 70 O.S. Supp. 1997, & 1-113. District shall provide such educational services and related services as are required by law, including but not limited to the Individuals with Disabilities Education Act ("IDEA"). Eligible students are defined as those being placed in the Facility by court order or by the person or agency having legal custody of the child pursuant to state law.

The Facility shall have the responsibility for providing to the district reasonable satisfaction that each youth is an eligible student. If the District determines that a youth is not an eligible student, the District will advise the Facility within five (5) working days. The Facility will have five (5) working days thereafter to produce evidence to demonstrate to the District that the youth is eligible to participate in the District's educational services. The Facility and the District agree that a copy of a placement letter or other appropriate placement documentation from the Oklahoma Department of Human Services to the Facility with respect to the youth shall constitute sufficient evidence that the youth is entitled to participate in the District's educational services. The District shall make the final determination as to whether a youth is an eligible student and may deny educational services to any ineligible person.

The District shall, according to the District's school calendar, provide educational services during the school year as defined by law. The District's obligations to provide educational services shall cease at the end of the school term.

2. STAFF

The District shall meet with the Facility to plan an appropriate course of study based on each individual student. The District will provide hands-on curriculum and on-line curriculum to the Facility. The District will monitor the on-line curriculum and student progress.

The District will arrange for appropriate instruction at our grade level sites. The Facility will transport the students and supply the appropriate number of staff to assist the students while on campus.

Any additional requirements, including but not limited to summer instruction, shall be pursuant to a separate written agreement between the parties.

The District shall also provide appropriate administrative support for the educational program and maintenance of educational records. At the District's request, the Facility will provide assistance to the District in completing registrar duties for students at the Facility, without charge to the District.

3. FUNDING FOR DISTRICT FOR EDUCATIONAL SERVICES

In consideration for educational services by the District, the District will be entitled to receive any and all state aid for students enrolled in the Facility. In addition to state aid, the District shall agree to take steps necessary to access any other state appropriated funds designated for the purpose of education of out-of-home placement students in the Facility.

4. FACILITIES

The Facility agrees to provide and maintain areas appropriate for the District to conduct the educational program pursuant to this agreement. The Facility shall be responsible for all services and costs associated with such services, which are not directly related to education. The District shall have no responsibility for directly or indirectly financing any of the Facility's programs or services.

Any areas to be provided for educational services shall be smoke free, tobacco free, and sufficient size to accommodate the number of students.

The Facility agrees to notify the student's resident school district of the students and admittance into the Facility as required by 70 O.S.5.-113

5. MATERIALS

The District shall furnish textbooks, workbooks, teacher guides, and other educational materials of the nature and type provided and utilized in other District schools. District shall have no obligation to furnish or provide any special materials not otherwise used or required by District schools. The Facility will be responsible for providing and maintaining all classroom furniture and equipment such as teacher desks, student desks, technology, chalkboards, storage cabinets, locking file cabinet, etc. The Facility will supply non-instructional materials including pencils, erasers, paper, etc. The Facility will also provide appropriate access to a copier, telephone, fax machine and a computer. Any additionally requested materials, furniture, equipment, computers, or other specialized technology will be subject to agreement between the Facility and District.

6. DISCIPLINE

Discipline policy and procedures used in the classroom shall be in accordance with state and federal law and District policy, including suspension, time-out, and detention procedures. The Facility shall provide assistance in severe, disruptive situations. The Facility will provide management and supervision of out-of-classroom suspension, time-out, and detention during school.

7. ATTENDANCE AND CREDIT

District will be responsible for a student's enrollment, days on roll, student absences, withdrawals, and other pertinent educational records according to the policies of the District and state and federal law. This information will be provided to Facility personnel upon request. Students served in the Facility will earn credit for successfully completed classes in which they are enrolled in the same manner as other students within the District. The District shall provide maintenance of permanent school records for students served with assistance from the Facility. Release of information and transfer of records by the Facility and District shall be governed by state and federal law. The Facility is to provide a secure place for the records to be kept at the Facility.

Facility personnel will complete enrollment forms and other paperwork necessary for the District to secure financial reimbursement from the State of Oklahoma and other sources. The Facility agrees to abide by all rules and regulations issued by the State Department of Education related to certification of the residence of students and their attendance in the District's educational program.

8. RESPONSIBILITIES FOR SPECIAL EDUCATION STUDENTS

Procedural safeguards shall be followed for eligible children with disabilities in accordance with the Individuals with Disabilities Education Act (IDEA), which includes the requirements for Individualized Education Programs (IEPs) (where applicable) and placement in the least restrictive environment, and with Section 504 of the Rehabilitation

Act. For disabled students who are admitted to the Facility but were not residents of the District for school purposes prior to admission to the Facility, the Facility shall provide the District with the current IEP or Accommodation Plan within five (5) school days. The Facility will inform the District of all behavior history that may pose a threat to staff. The instructional program for each disabled student shall be in accordance with the provisions of the IEP or Accommodation Plan.

The eligible student's school district of residence shall be notified immediately by the District upon finding that the eligible student requires special education and related services and notified as to the time, date and location of meetings for the purpose of planning the student's IEP and subsequent reviews in accordance with the IDEA. The Facility may have a representative present at the IEP conference to advise the IEP team of any concerns or information the Facility has to offer regarding the eligible student's educational needs and eligibility for related services. The Facility and the District shall coordinate with the eligible student's school district of residence regarding evaluation services, as necessary, and for the development of the IEP.

9. RELATED SERVICES

The cost for related services, therapies, treatments, or support services for eligible students as determined necessary by student IEP teams and specified in student IEP's, shall be the responsibility of the Facility unless otherwise agreed by the parties. or as otherwise specified in an IEP and agreed to with all required representatives participating in the development of the IEP. Otherwise valid obligations to provide or pay for such services, such as Medicaid, shall remain in effect for children who are eligible for the services from sources other than the District.

10. TRANSPORTATION

The Facility shall arrange and provide without charge to the District daily transportation between the schools within the District attended by students at the Facility for whom attendance at a site is determined to be appropriate. To ease a student's transition from the Facility-based classroom to a school site-based classroom, the Facility will send an adult to accompany the student at a time mutually determined by the District and the Facility.

11. INSURANCE PROVISION

Prior to commencement of education services, the Facility agrees to furnish the District a certificate of public liability insurance naming the District as a co-insured in the minimum amounts of \$1,000.00 to any claimant for any number of claims for damages to or destruction of property. Including consequential damages arising out of a single occurrence or accident, and \$1,000.00 to any claimant for all other claims arising out of a single occurrence or accident, and \$1,000.00 for any number of claims arising out of a single occurrence or accident.

12. LIABILITY

In addition, the Facility shall indemnify and hold District, its agents, employees, and officers harmless from and against any claim, demand, or cause of action which arises from the actions of the Facility and its employees, agents, and officers. Each party hereto shall be responsible for any liability arising from the negligence of its own employees, agents, and officers to the extent authorized by law.

13. TERMS OF AGREEMENT

This agreement shall begin on August 12, 2024 and shall terminate on the last day of the fourth quarter of the 2024-2025 school year.

14. TERMINATION OF AGREEMENT

Either party may terminate this Agreement, with or without cause, upon thirty (30) days written notice to the other party. In the event either party terminates this Agreement prior to the completion date of the Agreement, the Facility shall reimburse the District for any costs, including staff salaries, fringe benefits, and other related costs that the District incurred or will incur for the remainder of the Agreement period.

15. AMMENDMENT

This Contract constitutes the entire agreement between the parties and may only be amended by mutual written consent of the parties.

16. OKLAHOMA LAW

This Agreement shall be interpreted and construed according to the laws of the state of Oklahoma, and venue for any action arising out of this contract shall be in Grady County, Oklahoma.

IN WITNESS, WHEREOF, the parties, through their duly authorized representatives, have accepted the terms of this contract on this 14th day of August, 2023.

ATTEST:

SCHOOL DISTRICT

SW YOUTH AND FAMILY SERVICES

**LIFE SKILLS TRAINING
MEMORANDUM OF UNDERSTANDING**

PURPOSE

The purpose of this Letter of Agreement is to establish a formal understanding between Chickasha Public Schools (CPS) and Southwest Youth and Family Services, Inc. (SWYFS) for the provision of curriculum-based services at the following sites.

Life Skills Training – Chickasha Quality Academy, Chickasha Alternative Placement

BACKGROUND

Southwest Youth and Family Services began facilitating an Art/Life Skills Program for CPS at Chickasha Middle School in August, 2013. The program was developed based on community need and provided at no charge to the district or its students. In 2021, this program was moved to Lincoln Elementary based on need.

PROGRAM DESCRIPTIONS

Services will be provided during school either as part of a student's regular class schedule or individually. The Botvin LifeSkills (excluding Social Skills part B) curriculum will be utilized. The essential components of the curriculum are drug resistance, personal management, and general social skills

ROLES AND RESPONSIBILITIES

I. Southwest Youth and Family Services, Inc. will:

1. Provide at least 1 staff to facilitate programs for each period assigned.
2. Provide all curriculum, materials, and training necessary to facilitate programs.

II. Chickasha Public Schools will:

1. Provide a classroom for instructional use.
2. Provide a substitute, upon request, in the extremely rare instance that SWYFS does not have staff available for facilitation.
3. Require all students to complete a permission slip for enrollment in the Health/Art/Life Skills Program.

COMMUNICATION

Both parties maintain an open line of communication and it is understood that Liz Fechner is the primary decision maker for both CPS sites and Shanna Rice for SWYFS. Though program implementation may be delegated to other staff, significant changes in programming will not be made without consultation with both decision makers.

This agreement shall be in effect beginning in the 2025-2026 school year and will continue until either party notifies the other in writing of their intent to modify the agreement giving of a thirty (30) day's notice.

Pam Ladyman, Executive Director of Personnel and Student Services – Chickasha Public Schools Date

Shanna M. Rice

Shanna M. Rice, CEO/Executive Director - Southwest Youth and Family Services, Inc.

08/6/2025
Date



EMERGENCY ACTION PLAN



SPORT:

YEAR: 2025-2026

PROCEDURES:

1. FIRST TO ARRIVE ON SCENE PROVIDES FIRST AID.
2. SEND A COACH, MANAGER, OR UNINJURED ATHLETE TO NOTIFY ATHLETIC TRAINER AND GET AED.
3. IF THE ATC CANNOT BE LOCATED, THE HEAD COACH WILL BECOME TO LEADER.

LEADER:

- Will be in charge of the emergency situation and will instruct others on the emergency team.

LEADER'S ASSISTANT:

- Will assist the leader in the evaluation of the injured athlete.

PHONE CALLER:

- Will go to the nearest phone and activate the EMS
- Will inform the dispatcher of:
 - The nature of the injury and the age of the athlete
 - The location of the athlete and directions to the site
 - Will not hang up until the dispatcher advises him/her to do so

NEAREST PHONE: Cell Phone

AMBULANCE ENTRANCE:

Games : Southwest Stadium Entrance (By Baseball Complex)
Practice: Southwest Stadium Entrance (By Baseball Complex)

PERSON TO MEET EMS:

- Will contact any necessary staff to assure access to the ambulance
- Will meet the ambulance at the designated entrance and lead them to the injured person

PERSON TO ACCOMPANY ATHLETE TO HOSPITAL:

- Will ride with the athlete in the ambulance in the event the parents cannot be found
- Will take the athlete's emergency info to the hospital

- ★ Emergency medical information for each athlete is to be with the team at all times.
- ★ The School Athletic Trainer and/or Coach will inform administration about the incident.
- ★ The School Athletic Trainer and/or Coach will inform the athlete's parents immediately.
- ★ The School Athletic Trainer and/or Coach will document the circumstances surrounding the activity and all actions taken.

Important Contact Numbers:

EMS (Fire, Police, Ambulance): 911

AD: Jerry Don Bray (405) 401-3975

Assistant AD: Jace Johnson (405) 830-0647

Chickasha High School: (405) 222-6550

Chickasha Middle School: (405) 222-6530

Assistant AD: Jerry Johnson (405)831-1972

**Chickasha Public School Emergency Medical Coordination
(in compliance with SB 1198)**

Chickasha Public Schools requires every sport to develop an emergency action plan. In addition to these emergency action plans we have an agreement with the Chickasha Fire Department to have an emergency response team at every varsity football game. For all other sporting &/or activity events, an administrator will be on campus at every school. They will be able to assist in helping coaches &/or sponsors respond to emergencies. All emergencies will be reported to the Athletic/Activities Director and the Superintendent.

Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-156128 v2

Chickasha Independent School District 1 - 372556

Primary Contact

Michele Castelberry
Email - mcastleberry@chickasha.k12.ok.us
1415 W Grand Ave
Chickasha, OK 73018-5443

Billing Contact

Quote Summary

School Count: 1

Renaissance Products & Services Total	\$4,297.16
Estimated Sales Tax	\$0.00
Shipping Cost	\$0.00
Grand Total	USD \$4,297.16

This quote includes: Accelerated Reader and AR BookGuide.

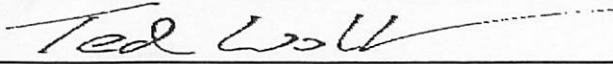
By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf>, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at <https://docs.renaissance.com/R62068> are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at <https://www.renaissance.com/privacy/>.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an Invoice for this Quote promptly after the date the Order is processed at Renaissance. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance as an attachment to this signed quote. Customer agrees to pay the invoice within 30 days after the Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Contact information is correct.

Renaissance Learning, Inc.	Chickasha Independent School District 1
	By:
Name: Ted Wolf	Name:
Title: Chief Financial Officer	Title:
Date: 21-May-2025	Date:

Email: electronicorders@renaissance.com

If changes are necessary, or additional information is required, please contact your account executive Mandi Hahn at (918) 878-9151. Thank you.

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance

Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-156128 v2

approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ("TPT"). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-156128 v2

Quote Details

Grand Avenue Elementary School

Products & Services	Quantity	Unit Price	Total
Accelerated Reader			
Quote Year 1 01-Aug-2025 – 31-Jul-2026			
Accelerated Reader Subscription	500	\$8.17	\$4,085.00
AR BookGuide	1	\$212.16	\$212.16
Quote Year 1 Subtotal			\$4,297.16
Grand Avenue Elementary School Total			\$4,297.16

Lexile is a registered trademark of MetaMetrics, Inc.

©Copyright 2024 Renaissance Learning, Inc. All rights reserved.

All logos, designs, and brand names for Renaissance's products and services are trademarks of Renaissance Learning, Inc., and its subsidiaries, registered, common law, or pending registration in the United States. All other product and company names should be considered the property of their respective companies and organization



Proposal ID: P-496966
 Salesperson: bnewton@alphaplus.org
 School: CHICKASHA MS
 Address: 1000 S. 9th St, Chickasha, OK 73018
 Phone: (405) 222-6530
 Date: July 21, 2025

Contact: Tori Clark (tclark@chickasha.k12.ok.us)
 Returning

Product	Description	Code	Quantity	Unit Price	Subtotal
Math 7 Package	Book + Digital + Assessments	MPKG	140	\$48.00	\$6720.00
Math 8 Package	Book + Digital + Assessments	MPKG	160	\$48.00	\$7680.00
Math 7 TG	TG 7 Math	MTG	4	\$0.00	\$0.00
Math 8 TG	TG 8 Math	MTG	4	\$0.00	\$0.00
PD Level 0.50	2 PD Visits	PD	1	\$5000.00	\$5000.00
Clever Secure Sync and Gradebook Sync	Textbook Roster	CSOR	1	\$228.00	\$228.00

Subtotal: \$19628.00
 Shipping: \$198.72



ALPHA PLUS

— EDUCATIONAL SYSTEMS —

Handling: \$216.00

Total: \$20042.72

Alpha Plus Educational Systems

P.O. Box 53219

Oklahoma City, OK 73152

Shipping costs include both shipping and handling charges. Handling fees cover the cost of third-party fees, including packaging, processing, and ensuring the safe and timely delivery of your order.

Customer Acceptance

Signature	Printed Name	Date:	School PO#

Choose 1 Shipping (Ship or Pick Up) AND 1 Invoice (by or after 7/1/25)

Ship Order	Pick Up Order	Need Invoice before 7/1/2025	Need invoice after 7/1/25



**After School Program
2025 - 2026**

Bill Wallace Early Childhood Center and Grand Avenue Elementary will continue to offer an after school program for students in the district.

Parents:

After school rate: \$10.00 per hour

Summer rates: 3 days or more \$100.00 a week. 1-2 days \$50.00 a week.

Staff:

After school rate: \$8.00 per hour

Summer rates: 3 days or more \$80.00 a week. 1-2 days \$40.00 a week.

The **Summer Playstation-After School Care Student and Parent Handbook** can be found on the District website in the Parent Resource tab under Student Handbooks.

Chickasha Public Schools

Professional Development Contract & Nondisclosure Agreement

This contract is between Chickasha Public Schools, Independent School District No. 1 of Grady County ("Chickasha"), and Dr. Melani Mouse, a qualified educator with extensive background in staff development. Dr. Mouse will provide training, support, and professional development services for the district. The purpose of these services is to work with principals and teachers on instructional leadership development and curriculum & instruction.

Dr. Mouse must hold and maintain the confidential information in the strictest of confidence and only use the information for purposes stated above. Dr. Mouse shall carefully restrict access of confidential information to employees and third parties.

As compensation for the services provided, Chickasha Public Schools will pay Dr. Mouse a daily rate of \$500.00 not to exceed \$12,500.

Nondisclosure Agreement

I understand that , as a trainer and consultant, I may have access to student records and other confidential information that is subject to the parental student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Therefore, I agree to keep all information provided during my training, support, and professional development services confidential and only for the purposes stated above.

Name (Print): _____

Date: _____

Signature: _____

District Rep: _____

Date: _____

Signature: _____

Chickasha Public Schools

Professional Development Contract & Nondisclosure Agreement

This contract is between Chickasha Public Schools, Independent School District No. 1 of Grady County ("Chickasha"), and Stephanie Treadway, a qualified educator with extensive background in staff development. Stephanie Treadway will provide training, support, and professional development services for the district. The purpose of these services is to work with principals and teachers on instructional leadership development and curriculum & instruction

Stephanie Treadway must hold and maintain the confidential information in the strictest of confidence and only use the information for purposes stated above. Stephanie Treadway shall carefully restrict access of confidential information to employees and third parties.

As compensation for the services provided, Chickasha Public Schools will pay Stephanie Treadway a daily rate of \$500.00 not to exceed \$12,500.

Nondisclosure Agreement

I understand that , as a trainer and consultant, I may have access to student records and other confidential information that is subject to the parental student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Therefore, I agree to keep all information provided during my training, support, and professional development services confidential and only for the purposes stated above.

Name (Print): _____
Date: _____

Signature: _____

District Rep: _____
Date: _____

Signature: _____

Chickasha Public Schools Operations Support Contract and Nondisclosure Agreement

This contract is between Chickasha Public Schools, Independent School District No. 1 of Grady County (“Chickasha”), and **Jerry Johnson**, a qualified Supervisor, Athletic Mentor/Coach and Facility Manager. **Jerry Johnson** will provide the following services and support for the district:

1. Assists the Executive Director of Operations with the Transportation and Child Nutrition Departments to ensure effective and efficient performance from the perspectives of finances, equipment, personnel, and educational programs.
2. Helps transportation supervisor coordinate all student transportation requirements including fleet availability and maintenance, adequate personnel, appropriate routing, field trip request system, etc.
3. Assist the Executive Director of Operations in directing a comprehensive program of school transportation, child nutrition, and other support services that will enhance a safe, clean, attractive, and pleasant school atmosphere.
4. Exercise proactive leadership in promoting the vision and mission of the District and empower others to make decisions and carry out responsibilities in support of the District’s objectives.
5. Collaborates with the Executive Director of Operations to identify future needs and plans for the district.
6. Oversees and assesses all services provided by the Child Nutrition and Transportation Departments.
7. Recommends revisions in District policy and procedures as needed.
8. Works with all administrators in creating and presenting staff development options for transportation and child nutrition support staff.
9. Assist in identifying and employing summer support staff for transportation and child nutrition.
10. Helps maintain District vehicles.
11. Monitors and enforces applicable laws, District policy, personnel procedures and negotiated agreements with District personnel.
12. Establish an ongoing list of priorities regarding requested repairs and address the list in a reasonable, steady manner.
13. Assist the Activities Director in focusing on the development of new coaches and the development of programs.
14. Collaborates with the Activities Director and administration on areas to focus on in the development of new head coaches.
15. Establish and maintain a mentoring program with all new head coaches at Chickasha High School and Chickasha Middle School.
16. Assist in identifying areas that need support and coaching with new head coaches.

17. Meet regularly with new head coaches to discuss and review progress on program development, coaching, working with students, and parent relationships.

Jerry Johnson must hold and maintain the Confidential Information in the strictest confidence and only use the information for purposes stated in paragraph 1. In addition, **Jerry Johnson** shall carefully restrict access of Confidential Information to employees and third parties.

As compensation for the services provided, Chickasha will pay **Jerry Johnson** a daily rate of **\$350.00** not to exceed **\$62,000.00**.

Review Agreement

I understand that, as a contracted employer, I may have access to student records and other confidential information that is subject to the parental student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Therefore, I agree to keep all information provided during my services confidential and only for the purposes stated above.

Name: _____

Signature: _____

Date: _____



List of monitored accounts with Alert 360 Security

900 W. Choctaw Ave. - Administration Building

Burglar Alarm - \$32/mo

1208 S. 17th Street - Adult Learning Center

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

2301 S. 16th Street - Bill Wallace ECC

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

101 John P. Cowan St. - High School

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

101 John P. Cowan St. - SPLC Chickasha School

Burglar Alarm - \$32/mo

101 John P. Cowan St. - Wrestling Building

Fire Alarm - \$55/mo

101 John P. Cowan St. - Stadium Press Box

Burglar Alarm - \$54.45/mo

201 John P. Cowan St. - High School Activity Center

Fire Alarm - \$55/mo

1000 S. 9th Street - Middle School

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

1327 S. 7th - Chickasha Public School Foundation

Burglar Alarm - \$32/mo

1415 W. Grand Ave. - Grand Elementary

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

706 N. 16th Street - Transportaion/Maintenance Building

Burglar Alarm - \$32/mo

103 Dakota Street - Lincoln Elementary

Burglar Alarm - \$32/mo

Fire Alarm - \$55/mo

628 W. Kansas St. - Enrollment

Burglar Alarm - \$32/mo.

1804 Iowa Ave. - Educational Service Center

Burglar Alarm - \$68.95/mo

Fire Alarm - \$49.95/mo

SECURE 

MONITOR 

CONNECT 

AUTOMATE 

ALERT 360

2448 E. 81ST ST., SUITE 4100, TULSA, OK 74137

888-642-4567 INFO@ALERT360.COM ALERT360.COM

Booster Club Fundraiser Approval Request Form

Submit to: Jennifer Stegman, Assistant Superintendent

Date Submitted: 8/7/25

Section 1: Booster Club Information

Booster Club Name: Chickasha Homerun Club

School/Organization Affiliation: CHS

Phone/Email Contact: 405-201-6721

Section 2: Fundraiser Details

Title/Name of Fundraiser: Dunking Booth

Purpose of Fundraiser (How will funds be used?):

Provide equipment, facility upgrades/maintenance, uniforms, player/staff resources.

Fundraising Method (check all that apply):

Sale of Goods (e.g., shirts, food, etc.)

Event (e.g., car wash, talent show, banquet)

Donations/Sponsorships

Online Crowdfunding Platform (must be pre-approved)

Other: _____

Start Date: _____ End Date: _____

Location(s): _____

Surplus List Child Nutrition 2025

- 8 cases of large brown paper sacks
- 1 rolling chair
- 1 small desk

Chickasha Public Schools

Sanctioning Packet Checklist

Submitted by: Talley Gresham
Date submitted: 7/2/2025

NOTE: ALL PAGES MUST BE INCLUDED WITH ALL REQUIRED INFORMATION AND SIGNATURES.

- Submitted by deadline for board agenda ✓
- Application page completed & signed (both sides) ✓
- Advertising Sale Addendum completed & signed ✓
- Forms
 - o Financial statement (unaudited) ✓
 - o List of Officers ✓
 - o Bank statements (last fiscal year) ✓
 - Statements met requirements for purchasing
 - o Financial statement (end of year) ✓

Approved ✓ Denied _____ Returned _____

If denied or returned, please state why:

Reviewed by: Jennifer Stegman Date: 7/30/25
Date submitted for board agenda to board clerk: 7/30/25

Wrestling

Chickasha Public Schools

Sanctioning Packet Checklist

Submitted by: Kena Cantrell-Bratt

Date submitted: 6-16-2025

NOTE: ALL PAGES MUST BE INCLUDED WITH ALL REQUIRED INFORMATION AND SIGNATURES.

- Submitted by deadline for board agenda ✓
- Application page completed & signed (both sides) ✓
- Advertising Sale Addendum completed & signed ✓
- Forms
 - o Financial statement (unaudited) ✓
 - o List of Officers ✓
 - o Bank statements (last fiscal year) ✓
 - Statements met requirements for purchasing
 - o Financial statement (end of year) ✓

Approved ✓ Denied _____ Returned _____

If denied or returned, please state why:

Need bylaws by 9/15

Reviewed by: Jennifer Stegman Date: 6/30/25

Date submitted for board agenda to board clerk: _____

**Chickasha Public Schools
Exhibit A
August 11, 2025**

Certified Temporary Hire(s)			
Bill Wallace	Position	Effective Date	Contract Status
Dominic Neff	PE Teacher	2025-2026	Temporary Certified
CMS	Position	Effective Date	Contract Status
Brian Wyatt	History Teacher	2025-2026	Temporary Certified
Jordan Garner	Long Term SPED Sub	2025-2026	Temporary Certified
Lincoln	Position	Effective Date	Contract Status
Chloe Tate	5th Grade Teacher	2025-2026	Temporary Certified

Support Hire(s)			
Transportation	Position	Effective Date	Contract Status
Loretta Shaffer	Bus Driver	2025-2026	Probationary Support
CHS	Position	Effective Date	Contract Status
Erica Howard	Custodian	2025-2026	Probationary Support
Grand	Position	Effective Date	Contract Status
Abgail Dickenson	Custodian	2025-2026	Probationary Support
Central Kitchen	Position	Effective Date	Contract Status
Jodi Pratt	Cook/Server	2025-2026	Probationary Support

Transfers/Promotions/Re-assignments/Workday Adjustments(s)			
Central Kitchen	From:	To:	Effective Date
Linda Horton	Cutodian 253 days	Cutodian 180 days	2025-2026
Anglela Wilkerson	Cook/Server at CMS	Site Kitchen Manager at Lincoln	2025-2026
Bill Wallace	From:	To:	Effective Date

Baylee Winzenried	Pre K Teacher	1st Grade Teacher	2025-2026
Ashlynn Kimberly	Para II at BW	Para II at Grand	2025-2026
Macy Ferguson	TA at BW	Para I at Grand	2025-2026
Tara Ingram	Para II at BW	Para II at Lincoln	2025-2026
Grand	From:	To:	Effective Date
Cara Deturk	2nd Grade Teacher	Special Education Teacher	2025-2026
Jennifer Morris	Para II at Grand	Para II at Lincoln	2025-2026
Linda Anderson	Para II at Grand	Para II at CHS	2025-2026
Lincoln	From:	To:	Effective Date
Deanna Berry	Certified 5th Grade Teacher	Adjunct 5th Grade Teacher	2025-2026
CHS	From:	To:	Effective Date
Stacy Price	Para II at CHS	Para II at Grand	2025-2026
CMS	From:	To:	Effective Date
Daryl Williamson	Assistant Principal at CMS	Director of Secondary Activities District	8/12/2025
Maintenance	From:	To:	Effective Date
Jeremy Lucas	Custodian at CHS	Grounds at Maintenance	2025-2026
Administration	From:	To:	Effective Date
Jerry Don Bray	Director of Secondary Activities District	Assistant Principal at CMS	8/12/2025

Extra Duty Hire(s)			
Athletics/Activities	Position	Effective Date	Contract Status
Aaron Crawford	Head Coach HS Girls Powerlifting	2025-2026	Temporary Certified
Aaron Crawford	Head Coach HS Boys Track	2025-2026	Temporary Certified
Aaron Crawford	HS Football Assistant	2025-2026	Temporary Certified
Aaron Crawford	9th Grade Football Assistant Coach	2025-2026	Temporary Certified
Abbigaile Gibson	Head Coach MS Pom	2025-2026	Support
Alexis Adams	Assistant HS Pom Coach	2025-2026	Lay Coach
Angela Widener	Head Coach HS Boys/Girls Cross Country	2025-2026	Certified
Angela Widener	Head Coach HS Girls Tennis	2025-2026	Certified

Angela Widener	HS Boys Tennis Assistant Coach	2025-2026	Certified
Ashley Martin	Assistant HS Cheer Coach	2025-2026	Certified
Brandon Willis	Robotics Elementary	2025-2026	Certified
Bo Steele	Asst. Coach HS/MS/Elem Archery	2025-2026	Certified
Brayden Bingham	Head Coach MS Baseball	2025-2026	Lay Coach
Brayden Bingham	Head Coach MS Softball	2025-2026	Lay Coach
Brian Clark	7th Grade Football Assistant	2025-2026	Lay Coach
Brian Wyatt	8th Grade Football Assistant	2025-2026	Temporary Certified
Brian Wyatt	HS Boys Track Assistant Coach	2025-2026	Temporary Certified
Brooklyn Green	Assistant HS Cheer Coach	2025-2026	Lay Coach
Cade Chamblin	MS Softball Assistant Coach	2025-2026	Temporary Certified
Cade Chamblin	Asst HS/MS Wrestling Coach	2025-2026	Temporary Certified
Cade Chamblin	MS Baseball Assistant	2025-2026	Temporary Certified
Caleb Weatherford	Head Coach HS Boys Powerlifting	2025-2026	Temporary Certified
Caleb Weatherford	9th Grade Football Assistant Coach	2025-2026	Temporary Certified
Caleb Weatherford	HS Football Assistant Coach	2025-2026	Temporary Certified
Caleb Weatherford	HS Girls Track Assistant Coach	2025-2026	Temporary Certified
Chad Randle	Head Coach HS Boys Golf	2025-2026	Certified
Chad Randle	HS Boys Wrestling Head Coach	2025-2026	Certified
Chad Randle	MS Assistant Boys Wrestling	2025-2026	Certified
Chad Randle	7th Grade Football Assistant	2025-2026	Certified
Chase Rodgers	Head Coach Basketball 7th Grade Girls	2025-2026	Certified
Chase Rodgers	HS Offensive Coordinator	2025-2026	Certified
Chase Rodgers	HS Football Video Stipend	2025-2026	Certified
Chase Rodgers	8th Grade Football Assistant Coach	2025-2026	Certified
Chase Rodgers	MS Boys Tennis Coach	2025-2026	Certified
Chris Peschl	9th Grade Head Football Coach	2025-2026	Temporary Certified
Chris Peschl	HS Football Defensive Coordinator	2025-2026	Temporary Certified
Chris Peschl	HS Baseball Assistant Coach	2025-2026	Temporary Certified
Dalton Streber	Head Coach HS Softball	2025-2026	Temporary Certified
Dalton Streber	MS Baseball Assistant Coach	2025-2026	Temporary Certified

Dana Turpin	Esports	2025-2026	Certified
Dominic Neff	9th Grade Football Assistant Coach	2025-2026	Temporary Certified
Dominic Neff	HS Boys Track Assistant Coach	2025-2026	Temporary Certified
Dylan Verser	HS Softball Assistant Coach	2025-2026	Temporary Certified
Dylan Verser	MS Girls Track Head Coach	2025-2026	Temporary Certified
EJ Golightly	High School Boys Basketball Assistant	2025-2026	Certified
EJ Golightly	Head Coach 8th Grade Boys Basketball	2025-2026	Certified
EJ Golightly	MS Boys Track Head Coach	2025-2026	Certified
Evan Blasingame	HS Football Assistant	2025-2026	Lay Coach
Gena Conder	Vocal Music High School	2025-2026	Certified
Gena Conder	Vocal Music Middle School	2025-2026	Certified
Grahme Croslin	8th Grade Football Assistant Coach	2025-2026	Temporary Certified
Grahme Croslin	7th Grade Football Assistant Coach	2025-2026	Temporary Certified
Grahme Croslin	MS Head Coach Powerlifting	2025-2026	Temporary Certified
Jace Johnson	Head Coach HS Girls Basketball	2025-2026	Certified
Jace Johnson	Head Coach 9th Grade Girls Basketball	2025-2026	Certified
Jace Johnson	Basketball Video Stipend Girls	2025-2026	Certified
Jace Johnson	Girls Elementary Basketball	2025-2026	Certified
Jacob Wilson	Head Coach HS Boys Basketball	2025-2026	Temporary Certified
Jacob Wilson	Boys Elementary Basketball	2025-2026	Temporary Certified
Jacob Wilson	Head Coach Boys 9th Grade Basketball	2025-2026	Temporary Certified
Jacob Wilson	Basketball Video Stipend Boys	2025-2026	Temporary Certified
Jacob Wilson	MS Boys/Girls Cross Country Head Coach	2025-2026	Temporary Certified
Jerry Johnson	HS Girls Basketball Assistant	2025-2026	Temporary Certified
Jerry Osborn	Head Coach HS Girls Golf	2025-2026	Certified
Joe Molder	Head Coach HS Football	2025-2026	Certified
Joe Molder	HS Spring Football Coordinator	2025-2026	Certified
JT Cobble	7th & 8th Grade Football Head Coach	2025-2026	Certified
JT Cobble	Head Coach MS Boys Golf	2025-2026	Certified

Justin Croke	MS Volleyball Assistant Coach	2025-2026	Support
Justin Croke	Head Coach HS Girls Soccer	2025-2026	Support
Kevin James	Head Coach HS Baseball	2025-2026	Certified
Kristie O'Brien	Head Coach MS Cheer	2025-2026	Temporary Certified
Lucy Brown	MS Cheer Assistant Coach	2025-2026	Lay Coach
Marquis Dobson	Head Coach 7th Grade Boys Basketball	2025-2026	Temporary Certified
Marquis Dobson	HS Boys Basketball Assistant Coach	2025-2026	Temporary Certified
Matthew Givens	Auditorium Manager	2025-2026	Support
Max Matthes	Head Coach MS Girls Golf	2025-2026	Temporary Certified
Meredith Noland	Head Coach HS/MS/Elem Archery	2025-2026	Certified
Meredith Noland	HS Pom Assistant Coach	2025-2026	Certified
Meredith Noland	Head Coach MS Girls Tennis	2025-2026	Certified
Michael Mitchell	Head Coach Girls HS/MS Wrestling	2025-2026	Support
Michelle Fleetwood	Activity Manager	2025-2026	Support
Miranda Molder	Head Coach HS Cheer	2025-2026	Certified
Nancy Waters	Head Coach HS Girls Track	2025-2026	Lay Coach
Nikki Clay	HS/MS Head Volleyball Coach	2025-2026	Temporary Certified
Nikki Clay	Head Coach MS Girls Soccer	2025-2026	Temporary Certified
Olivia Elliott	Head Coach HS Pom	2025-2026	Lay Coach
Shannon Gibson	MS Pom Assistant Coach	2025-2026	Certified
Stacy Knight	HS Wrestling Assistant Coach	2025-2026	Temporary Certified
Stacy Knight	MS Wrestling Boys Head Coach	2025-2026	Temporary Certified
Stacey O'Neal	Robotics High School	2025-2026	Certified
Tracy Williams	HS Girls Basketball Assistant Coach	2025-2025	Temporary Certified
Tracy Williams	8th Grade Girls Basketball Head Coach	2025-2025	Temporary Certified
Tracy Williams	HS Softball Assistant Coach	2025-2025	Temporary Certified
Travis Owen	High School Baseball Assistant	2025-2026	Lay Coach
Zach Hall	HS Football Assistant	2025-2026	Lay Coach
Zach Widener	Head Coach HS Boys Tennis	2025-2026	Certified
Zach Widener	HS Girls Tennis Assistant Coach	2025-2026	Certified
Zach Widener	HS Boys/Girls Cross Country Assistant	2025-2026	Certified

CHS	Position	Effective Date	Contract Status
Dylan Verser	Zero Hour	2025-2026	Temporary Certified
Caleb Weatherford	Zero Hour	2025-2026	Temporary Certified
District	Position	Effective Date	Contract Status
Tammy Swinburne	IEP Writer	2025-2026	Temporary Certified
Grand	Position	Effective Date	Contract Status
Cara Deturk	Daycare Worker	2025-2026	Certified
Jessica Mainard	Daycare Worker	2025-2026	Certified
Marilee Brewer	Daycare Worker	2025-2026	Temporary Certified
Gabrielle Shepard	Daycare Director	2025-2026	Temporary Certified
Jamie Evans	Daycare Worker	2025-2026	Certified
Glena Brock	Daycare Worker	2025-2026	Support

Resignation(s)			
CMS	Position	Effective Date	Contract Status
Jamie Nance	History Teacher	2025-2026	Temporary Certified
Bill Wallace	Position	Effective Date	Contract Status
Glennis Ring	PE Teacher	2025-2026	Temporary Certified
ABE	Position	Effective Date	Contract Status
Rachel Cash	ABE Instructor	2025-2026	Temporary Certified