

Crutchco Public Schools  
Regular Meeting Agenda  
Tuesday, November 10, 2020  
Conference Room, Crutchco School Building, 2401 N. AIRPORT DEPOT BLVD. ,  
OKLAHOMA CITY, Oklahoma 73141  
1:30 PM

1:37 PM

1. CALL TO ORDER

2. ROLL CALL AND DETERMINATION OF QUORUM

A. Flag Salute

B. Prayer

3. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*

4. SUPERINTENDENT'S REPORT

A. Introductions of Guests

B. Celebrations/ Students of the Month

1.  
1st Grade: Aria Cooper  
Elementary Virtual: Kyle Cox  
5th Grade: Angela Jackson

C. Financial

1. Treasurer's Report

**CRUTCHO PUBLIC SCHOOLS - 2020-21 FISCAL YEAR**  
**STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS - CASH BASIS**  
**OCTOBER 31, 2020**

| <u>Assets</u>      | <u>General</u> | <u>Building</u> | <u>Child Nutr.</u> | <u>Bond Funds</u> | <u>Gifts</u> | <u>Sinking</u> | <u>Totals</u> |
|--------------------|----------------|-----------------|--------------------|-------------------|--------------|----------------|---------------|
| Cash               | \$ 184,393.83  | 56,707.87       | 36,971.65          | 11,979.85         | 15,944.43    | 320,812.53     | 626,810.16    |
| Total Assets       | 184,393.83     | 56,707.87       | 36,971.65          | 11,979.85         | 15,944.43    | 320,812.53     | 626,810.16    |
| <u>Liabilities</u> |                |                 |                    |                   |              |                |               |
| O/S Warrants       | 15,094.30      | 25,491.61       | 96.50              | 7,887.55          | 225.00       |                | 48,794.96     |
| Total Liabilities  | 15,094.30      | 25,491.61       | 96.50              | 7,887.55          | 225.00       | -              | 48,794.96     |
| Total Net Assets   | 169,299.53     | 31,216.26       | 36,875.15          | 4,092.30          | 15,719.43    | 320,812.53     | 578,015.20    |
| Net Assets         |                |                 |                    |                   |              |                |               |
| June 30, 2020      | \$ 462,310.88  | 113,812.18      | 25,659.96          | 71,595.60         | 22,104.04    | 314,227.09     |               |

See Accountant's Compilation Report

## 2. Financial Report

GENERAL FUND

| MONTH            | FY 2015           | FY 2016           | FY 2017           | FY 2018           | FY 2019           | FY 2020           | FY 2021           |
|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>July</b>      | <b>454,622.3</b>  | <b>625,177.32</b> | <b>827,458.14</b> | <b>945,114.43</b> |                   | <b>514,155.23</b> | <b>304,862.57</b> |
| Payroll          |                   |                   | 38,266.84         | 37,076.19         | 47,483.34         | 57,963.86         | 82,975.90         |
| Utilities        |                   |                   | 3,944.88          | 11,208.43         | 1,234.55          | 7,597.00          | 10,399.02         |
| Copy Mach        |                   |                   | 1,738.76          | 1,744.2           | 2,044.41          | 661.83            | 661.83            |
| Phones           |                   |                   | 856.96            | 1,651.85          | 740.25            | 1,058.12          | 1,054.27          |
| <b>August</b>    | <b>461,757.09</b> |                   | <b>766,443.97</b> | <b>945,284.17</b> | <b>610,614.79</b> | <b>430,585.38</b> | <b>325,396.87</b> |
| Payroll          |                   |                   | 82,995.51         | 101,465.72        | 100,527.68        | 89,763.69         | 84,717.39         |
| Utilities        |                   |                   | 12,901.30         | 6,817.74          | 13,391.90         | 10,311.32         | 523.78            |
| Copy Mach        |                   |                   | 0.00              | 1,614.18          | 661.83            | 860.83            | 661.83            |
| Phones           |                   |                   | 1,622.96          | 1,438.06          | 652.88            | 1,041.30          | 1059.03           |
| <b>September</b> | <b>474,278.16</b> | <b>473,356.35</b> | <b>726,072.82</b> | <b>896,109.29</b> | <b>519,148.24</b> | <b>379,043.72</b> | <b>232,819.71</b> |
| Payroll          |                   |                   | 131,877.89        | 166,308.44        | 150,274.05        | 138,824.72        | 170,724.73        |
| Utilities        |                   |                   | 8,303.11          | 8,391.93          | \$9,134.06        | 8861.25           | 0.00              |
| Copy Mach        |                   |                   | 1,818.79          | 1,942.69          | \$1,021.17        | 1027.82           | 207.55            |
| Phones           |                   |                   | 1,399.04          | 1,594.02          | \$1,505.58        | 527.65            | 1,376.88          |
| <b>October</b>   | <b>458,557.69</b> | <b>532,147.19</b> | <b>687,980.84</b> | <b>795,029.13</b> | <b>456,654.45</b> | <b>299,872.29</b> | <b>169,299.53</b> |
| Payroll          |                   |                   | 134,804.64        | 168,827.16        | 145,594.18        | 138,107.96        | 164,232.51        |
| Utilities        |                   |                   | 6,218.18          | 6,526.53          | 5,328.61          | 8,565.99          | 0.00              |
| Copy Mach        |                   |                   | 2,005.97          | 2,046.87          | 661.83            | 661.83            | 1,323.66          |
| Phones           |                   |                   | 1,903.55          | 2,286.86          | 1,901.49          | 3,527.17          | 1,038.90          |
| <b>November</b>  | <b>406,154.72</b> | <b>351,591.6</b>  | <b>600,312.10</b> | <b>783,656.36</b> | <b>399,652.00</b> | <b>229,043.23</b> |                   |
| Payroll          |                   |                   | 158,106.51        | 183,808.58        | 158,063.52        | 147,559.69        |                   |
| Utilities        |                   |                   | 3,484.54          | 3,325.38          | 812.64            | 5,178.49          |                   |
| Copy Mach        |                   |                   | 2,407.99          | 377.70            | 661.83            | 661.83            |                   |
| Phones           |                   |                   | 973.29            | 1,623.49          | 1,067.79          | 1,067.68          |                   |
| <b>December</b>  | <b>251,929.98</b> | <b>445,536.36</b> | <b>664,527.24</b> | <b>814,163.78</b> | <b>474,316.71</b> | <b>351,007.07</b> |                   |
| Payroll          |                   |                   | 134,406.14        | 233,192.85        | 164,592.91        | 211,647.94        |                   |
| Utilities        |                   |                   | 0.00              | 926.13            | 0.00              | 5,301.95          |                   |
| Copy Mach        |                   |                   | 0.00              | 1,636.28          | 661.83            | 1,646.83          |                   |
| Phones           |                   |                   | 971.31            | 1,865.26          | 1,067.68          | 1,344.33          |                   |
| <b>January</b>   | <b>536,180.62</b> | <b>785,312.36</b> | <b>969,800.74</b> | <b>892,029.67</b> | <b>711,213.85</b> | <b>564,883.60</b> |                   |
| Payroll          |                   |                   | 135,036.61        | 165,975.75        | 141,799.16        | 126,552.52        |                   |
| Utilities        |                   |                   | 6,712.01          | 8,716.10          | 0.00              | 10,920.84         |                   |
| Copy Mach        |                   |                   | 3,503.90          | 3,645.93          | 661.83            | 0.00              |                   |
| Phones           |                   |                   | 1,290.08          | 2,548.39          | 1,089.32          | 1,036.04          |                   |
| <b>February</b>  | <b>537,237.56</b> | <b>757,287.56</b> | <b>905,962.28</b> | <b>819,280.77</b> | <b>673,404.90</b> | <b>520,979.36</b> |                   |
| Payroll          |                   |                   | 133,663.13        | 136,660.05        | \$151,584.44      | 132,052.41        |                   |
| Utilities        |                   |                   | 5,157.17          | 3,624.70          | 0.00              | 6,070.73          |                   |
| Copy Mach        |                   |                   | 1,815.03          | 1,839.48          | 661.83            | 338.66            |                   |
| Phones           |                   |                   | 637.40            | 1,177.97          | 1,067.93          | 1,098.33          |                   |
| <b>March</b>     | <b>530,301.46</b> | <b>850,116.51</b> | <b>923,758.57</b> | <b>973,727.95</b> | <b>651,218.50</b> | <b>544,832.12</b> |                   |
| Payroll          |                   |                   | 142,986.45        | 132,396.66        | 141,796.28        | 130,520.55        |                   |

| MONTH        | FY 2015          | FY 2016           | FY 2017             | FY 2018           | FY 2019           | FY 2020           | FY 2021 |
|--------------|------------------|-------------------|---------------------|-------------------|-------------------|-------------------|---------|
| Utilities    |                  |                   | 5,093.36            | 6,300.39          | 5,812.97          | 6,909.19          |         |
| Copy Mach    |                  |                   | 1,898.08            | 1,926.55          | 1,289.27          | 1,197.28          |         |
| Phones       |                  |                   | 716.43              | 1,225.31          | 1,030.25          | 1,035.59          |         |
| <b>April</b> | <b>676,704</b>   |                   | <b>1,022,713.04</b> | <b>950,936.04</b> | <b>699,604.31</b> | <b>568,289.98</b> |         |
| Payroll      |                  |                   | 137,944.95          | 132,959.68        | 144,064.81        | 129,443.00        |         |
| Utilities    |                  |                   | 3,373.78            | 3,770.62          | 5,290.64          | 0.00              |         |
| Copy Mach    |                  |                   | 1,800.99            | 1,954.58          | 661.83            | 0.00              |         |
| Phones       |                  |                   | 1,878.32            | 925.39            | 1,053.17          | 875.55            |         |
| <b>May</b>   | <b>818,579</b>   |                   | <b>982,710.94</b>   | <b>858,447.74</b> | <b>396,996.77</b> | <b>313,099.30</b> |         |
| Payroll      |                  |                   | 406,349.45          | 357,101.05        | 426,888.05        | 373,973.90        |         |
| Utilities    |                  |                   | 4,580.71            | 4,123.50          | 5,003.37          | 2,392.25          |         |
| Copy Mach    |                  |                   | 2,158.97            | 1,850.75          | 661.83            | 728.01            |         |
| Phones       |                  |                   | 1,295.04            | 1,229.90          | 892.78            | 320.08            |         |
| <b>June</b>  | <b>848,409.1</b> | <b>967,926.67</b> | <b>1,137,749.14</b> | <b>770,833.90</b> | <b>629,374.84</b> | <b>463,134.61</b> |         |
| Payroll      |                  |                   | 22,821.89           | 26,548.91         | 39,309.94         | 0.00              |         |
| Utilities    |                  |                   | 128.16              | 6,009.15          | 7,347.50          | 5,554.05          |         |
| Copy Mach    |                  |                   | 1,614.18            | 1,870.66          | 1,385.61          | 661.83            |         |
| Phones       |                  |                   | 477.36              | 870.67            | 1,212.86          | 1,054.27          |         |

BUILDING FUND

| MONTH     | FY 2015    | FY 2016    | FY 2017    | FY 2018    | FY 2019    | FY 2020    | FY 2021    |
|-----------|------------|------------|------------|------------|------------|------------|------------|
| July      | 98,420.69  | 142,017.22 | 199,250.98 | 211,972.78 |            | 36,747.64  | 114,185.34 |
| August    | 98,586.85  |            | 149,359.56 | 212,202.65 | 158,664.90 | 37,117.10  | 97,642.58  |
| September | 98,627.22  | 138,581.53 | 149,510.42 | 198,765.00 | 126,894.97 | 36,813.03  | 69,167.65  |
| October   | 98,723.23  | 138,649.63 | 149,541.52 | 198,854.08 | 109,051.96 | 36,927.56  | 31,216.26  |
| November  | 99,874.16  | 138,690.34 | 172,316.29 | 200,776.86 | 43,924.14  | 37,440.31  |            |
| December  | 115,878.54 | 139,698.01 | 176,606.78 | 217,380.97 | 38,258.42  | 62,612.29  |            |
| January   | 149,299.88 | 175,908.49 | 217,721.91 | 244,674.39 | 46,824.82  | 96,261.99  |            |
| February  | 112,523.79 | 176,586.87 | 218,701.68 | 235,185.27 | 27,502.46  | 96,579.51  |            |
| March     | 113,848.20 | 182,081.83 | 222,734.55 | 211,656.29 | 29,274.27  | 108,910.19 |            |
| April     | 140,568.09 | 198,583.44 | 241,573.74 | 256,163.66 | 35,267.40  | 113,140.39 |            |
| May       | 140,855.71 | 198,912.27 | 241,827.10 | 244,540.62 | 34,652.52  | 114,235.50 |            |
| June      | 141,116.34 | 199,032.28 | 211,656.29 | 188,587.43 | 36,712.79  | 113,812.18 |            |

## CHILD NUTRITION FUND

| MONTH            | FY 2015    | FY 2016    | FY 2017    | FY 2018    | FY 2019    | FY 2020    | FY 2021   |
|------------------|------------|------------|------------|------------|------------|------------|-----------|
| <b>July</b>      | 141,223.34 | 75,084.37  | 95,625.04  | 100,938.05 |            | 42,933.53  | 24,708.52 |
| <b>August</b>    | 117,558.88 |            | 95,797.11  | 98,499.25  | 119,007.98 | 42,238.15  | 2,720.06  |
| <b>September</b> | 81,700.28  | 60,452.00  | 75,604.87  | 97,899.48  | 102,509.92 | 18,327.66  | 10,306.08 |
| <b>October</b>   | 35,515.75  | 59,258.03  | 55,521.52  | 117,022.33 | 74,973.21  | -9,726.96  | 36,875.15 |
| <b>November</b>  | 60,608.28  | 74,360.10  | 60,466.81  | 102,278.17 | 98,650.94  | 3,526.28   |           |
| <b>December</b>  | 87,316.27  | 94,572.20  | 90,413.67  | 123,598.17 | 72,862.07  | -30,766.43 |           |
| <b>January</b>   | 105,617.71 | 87,263.07  | 91,776.11  | 102,470.26 | 46,824.82  | 5,865.73   |           |
| <b>February</b>  | 104,294.29 | 109,777.69 | 99,644.91  | 136,464.35 | 66,371.16  | 26,272.95  |           |
| <b>March</b>     | 95,080.47  | 105,866.53 | 105,177.33 | 98,566.26  | 107,599.41 | 27,086.20  |           |
| <b>April</b>     | 97,389.20  | 73,740.32  | 109,434.13 | 146,628.51 | 84,779.91  | 10,283.80  |           |
| <b>May</b>       | 99,937.89  | 107,264.89 | 107,063.31 | 145,838.80 | 77,720.87  | 9,245.43   |           |
| <b>June</b>      | 80,058.28  | 100,154.83 | 105,109.74 | 126,192.31 | 47,744.40  | 24,468.85  |           |

# SINKING FUND

| MONTH     | FY 2015    | FY 2016    | FY 2017    | FY 2018    | FY 2019    | FY 2020    | FY 2021    |
|-----------|------------|------------|------------|------------|------------|------------|------------|
| July      | 72,593.01  | 15,683.50  | 94,865.24  | 20,747.43  |            | 137,870.02 | 316,296.70 |
| August    | 73,225.82  | 78,687.86  | 14,456.63  | 21,616.63  | 187,219.91 | 140,228.59 | 319,558.23 |
| September | 73,386.60  | 16,839.98  | 15,008.47  | 51,661.48  | 187,519.55 | 141,296.95 | 320,339.98 |
| October   | 71,197.34  | 17,089.26  | 15,126.81  | 21,982.60  | 187,611.39 | 141,908.12 | 320,812.53 |
| November  | 75,403.37  | 17,235.93  | 23,592.85  | 33,147.22  | 187,744.99 | 143,356.26 |            |
| December  | 133,383.26 | 56,853.37  | 35,104.21  | 129,733.25 | 286,699.85 | 268,630.95 |            |
| January   | 253,044.97 | 186,355.84 | 196,076.65 | 325,258.04 | 494,523.10 | 436,158.22 |            |
| February  | 254,397.65 | 188,797.23 | 199,903.11 | 329,333.64 | 496,104.81 | 437,857.64 |            |
| March     | 259,194.74 | 208,599.35 | 215,693.22 | 357,944.36 | 525,773.91 | 499,254.03 |            |
| April     | 93,375.44  | 272,864.05 | 289,434.84 | 476,786.01 | 611,457.45 | 308,066.92 |            |
| May       | 94,433.34  | 274,076.36 | 290,410.10 | 462,588.68 | 399,161.50 | 313,499.10 |            |
| June      | 95,395.93  | 93,958.29  | 19,553.06  | 185,309.30 | 137,647.55 | 314,227.09 |            |

GIFT FUND

| MONTH     | FY 2015   | FY 2016   | FY 2017   | FY 2018   | FY 2019   | FY 2020   | FY 2021   |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| July      | 33,502.48 | 44,909.61 | 49,720.54 | 47,848.46 |           | 37,887.08 | 20,835.79 |
| August    | 33,502.48 |           | 49,720.54 | 47,838.46 | 49,350.81 | 36,327.06 | 20,466.46 |
| September | 33,502.48 | 45,509.61 | 48,778.46 | 48,005.06 | 45,168.71 | 35,306.90 | 17,418.93 |
| October   | 33,502.48 | 45,077.51 | 48,298.50 | 47,938.06 | 44,260.99 | 34,006.56 | 15,719.43 |
| November  | 33,502.48 | 50,888.74 | 47,601.50 | 47,672.78 | 43,159.98 | 37,687.75 |           |
| December  | 38,502.48 | 50,888.74 | 47,484.07 | 46,404.55 | 42,076.96 | 36,027.08 |           |
| January   | 38,502.48 | 50,888.74 | 51,249.43 | 50,373.39 | 46,420.18 | 32,496.50 |           |
| February  | 48,502.48 | 50,272.74 | 50,303.24 | 50,173.78 | 45,064.87 | 29,585.90 |           |
| March     | 48,853.45 | 50,700.74 | 50,113.60 | 47,838.46 | 44,354.37 | 26,526.49 |           |
| April     | 48,057.95 | 50,700.74 | 49,982.27 | 54,505.07 | 43,153.77 | 23,549.55 |           |
| May       | 45,407.61 | 50,728.04 | 49,151.27 | 53,361.01 | 41,756.25 | 23,607.41 |           |
| June      | 44,909.61 | 49,720.54 | 47,917.25 | 49,584.90 | 38,663.87 | 22,104.04 |           |

BOND FUND

| MONTH            | FY 2015 -<br>Bond 2015 | FY 2016    | FY 2017    | FY 2018   | FY 2019    | FY 2020    | FY 2021   |
|------------------|------------------------|------------|------------|-----------|------------|------------|-----------|
| <b>July</b>      | 826,898.21             | 450,416.06 | 200,327.50 | 18,968.83 | 18,968.83  | 563,306.06 | 45,552.12 |
| <b>August</b>    | 763,715.19             |            | 194,387.24 | 18,968.83 | 18,968.83  | 361,940.96 | 31,630.34 |
| <b>September</b> | 744,006.08             | 356,834.74 | 124,421.22 | 18,968.83 | 18,968.83  | 317,646.68 | 15,023.17 |
| <b>October</b>   | 623,922.30             | 294,440.29 | 96,618.90  | 18,968.83 | 0.00       | 314,881.37 | 4,092.30  |
| <b>November</b>  | 613,919.68             | 248,261.57 | 86,200.72  | 18,968.83 | 0.00       | 301,973.89 |           |
| <b>December</b>  | 605,057.28             | 245,762.57 | 84,155.47  | 18,968.83 | 0.00       | 266,790.76 |           |
| <b>January</b>   | 599,832.28             | 245,762.57 | 84,155.47  | 18,968.83 | 0.00       | 222,970.20 |           |
| <b>February</b>  | 570,496.18             | 245,762.57 | 84,155.47  | 18,968.83 | 0.00       | 212,848.28 |           |
| <b>March</b>     | 575,100.24             | 245,762.57 | 84,155.47  | 18,968.83 | 0.00       | 176,456.37 |           |
| <b>April</b>     | 566,877.74             | 235,787.63 | 84,155.47  | 18,968.83 | 0.00       | 151,770.96 |           |
| <b>May</b>       | 544,179.84             | 235,787.63 | 84,155.47  | 18,968.83 | 0.00       | 79,210.65  |           |
| <b>June</b>      | 457,057.06             | 219,296.33 | 25,861.47  | 18,968.83 | 684,828.45 | 61,039.06  |           |

#### D. Upcoming Events

# November

2020

## October

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

## December

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

| SUNDAY | MONDAY             | TUESDAY                               | WEDNESDAY                 | THURSDAY                           | FRIDAY             | SATURDAY |
|--------|--------------------|---------------------------------------|---------------------------|------------------------------------|--------------------|----------|
| 1      | 2                  | 3                                     | 4                         | 5                                  | 6                  | 7        |
|        |                    |                                       |                           |                                    |                    |          |
| 8      | 9                  | 10                                    | 11                        | 12                                 | 13                 | 14       |
|        |                    | Board Meeting 1:30<br>PTO Meeting 5pm | Veterans Day<br>No School |                                    |                    |          |
| 15     | 16                 | 17                                    | 18                        | 19                                 | 20                 | 21       |
|        |                    |                                       |                           | 3:15 pm Staff<br>Neighborhood Ride |                    |          |
| 22     | 23                 | 24                                    | 25                        | 26                                 | 27                 | 28       |
|        | Thanksgiving Break | Thanksgiving Break                    | Thanksgiving Break        | Thanksgiving Break                 | Thanksgiving Break |          |
| 29     | 30                 | 1                                     | 2                         | 3                                  | 4                  | 5        |
|        |                    |                                       |                           |                                    |                    |          |
| 6      | 7                  | 8                                     | 9                         | 10                                 | 11                 | 12       |
|        |                    | Board Meeting 1:30<br>PTO Meeting 5pm |                           |                                    |                    |          |

# Month

Year

[illegible]

5. DISCUSSION OF AND RECEIVE THE CRUTCHO PUBLIC SCHOOL FY2020 (2019-2020) AUDIT REPORT BY BLEDSOE, HEWETT & GULLEKSON

Received by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

6. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS

Approved by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

A. Oklahoma City Health Department MOU - Health Classes

OCCHD CONTRACT No. 1143-21

**OKLAHOMA COUNTY, OKLAHOMA  
OKLAHOMA CITY-COUNTY BOARD OF HEALTH**

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**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN OKLAHOMA CITY-COUNTY BOARD OF HEALTH, ACTING BY AND THROUGH THE OKLAHOMA CITY-COUNTY HEALTH DEPARTMENT (OCCHD), HEREINAFTER KNOWN JOINTLY AS THE "DEPARTMENT," AND CRUTCHO MIDDLE SCHOOL, KNOWN AS THE "CONTRACTOR."**

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Agreement effective as of the 1<sup>st</sup> day of January 2021.

Between the: Oklahoma City-County Board of Health,  
acting by and through the Oklahoma City-County  
Health Department  
2600 N.E. 63<sup>rd</sup> Street  
Oklahoma City, Oklahoma 73111

on behalf of: Clinical Services Division  
Contract Monitor: Lynnda Parker, Operations Manager  
Contact Person: Linsey Garlington, Programs Supervisor  
Telephone number: (405) 419-4210  
Email: [linsey\\_garlington@occhd.org](mailto:linsey_garlington@occhd.org)

**CONTRACTOR:** Crutcho Middle School  
Address: 2401 N. Air Depot Boulevard  
Oklahoma City, Oklahoma 73143

Contact Person: Kate Oyerinde, Director of Student Services  
Telephone number: (405) 427-3771  
Email: [koyerinde@crutchoesd.org](mailto:koyerinde@crutchoesd.org)

The purpose of this MOU is to provide curriculum to empower teens to change their behavior in ways that will reduce their risk of an unplanned pregnancy or becoming infected with HIV and other STDs. *Making Proud Choices*, *Making A Difference*, and *Teen Pregnancy Prevention* curriculum is provided through the Personal Responsibility Education Program (PREP) grant and has been shown to have a positive impact on choices teens make.

This is a renewal MOU.

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**THE DEPARTMENT AND THE CONTRACTOR AGREE AS SET FORTH BELOW**

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Standard contract consisting of 6 pages  
and 0 pages of attachments

## **ARTICLE I SCOPE OF SERVICES**

This Memorandum of Understanding (MOU) describes and documents the understanding and agreement reached between Oklahoma City-County Health Department (Department) and Crutcho Middle School (Contractor) to provide *"Making Proud Choices: A Safer-Sex Approach to HIV/STDs and Teen Pregnancy Prevention"* and *"Making A Difference: An Evidence-Based, Abstinence Approach to Teen Pregnancy, STD and HIV Prevention"* curriculum through the Personal Responsibility Education Program (PREP) grant.

The Department desires to furnish a comprehensive PREP educational curriculum, set forth more specifically above, to the Contractor, and the Contractor desires to utilize this program for the education of its students.

### **CURRICULUM**

The program curriculum contains four major components, divided into eight (8) modules, along with a pre-test and a post-test. The first component focuses on goals and dreams and their relationship to adolescent sexual behavior. The second component emphasizes knowledge, including the causes, transmission, and prevention of HIV/STDs, and teenage pregnancy. The third component focuses on beliefs and attitudes about condoms, HIV, STDs, and pregnancy. The final component stresses skills and self-efficacy including negotiation-refusal and condom use skills. It also provides time for practice, reinforcement, and support.

At the completion of the program curriculum, the student will have:

- Increased knowledge about prevention of HIV, STDs, and pregnancy.
- A more positive attitude/beliefs about condom use.
- Increased confidence in their ability to negotiate safer sex and to use condoms correctly.
- Increased negotiation skills.
- Improved condom use skills.
- Stronger intentions to use condoms if they have sex.
- A lower incidence of HIV/STD risk-associated sexual behavior.
- A stronger sense of pride and responsibility in making a difference in their lives.

The parties mutually agree to the responsibilities below:

### **CONTRACTOR RESPONSIBILITIES**

1. Provide classrooms for instruction which are equipped with AV capabilities.
2. Provide the capability to receive instruction virtually to adapt for public health safety measures.
3. Provide a teacher to remain with the class for the duration of each session.
4. Handle all disciplinary issues that might arise.
5. Endeavor to reschedule any class that is cancelled due to unforeseen circumstances.
6. Administer parental consents required for each student who is not emancipated, in order to participate in the *Making Proud Choices* sessions and for students who do NOT take the pre/post tests.

**DEPARTMENT RESPONSIBILITIES**

1. Provide on-site instruction in the program curriculum.
2. Provide virtual instruction as required to adapt to public health safety measures.
3. Administer a pre-test at the commencement of the instruction.
4. Administer a post-test at the conclusion of the instruction.
5. Provide a copy of the program curriculum.
6. Provide all videos, handouts, and materials required for the program.
7. Provide a Teen Pregnancy Prevention Specialist to administer the curriculum.
8. Provide eight (8) one-hour sessions of the curriculum to be set in conjunction with the Contractor.
9. Provide three (3) sessions on adulthood preparation topics.
10. Provide referrals to other Department services and programs.

**ARTICLE 2  
ALLOWABLE COST AND PAYMENT**

Each party shall assume all costs for their respective personnel and program costs related to their specific activities as outlined in this MOU.

**ARTICLE 3  
CONFIDENTIALITY**

Recognizing the Contractor's interest in providing the most secure environment possible for its students, the Department agrees it will act under this MOU in compliance with all applicable state and federal laws. The Department agrees to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended.

**ARTICLE 4  
POLICIES AND PROCEDURES**

Each party hereto agrees to make available to the other party those rules, practices, and policies of each which are applicable to this contract. Each party shall comply with the rules, practices, and policies of the other in all activities and relationships.

As applicable, the provisions of Executive Order 11246, as amended by EO 11375 and EO 11141 and as supplemented in Department of Labor regulations (41 CFR Part 60-1.4(a), 60-300.5(a) and 60-741.5(a) et. seq.), are incorporated into this Agreement and must be included in any subcontracts awarded involving this agreement. The parties represent that all services are provided and affirmative action to employ and advance in employment individuals is taken without discrimination on the basis of race, color, religion, national origin, sex, disability, political beliefs, or veteran's status; they do not maintain nor provide for their employees any segregated facilities, nor will the parties permit their employees to perform their services at any location where segregated facilities are maintained. In addition, the parties agree to comply with the applicable provisions of Section 504 of the Rehabilitation Act and the Vietnam Era Veteran's Readjustment Assistance Act of 1974, 38 U.S.C. §4212.

## **ARTICLE 5 LIABILITY**

Each party agrees to be solely responsible for personal injury or property damage resulting from the negligent or intentional acts or omissions of its employees, agents, or representatives while on the other's premises and engaged in the performance of obligations under this agreement. Each party agrees to defend, indemnify, and hold harmless the other for any damages caused by any acts or omissions, whether intentional or negligent, of the other in the performance of this agreement. The Department is self-insured pursuant to the Oklahoma Governmental Tort Claims Act, 50 O.S. (Supp. 2020) § 151 et seq. and subject to the statutory limits of liability as set forth in said Act. If requested, the Department will furnish the Contractor a Certificate of Self-Insurance.

All Department employees who will be on Contractor property and acting on behalf of the Department in performance of this MOU are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from Contractor.

It is the express intention of the parties that this MOU shall not be construed as, or given the effect of, creating a joint venture, partnership, or affiliation or association that would render the parties liable as partners, agents, employer-employee, contract-subcontractor, or otherwise create any joint and several liability. The parties intend that each shall be responsible for its own intentional and negligent acts or omissions to act. The parties shall be responsible for acts and omissions to act of the respective officers and employees while acting within the scope of the employment according to the Governmental Tort Claims Act.

## **ARTICLE 6 SPECIAL PROVISIONS**

The parties hereto agree that no official or employee of either shall receive any money or other gratuity as a result of the MOU or any benefit which may arise therefrom.

Each party agrees to comply with all local, state, and federal laws and regulations, and school district policies, rules, and regulations that are applicable to this MOU.

This entire MOU shall be in accordance with the laws of the State of Oklahoma and represents the entire agreement between the parties.

To the extent that an external evaluation of the program is required by the Department, the Contractor will cooperate and assist in that effort with the expectation being that data and findings will be shared with the Contractor upon completion of any such evaluation.

## **ARTICLE 7 AMENDMENT**

This MOU is subject to amendment at any time, but only upon fully disclosed written consent and approval by both parties.

#### **ARTICLE 8 CONTRACT PERIOD**

This MOU shall commence on 1 January 2021 and shall terminate on 31 December 2021. This MOU is renewable for an additional term upon approval of both parties.

It is agreed that either party may terminate this MOU at any time before the end of the applicable term for any reason after giving the other a thirty (30) day written notice of termination. It is further agreed that either party may terminate this MOU immediately if the other fails to provide services in accordance with this MOU or in any way breaches any of the provisions of the MOU or if the other violates local, state, or federal laws.

#### **ARTICLE 9 LEGAL AUTHORITY**

It is expressly understood that the Department is a governmental entity of the State of Oklahoma and consequently may only contract pursuant to the procedures and with limitations provided by Oklahoma Law, including the County Purchasing Act, 19 O.S. (Supp. 2020), Section 1500 et seq. and 62 O.S. (Supp. 2020), Section 430.1, and pursuant to the Operating Agreement effective 1 July 1988 and amendments thereto, entered into by the City of Oklahoma City, the County Commissioners of Oklahoma County, and the Board of Health of Oklahoma County to provide for the operation of the Department.

#### **ARTICLE 10 DEBARMENT, SUSPENSION**

By signing this MOA, the Contractor attests and assures that to the best of its knowledge, no employee or any of its Principals:

1. Are presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any federal agency.
2. Have within a three (3) year period of this offer, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery falsification or destruction of records, making false statements or receiving stolen property.
3. Have, within a three (3) year period preceding this offer, had one or more contracts terminated for default by any federal, state or local entity.
4. Are presently indicted for, or otherwise criminally indicted, or charged by a governmental entity with any of the offenses enumerated above in this section.

Approved by the OCCHD Board of Health this \_\_\_\_ day of \_\_\_\_\_, 202\_\_.

**OKLAHOMA CITY-COUNTY  
HEALTH DEPARTMENT**

**CRUTCHO MIDDLE SCHOOL**

\_\_\_\_\_  
Patrick McGough, DNP                      Date  
Executive Director

\_\_\_\_\_  
Dr. James Branscum                      Date  
Superintendent

This MOU has been examined and approved as to form and legality by legal counsel for the OCCHD.

\_\_\_\_\_  
Attorney                                      Date

B. Special Education Consultant Contract - Dorothy Hardy

**INDEPENDENT SCHOOL DISTRICT NUMBER C-74 OF  
OKLAHOMA COUNTY OKLAHOMA**

**MEMORANDUM OF UNDERSTANDING**

**THIS MOU SERVICES AGREEMENT** (this "Agreement") is entered into this 10 day of November, 2020 by and between **CRUTCHO PUBLIC SCHOOL**, 2401 N. Air Depot Blvd., Oklahoma City, Oklahoma 73141, hereinafter referred to as "District", and **Dorothy Hardy**, Independent Special Services Contractor ("Hardy").

**WHEREAS**, Crutcho Public School desires to establish a MOU with Hardy as an Independent Special Services Contractor and Hardy is agreeable to such a contract;

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements contained in this Agreement, the parties agree as follows:

**1. Term.**

The term of this agreement shall be from November 10, 2020 until June 30, 2021, unless terminated earlier in accordance with Paragraph 4 of this document.

**2. Services.**

Hardy will serve as an Independent Special Services Contractor. Hardy will work directly with the administration; and will fulfill the following activities, both parties agreeing that Hardy is not limited to the activities. Hardy will: 1) provide Independent Special Services Contractor services for assigned students by administration (2) Additional duties may be added by the superintendent, with both parties agreeing.

**3. Compensation.**

In consideration of the satisfactory performance of the services to be rendered by **Dorothy Hardy**, District agrees to pay **\$75.00** per hour/IEP billed monthly as work is completed.

**4. Termination.**

Either party may terminate this Agreement, without cause, upon written notice to the other party. Compensation shall be adjusted and prorated in accordance with the actual terms of this agreement.

**5. Independent Contractor Status.**

**Dorothy Hardy** shall be an independent contractor in all matters related to this Agreement and is not an agent or employee of the District. **Dorothy Hardy** agrees that the District shall have no liability for paying health insurance, life insurance, retirement benefits, social security, employment taxes, unemployment insurance, worker's compensation or any other type of benefit as a result of the services rendered to the District in accordance with this Agreement.

**6. Entire Agreement.**

This agreement constitutes the entire agreement and understanding between the parties with respect to the matters contained in this Agreement, and supersedes all other agreements between and representations by the parties with respect to such matters.

**7. Governing Law.**

This agreement and any performance under this agreement shall be construed and enforced in accordance with, and governed by, the law of the State of Oklahoma.

**IN WITNESS WHEREOF**, the parties have executed and delivered this agreement on the day and year first above written.

"Counselor"

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Dorthy Hardy

"Superintendent"

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James Branscum, EdD

7. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT  
DOCKET

Approved by Antonia Jennings second by Erika James was approve

Erika James:                      Yea

Antonia Jennings:              Yea

Paul Keeler:                      Absent

Yea: 2, Nay: 0, Absent: 1

A. Minutes

Crutchcho Public Schools  
Regular Meeting Agenda  
Tuesday, October 13, 2020  
Conference Room, Crutchcho School Building, 2401 N. AIRPORT DEPOT BLVD. ,  
OKLAHOMA CITY, Oklahoma 73141  
1:30 PM

1:36 PM

1. CALL TO ORDER

2. ROLL CALL AND DETERMINATION OF QUORUM

2.A. Flag Salute

2.B. Prayer

3. PUBLIC EXPRESSIONS (Limited to three minutes per subject item)\*

4. SUPERINTENDENT'S REPORT

4.A. Introductions of Guests

4.B. Celebrations/ Students of the Month

4.B.1. August Jackson - Kindergarten  
Julius Gonzalez - 4th Grade  
Valeria Torres Ojeda - 6th Grade

4.C. Financial

4.C.1. Treasurer's Report

4.C.2. Financial Report

4.D. Upcoming Events

5. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE GENERAL BUSINESS ITEMS

approved by Antonia Jennings second by Erika James was approved

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

5.A. Updated Distance Learning Plan

5.B. Discussion and possible board action to pass 2021 School Election Resolution

6. MOTION AND VOTE TO APPROVE OR DISAPPROVE THE CONSENT DOCKET

6.A. Minutes

6.B. Encumbrances and Purchases FY 2020-2021

6.B.1. General Fund (11) P.O. #'s 77-78

6.B.2. Bond Fund (39) P.O. #'s 16

6.B.3. Building Fund (21) P.O. #'s 20-22

6.B.4. Child Nutrition (22) P.O. #'s 12

6.B.5. Gift Fund (81) P.O. #'s 8-10

6.B.6. Purchase Order Increases General Fund (11) and Bond Fund (39) and Child-N Fund (22)

6.C. Activity Fund Revenue and Expenditure Report

7. EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL

Motion to enter executive session by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

7.A. Donita Sakande - Resignation

8. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL

approved by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

9. NEW BUSINESS

10. ADJOURNMENT

2:15 PM

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Antonia Jennings, President

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Paul Keeler, Vice President

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Erika James, Clerk

Crutcho Public Schools  
Special Meeting Agenda  
Tuesday, October 13, 2020  
Conference Room, Crutcho School Building, 2401 N. AIRPORT DEPOT BLVD. ,  
OKLAHOMA CITY, Oklahoma 73141  
1:50 PM

2:15 PM

1. CALL TO ORDER

2. ROLL CALL AND DETERMINATION OF QUORUM

3. BOARD TO TAKE ACTION ON THE EMPLOYMENT OF STEPHEN H. MCDONALD & ASSOCIATES, INC., AS FINANCIAL CONSULTANT TO THE SCHOOL DISTRICT.

approved by Antonia Jennings second by Erika James was approve

Erika James:        Yea  
Antonia Jennings:    Yea  
Paul Keeler:        Absent

Yea: 2, Nay: 0, Absent: 1

4. BOARD TO CONSIDER AND TAKE ACTION ON A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION TO BE HELD IN THIS SCHOOL DISTRICT TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION BONDS.

approved by Antonia Jennings second by Erika James was approve

Erika James:        Yea  
Antonia Jennings:    Yea  
Paul Keeler:        Absent

Yea: 2, Nay: 0, Absent: 1

5. ADJOURNMENT

2:26 PM

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Antonia Jennings, President

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Paul Keeler, Vice President

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Erika James, Clerk

B. Transfer of Funds

C. Encumbrances and Purchases FY 2020-2021

1. General Fund (11) P.O. #'s 79

**Crutchcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: GENERAL FUND (FOR OPERATION), Date Range: 10/12/2020 - 11/5/2020

| PO No              | Date       | Vendor No | Vendor                      | Description | Amount  |
|--------------------|------------|-----------|-----------------------------|-------------|---------|
| 79                 | 11/03/2020 | 50011     | AMERICAN FIDELITY ASSURANCE | FLEX        | 50.00   |
| Non-Payroll Total: |            |           |                             |             | \$50.00 |
| Payroll Total:     |            |           |                             |             | \$0.00  |
| Report Total:      |            |           |                             |             | \$50.00 |

2. Bond Fund (38) P.O. #'s NONE

**Crutchcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: Bond Fund(s) FY 2017, Date Range: 10/12/2020 - 11/5/2020

| PO No              | Date | Vendor No | Vendor | Description | Amount |
|--------------------|------|-----------|--------|-------------|--------|
| Non-Payroll Total: |      |           |        |             | \$0.00 |
| Payroll Total:     |      |           |        |             | \$0.00 |
| Report Total:      |      |           |        |             |        |

3. Building Fund (21) P.O. #'s 23

**Crutchcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: BUILDING FUND, Date Range: 10/12/2020 - 11/5/2020

| PO No              | Date       | Vendor No | Vendor                 | Description             | Amount                   |
|--------------------|------------|-----------|------------------------|-------------------------|--------------------------|
| 23                 | 10/20/2020 | 53652     | COMTEC ELECTRONICS INC | FIRE INSPECTION REPAIRS | 1,684.08                 |
| Non-Payroll Total: |            |           |                        |                         | <b>\$1,684.08</b>        |
| Payroll Total:     |            |           |                        |                         | <b>\$0.00</b>            |
| Report Total:      |            |           |                        |                         | <b><u>\$1,684.08</u></b> |

#### 4. Child Nutrition (22) P.O. #'s 13

**Crutchcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: CHILD NUTRITION PROGRAMS FUND, Date Range: 10/12/2020 - 11/5/2020

| PO No              | Date       | Vendor No | Vendor               | Description | Amount   |
|--------------------|------------|-----------|----------------------|-------------|----------|
| 13                 | 11/05/2020 | 53315     | TREAT'S SOLUTIOS LLC | BLANKET     | 500.00   |
| Non-Payroll Total: |            |           |                      |             | \$500.00 |
| Payroll Total:     |            |           |                      |             | \$0.00   |
| Report Total:      |            |           |                      |             | \$500.00 |

5. Gift Fund (81) P.O. #'s NONE

**Crutchcho Public School**  
**Purchase Order Register**

**Options:** Year: 2020-2021, Fund: GIFT FUND, Date Range: 10/12/2020 - 11/5/2020

| PO No              | Date | Vendor No | Vendor | Description | Amount |
|--------------------|------|-----------|--------|-------------|--------|
| Non-Payroll Total: |      |           |        |             | \$0.00 |
| Payroll Total:     |      |           |        |             | \$0.00 |
| Report Total:      |      |           |        |             |        |

6. Purchase Order Increases General Fund (11) and Bond Fund (39) and Child-N Fund (22)

## Change Order Listing

**Options:** Fund: GENERAL FUND (FOR OPERATION), Year: 2020-2021, ReferenceDate: PO Date, Date Range: 10/12/2020 - 11/5/2020, Include Negative Changes: False

| PO No | Date       | Vendor No | Vendor                            | Description | Amount    |
|-------|------------|-----------|-----------------------------------|-------------|-----------|
| 1     | 07/01/2020 | 51227     | BANK OF OKLAHOMA                  | BLANKET     | 120.61    |
| 7     | 07/01/2020 | 52738     | LOGIX                             | BLANKET     | 559.72    |
| 8     | 07/01/2020 | 11        | MUNICIPAL ACCOUNTING SYS, INC.    | BLANKET     | 58.30     |
| 11    | 07/01/2020 | 52322     | OKLAHOMA EMPLOYMENT SECURITY COMM | BLANKET     | 13,300.61 |
| 14    | 07/01/2020 | 52089     | BLEDSON, HEWETT, GULLEKSON LLP    | BLANKET     | 400.00    |
| 22    | 07/01/2020 | 4         | SAM'S CLUB                        | BLANKET     | 33.70     |
| 23    | 07/01/2020 | 52255     | AT&T MOBILITY                     | BLANKET     | 319.67    |
| 26    | 07/01/2020 | 53594     | A-TEAM TERMITE & PEST CONTROL     | BLANKET     | 555.00    |
| 28    | 07/01/2020 | 52991     | VERIZON WIRELESS                  | BLANKET     | 160.04    |
| 33    | 07/01/2020 | 16        | XEROX FINANCIAL SERVICES          | BLANKET     | 661.83    |
| 44    | 07/01/2020 | 53569     | OKLAHOMA CONSULTING & ACCOUNTING  | BLANKET     | 2,350.00  |
| 48    | 07/01/2020 | 53405     | BANCFIRST INSURANCE SERVICES INC  | BLANKET     | 375.00    |
| 51    | 07/01/2020 | 51960     | HOMER SMITH JR                    | BLANKET     | 900.00    |
| 58    | 07/01/2020 | 53652     | COMTEC ELECTRONICS INC            | BLANKET     | 260.00    |
| 63    | 07/01/2020 | 50058     | ROSS TRANSPORTATION               | BLANKET     | 296.80    |
| 70    | 07/01/2020 | 53678     | DESIREE JONES                     | BLANKET     | 720.00    |

**Non-Payroll Total:** **\$21,071.28**

**Payroll Total:** **\$2,943.74**

**Report Total:** **\$24,015.02**

Change Order Listing

**Options:** Fund: Bond Fund(s) FY 2017, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 10/12/2020 - 11/5/2020,  
Include Negative Changes: False

| PO No | Date       | Vendor No | Vendor              | Description               | Amount            |
|-------|------------|-----------|---------------------|---------------------------|-------------------|
| 2     | 08/11/2020 | 53620     | EPCO MECHANICAL INC | BLANKET                   | 6,489.23          |
| 7     | 08/11/2020 | 51175     | OFFICE DEPOT        | BLANKET                   | 449.89            |
|       |            |           |                     | <b>Non-Payroll Total:</b> | <b>\$6,939.12</b> |
|       |            |           |                     | <b>Payroll Total:</b>     | <b>\$0.00</b>     |
|       |            |           |                     | <b>Report Total:</b>      | <b>\$6,939.12</b> |

**Crutchcho Public School**  
**Change Order Listing**

**Options:** Fund: CHILD NUTRITION PROGRAMS FUND, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 10/12/2020 - 11/5/2020, Include Negative Changes: False

| PO No              | Date       | Vendor No | Vendor                     | Description | Amount          |
|--------------------|------------|-----------|----------------------------|-------------|-----------------|
| 3                  | 07/01/2020 | 53182     | BROOKS GREASE SERVICE, INC | BLANKET     | 100.00          |
| 4                  | 07/01/2020 | 51111     | AUTO-CHLOR SYSTEM          | BLANKET     | 96.50           |
| 6                  | 07/01/2020 | 4         | SAM'S CLUB                 | BLANKET     | 51.24           |
| Non-Payroll Total: |            |           |                            |             | <b>\$247.74</b> |
| Payroll Total:     |            |           |                            |             | <b>\$0.00</b>   |
| Report Total:      |            |           |                            |             | <b>\$247.74</b> |

#### D. Activity Fund Revenue and Expenditure Report

# Crutcho Public School

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 10/1/2020 - 10/31/2020

|                                  | Begin<br>Balance   | Receipts        | Adjusting<br>Entries | Payments        | Cash End<br>Balance | Unpaid POs        | End Balance        |
|----------------------------------|--------------------|-----------------|----------------------|-----------------|---------------------|-------------------|--------------------|
| 801 Superintendent Miscellaneous | \$5,601.68         | \$0.00          | \$0.00               | \$0.00          | \$5,601.68          | \$949.75          | \$4,651.93         |
| 802 Concession                   | \$1,712.65         | \$0.00          | \$0.00               | \$0.00          | \$1,712.65          | \$0.00            | \$1,712.65         |
| 804 Vocal Music                  | \$464.33           | \$0.00          | \$0.00               | \$0.00          | \$464.33            | \$0.00            | \$464.33           |
| 806 Athletics                    | \$1,673.94         | \$0.00          | \$0.00               | \$0.00          | \$1,673.94          | \$0.00            | \$1,673.94         |
| 807 1st Grade                    | \$29.43            | \$0.00          | \$0.00               | \$0.00          | \$29.43             | \$0.00            | \$29.43            |
| 808 Pep Club/Cheerleaders        | \$402.73           | \$0.00          | \$0.00               | \$0.00          | \$402.73            | \$0.00            | \$402.73           |
| 809 Student Council              | \$1,316.94         | \$0.00          | \$0.00               | \$0.00          | \$1,316.94          | \$0.00            | \$1,316.94         |
| 810 Band                         | \$116.21           | \$0.00          | \$0.00               | \$0.00          | \$116.21            | \$0.00            | \$116.21           |
| 811 Library                      | \$136.47           | \$816.22        | \$0.00               | \$0.00          | \$952.69            | \$50.00           | \$902.69           |
| 812 Book Orders                  | \$0.05             | \$0.00          | \$0.00               | \$0.00          | \$0.05              | \$0.00            | \$0.05             |
| 814 Pre-Kindergarten             | \$61.42            | \$0.00          | \$0.00               | \$0.00          | \$61.42             | \$0.00            | \$61.42            |
| 815 7th Grade                    | \$65.38            | \$0.00          | \$0.00               | \$0.00          | \$65.38             | \$0.00            | \$65.38            |
| 816 Tech. Students / TSA         | \$41.38            | \$0.00          | \$0.00               | \$0.00          | \$41.38             | \$0.00            | \$41.38            |
| 819 2nd Grade                    | \$0.05             | \$0.00          | \$0.00               | \$0.00          | \$0.05              | \$0.00            | \$0.05             |
| 821 4th Grade                    | \$1,354.18         | \$40.00         | \$0.00               | \$293.51        | \$1,100.67          | \$0.49            | \$1,100.18         |
| 823 3rd Grade                    | \$15.03            | \$0.00          | \$0.00               | \$0.00          | \$15.03             | \$0.00            | \$15.03            |
| 824 6th Grade                    | \$7.78             | \$0.00          | \$0.00               | \$0.00          | \$7.78              | \$0.00            | \$7.78             |
| 825 8th Grade                    | \$296.14           | \$0.00          | \$0.00               | \$0.00          | \$296.14            | \$0.00            | \$296.14           |
| 826 Staff Account                | \$39.59            | \$0.00          | \$0.00               | \$0.00          | \$39.59             | \$0.00            | \$39.59            |
| 828 Humanities/Art               | \$532.01           | \$0.00          | \$0.00               | \$0.00          | \$532.01            | \$0.00            | \$532.01           |
| 831 School Uniforms              | \$50.00            | \$0.00          | \$0.00               | \$0.00          | \$50.00             | \$0.00            | \$50.00            |
| 832 Principal's Miscellaneous    | \$2,698.72         | \$71.50         | \$0.00               | \$425.00        | \$2,345.22          | \$0.00            | \$2,345.22         |
| 834 HORNETS                      | \$20.00            | \$0.00          | \$0.00               | \$0.00          | \$20.00             | \$0.00            | \$20.00            |
| 837 YEAR BOOK                    | \$661.49           | \$26.00         | \$0.00               | \$0.00          | \$687.49            | \$0.00            | \$687.49           |
| 838 KINDERGARTEN                 | \$48.90            | \$0.00          | \$0.00               | \$0.00          | \$48.90             | \$0.00            | \$48.90            |
| 839 After School Program PK-2nd  | \$557.96           | \$0.00          | \$0.00               | \$0.00          | \$557.96            | \$0.00            | \$557.96           |
| 840 CRUTCHO PTO                  | \$371.63           | \$0.00          | \$0.00               | \$0.00          | \$371.63            | \$0.00            | \$371.63           |
| 843 Tiger Store                  | \$190.52           | \$0.00          | \$0.00               | \$0.00          | \$190.52            | \$0.00            | \$190.52           |
| 844 Coca Cola Give               | \$344.64           | \$0.00          | \$0.00               | \$0.00          | \$344.64            | \$0.00            | \$344.64           |
| 845 Box Tops                     | \$5,616.35         | \$0.00          | \$0.00               | \$0.00          | \$5,616.35          | \$0.00            | \$5,616.35         |
| <b>Total</b>                     | <b>\$24,427.60</b> | <b>\$953.72</b> | <b>\$0.00</b>        | <b>\$718.51</b> | <b>\$24,662.81</b>  | <b>\$1,000.24</b> | <b>\$23,662.57</b> |

### CRUTCHO ACTIVITY FUND BANK RECONCILIATION OCTOBER

|                                               |              |             |  |  |
|-----------------------------------------------|--------------|-------------|--|--|
| CHASE BANK STATEMENT BALANCE PREVIOUS BALANCE |              | \$24,459.10 |  |  |
| TOTAL DEPOSITS                                |              | \$952.22    |  |  |
| CHECKS PAID                                   |              | \$718.51    |  |  |
| UNPAID PURCHASE ORDERS FY2019                 |              | \$30.00     |  |  |
| UNPAID PURCHASE ORDERS FY2020                 |              | \$0.00      |  |  |
| CASH END BALANCE                              |              | \$24,662.81 |  |  |
| BANK FEES                                     |              |             |  |  |
| RETURNED CHECK                                |              |             |  |  |
| STATEMENT BALANCE                             |              | \$24,692.81 |  |  |
| RECONCILED BY                                 | Melvin Perry |             |  |  |



JPMorgan Chase Bank, N.A.  
P O Box 182051  
Columbus, OH 43218-2051

October 01, 2020 through October 30, 2020

Account Number: **000000710381268**

00002974 1 AV 00.389



00002974 DRI 662 141 30520 NNNNNNNNNN 1 000000000 60 058969 P2311

CRUTCHO SCHOOL ACTIVITY  
2401 N AIR DEPOT  
OKLAHOMA CITY OK 73141-1407

## CUSTOMER SERVICE INFORMATION

|                          |                |
|--------------------------|----------------|
| Web site                 | Chase.com      |
| Service Center           | 1-800-935-9935 |
| Deaf and Hard of Hearing | 1-800-242-7383 |
| Para Espanol             | 1-877-312-4273 |
| International Calls      | 1-713-262-1679 |

## We want to remind you about the overdraft service options that are available for your personal checking account(s)

We've included information on the last page of this statement to remind you about our overdraft services and associated fees. As a reminder, overdraft services are not available for Chase Secure Checking<sup>SM</sup> or Chase First Checking<sup>SM</sup>. Our Standard Overdraft Practice and Chase Debit Card Coverage<sup>SM</sup> are not available for Chase High School Checking<sup>SM</sup>.

We're changing when we waive overdraft fees for Chase Private Client Checking<sup>SM</sup> accounts. Please see the last page of this statement for more information.

If you have questions, please visit [chase.com/overdraft](https://chase.com/overdraft) or call us at the number on your statement. We accept operator relay calls.

## CHECKING SUMMARY

Chase Total Checking

|                        | AMOUNT      |
|------------------------|-------------|
| Beginning Balance      | \$24,459.10 |
| Deposits and Additions | 952.22      |
| Checks Paid            | -718.51     |
| Ending Balance         | \$24,692.81 |

## DEPOSITS AND ADDITIONS

| DATE                         | DESCRIPTION        | AMOUNT   |
|------------------------------|--------------------|----------|
| 10/05                        | Deposit 1842026777 | \$816.22 |
| 10/23                        | Deposit 1842026778 | 136.00   |
| Total Deposits and Additions |                    | \$952.22 |

**CHECKS PAID**

| CHECK NO.                | DESCRIPTION | DATE PAID | AMOUNT          |
|--------------------------|-------------|-----------|-----------------|
| 2 ^                      |             | 10/14     | \$73.51         |
| 4 * ^                    |             | 10/14     | 220.00          |
| 123 * ^                  |             | 10/14     | 425.00          |
| <b>Total Checks Paid</b> |             |           | <b>\$718.51</b> |

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

\* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

A Monthly Service Fee was **not** charged to your Chase Total Checking account. Here are the three ways you can avoid this fee during any statement period:

- Have electronic deposits made into this account totaling \$500.00 or more, such as payments from payroll providers or government benefit providers, by using (i) the ACH network, (ii) the Real Time Payment network, or (iii) third party services that facilitate payments to your debit card using the Visa or Mastercard network. (You did not have an electronic deposit this statement period)
- **OR, keep a balance at the beginning of each day of \$1,500.00 or more in this account.** (Your balance at the beginning of each day was \$24,459.10)
- **OR, keep an average beginning day balance of \$5,000.00 or more in qualifying linked deposits and investments.** (Your average beginning day balance of qualifying linked deposits and investments was \$24,787.81)

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:** Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt. For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

**IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS:** Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC



October 01, 2020 through October 30, 2020  
Account Number: **000000710381268**

**IMAGES**

ACCOUNT # 000000710381268

See both front and back images of cleared checks at Chase.com. If you're not enrolled in this free service, please enroll now.

CRUTCHO SCHOOL ACTIVITY FUND  
3401 N. AIR DEPOT BLVD  
OKLAHOMA CITY OK 73119

3387

PAYABLE THROUGH  
CHASE  
MEMBER CITY OK 73119

DATE 10/08/2020

SCHOOL ACTIVITY FUNDS Series 2020-2021 10/08/2020 2 \$73.51

PAY \*\*\*\*\*\$73 Dollars and 52 Cents

TO THE ORDER OF PROSPERITY BANK  
P.O. BOX 660125  
DALLAS TX 75266-0125

CRUTCHO SCHOOL ACTIVITY FUND  
Shawn D. High

⑆ 10 10006484 ⑆ 710381268 ⑆

104180170540 OCT 14 #0000000002 \$73.51

CRUTCHO SCHOOL ACTIVITY FUND  
3401 N. AIR DEPOT BLVD  
OKLAHOMA CITY OK 73119

PAYABLE THROUGH  
CHASE  
MEMBER CITY OK 73119

DATE 10/09/2020

SCHOOL ACTIVITY FUNDS Series 2020-2021 10/09/2020 4 \$220.00

PAY \*\*\*\*\*\$220 Dollars and 00 Cents

TO THE ORDER OF BANYAWN MILES  
333 29W 5TH ST  
#1106  
OKLAHOMA CITY OK 73103

CRUTCHO SCHOOL ACTIVITY FUND  
Shawn D. High

⑆ 10 10006184 ⑆ 710381268 ⑆

104790932667 OCT 14 #0000000004 \$220.00

CRUTCHO SCHOOL ACTIVITY FUND  
3401 N. AIR DEPOT BLVD  
OKLAHOMA CITY OK 73119

PAYABLE THROUGH  
CHASE  
MEMBER CITY OK 73119

DATE 10/09/2020

SCHOOL ACTIVITY FUNDS Series 2020-2021 10/09/2020 3 \$425.00

PAY \*\*\*\*\*\$425 Dollars and 00 Cents

TO THE ORDER OF MADRIDALLOTT  
1305 AL 22ND ST  
OKLAHOMA CITY OK 73111

CRUTCHO SCHOOL ACTIVITY FUND  
Shawn D. High

⑆ 10 10006484 ⑆ 710381268 ⑆

002470052448 OCT 14 #0000000123 \$425.00

## Overdraft and Overdraft Fee Information for Your Chase Checking Account

### What You Need to Know About Overdrafts and Overdraft Fees

An overdraft occurs when you do not have enough money in your account to cover a transaction, but we pay it anyway. We can cover your overdrafts in two different ways:

1. We have standard overdraft practices that come with your account.
2. We also offer Overdraft Protection through a link to a Chase savings account, which may be less expensive than our standard overdraft practices. You can contact us to learn more.

This notice explains our standard overdraft practices:

- **What are the standard overdraft practices that come with my account?**  
We do authorize and pay overdrafts for the following types of transactions:
  - Checks and other transactions made using your checking account number
  - Recurring debit card transactions

We do not authorize and pay overdrafts for the following types of transactions, unless you ask us to (see below):

- Everyday debit card transactions

We pay overdrafts at our discretion, which means we do not guarantee that we will always authorize and pay any type of transaction. If we do not authorize and pay an overdraft, your transaction will be declined.

- **What fees will I be charged if Chase pays my overdraft?**  
Under our standard overdraft practices:
  - If we pay an item, we'll charge you a \$34 Insufficient Funds Fee per item. This fee is not charged if your account balance at the end of the business day is overdrawn by \$5 or less, or for items that are \$5 or less.
  - We won't charge more than three Insufficient Funds Fees per day, for a total of \$102.
- **We waive fees for some account types:**
  - For Chase Sapphire<sup>SM</sup> Checking accounts, we waive the Insufficient Funds and Returned Item fees if item(s) are presented or withdrawal request(s) are made against an account with insufficient funds on four or fewer business days during the current and prior 12 statement periods.
  - For Chase Private Client Checking<sup>SM</sup> accounts, we waive the Chase overdraft fees.
    - o Effective November 8, we waive the Insufficient Funds and Returned Item fees if item(s) are presented or withdrawal request(s) are made against an account with insufficient funds on four or fewer business days during the current and prior 12 statement periods.
- **What if I want Chase to authorize and pay overdrafts on my everyday debit card transactions?**  
If you or a joint account owner would like to change your selection, sign in to chase.com to update your account settings, or call us at 1-800-935-9935 (or collect at 1-713-262-1679 if outside the U.S.), or visit a Chase branch. We accept operator relay calls.

## Receipt Register

Options: Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 10/1/2020 - 10/31/2020, Account: CHASE, Status: All

| Receipt No | Date       |      | Received From     |         | Project | Program | Unit | Amount   | Status |
|------------|------------|------|-------------------|---------|---------|---------|------|----------|--------|
|            | Year       | Fund | Acct Type         | Acct No |         |         |      | Amount   |        |
| 4          | 10/5/2020  |      | LIBRARY BOOKFAIR  |         |         |         |      | \$766.22 | Posted |
|            | 2021       | 60   | AR                | 1950    | 811     | 900     | 105  | \$766.22 |        |
|            |            |      |                   |         |         |         |      | \$766.22 |        |
| 5          | 10/5/2020  |      | LIBRARY START UP  |         |         |         |      | \$50.00  | Posted |
|            | 2021       | 60   | AR                | 5120    | 811     | 900     | 105  | \$50.00  |        |
|            |            |      |                   |         |         |         |      | \$50.00  |        |
| 6          | 10/22/2020 |      | 4TH GRADE         |         |         |         |      | \$40.00  | Posted |
|            | 2021       | 60   | AR                | 1950    | 821     | 900     | 105  | \$40.00  |        |
|            |            |      |                   |         |         |         |      | \$40.00  |        |
| 7          | 10/23/2020 |      | PRINCIPAL TSHIRTS |         |         |         |      | \$70.00  | Posted |
|            | 2021       | 60   | AR                | 1950    | 832     | 900     | 105  | \$70.00  |        |
|            |            |      |                   |         |         |         |      | \$70.00  |        |
| 8          | 10/23/2020 |      | YEARBOOK          |         |         |         |      | \$26.00  | Posted |
|            | 2021       | 60   | AR                | 1950    | 837     | 900     | 105  | \$26.00  |        |
|            |            |      |                   |         |         |         |      | \$26.00  |        |
| 9          | 10/23/2020 |      | PRINCIPAL BANK    |         |         |         |      | \$1.50   | Posted |
|            | 2021       | 60   | AR                | 1590    | 832     | 900     | 105  | \$1.50   |        |
|            |            |      |                   |         |         |         |      | \$1.50   |        |

## Year and Fund Totals:

2021 60 \$953.72

Total Receipts Posted = \$953.72

Total Receipts Not Posted = \$0.00

**Crutch Public School****Payment Clearing Register**

Options: Fund: SCHOOL ACTIVITY FUNDS, Show Detail: Yes, Date Range: 10/1/2020 - 10/31/2020, Account: CHASE, Status: All

| Clearing No | Date       |      | Account No | Account Type | Amount   | Status |
|-------------|------------|------|------------|--------------|----------|--------|
|             | Year       | Fund | Payment No | Amount       |          |        |
| 3           | 10/31/2020 |      | 107        | AC           | \$718.51 | Posted |
|             | 2021       | 60   | 2          | \$73.51      |          |        |
|             | 2021       | 60   | 3          | \$425.00     |          |        |
|             | 2021       | 60   | 4          | \$220.00     |          |        |
|             |            | 2021 | 60 Total   | \$718.51     |          |        |

**Year and Fund Totals:**

2021 60 \$718.51

Total Payment Clearing Posted = \$718.51

Total Payment Clearing Not Posted = \$0.00





8. EXECUTIVE SESSION 25 OS 307 (B)(1), TO DISCUSS ITEMS UNDER PERSONNEL

9. MOTION , DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE THE PERSONNEL

10. NEW BUSINESS

11. ADJOURNMENT

Motion to adjourn at 2:21 by Antonia Jennings second by Erika James was approve

Erika James: Yea

Antonia Jennings: Yea

Paul Keeler: Absent

Yea: 2, Nay: 0, Absent: 1

3:18 PM

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Antonia Jennings, President

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Paul Keeler, Vice President

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Erika James, Clerk