

Newcastle Board of Education Regular Meeting
April 11, 2023 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

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

1. Flag Salute

Student athletes lead the flag salute.

2. Call to Order and Roll Call of Members

3. Oath of Office for Tiffany Elczyn

Tiffany gave her Oath of Office to the Board

4. Action to reorganize the Board Positions, Including Legislative Liaison and Newcastle Education Foundation Representative:

- President
- Vice-President
- Clerk
- Deputy Clerk
- Member
- Legislative Liaison
- NEF Representative

Motion to reorganize the the Board as follows: President-Mr. John Maker; Vice President-Ms. Tiffany Elczyn; Clerk-Mr. Darrin Abel; Deputy Clerk-Mr. Jeff Dingee; Member-Ms. Valory Dalton; Legislative Liaison-Mr. Darrin Abel; NEF Representative-Ms. Tiffany Elczyn passed with a motion by Ms. Valory Dalton and a second by Ms. Tiffany Elczyn.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

5. Outstanding Service or Achievement Awards

Mr. Todd Goolsby, Athletic Director, reported on the success of the teams and individual awards as well as introduced students in attendance for the Girls Basketball Team, Boys Basketball Team, Wrestling Team and Swim Team.

6. **Discussion and possible action on the Consent Agenda:**

Motion to approve consent agenda items 6A through 6H passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

A. Agenda of Regular Meeting of April 11, 2023

B. Minutes of Special Meeting of March 21, 2023

C. Minutes of Regular Meeting of March 7, 2023

D. Revised Minutes of Special Meeting of February 16, 2023

E. FY24 Newcastle Middle School Course Description

F. Mr. Brandon Morgan, FFA Advisor, requests permission for an overnight trip taking approximately 21 students to the State FFA Convention held in Tulsa, Oklahoma from May 1st through May 3rd, 2023. They will be volunteering at the Regional Food Bank on May 1st.

G. Mr. Brandon Morgan, FFA Advisor, requests permission for an overnight trip taking approximately 7 students to the State FFA Interscholastic Contest held in Stillwater, Oklahoma at Oklahoma State University on April 28th and 29th. Students will be participating in the Livestock Judging Contest.

H. Newcastle Public Schools Mission Statement

7. Public Input

No Public Input

8. Discussion and possible action regarding the bond fund allocation in the amount of \$1,121,510.00 for construction of the High School Gym HVAC project. Summary Estimate attached.

Nabholz presented the information regarding the bond fund allocation

Motion to approve the bond fund allocation in the amount of \$1,121,510.00 for construction of the High School Gym HVAC project as attached passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

9. Superintendent and Staff Updates:

A. Todd Goolsby, Athletic Director, Newcastle Athletics Report

Mr. Todd Goolsby reported on the success and the status of the Spring Sports, Baseball; Slowpitch; Boys and Girls Golf; Girls and Boys Soccer; and Track. He also gave a report on Fall Sports discussing the Football; Fastpitch; Cross Country; Volleyball; Cheer and Pom programs.

B. Ms. Kristi Ferguson, Assistant Superintendent, Transportation Fleet Report

Ms. Kristi Ferguson reported 17 current buses and delivered a plan on bus purchases and surpluses.

C. Dr. Melonie Hau, Superintendent, Bond Update

Dr. Melonie Hau gave an update on the bond. They are meeting with Bond Committee and bringing Dr. Walker in to have her ready to go when she starts.

10. Discussion and possible action regarding Newcastle Public School District Policy DL - Suicide Awareness, Training, and Prevention

Motion to approve the Newcastle Public School District Policy DL - Suicide Awareness, Training, and Prevention passed with a motion by Ms. Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

11. Discussion and possible action on the Contract Consent Agenda

Motion to approve the Contract Consent Agenda items 11A and 11B passed with a motion by Ms. Tiffany Elczyn and a second by Mr. Jeff Dingee.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. MA+ Food Service Consultant Fee Proposal from Foodservice Design Professionals, LLC
- B. Professional Recyclers, Inc. agreement to purchase and sell used salvageable materials

12. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda items 12A through 12L passed with a motion by Mr. Darrin Abel and a second by Mr. Jeff Dingee.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. General Fund 11 Encumbrances and Change Orders
- B. Building Fund 21 Encumbrances and Change Orders
- C. Bond Fund 39 Encumbrances and Change Orders
- D. Monthly payroll and extra duty disbursement
- E. Purpose of Activity Fund Accounts
- F. Revenue Analysis-General Fund
- G. Revenue Expenditure Summary-Athletic
- H. Revenue-Expenditure Summary-Non Athletic
- I. Treasurer's Report
- J. Booster Club Sanctioning for Newcastle Cross Country Booster Club
- K. Ms. Lynda Chmil is requesting on behalf of Stacey Wright, Senior Class Sponsor, to transfer the balance of \$12,491.70 from various graduated senior class accounts: Class of 2020 #970/705 for \$5,900.00; Class of 2021 #971/705 for \$1,093.49; Class of 2022 #972/705 for \$5,498.21; to the HS Principal's account for future senior class needs
- L. Payment of Staff Bonuses for FY23

13. New Business

No new business.

14. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A, attached Schedule B pursuant to 25 O.S. Section 307 (B)(1)
Proposed executive session to discuss the Contract for Dr. Walker, New Superintendent, pursuant to 25 O.S. Section 307 (B)(1)
Proposed executive session to discuss the 22-23 Newcastle Association of Classroom Teachers Negotiated Agreement, pursuant to 25 O.S. Section 307 (B)(2)

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

Motion to convene in Executive Session at 7:38 passed with a motion by Ms. Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

16. Return to Open Session

Returned to Open Session at 8:28pm. Dr. Melonie Hau, Mr. Jeff Dingee, Mr. Darrin Abel, Ms. Tiffany Elczyn, Ms. Valory Dalton and Mr. John Maker were in the executive session and no votes were taken.

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

Motion to approve Schedule A as attached passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

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

Motion to approve schedule B as attached passed with a motion by Ms. Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

19. Discussion and possible action regarding the New Superintendent Contract for Dr. Cathy Walker

Motion to approve the 23-24 contract for Dr. Cathy Walker, Superintendent and an addendum for mileage reimbursement and contract labor commencing April 11, 2023 and ending June 30, 2023. passed with a motion by Mr. Jeff Dingee and a second by Ms. Tiffany Elczyn.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

20. Discussion and possible action regarding the 22-23 Newcastle Association of Classroom Teachers Negotiated Agreement

Motion to approve the 2022-2023 Newcastle Association of Classroom Teachers Negotiated Agreement changes passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

21. Adjournment

The meeting adjourned at 8:32pm by Mr. John Maker.

President

Vice President

Clerk

Deputy Clerk

Member

Section 66. Oath of Office. 70 O.S. §5-116

Each member of the board of education and the treasurer and assistant treasurer of a school district shall take and subscribe to the following oath:

“I, TIFFANY ELCYZYN, hereby declare under oath that I will faithfully perform the duties of **Board Member** of **Newcastle Public Schools** to the best of my ability and that I will faithfully discharge all of the duties pertaining to said office and obey the Constitution and laws of the United States and Oklahoma.”

Affiant

Subscribed and sworn to before me this 11th day of April, 2022.

Board Clerk, Notary Public, or other officer authorized to administer oaths or affirmations.

Newcastle Board of Education Special Meeting
March 21, 2023 5:30 PM
Administration Office Board Room
101 N Main St
Newcastle, Oklahoma 73065

Attendance Taken at 5:31 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Mr. Jeff Dingee: Present, Ms. Tiffany Elczyn: Present, Mr. John Maker: Present.

1. Call to Order and Roll Call of Members.

2. Consideration and vote to enter executive session to discuss entering a contract with an individual to serve as Superintendent of Schools, pursuant to 25 O.S. Section 307(B)(1)

Motion to enter executive session at 5:31pm passed with a motion by Ms. Tiffany Elczyn and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea
Yea: 5, Nay: 0

3. Acknowledge the Board's return from the Executive Session

Returned from executive session at 6:19pm. Jeff Dingee, Darrin Abel, Tiffany Elczyn, Valory Dalton and John Maker were in executive session and no votes were taken.

4. Consideration and vote to employ an individual as Superintendent

Motion to employ Dr. Catherine Walker as Superintendent passed with a motion by Ms. Valory Dalton and a second by Ms. Tiffany Elczyn.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Nay, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea
Yea: 4, Nay: 1

5. Adjournment.

The meeting adjourned at 6:19pm by Mr. John Maker.

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Board of Education Regular Meeting
March 7, 2023 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

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

1. Flag Salute

TCLA students led the flag salute.

2. Call to Order and Roll Call of Members

3. Outstanding Service or Achievement Awards - 2023 Teacher of the Year

Teacher of the Year Awards - Andrea Kelley-ECC; Courtney Parsons-Lower Elem; Karen Wynne-Upper Elem; Kathy Cannon-MS; Jeffrey Duncan-HS; Cady Bailey-TCLA - Courtney Parsons selected as TOY for the District

4. Discussion and possible action on the Consent Agenda:

Motion to approve consent agenda passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

A. Agenda of Regular Meeting of March 7, 2023

B. Minutes of Special Meeting of February 23, 2023

C. Minutes of Special Meeting February 20, 2023

D. Minutes of Special Meeting of February 16, 2023

E. Minutes of Special Meeting of February 15, 2023

F. Minutes of Special Meeting of February 9, 2023

G. Minutes of Regular Meeting of February 7, 2023

H. Newcastle High School Baseball Coach, Mike Crossley requests permission to travel and stay overnight at Tulsa for the Tulsa Victory Christian Baseball Tournament held from March 30, 2023, thru April 1, 2023

I. 2023-2024 Tri City Learning Academy High School Course Offerings and Descriptions

J. 2023-2024 Tri City Learning Academy Middle School Course Offerings and Descriptions

5. Public Input

No Public Input

6. Superintendent and Staff Updates:

A. Kaisha Mathis, TCLA Principal

Reported on the growth and expansion of the TCLA program.

B. Dr. Melonie Hau, Superintendent

STRUT WEEK Students reported on the events and the recipient chosen for the FY23 Event

7. Discussion and possible action regarding Newcastle Public School: District Policy CF Travel and Expense Reimbursement

Motion to approve Newcastle Public School District Policy CF Travel and Expense Reimbursement as attached passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

8. Discussion and possible action regarding Newcastle Public School: District Policy BR Electronic Signatures

Motion to approve Newcastle Public School District Policy BR Electronic Signatures as attached passed with a motion by Mr. Darrin Abel and a second by Mr. Jeff Dingee.

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

9. Discussion and possible action regarding payment of Leisha Brummel's planning period for FY23

Motion to approve payment of Leisha Brummel's planning period for the FY23 passed with a motion by Mr. Darrin Abel and a second by Mr. Jeff Dingee.

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

10. Discussion and possible vote to accept the settlement offer of the District's claims against JUUL Labs, Inc, and to authorize the Superintendent to sign all documents related to the settlement.

Motion to accept the settlement offer of the District's claim against JUUL Labs, Inc., and to authorize the Superintendent to sign all documents related to the settlement passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

11. Discussion and possible action regarding the Contract Consent Agenda

Motion to approve the Contract Consent Agenda Items A and B as attached passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

A. OUHSC College of Nursing (CON) clinical affiliation agreement (CAA) , Senior Nurse Addendum and the Certificate of Liability Insurance.

B. Smith, Roberts, Baldischwiler, LLC, February 16, 2023, Agreement - Newcastle Elementary School Improvements, Newcastle, OK

12. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda passed with a motion by Mr. Darrin Abel and a second by Mr. Jeff Dingee.

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

A. General Fund 11 Encumbrances and Change Orders

B. Building Fund 21 Encumbrances and Change Orders

C. Bond Fund 39 Encumbrances and Change Orders

D. Monthly payroll and extra duty disbursement

E. Purpose of Activity Fund Accounts

F. Revenue Analysis-General Fund

G. Revenue Expenditure Summary-Athletic

H. Revenue-Expenditure Summary-Non Athletic

I. Treasurer's Report

J. FY23 Booster Club Sanctioning

I. Newcastle Quarterback Club, Inc.

13. New Business

No new business.

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

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

Motion to convene in Executive Session at 6:49pm passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

16. Return to Open Session

Returned to Open Session at 7:13pm. Jeff Dingee, Darrin Abel, Tiffany Elczyn and Dr. Melonie Hau were in executive session and no votes were taken.

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

Motion to approve Schedule A as attached passed with a motion by Mr. Jeff Dingee and a second by Mr. Darrin Abel.

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

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

Motion to approve Schedule B as attached passed with a motion by Mr. Darrin Abel and a second by Mr. Jeff Dingee.

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

19. Adjournment

The meeting was adjourned by Tiffany Elczyn at 7:15pm.

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Board of Education Special Meeting
February 16, 2023 12:30 PM
Oklahoma State School Boards Association
2801 N. Lincoln Blvd, Suite 125
Oklahoma City, OK 73105
(REVISED)

Attendance Taken at 12:33 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Mr. Jeff Dingee: Present, Ms. Tiffany Elczyn: Present, Mr. John Maker: Present.

1. Call to Order and Roll Call of Members.

2. Consideration and vote to enter executive session to interview applicants for the position of Superintendent of Schools, pursuant to 25 O.S. Section 307 (B)(1)

Motion to enter executive session at 12:33pm passed with a motion by Ms. Tiffany Elczyn and a second by Mr. Darrin Abel.

Mr. Jeff Dingee: Yea, Mr. Darrin Abel: Yea, Ms. Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea
Yea: 5, Nay: 0

3. Return to open session.

Returned to Open Session at 3:58pm. Jeff Dingee, Darrin Abel, Tiffany Elczyn, Valory Dalton, John Maker, and Candidate #4 and Candidate #5 were in the executive session and no votes were taken.

4. Adjournment.

John Maker adjourned the meeting at 3:58pm.

President

Vice President

Clerk

Deputy Clerk

Member

NMS Academic Planning Guide 2023-2024 Proposed Changes

The NMS academic planning guide for the 23-24 school year remains the same from the previous approved version, save two additional courses we would like to offer students at the middle school. The following classes will expand our elective selections in the area of fine arts. Music Appreciation will be available for students in 6th, 7th, and 8th grades. Songwriting will be available for 7th and 8th grade students who have taken Music Appreciation. For the first year, students will be able to take Songwriting based on their writing skills as evidenced by teacher recommendation, benchmarking, and state testing data.

Music Appreciation:

This non-performing music class is designed to be a music appreciation course that teaches students about the “ingredients” of music such as melody, harmony, notation, texture, style, rhythm, and form. Students will explore the basics of music as well as sing, perform on classroom instruments, and listen to various examples of music from around the world, including musical theater.

Songwriting:

This fundamental songwriting course is designed for aspiring songwriters. Students will learn structural elements of the contemporary pop song form through critical listening, analysis, historical reference, methodology and actual writing practice. Basic tools will be outlined and then applied with weekly writing assignments. Knowledge and use of digital audio workstations are encouraged though not required for recording of their songs. No previous songwriting experience is required. The aim of this course is to help students develop a deeper understanding of the American pop song form and establish a basic artistic discipline as a creative songwriter.

COURSE DESCRIPTIONS

Sixth Grade

Language Arts/English

Language Arts/English 6:

The sixth grade English/Language Arts course provides a balance of reading, writing, speaking, listening, and language skills. Students will progress through the writing process as they plan, draft, edit, revise, and publish their own writing. The writing types highlighted within this course include arguments, informative/explanatory texts, and narratives. Students will conduct meaningful research and be responsible for writing a research assignment that correlates with their research. Reading informational and literary text will be compulsory, and students will be required to draw upon and write about evidence from that text.

Accelerated Language Arts/English 6: (Formerly Pre-AP)

The Accelerated English/Language Arts course provides a balance of reading, writing, speaking, listening, and language skills. Accelerated English demands the highest level of participation, effort, and quality from students. The course is extended beyond the core and places additional emphasis on higher-level thinking and exploring curriculum at greater depths and levels of complexity. Students will progress through the writing process as they plan, draft, edit, revise, and publish their own work. The writing types assigned will include arguments, informative/explanatory texts, and narratives. Students will conduct meaningful research and be responsible for writing a research assignment that correlates with their research. Reading informational and literary text will be compulsory, and students will be required to draw upon and write about evidence from that text. Enrolling in the Accelerated English/Language Arts course will challenge students in both their writing style and analytical techniques.

Mathematics

Math:

The sixth grade math class will serve as an introduction to algebra for students in preparation for their later courses. The class will cover multiple topics over the course of the year. It will introduce whole numbers, decimals, number theory and fractions, and ratio proportion and percent. Students will also work with multiple equations such as probability and functions, perimeter, area, and volume. Finally, students will be challenged with collecting and displaying data, plane geometry, and coordinate geometry. All objectives will be introduced and practiced in class.

Accelerated Math: (Formerly Pre-AP)

The Accelerated Math class will begin with the same objectives as listed above, serving as an introduction to algebra for students in preparation for their later courses. It will introduce whole numbers, decimals, number theory and fractions, and ratio proportion and percent. Students will also work with multiple equations such as probability and functions, perimeter, area, and volume. Finally, students will be challenged with collecting and displaying data, plane geometry, and coordinate geometry. In addition to the regular class work, students will be encouraged to participate in higher level thinking through activities such as story problems and writing activities.

Reading

Reading:

Reading: This course is designed to foster affection for reading. It is also designed to influence students to become lifelong readers. The class will use an anthology of concepts that include all genres. Students will also step outside of their textbooks and read full novels. Over the course of the year, students can expect book reports. Each will be uniquely designed in order to satisfy different learning styles and to incorporate technology within the course. Students will also participate in small groups such as literature circles and class discussions. This course is also designed to provide for greater achievement on the sixth grade reading comprehension OSTP in April.

Accelerated Reading: (Formerly Pre-AP)

The Accelerated Reading class gives students the opportunity to practice skills that will enable them to be successful in their later classes. In this course, students will read complex texts with understanding and write prose of sufficient richness and complexity to communicate effectively with mature readers. (Source: The College Board). This course is designed for students who are above the sixth grade level in reading, composition, and language skills. Throughout the year, advanced level vocabulary words will be studied and several novel projects and extensions will be completed. Students will use computers, other information technology tools, and supplemental texts to support literary goals. Students will also participate in small groups such as literature circles and class discussions and annotate and summarize literary texts. This course is also designed to provide for greater achievement on the sixth grade reading comprehension OSTP in April.

Science

Science:

Sixth grade Science bridges the gap between fifth and seventh grade Science in the middle school science curriculum. Our curriculum explores core content from Physical Science, Life Science, and Earth/Space Science and bridges that content with the scientific and engineering practices necessary to help our students become more scientifically fluent learners.

Accelerated Science: (Formerly Pre-AP)

Sixth grade Accelerated Science bridges the gap between fifth and seventh grade Science in the middle school science curriculum. In this class, the curriculum uses deeper questioning to explore core content from Physical Science, Life Science, and Earth/Space Science and bridges that content with the scientific and engineering practices necessary to help our students become more scientifically fluent learners.

Social Studies

Social Studies:

The sixth grade Social Studies course will focus on world geography in the Western Hemisphere, which includes North America, Central America, and South America. The objective of this class is to help students build solid fundamentals in geography. More specifically, this class will emphasize gaining an understanding and appreciation for: The Tools of Geography, Our Planet Earth, Climates, Ecosystems, Human-Environmental Interaction, Economics, Population, Movement, Government, and Citizenship.

Accelerated Social Studies: (Formerly Pre-AP)

The sixth grade Social Studies Accelerated course will focus on world geography in the Western Hemisphere. The countries that will be studied throughout the year include North America, Central America, and South America. The objective of this class is to enable students to take a deeper look into the fundamentals in geography and to help students gain an understanding and appreciation for: The Tools of Geography, History, Our Planet Earth, Climates, Ecosystems, Human-Environmental Interaction, Economics, Population, Movement, Government, and Citizenship.

Seventh Grade

Language Arts/English

Language Arts/English:

In the seventh grade English course, students will continue to refine and master essential skills such as reading, writing, listening, speaking, viewing, and presenting skills. Students will be challenged with increasingly complex examples through the use of presentations, reading selections, and written compositions. Students will be required to analyze and evaluate a speaker's message, credibility, and delivery. They will also select and use different forms of writing, varied sentence structure and more complex verb tense, grammar and usage, spelling, punctuation, and capitalization to improve their personal writing. Using the 6 Traits of Writing rubric, students will be evaluated on their ability to produce error-free compositions and draw from multiple sources for use in research projects.

Accelerated Language Arts/English: (Formerly Pre-AP)

The seventh grade Accelerated English course is designed to provide students with sophisticated and complex learning experiences. Accelerated English demands the highest level of participation, effort, and quality from students. The course is extended beyond the core and places additional emphasis on higher-level thinking and exploring curriculum at greater depths and levels of complexity. The Accelerated class will have periodic timed writing assignments and advanced reading assignments with writing incorporated with the reading. The English Core objectives are for students to refine and master previously learned reading, writing, listening, speaking, viewing, and presenting skills in increasingly complex presentations, reading selections, and written compositions. Seventh grade students analyze and evaluate a speaker's message, credibility, and delivery. Students select and use different forms of writing, varied sentence structure and more complex verb tense, grammar and usage, spelling, punctuation, and capitalization to improve their writing. Students produce error-free compositions on a regular basis. Students draw data from multiple sources for use in research projects. Writing is evaluated using the 6 Traits of Writing rubrics

Geography

Geography:

The seventh grade Geography class is designed to teach students about the eastern hemisphere through geographical skills, history, culture, economics, and government of the continents. The following continents will be researched: Asia, Africa, Australia and Europe. Students will learn about early civilizations formed throughout the continents and study how they evolved through the centuries. Included in this course are Capstone projects of historical and contemporary global issues that have significance for the student and are clearly linked to the world outside the classroom.

Accelerated Geography: (Formerly Pre-AP)

The seventh grade Accelerated Geography program is designed to teach the students about the eastern hemisphere through geographical skills, history, culture, economics, and government of the continents. The following continents will be researched: Asia, Africa, Australia, and Europe. Students will learn about early civilizations that formed on the continents and study how they changed through the centuries. Capstone projects of historical and contemporary global issues, that have significance for the students and are clearly linked to the world outside the classroom, are included. Students will engage in active, high-level learning to develop skills and concepts needed to succeed at more rigorous academic levels of study in history and geography. The basic content is the same as that of the regular course, but this course provides the student with the opportunity to pursue topics in more detail. The student will research and develop products that encourage deeper understanding of history and geography.

Mathematics:

Math:

Seventh grade Mathematics includes all of the Oklahoma Academic Standards designated for the students. The primary focal points for seventh grade are Algebraic Reasoning, Patterns and Relationships, Number Sense and Operations, Geometry and Measurement, and Data Analysis. The curriculum sets a solid foundation for success in eighth grade mathematics (Pre-Algebra).

Accelerated Math/Pre-Algebra: (Formerly Pre-AP)

Seventh grade Mathematics includes all of the Oklahoma Academic Standards designated for the students. The primary focal points for seventh grade are Algebraic Reasoning, Patterns and Relationships, Number Sense and Operations, Geometry, Measurement, and Data Analysis. Students in this course will also study Pre-Algebra objectives, including formulating and reasoning expressions and equations, including solving linear equations and systems of linear equations, grasping the concept of a function, analyzing two and three dimensional space and figures using distance, angle, similarity, and congruence, and understanding and applying the Pythagorean Theorem. The curriculum sets a solid foundation for success in eighth grade Algebra I.

Reading

Reading:

The seventh grade Reading course provides students the opportunity to enhance their reading and test-taking skills, vocabulary, fluency, and comprehension. Students will also be required to participate in speaking and listening. Finally, students will research for information on a specific topic. This year's objective will work towards ensuring that each student has the literature appropriate and required for a seventh grade student.

Accelerated Reading: (Formerly Pre-AP)

The seventh grade Accelerated Reading course will be conducted at a level that is complex and more technical in composition. Throughout the year, students will delve in to more sophisticated reading skills, strategies, and higher order thinking skills. A wide variety of genres, narrative, and expository materials will be explored. Students will also be required to write essays in response to reading. Character analysis, setting, plot summary, conflict identification, as well as vocabulary skills are emphasized.

Science

Science:

Seventh grade Science has a curriculum that explores core content from Physical Science, Life Science, and Earth/Space Science. We will then use that content to explore scientific and engineering practices necessary to help our students develop an understanding of that information.

Accelerated Science: (Formerly Pre-AP)

Seventh grade Accelerated Science is an on-grade level academically advanced course designed to challenge motivated students. The coursework requires students to engage in independent and analytical assignments. Our curriculum uses deeper questioning to explore core content from Physical Science, Life, Science, and Earth/Space Science and bridge that content with the scientific and engineering practices necessary to help our students become more scientifically fluent learners.

Eighth Grade

Algebra/Math

Math:

Students in the eighth grade Pre-Algebra class will spend their time in class focusing on the following objectives: formulating and reasoning expressions and equations, including solving linear equation and systems of linear equations, grasping the concept of a function, analyzing two and three dimensional space and figures using distance, angle, similarity, and congruence, and understanding and applying the Pythagorean Theorem.

Algebra I:

Algebra I is the foundation of all other mathematics courses, and students will be expected to generalize patterns, relations and functions; represent and analyze mathematical situations and structures using algebraic symbols; use mathematical models to represent and understand quantitative relationships; and analyze change in various contexts. Students will identify functions as linear or nonlinear and contrast their properties from tables, graphs, or equations. Students will solve equations, inequalities and systems while performing the basic operations with polynomials in making connections with real world applications. **Note: Algebra I taken prior to 9th grade will be recorded on the student's high school transcript as an elective credit. Students must take three math courses in grades 9-12 to meet graduation requirements. Courses taken prior to 9th grade will not count toward the high school grade point average. Algebra I cannot be repeated in 9th grade.**

English

English:

Eighth grade English emphasizes skillful communication. For the majority of the year students will learn to be more effective and more efficient writers. Students will practice their writing skills through a variety of examples including writing in journals, writing poetry, creating essays, developing narrative, expository and persuasive/argumentative papers, and writing research papers. In addition, students will work to develop a strong foundation in English Grammar.

Accelerated English: (Formerly Pre-AP)

Similarly to eighth grade English, the eighth grade Accelerated English focuses on skillful communication by developing each student's skill as writers and speakers. Students will enhance their writing skills by writing in journals, writing poetry, creating essays, developing narrative, expository and persuasive/argumentative papers, and writing research papers. They will also spend time reading and writing several comparative essays. In addition, students will work to develop a strong foundation in English Grammar.

Reading

Reading:

The eighth grade Reading course is an extension of the learning process covered within student's seventh grade Reading class. The material will be more complicated, the vocabulary is more extensive, and the higher order thinking skills necessary are more pronounced. A wide variety of genres, narrative, and expository materials, and the use of writing in response to reading are used to enhance and insure recreational and informational reading as life-long pursuits. Students learn how to get appropriate knowledge out of the textbooks and search for content in many varying subject areas. More in-depth character analysis, setting, plot summary, conflict identification, as well as vocabulary skills are emphasized.

Accelerated Reading: (Formerly Pre-AP_

Reading at this level is much more articulate and an extension of the learning process for eighth grade Reading. The material is harder and more intensive, the vocabulary is more extensive, and the higher order thinking skills necessary are more pronounced. A wide variety of genres, narrative, and expository materials, and the use of writing in response to reading are used to enhance and insure recreational and informational reading as life-long pursuits. We delve into this material at a much deeper level. Students learn how to get appropriate knowledge out of the textbooks and search for content in many varying source areas. More in-depth character analysis, setting, plot summary, conflict identification, as well as vocabulary skills are emphasized. This class moves at a faster pace and covers more intensive material.

Science

Science:

Eighth grade Science is the culmination of the integrated and spiraling middle school curriculum. In addition to a focus on basic chemistry and physics concepts and applications, the Earth and biological science concepts learned in sixth and seventh grade Science are further developed to prepare students for a smooth transition into their high school science course work. Content knowledge will be taught and enhanced by actively engaging students in scientific methods and practices.

Accelerated Science: (Formerly Pre-AP)

Eighth grade Accelerated Science is strongly recommended for students interested in advanced science study and/or a career in a science related field. Accelerated Science includes all subject matter covered in the eighth grade Science curriculum with additional academic rigor in accordance with College Board standards. Students who wish to enroll in this class should possess exceptional reading, writing, math and organizational skills, all of which are necessary to help ensure success in Accelerated course work.

U.S. History

U.S. History:

The focus of the eighth grade course in United States History focuses on the American Revolution through the Civil War and Reconstruction Eras (1754-1877). Students will describe and analyze the major causes, key events, and important personalities of the American Revolution. They examine the factors, events, documents, significant individuals, and political ideas that led to the formation of the United States of America. These will be pursued through a chronological study of the early national period, westward expansion, and the Civil War and Reconstruction Eras. Citizenship skills will focus upon the historic development and understanding of constitutional government in the United States. Students will continue to develop and put to use a variety of social studies processes and literacy skills.

Accelerated U.S. History: (Formerly Pre-AP_

The eighth grade Accelerated U.S. History course studies the American Revolution through the Civil War and Reconstruction Eras (1754-1877). The student will describe and analyze the major causes, key events, and important personalities of the American Revolution. The student will examine in greater depth the factors, events, documents, significant individuals, and political ideas that led to the formation of the United States of America. These will be pursued through a chronological study of the early national period, westward expansion, and the Civil War and Reconstruction Eras. Citizenship skills will focus upon the historic development and understanding of constitutional government in the United States. The student will continue to develop and put to use a variety of social studies processes and literacy skills.

ELECTIVES

Sixth Grade

Archery 1:

Archery 1 offers the opportunity for students to engage and learn about the National Archery in Schools Program (NASP). Archery 1 teaches students the sport of archery, archery equipment use, range safety, set-up, and properly using archery equipment in a safe manner. Students will attend and represent NMS at local competitions.

Art I:

Sixth grade Art I introduces students to the elements of Art which include line, space, shape, form, value, and color. Students are able to familiarize themselves with different mediums of paint, pencils, inks, paper mache, and pastels. Over the course of the year, art history will also be addressed by allowing students to attempt to reproduce different works of art as the original artists.

Beginning Band:

This class is open to all students who wish to be part of the Newcastle Racer Bands. Students that enroll in the Beginning Band course can expect to learn to create new and sometimes interesting sounds on one of the following instruments: Flute, Clarinet, Saxophone, Trumpet, Horn, Trombone, Baritone, Tuba, and Percussion. Percussion students will be chosen through an audition process. The Beginning Band gives several public performances, and students will take one trip in the spring to compete and attend a theme park. There are no prerequisites for Beginning Band, but students must be willing to try something new and have a great spirit of adventure.

Choir:

Sixth grade choir is a class in which students learn, practice, and perform correct singing technique and performance skills. Students are able to grow as musicians and experience the joy of musical expression. The choir will perform music in a variety of musical styles at school choir concerts and at one festival in the spring. Attendance at performances is required and part of each student's grade. Course content includes basic fundamentals of reading music notation, theory, vocabulary, and music history. Students will be required to purchase a choir t-shirt that is worn for all performances.

Enrichment:

Enrichment offers the opportunity for students struggling in specific subject areas to improve upon the skills necessary to achieve grade level proficiency in the area of need. Enrichment is a separate class designed to improve upon and enhance the skills required within the core subject. Enrichment does not replace the core subject. Enrichment is currently offered in mathematics.

First Lego League Robotics:

The robotics challenge consists of 2 parts: The Robotics Competition- Teams compete with LEGO NXT robots that they build and program. Students apply science and engineering concepts to strategize and design their robot. In addition, teams learn to overcome design and organizational difficulties. The Project- Teams are challenged to solve a problem in their community related to the theme of the challenge. At competitions, teams are given five minutes to present their solution to a panel of judges, who determine how effectively the team has researched the problem, solved it in an innovative way, and presented their solution.

Introduction to Health:

Introduction to Health will teach students about physical fitness and nutrition, personal health and hygiene, safety, medicine and drugs, relationship skills, and dealing with disabilities.

Music Appreciation:

This non-performing music class is designed to be a music appreciation course that teaches students about the “ingredients” of music such as melody, harmony, notation, texture, style, rhythm and form. Students will explore the basics of music as well as sing, perform on classroom instruments, and listen to various examples of music from around the world, including musical theater.

Outdoor Education:

Outdoor Education gives students the opportunity to explore multiple outdoor activities, both inside the classroom and in an outdoor setting. Students will learn activities including: Explore Bow Hunting, Explore Bow Fishing, Fishing in Schools Program, Rock Climbing and Mountain Biking.

Physical Education:

The physical education class enables students to develop and refine physical skills and abilities while providing movement and activity experiences that will form a foundation for lifelong participation in health enhancing physical activity. Students will build on skills taught throughout elementary and have numerous opportunities to practice in modified sports such as flag football, team handball, badminton, pickle ball, basketball, world games, volleyball, soccer and softball. Students will also have the opportunity to participate in a variety of individual activities including disc golf, rock climbing, mountain biking, and jump rope. Throughout the class the students will use technology such as pedometers and heart rate monitors to allow for individual awareness of activity levels. Students will learn safety procedures for all activities and be given the opportunity to practice cooperation, sportsmanship and teamwork skills.

Technology I:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in an innovative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and PowerPoint. Students will learn many Google tools - GMail, Drawings, Docs, Slides, along with several apps in the Chrome Store. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools.

Technology Literacy

Students will learn how to responsibly and effectively use technology to find, create, and communicate information. Students in this course will improve keyboarding skills as well as learn to use many online communication tools. Students will learn how to effectively use email, word processing software, and presentation software as well as how to safely use the internet.

Seventh Grade

Advanced Literature:

Advanced Literature This middle school Reading Elective course is designed to give students an opportunity to read books of their choice in an independent format. However, we will read some novels together. The goal is to expand student's thinking and insight, and maintain reading speed and comprehension while promoting an enjoyment of reading. Assignments will include reading, daily journaling and tests.

Archery 1:

Archery 1 offers the opportunity for students to engage and learn about the National Archery in Schools Program (NASP). Archery 1 teaches students the sport of archery, archery equipment use, range safety, set-up, and properly using archery equipment in a safe manner. Students will attend and represent NMS at local competitions.

Archery 2: (Prerequisite: Archery 1).

Students must complete archery 1 before taking Archery 2. Archery 2 will give students the opportunity to apply skills learned from Archery 1 and use those skills on the archery range. Students will shoot on the archery range daily. Students will attend and represent NMS at local competitions.

Art I:

Seventh grade Art I introduces beginner students to the elements of Art, which include line, space, shape, form, value, and color. Students are able to familiarize themselves with different mediums of paint, pencils, inks, paper mache, and pastels. Over the course of the year, art history will also be addressed by allowing students to attempt to reproduce different works of art as the original artists.

Art II:

Art II allows students to utilize the skills they learned throughout Art I and further refine their creativity with various projects throughout the year. Students should expect their work to be more intricate and time consuming.

Art - Studio Art 3D

Students will become familiar with and learn how to use the elements of design, a variety of materials, process, and techniques. Ceramic and sculpture are explored. Students should anticipate a studio base art class which may include creative problem solving, production of art work, critiques, self-evaluation, readings, note-taking, tests, and quizzes.

Students balance experimentation and safety, freedom, and responsibility while developing and creating artworks. Also intricate in class are historical and contemporary

trends in art, which are explored through visual examples. *Completion of Art I necessary to enroll in this course.

Art - Painting

Painting courses provide a foundation in painting using a variety of techniques and media, emphasizing observation, interpretation of the visual environment, life drawing, and imaginative painting. This course includes applying the elements of art and principles of design, along with the study of art and artists from a worldwide perspective, and instruction in the critique process. This course will encourage students to refine their creative process and develop their own artistic styles. *Completion of Art I necessary to enroll in this course.

Athletics/Strength and Conditioning:

Athletics is for seventh and eighth grade students that wish to play competitive sports for Newcastle Middle School. The following sports are offered: Football, Fast Pitch Softball, Cross-Country (boys and girls), Volleyball, Power Lifting, Wrestling, Basketball (boys and girls), Track and Field (boys and girls), Golf (boys and girls), Slow Pitch Softball, Baseball, and Soccer (boys and girls). When the sport is not in season, this class will transition to Strength and Conditioning in order to allow students to continue to improve upon their physical skill set in the off season. These sports may be subject to a participation activity fee.

Band:

This class is an extension of Beginning Band. The expectations for performance will increase each year. These classes meet separately but will perform together for various concerts during the year. There are several public performances during the year and multiple competitions. Starting in seventh grade Band, students have the opportunity to audition for two different "Honor Bands" that are available in this part of the State. Students who make either "Honor Band" will have a two-day trip paid for by the Newcastle Band Boosters. The seventh grade band competes at an OSSAA concert contest in the spring as well as an independent contest that ends with the day at Frontier City. Seventh graders who have not previously taken band before may sign up for this class with the Band Director's approval but must work hard to catch up.

Broadcast and Digital Media

Let your voice be heard! Learn news, journalism, and publishing skills. Help produce the school newspaper, maintain the school student news website, and keep your classmates informed by making engaging announcements. Students will have the opportunity to learn about newspaper production, basic web design, and responsible reporting. Be a leader. Be creative. Bring our school community closer through communication and celebration. Students will be given roles and responsibilities to maintain throughout the school year including but not limited to editor, reporter, columnist, anchor, photographer, design, or marketing. Students will have the

opportunity to lead projects; build skills around responsibility, deadlines, and teamwork; and gain experience with word processing, image and video editing, and cloud-based office tools.

Prerequisites: C or higher in English and Reading.

Choir:

Racer Choir is an elective class that is open to all seventh and eighth grade students. As students work together in choir they learn the performance and rehearsal skills necessary to develop a choral ensemble. Course content includes basic fundamentals of reading music notation, music theory, singing harmony, sight-reading and musicianship. The choir will perform at school concerts and at OSSAA district choir contest. Students are also given the opportunity to try out for OCDA honor choir and to compete at OSSAA district solo and ensemble contest. Students will be required to purchase a choir t-shirt that is worn for all performances.

Enrichment:

Enrichment offers the opportunity for students struggling in specific subject areas to improve upon the skills necessary to achieve grade level proficiency in the area of need. Enrichment is a separate class designed to improve upon and enhance the skills required within the core subject. Enrichment does not replace the core subject. Enrichment is currently offered in mathematics.

Financial Literacy and Life Skills

Course Explanation: Students will be taught material necessary to understand, plan, and manage their financial affairs. This course focuses on the development of practical methods for organizing financial information, developing achievable and worthwhile goals, and implementing actionable plans and risk management techniques to meet those goals. Specific topics covered include basic banking skills, money management, insurance, and investing.

Course Objectives:

Upon completion of the course the student should be able to:

- Perform basic banking skills of everyday life.
- Understand and evaluate common loans as they apply to interest rates, installment periods and what is necessary to apply for and qualify for common commercial loans.
- Develop a workable budget, create a personal balance sheet and plan to connect money management techniques to a financial goal.
- Fully understand types of risks and risk management methods, and develop a risk management plan, including health care, motor vehicle, disability and life insurance.

- Identify a variety of investment opportunities, assess benefits of long-term over short-term investments, and evaluate different types of investments such as stocks and bonds.
- Understand taxes as it is applied to income. What is social security and the basis for retirement planning.

First Lego League Robotics:

The robotics challenge consists of 2 parts: The Robotics Competition- Teams compete with LEGO NXT robots that they build and program. Students apply science and engineering concepts to strategize and design their robot. In addition, teams learn to overcome design and organizational difficulties. The Project- Teams are challenged to solve a problem in their community related to the theme of the challenge. At competitions, teams are given five minutes to present their solution to a panel of judges, who determine how effectively the team has researched the problem, solved it in an innovative way, and presented their solution.

Introduction to Health:

Introduction to Health will teach students about physical fitness and nutrition, personal health and hygiene, safety, medicine and drugs, relationship skills, and dealing with disabilities.

Leadership – Life Skills:

This serves as an introductory course to Family and Consumer Science provided in high school. Students will be able to fill out job applications and participate in mock job interviews. Students will be taught about I-9 forms and other job related forms. Students will also maintain checkbooks and be introduced to effective banking. This class discusses communication, conservation, foods, clothing, and career planning. Additionally, time is spent on ACT test preparation and scholarship planning.

Music Appreciation:

This non-performing music class is designed to be a music appreciation course that teaches students about the “ingredients” of music such as melody, harmony, notation, texture, style, rhythm and form. Students will explore the basics of music as well as sing, perform on classroom instruments, and listen to various examples of music from around the world, including musical theater.

Outdoor Education:

Outdoor Education gives students the opportunity to explore multiple outdoor activities, both inside the classroom and in an outdoor setting. Students will learn activities including: Explore Bow Hunting, Explore Bow Fishing, Fishing in Schools Program, Rock Climbing and Mountain Biking.

Physical Education:

Physical Education allows students to further develop their skills and abilities while continuing to focus on lifetime activity. Students will learn new skills in a variety of individual and dual sports while at the same time emphasizing fitness. Students will also go more in depth in their utilization of technology and try several lifetime activities such as golf, hockey, and spike ball. Students will continue to learn safety procedures for all activities and be given the opportunity to practice cooperation, sportsmanship, and teamwork skills.

Songwriting:

This fundamental songwriting course is designed for aspiring songwriters. Students will learn structural elements of the contemporary pop song form through critical listening, analysis, historical reference, methodology and actual writing practice. Basic tools will be outlined and then applied with weekly writing assignments. Knowledge and use of digital audio workstations are encouraged though not required for recording of their songs. No previous songwriting experience is required. The aim of this course is to help students develop a deeper understanding of the American pop song form and establish a basic artistic discipline as a creative songwriter.

Technology I:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in an innovative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and PowerPoint. Students will learn many Google tools - Gmail, Drawings, Docs, Slides, along with several apps in the Chrome Store. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools.

Technology II:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in an innovative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and PowerPoint. Students will learn many Google tools - Gmail, Drawings, Docs, Slides, along with several apps in the Chrome Store. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools. Students go further into the details of

the programs and websites that we used in Tech 1. Students also do some hands-on robotics and engineering projects. Tech 1 at NMS is a pre-requisite.

Technology II/Media/Yearbook:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in a creative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and Power Point. Students will learn all of the Google tools like Google Mail, Google Drawings, plus a lot more. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools. Students go further into the details of the programs and websites that were introduced in Tech 1. Students also do some hands-on robotics and engineering projects. Tech 1 at NMS is a pre-requisite.

Eighth Grade

Advanced Literature:

Advanced Literature This middle school Reading Elective course is designed to give students an opportunity to read books of their choice in an independent format. However, we will read some novels together. The goal is to expand student's thinking and insight, and maintain reading speed and comprehension while promoting an enjoyment of reading. Assignments will include reading, daily journaling and tests.

Agriculture Exploration:

Agriculture Exploration is a one-year course designed for eighth grade students with an interest in agriculture, food, fiber, and natural resources. Emphasis will be placed on agriculture literacy, consumer education, and leadership development. This is a hands-on course that will involve many short units including agricultural education, global agriculture, plant science, animal science, agribusiness, and natural resources. The course is structured to make learning about agriculture fun. It does this through the emphasis of the student organization, FFA, and the career development activities that are generated by being a part of the organization. It also encourages the development of record keeping skills through the requirement of establishing and maintaining a supervised agricultural experience program (SAE). High School credit is NOT issued for this course. Students desiring to continue in Agriculture classes in the 9th grade will have to take the introductory course, Agriscience I. .

Archery 1:

Archery 1 offers the opportunity for students to engage and learn about the National Archery in Schools Program (NASP). Archery 1 teaches students the sport of archery, archery equipment use, range safety, set-up, and properly using archery equipment in a safe manner. Students will attend and represent NMS at local competitions.

Archery 2: (Prerequisite: Archery 1).

Students must complete archery 1 before taking Archery 2. Archery 2 will give students the opportunity to apply skills learned from Archery 1 and use those skills on the archery range. Students will shoot on the archery range daily. Students will attend and represent NMS at local competitions.

Art I:

Eighth grade Art I introduces beginner students to the elements of Art, which include line, space, shape, form, value, and color. Students are able to familiarize themselves with different mediums of paint, pencils, inks, paper mache, and pastels. Over the course of the year, art history will also be addressed by allowing students to attempt to reproduce different works of art as the original artists.

Art II:

Art II allows students to utilize the skills they learned throughout Art I and further refine their creativity with various projects throughout the year. Students should expect their work to be more intricate and time consuming.

Art III/Portfolio Art:

Art III is comprised of students that have taken Art I and Art II. This is a class where students will receive direction on projects then take the initiative to complete their

work. Each student will use the completed projects to create a portfolio. Mediums will include pencil, pen and ink, pastels, paint and photos. Students will also be asked to enter art contests and, if possible, attend an art gallery.

Art - Studio Art 3D

Students will become familiar with and learn how to use the elements of design, a variety of materials, process, and techniques. Ceramic and sculpture are explored. Students should anticipate a studio base art class which may include creative problem solving, production of art work, critiques, self-evaluation, readings, note-taking, tests, and quizzes.

Students balance experimentation and safety, freedom, and responsibility while developing and creating artworks. Also intricate in class are historical and contemporary trends in art, which are explored through visual examples. *Completion of Art I necessary to enroll in this course.

Art - Painting

Painting courses provide a foundation in painting using a variety of techniques and media, emphasizing observation, interpretation of the visual environment, life drawing, and imaginative painting. This course includes applying the elements of art and principles of design, along with the study of art and artists from a worldwide perspective, and instruction in the critique process. This course will encourage students to refine their creative process and develop their own artistic styles. *Completion of Art I necessary to enroll in this course.

Athletics/Strength and Conditioning:

Athletics is for seventh and eighth grade students that wish to play competitive sports for Newcastle Middle School. The following sports are offered: Football, Fast Pitch Softball, Cross-Country (boys and girls), Volleyball, Power Lifting, Wrestling, Basketball (boys and girls), Track and Field (boys and girls), Golf (boys and girls), Slow Pitch Softball, Baseball, and Soccer (boys and girls). When the sport is not in season, this class will transition to Strength and Conditioning in order to allow students to continue to improve upon their physical skill set in the off season. These sports may be subject to a participation activity fee.

Band:

This class is an extension of Beginning Band. The expectations for performance will increase each year. These classes meet separately but will perform together for various concerts during the year. There are several public performances during the year and multiple competitions. Students in eighth grade Band will have the opportunity to audition for two different "Honor Bands" that are available in this part of the State. Students who make either "Honor Band" will have a two-day trip paid for by the Newcastle Band Boosters. The eighth grade band competes at an OSSAA concert contest in the spring as well as an independent contest that ends with the day at Frontier City. The eighth grade band members will also have the opportunity to play a solo late in the spring. In

addition, eighth grade percussion students may have the experience to be a part of the Newcastle Racer High School Band during their marching season. Eighth graders who have not previously taken band before may sign up for this class with the Band Director's approval but must work hard to catch up.

Broadcast and Digital Media

Let your voice be heard! Learn news, journalism, and publishing skills. Help produce the school newspaper, maintain the school student news website, and keep your classmates informed by making engaging announcements. Students will have the opportunity to learn about newspaper production, basic web design, and responsible reporting. Be a leader. Be creative. Bring our school community closer through communication and celebration. Students will be given roles and responsibilities to maintain throughout the school year including but not limited to editor, reporter, columnist, anchor, photographer, design, or marketing. Students will have the opportunity to lead projects; build skills around responsibility, deadlines, and teamwork; and gain experience with word processing, image and video editing, and cloud-based office tools.

Prerequisites: C or higher in English and Reading.

Choir:

Racer Choir is an elective class that is open to all seventh and eighth grade students. As students work together in choir they learn the performance and rehearsal skills necessary to develop a choral ensemble. Course content includes basic fundamentals of reading music notation, music theory, singing harmony, sight-reading and musicianship. The choir will perform at school concerts and at OSSAA district choir contest. Students are also given the opportunity to try out for OCDA honor choir and to compete at OSSAA district solo and ensemble contest. Students will be required to purchase a choir t-shirt that is worn for all performances.

Enrichment:

Enrichment offers the opportunity for students struggling in specific subject areas to improve upon the skills necessary to achieve grade level proficiency in the area of need. Enrichment is a separate class designed to improve upon and enhance the skills required within the core subject. Enrichment does not replace the core subject. Enrichment is currently offered in mathematics.

FACS Basics (FACS I):

This course is designed to provide students with basic information and skills needed to function effectively within the family and a changing, complex society. Emphasis is given to the development of competencies related to relationships, communication and conflict

resolution, caring for children, designing personal space, basic sewing skills, clothing selection and care, promoting good health and nutrition, food selection and preparation, and career exploration. Upon completion of this course, the student will have developed basic life skills that promote a positive influence on the quality of life. Student leadership through Family, Career and Community Leaders of America (FCCLA) is an integral part of this course. *Note: FACS Basics taken prior to 9th grade will be recorded on the student's transcript and will be credited toward high school graduation requirements, but will not count toward the high school grade point average.*

Financial Literacy and Life Skills

Course Explanation: Students will be taught material necessary to understand, plan, and manage their financial affairs. This course focuses on the development of practical methods for organizing financial information, developing achievable and worthwhile goals, and implementing actionable plans and risk management techniques to meet those goals. Specific topics covered include basic banking skills, money management, insurance, and investing.

Course Objectives:

Upon completion of the course the student should be able to:

- Perform basic banking skills of everyday life.
- Understand and evaluate common loans as they apply to interest rates, installment periods and what is necessary to apply for and qualify for common commercial loans.
- Develop a workable budget, create a personal balance sheet and plan to connect money management techniques to a financial goal.
- Fully understand types of risks and risk management methods, and develop a risk management plan, including health care, motor vehicle, disability and life insurance.
- Identify a variety of investment opportunities, assess benefits of long-term over short-term investments, and evaluate different types of investments such as stocks and bonds.
- Understand taxes as it is applied to income. What is social security and the basis for retirement planning.

First Tech Challenge Robotics:

First Tech Challenge is a robotics competition where teams to compete head to head, using a sports model. Teams are responsible for designing, building, and programming their robots to compete in an alliance format against other teams. The robot kit is mostly metal and uses android devices (smart phones) for control and is programmed using Java (android studio). Utilization of CAD design software and 3D Printing are part of the design and build process. Teams are required to develop strategy and build robots

based on sound engineering principles. Awards are given for the competition as well as for community outreach, design, and other real-world accomplishments.

Introduction to Health:

Introduction to Health will teach students about physical fitness and nutrition, personal health and hygiene, safety, medicine and drugs, relationship skills, and dealing with disabilities.

Leadership – Life Skills:

This serves as an introductory course to Family and Consumer Science provided in high school. Students will be able to fill out job applications and participate in mock job interviews. Students will be taught about I-9 forms and other job related forms. Students will also maintain checkbooks and be introduced to effective banking. This class discusses communication, conservation, foods, clothing, and career planning. Additionally, time is spent on ACT test preparation and scholarship planning.

Music Appreciation:

This non-performing music class is designed to be a music appreciation course that teaches students about the “ingredients” of music such as melody, harmony, notation, texture, style, rhythm and form. Students will explore the basics of music as well as sing, perform on classroom instruments, and listen to various examples of music from around the world, including musical theater.

Outdoor Education:

Outdoor Education gives students the opportunity to explore multiple outdoor activities, both inside the classroom and in an outdoor setting. Students will learn activities including: Explore Bow Hunting, Explore Bow Fishing, Fishing in Schools Program, Rock Climbing and Mountain Biking.

Physical Education:

Physical Education allows students to further develop their skills and abilities while continuing to focus on lifetime activity. Students will learn new skills in a variety of individual and dual sports while at the same time emphasizing fitness. Students will also go more in depth in their utilization of technology and try several lifetime activities such as golf, hockey, and spike ball. Students will continue to learn safety procedures for all activities and be given the opportunity to practice cooperation, sportsmanship, and teamwork skills.

Songwriting:

This fundamental songwriting course is designed for aspiring songwriters. Students will learn structural elements of the contemporary pop song form through critical listening, analysis, historical reference, methodology and actual writing practice. Basic tools will be outlined and then applied with weekly writing assignments. Knowledge and use of digital audio workstations are encouraged though not required for recording of their songs. No previous songwriting experience is required. The aim of this course is to help students develop a deeper understanding of the American pop song form and establish a basic artistic discipline as a creative songwriter.

Spanish I:

This class is an introduction to the Spanish language and culture. The four basic skills of listening, reading, speaking and writing will be acquired. In addition, students will translate from English to Spanish and from Spanish to English. Hispanic culture and topics will be discussed. Current events, history and geography will be constant topics included in class instruction. Students will engage in guided conversations and activities. **Due to increased demand for Spanish at the high school, there is a strong possibility that students taking Spanish 1 will not be able to enroll in Spanish II as freshmen.** *Note: Spanish I taken prior to 9th grade will be recorded on the student's transcript and will be credited toward high school graduation requirements, but will not count toward the high school grade point average.*

Technology I:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in an innovative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and PowerPoint. Students will learn many Google tools - Gmail, Drawings, Docs, Slides, along with several apps in the Chrome Store. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools.

Technology II:

Students will use basic computer knowledge in ways to solve problems, complete projects, and creatively express themselves. Students will learn to use technology in an innovative way by collaborating and thinking critically. Students learn to use many types of software including MS Word and PowerPoint. Students will learn many Google tools - Gmail, Drawings, Docs, Slides, along with several apps in the Chrome Store. Students create websites, learn photography, and create videos. Students explore many STEM objectives using Legos and other classroom tools. Students go further into the details of

the programs and websites that we used in Tech 1. Students also do some hands-on robotics and engineering projects. Tech 1 at NMS is a pre-requisite.

Technology II/Media/Yearbook:

Students will be able to use many of the skills learned in Technology I to create Newcastle Middle School's annual yearbook. Students will gain real life business experience throughout the year including communication with professionals in a business environment, finance, design, and photography. Problem solving and collaborative work is required. Students will also produce, record, and direct videos.

Special Education

Special courses are designed to meet the needs of students who are identified as having an educational disability through a comprehensive diagnostic evaluation and a written individualized education program. Placement in special education courses is determined by the student's Individualized Education Plan team. Prerequisite: evaluation, disability, eligibility, and individual educational plan.

Basic English 6th, 7th, and 8th:

This course provides a study of fundamental grammar, vocabulary, poetry, literature and reading skills appropriate for grade-level. The writing process is introduced, and the writing of complete sentences and structured paragraphs is required. In addition, students will write narrative, expository and argumentative five-paragraph essays using the 6 + 1 Writing Traits guide.

Basic Math 6th Grade:

The major concepts of mathematics will be taught in depth using a variety of methods and applications. Students will develop an understanding of and fluency with multiplication and division of fractions and decimals. They will also write, interpret, use, simplify, and solve mathematical expressions and equations. Finally, students will be able to develop a basic understanding of integer operations.

Basic Math 7th Grade:

Math 7 enhances the concepts that were taught in Math 6. Students will use a variety of methods and applications to develop an understanding of proportionality and apply that understanding to solve problems. Students will develop an understanding of and fluency with operations on all rational numbers. Finally, students will develop and apply strategies for solving linear equations.

Basic Math 8th Grade:

In Math 8, students will analyze and represent linear functions as equations. Students will study tables, graphs, and verbal expressions. In addition, students will develop an understanding of surface area and volume of three-dimensional shapes and use formulas to find the surface area and volume. Finally, students will analyze and summarize data sets in various formats.

Basic Reading:

This course is designed to meet each individual student's reading needs. Students will learn to enjoy reading a variety of genres, develop self-confidence, and increase all reading and test taking skills. Each student will learn strategies to acquire better reading comprehension, tools to learn different levels of vocabulary and how to use them correctly. Students will also learn and understand figurative language, poetry, and improve their writing skills.



Newcastle Public Schools

101 N. Main
Newcastle, OK 73065
<http://www.newcastle.k12.ok.us>
(405) 387-2890

Board of Education Meeting Agenda Document Cover Sheet

Meeting Date: April 11th, 2023

Agenda Item Subject: Overnight travel to Tulsa for State FFA Convention.

Submitted by: Brandon Morgan

Description: May 1st - 3rd, 2023

Crystal Williams
Signature

3/28/23
Date

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



Newcastle Public Schools

101 N. Main
Newcastle, OK 73065
<http://www.newcastle.k12.ok.us>
(405) 387-2890

Board of Education Trip Request Form

Name: Brandon Morgan

Site: High School

Grade/Class/Organization: FFA

No. of Students: 21

No. of Adults: 2

No. of Buses or Transportation: Transportation form completed

Date(s) of Trip: 5/1/2023 - 5/3/2023

Destination: Downtown Tulsa :

Purpose of Trip: State FFA Convention

May 1st: 9:00am - 2:00pm - Work at the Regional Food Bank, 6:00pm - Chapter Dinner

May 2nd: 8:00am - 9:00pm - State FFA Convention, May 3rd: 8:00am - 9:00pm , Return Home



Signature

3-30-23

Date



Principal or Supervisor Signature

Date

Superintendent

Date

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



Newcastle Public Schools

101 N. Main
Newcastle, OK 73065
<http://www.newcastle.k12.ok.us>
(405) 387-2890

Board of Education Meeting Agenda Document Cover Sheet

Meeting Date: April 11th, 2023

Agenda Item Subject: Overnight trip for FFA students

Submitted by: Brandon Morgan

Description: Judging the State FFA Interscholastic Contest in Stillwater

Brandon Morgan
Signature

4/6/23
Date

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



Newcastle Public Schools

101 N. Main
Newcastle, OK 73065
<http://www.newcastle.k12.ok.us>
(405) 387-2890

Board of Education Trip Request Form

Name: Brandon Morgan

Site: High School

Grade/Class/Organization: FFA

No. of Students: 7 students

No. of Adults: 2 Adults

No. of Buses or Transportation: Transportation form was completed.

Date(s) of Trip: April 28th - April 29th, 2023

Destination: Oklahoma State University - Stillwater
State FFA Interscholastic Contest

Purpose of Trip: Judging the contest

Brandon Morgan
Signature

4/6/23
Date

[Signature]
Principal or Supervisor Signature

4/6/23
Date

Superintendent

Date

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



NEWCASTLE PUBLIC SCHOOLS

MISSION STATEMENT

Newcastle Public Schools, as a caring community, guarantees high quality educational opportunities for the whole student every day and for the future.

Portrait of a Racer Graduate

Newcastle Public Schools expects our graduates will

- Possess the tools to be lifelong learners
- Communicate effectively, intelligently, and responsibly
- Utilize critical thinking and problem solving skills
- Function in a technological society
- Experience, appreciate, and understand the arts
- Gain respect for self, peers, the global community, and the natural environment
- Develop a strong work ethic
- Maintain a balanced, healthy lifestyle
- Demonstrate productive and responsible citizenship
- Assess the accuracy and appropriate use of information
- Determine whether an action is morally right and whether it benefits or hurts others

These expectations will help to develop college and career ready graduates that possess the life skills necessary to be productive citizens.

Core Beliefs

Newcastle Public Schools believes that to realize their expectations for graduates, teaching and learning should provide

- Relevant content
- Career readiness
- Ways to address students strengths and areas for growth
- Opportunities for collaboration
- Support services for students, families, and staff
- Innovative and authentic use of technology
- Opportunities for community support and partnerships
- Opportunities for community service

This type of teaching and learning, when paired with family support and parents as leaders, will create connections across content areas and opportunities for student leadership.

Core Values

In order to ensure quality teaching and learning, Newcastle Public Schools values

- Support for Every Racer, Every Day
- Investment in every student
- Investment in special populations
- A high standard for relationships
- A high standard for trust and transparency
- A mission to recruit and retain high quality staff

By upholding these values and providing a rigorous curriculum with high-quality instructional materials, Newcastle Public Schools will meet the diverse needs of students in a student-centered learning environment.





PROJECT NAME Newcastle HS Gym HVAC - Bid Results
PROJECT LOCATION Newcastle, OK
REVIEW DATE 3/23/2023
ARCHITECT MA+ Architecture
ESTIMATED DURATION 4 mo
BUILDING SIZE 18,852 sf

Trade Pkg	Nabholz	Description	Notes	Total Amount
01.00		General Conditions and Requirements		120,000
01.10		Allowances		
	01-1000	Allowances		
		Testing		5,000
		Misc. Demo, not in Trades		5,000
		Finishes Touch Up		2,500
		Final Cleaning		5,000
		Temp Disconnect for Portable Units		5,000
		Sodding		1,000
		01-1000 Allowances		23,500
		01.10 Allowances		23,500
03.1		Concrete	Superior Services and Supply	68,528
04.10		Masonry	CIA MAsonry	32,000
09.60		Painting	Cherokee Painting	15,690
23.10		Mechanical	Waggoners Heating and AC	594,662
26.1		Electrical and Fire Alarm	C. Ford Electric	60,275
32.5		Fencing	Superior Fence Construction	5,840
32.6		Site Concrete and Paving (ALLOWANCE)		
	32-1313	Site Concrete and Paving		
		ALLOWANCE: Alternate 3 Provide concrete surfacing in mechanical courtyard in lieu of decomposed granite	Recommend Rebid Q1 2024	7,500
		ALLOWANCE: Site Concrete and Paving	Recommend Rebid Q1 2024	75,000
		32-1313 Site Concrete and Paving		82,500
		32.6 Site Concrete and Paving (ALLOWANCE)		82,500



PROJECT NAME Newcastle HS Gym HVAC - Bid Results
PROJECT LOCATION Newcastle, OK
REVIEW DATE 3/23/2023
ARCHITECT MA+ Architecture
ESTIMATED DURATION 4 mo
BUILDING SIZE 18,852 sf

Estimate Totals

Description	Amount	Totals	Rate
Allowances	23,500		
Subcontract	859,495		
GC's / GR's	120,000		
Cost of Work	1,002,995	1,002,995	
Building Permit	5,355		
Permits and Fees	5,355	1,008,350	
General Liability	10,654		
Builder's Risk	1,570		
Insurance	12,224	1,020,574	
Performance Payment Bond	5,608		
Bonds	5,608	1,026,182	
CM/Owner Contingency	56,075		5.000 %
Contingency	56,075	1,082,257	
Preconstruction Services Fee			
Project Fee	39,253		3.500 %
Contractors Fee	39,253	1,121,510	
Total		1,121,510	

PROJECT CONFIDENTIAL

Property of Nabholz Construction Corporation Not for Duplication or Distribution

This document includes data that is deemed trade secret or proprietary to Nabholz and prepared in conjunction with the Project. This document is shared with the Project team solely for use on this Project consistent with the responsibilities of the Project team. The Recipients shall not duplicate, use, or disclose, in whole or in part, to any person, entity, or party outside the Project team without Nabholz' prior written authorization.

SUICIDE AWARENESS, TRAINING, AND PREVENTION

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

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

SUICIDE PREVENTION TRAINING: The school district shall provide training and education to all staff members on suicide awareness and prevention on a biennial basis. The training will include evidence-based approaches to suicide prevention or curriculum made available or approved by the Department of Mental Health and Substance Abuse Services, including how to recognize changes in behavior that may be indicative of distress, how to approach students to discuss concerns, and how to refer a parent or student to appropriate resources. Beginning with the 2022-2023 school year, the school district may provide training to address suicide awareness and prevention to 7th through 12th graders.

PUBLICATION AND DISTRIBUTION: The course outline for the training curriculum shall be made available on the school district's website.

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

IMMUNITY FROM EMPLOYMENT DISCIPLINE AND CIVIL LIABILITY: Teachers, counselors, principals, administrators, and other school personnel shall be immune from employment discipline and any civil liability with respect to the following actions:

1. Calling 911, law enforcement, or the Department of Human Services if they believe a student poses a threat to themselves or others or if a student has committed or been the victim of a violent act or threat of a violent act;
2. Providing referral, emergency medical care or other assistance offered in good faith to a student or other youth; or

3. Communicating information in good faith concerning drug or alcohol abuse or potential safety threat by or to any student to the parents or legal guardians of the student, law enforcement officers or health care providers.

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

COMMUNITY INTERVENTION AND PREVENTION SERVICES: The school district may enter into agreements with designated Youth Services Agencies for the provision of intervention and prevention services.

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

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



December 14, 2022

PROJECT: Newcastle High School

OWNER: Newcastle Public Schools

TO: Mark Kasulis
MA+ Architecture
110 N. Mercedes Drive, Suite 200
Norman, Oklahoma 73069

FROM Foodservice Design Professionals, LLC
Lance Brooks
584 N. Kimball Ave.
Southlake, TX 76092

Our proposal includes the professional services as listed in Article 1.0 through 8.0 necessary to design, plan, and coordinate the Foodservice Areas for the above referenced project. In addition, it includes all Administrative and Contract Administration services, from Schematic Design through Construction Administration. These services are hereinafter known as the "Basic Services." It is prepared and offered by Foodservice Design Professionals, hereinafter known as the "Consultant," to "MA+ Architecture" hereinafter known as the "Architect." Our proposal is intended to form the basis of an agreement between the "Architect" and the "Consultant" for the services and fees.

SCOPE OF PROJECT:

The Foodservice areas and criteria described hereafter are to form the scope of the work to be performed by the Consultant. They are in accordance with our understanding of the Owner's needs and project requirements.

AREAS TO BE DESIGNED AND CRITERIA:

- Full scope of services for an addition to the high school to accommodate 1,500 students. Equipment cost estimated at 1.7 million equip cost, if costs exceed this estimate, additional services may be requested.

EXCLUSIONS:

We exclude from our proposal any Foodservice areas or criteria not defined or the following items:

- Utensils, tabletop supplies and equipment otherwise known as Smallwares.
- Interior Design related to the foodservice areas.
- Office furniture and equipment, communications and point of sales (POS) systems, etc.
- Dining room furnishings and equipment.



1. GENERAL:

1.1 Full services will be provided for Foodservice systems which shall include but not be limited to consultation and review, full-service design, preparation of Construction Documents including detailed technical specifications, assistance in analysis of Construction Bids, Construction Administration, and Code Analysis.

1.2 For the purpose of maintaining continuity, we propose to designate project responsibilities to representatives of the firm who shall be authorized to act on our behalf.

Project Administrator/Designer: Lance Brooks

1.3 Our services will be performed in a manner, sequence, and timing so as to be coordinated with the Owner's requirements and services of the Architect and other Consultants.

1.4 We will prepare and provide progress copies of reports, drawings, specifications and other documents for Architect/Consultant coordination and Owners' review at intermediate intervals and each phase of progress. The documents may include on request a current budget or cost estimate for our part of the work, based on the current drawings and specifications. The Consultant, the Owner and/or their agents, Architects and other Consultants shall review the documents for design intent and estimated budget conformance. The Owner, Architect or their agents will issue a written approval and notice to proceed, and/or instructions for changes or modifications. Changes and/or modifications when required will be incorporated, reviewed and approved in writing before proceeding to the next phase of the project.

1.5 We propose to provide all design drawings and documents in the Architects' format or typical CSI three-part format for specifications.

1.5.1 Drawings, including equipment plan, utility plans, elevations, sections and details will be prepared using Revit on the Architect's standard sheet size, title block and drafting standards.

1.5.2 All documents may be furnished in their native electronic format on request.

1.6 The Consultant agrees to enter into a Standard AIA Contract Document Agreement between the Architect and Consultant, if required.

2. ARCHITECTS OR OWNERS RESPONSIBILITIES: Provide the Consultant with reasonable promptness at the appropriate phase all required information regarding this Part of the Project as outlined hereafter and as specified.

2.1 Pertinent preliminary and updated Revit or reproducible Architectural background base sheets at intermediate intervals and phases of the project when necessary to communicate a spatial description of the foodservice areas and/or any changes to the space which will affect the Work of the Consultant.

2.2 Project Information provided by the Architect of Record including:



- Project directory including all primary code and Jurisdictional Authorities, Consultants, Designers, Engineers, Architects, Contractors and Owner's Representatives.
 - Initial Foodservice equipment estimated budget.
 - Project Revit, graphic and quality control standards and policies.
- 2.3 Pertinent building construction details, mechanical, electrical, plumbing and structural characteristic of the building or site, which affect the work of the Consultant.
- 2.4 Architect/Owners' design standards for Foodservice materials and equipment if applicable.
- 2.5 Foodservice operations program and planning documents outlining the following if available:
- Menu and operational concepts.
 - Staffing requirements.
 - Hours of operations.
 - Anticipated types, numbers and frequencies of persons to utilize operation.
 - Objectives of the Foodservice operation.
 - Special materials, production, and delivery requirements.
 - Historical data for current operations.
 - Spatial program for all Foodservice areas.
- 2.6 Owner operational and maintenance standards.
- 2.7 Insurance underwriter criteria.
- 2.8 Architects/Owners' schedule for the project.
- 2.9 The Architect/Owner will render decisions in a timely manner pertaining to design and document submittals prepared by the Consultant in order to avoid unreasonable delays in the orderly and sequential progress of the Consultant's Work. Architect/Owner's agent or representative shall issue any instructions, approvals, changes, modifications or directives to the Consultant in writing and in a timely matter.
- 2.10 The Architect shall provide the Consultant with a complete set of Contract Documents and/or a set of all Contract Documents pertaining to this portion of the work for their records at no cost to the Consultant. In addition, the Consultant shall be provided with copies of all Bids for this Part of the Work, Contracts, correspondence, change orders, and other documentation which may affect the Work performed by the Consultant.
- 2.11 The Architect shall submit drawings for this project during Permit to all local jurisdiction permitting authorities as required. Any foodservice related comments from permitting authorities shall be forwarded to the Consultant for response.
- 3. CONCEPTUAL OR PRE-DESIGN PHASE:** Consultant proposes to provide the following services during this phase of the project.
- 3.1 To attend meetings, *as specified in Section 9.1*, to consult with the Owner and/or their agents, Architects, Foodservice personnel, Administrators and Consultants.



3.2 To gather and analyze all data pertinent to defining the scope of the overall requirement and scope of the Foodservice operations.

4. SCHEMATIC DESIGN PHASE: Consultant proposes to provide the following services during this phase of the project.

4.1 To attend project meetings, *as specified in Section 9.1*, and assist the project team in confirming or formulating design capacities, menu/concept definition, design, schedule and operation systems identification. Further to review the architectural and interior design goals and requirements and make any recommendations needed to coordinate the work of the Architect and other Consultants.

4.2 To prepare conceptual, schematic design studies, drawings, sketches, narratives or other illustrations necessary to indicate the utilization of space within the foodservice areas.

4.3 To prepare a Schematic Design drawing of the Foodservice areas, along with a preliminary list for Foodservice Materials and Equipment based upon the basic concepts. The list may be used to locate and identify in preliminary form, distinct materials and equipment, options, features, etc., and provide the basis for a preliminary estimated budget.

4.4 To prepare a final Schematic Design study of the Foodservice areas along with the preliminary estimated budget for review and approval by the Owner.

5. DESIGN DEVELOPMENT PHASE: Consultant proposes to provide the following services during this phase of the project.

5.1 To attend Design Development meetings, *as specified in Section 9.1*, with the Owner, their agents, Architects, and Consultants as necessary to review and coordinate the design work.

5.2 To prepare Design Development drawings and illustrations detailing and scheduling all Foodservice areas and their functional aspects with relationship to the program.

5.3 To prepare a project manual for in-house use only which shall contain manufacturer's catalogue sheets or other illustrations as may be necessary to indicate the equipment selections, components and general construction standards. Components will be keyed to the drawings and will describe the quantities, options, features and utility requirements. The document will include a check list of all items requiring coordination of the Architect/Owner and their Consultants and an outline specification for the work to be performed.

5.4 To review, develop design details, and coordinate with the interior designer and Architect/Owner the Foodservice equipment, materials and areas.

5.5 To provide an updated estimated budget for the Foodservice equipment for approval by the Architect and Owner based on the Design Development documents.

5.6 To review all national, state and local codes governing Foodservice facilities at the Project site and to make recommendations for compliance.

5.7 To work with an Engineer to confirm compliance with all applicable local and state laws, if required.



-
6. **CONTRACT DOCUMENT PHASE:** Consultant proposes to provide the following services during this phase of the project.
- 6.1 To attend design meetings, *as specified in Section 9.1*, with the Owner, their agents, Architects and Consultants to properly coordinate the Contract Documents.
- 6.2 Based on the approved Design Development documents and any further adjustments in the Scope or quality of the Project or in the Project estimated budget authorized by the Owner or Architect, we will prepare for approval, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the Project.
- 6.2.1 The drawings will indicate the size and location of all equipment, equipment schedules, utility schedules and special general construction requirements which are directly related to the function of the Foodservice equipment. Additionally, drawings shall include all necessary equipment elevations, sections and details.
- 6.2.2 The specifications will describe all requirements for equipment and materials procurement, contractor's responsibilities, and performance standards necessary to receive competitive bids on the work to be performed in conjunction with these services.
- 6.2.3 All services provided will comply with federal, state and local codes, regulations and agencies having jurisdiction at the project site. Foodservice Design Professionals will provide all plans and specifications to the Architect/Owner for their submission to code and jurisdictional authorities for plan review, approval and permitting.
- 6.3 Provide an updated estimated budget for the Foodservice equipment.
7. **BIDDING AND NEGOTIATING PHASE:** Consultant proposes to provide the following services during this phase of the project.
- 7.1 Provide a list of qualified bidders for the project and to assist the Owner or Architect in the obtaining of bids or negotiated proposals for the Foodservice work.
- 7.2 Provide written document interpretations, clarifications, addendums or changes required for this Part of the Work.
- 7.3 To consult with or assist the Architect/Owner in evaluating the bids and contractors for this part of the work.
- 7.4 Provide all cost analysis reduction required for negotiating bids consistent with the approved estimated budgets and Scope of Project approved by the Owner or Architect.
8. **CONSTRUCTION ADMINISTRATION:** Consultant proposes to provide the following services during this phase of the project.
- 8.1 To advise and consult with the Owner, Architect, and Consultants during this phase of the work and to assist the Architect in issuing any interpretations, change requests or instructions to the Contractor for this Part of the Work.



- 8.2 We will review and/or take other appropriate action upon, and forward to the Architect for final disposition, Contractor's submittals such as Shop Drawings, Product Data and Samples with respect to this Part of the Project; but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Included in the basic services are the first submittal and a second re-submittal review. Additional submittal reviews may be considered extra services.
- 8.3 Provide a substantial field observation upon notice by the Architect at the appropriate stage of construction. Based on this observation, issue a written report recommending acceptance or rejection of any work or materials that fails to comply with the Contract Documents.
- 8.4 Once the maximum number of visits by Foodservice Design Professionals to confirm completion of this field observation has been attained, the additional time expended by Foodservice Design Professionals to verify completion of the observation listed items will be reimbursed by the Architect to Foodservice Design Professionals based on a time and material basis.
- 8.5 Based on our evaluation of the Contractors Application for payment, assist the Architect in determining the amounts due the Contractor for this Part of the Work.
- 8.6 Foodservice Design Professionals will endeavor to protect the Owner against defects and deficiencies in the Foodservice equipment. The General Contractor will supervise the actual installation of the equipment. FDP cannot guarantee the performance and/or equipment of any other Contractor.

9. SCHEDULE OF MEETINGS AND TRIPS:

- 9.1 We agree to meet as necessary when requested, providing such visits are authorized by the Architect/Owner, in conjunction with regular or special job meetings or reviews. In addition, the cost of travel, food and lodging associated with review meetings and trips outside a 50-mile radius of the DFW Metroplex, scheduled or non-scheduled, shall be a reimbursable expense. Such expenses are to be in accordance with the terms and conditions as described under "Reimbursable Expenses," as specified in the Master Agreement.

10. COMPENSATION FOR PROFESSIONAL SERVICES:

- 10.1 For the basic services as hereinbefore described under Sections 3.0 through 8.6, we propose a professional fee of:

**4 % of Estimated Foodservice Equipment / Install costs (+ TRAVEL)
Travel: \$800 Each Trip (5 MAX)**

For the Project plus any reimbursements as provided for in Section 11

- 10.2 Invoices for compensation shall be submitted monthly in proportion to the services performed, which shall not exceed the following scheduled percentages for each completed phase of the work to be performed plus the reimbursable expenses incurred during the billing period.

Schematic Design Phase.....25%
 Design/Development Phase.....20%
 Construction Document Phase35%



Bidding or Negotiation Phase10%
Construction Admin. Phase/Final Inspection...10%

10.3 Invoices shall be promptly presented to the Architect and will be due as specified. The Consultant reserves the right to stop work on the project, without penalty, if payment of compensation exceeds a reasonable period of time from the date of billing.

10.4 Any fees paid for securing the approvals of authorities having jurisdiction over the project are to be paid by the Owner.

11. REIMBURSABLE EXPENSES:

11.1 FDP proposes to be compensated for reimbursable expenses at the actual expense incurred by Foodservice Design Professionals. Reimbursable expenses include, but may not be limited to the following items:

- Special mailing or shipping expenses of printed data, drawings, samples, etc.
- Reproduction of printed data other than inter-Consultant coordination printings.
- Material for mock-ups or renderings.
- Any fees paid by FDP for Health Department reviews, if required.
- Architect’s web-based project management software.

11.2 Major progress CAD/Revit plotting and/or printing at the end of each phase or review milestones described under Section 3.0 through 8.6 are included in the cost of the Basic Services. Additional plotting or printing multiple sets of documents will be charged at the current commercial printing rates.

12. EXTRA SERVICES:

12.1 Extra Services shall be defined as those services necessary to make changes in previously approved drawings, specifications and/or an appreciable change in the scope of the project as described under "Areas to be Designed & Criteria." No additional services will be performed without the written consent of the Architect or Owner.

12.2 For extra services, we propose to be compensated on a time and material basis for such time as may be actually devoted to the extra services.

Project Principal	\$250.00
Project Manager	\$125.00
Production Manager	\$100.00
Production Staff / Secretarial Support	\$90.00

12.3 Reimbursable expenses related to extra services will be charged on the same basis as described under the Section titled "Reimbursable Expenses."



13. OPTIONAL SERVICES (These services are provided at additional fees):

- 13.1 Inventory and evaluation of existing foodservice equipment.
- 13.2 Foodservice Management/Operator RFP/selection process.
- 13.3 Record drawings to reflect revisions/design changes accrued during construction.
- 13.4 Commercial laundry consulting services.
- 13.5 Health Department Submittal.
- 13.6 Demo/Existing Drawings.

14. ACCOUNTING PRACTICES:

- 14.1 Foodservice Design Professionals maintains a comprehensive set of records related to any service or expense incurred for this Project and agrees to provide supporting information within a reasonable time when requested by the Architect.

15. INSURANCE AND MUTUAL ASSISTANCE:

- 15.1 We propose that the Architect and Consultant each carry insurance with reputable insurance companies in amounts sufficient to protect themselves from claims arising out of the performance of professional services caused by any persons employed by them or by others for which they are responsible. It is agreed that such policies may have a deductible clause so long as the amount of the deductible does not exceed the usual and ordinary deductible found in such policies. If the negligence or other legal fault of either party causes the other party to incur expenses or liability, either because of the existence of such deductible clause or for any reason, the party who is negligent or otherwise at fault shall reimburse the other party for such expense and hold them harmless from any such liability.
- 15.2 If any claim related to performance hereunder be asserted against either party, the party claimed against shall receive all reasonable assistance from the other.
- 15.3 Foodservice Design Professionals will furnish to the Architect certificates of their standard insurance policies and coverages upon which this proposal is based and name the Architect as "Additional Insured." Premiums for increased limits and/or additional insurance required by the project shall be added to the fee of the Consultant.

16. USE OF CONSULTANT'S DRAWINGS SPECIFICATIONS AND OTHER DOCUMENTS

- 16.1 Except for reference and coordination purposes in connection with future additions or alterations to the Work, Drawings, Specifications and other documents prepared by the Consultant are instruments of the Consultant's service for use solely with respect to this Project and, unless otherwise provided, the Consultant shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The Architect and Owner shall be permitted to retain copies, including reproducible copies of the Consultant's Drawings, Specifications and other documents for information and reference. The Consultant's Drawings, Specifications or other documents shall not be used by the Architect/Owner or others



on other projects, or for completion of this Project by others, unless the Consultant is adjudged to be in default under this Agreement, except by agreement in writing and with appropriate compensation to the Consultant.

16.2 The Architect and Consultant shall not make changes in each other's Drawings, Specifications and other documents without written permission of the other party.

16.3 The Consultant shall maintain on file and make available to the Architect design calculations for this Part of the Project and shall furnish copies thereof to the Architect on request.

16.4 Submission or distribution of Consultant's documents to meet official regulatory requirements or for similar purposes in connection with This Part of the Project is not to be construed as publication in derogation of the Consultant's reserved rights.

17. PROFESSIONAL RECOGNITION

17.1 The Architect agrees to acknowledge the professional services provided by the Consultant in detailed press releases, magazine articles, and other such publications where reference is made to the planning and design consulting services performed by the Consultant relative to the Foodservice facilities for the Project. Architect agrees to share such acknowledgements with the Consultant for their records and use.

18. TERMINATION, SUSPENSION OR ABANDONMENT

18.1 This Agreement may be terminated or suspended by written notice, by either party, if the Project is suspended or abandoned by the Architect or Owner. The Consultant shall be compensated in accordance with the terms and conditions of this proposal for all work and expenses incurred prior to notice of termination.

18.2 If the Project is suspended and resumed by the Owner or Architect, the Consultant's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the Consultant's services.

19. SUCCESSORS AND ASSIGNS

19.1 The Architect and the Consultant each bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement. Neither the Architect nor the Consultant shall assign, sublet, or transfer their interest in this Agreement without written consent of the other.

20. APPLICABLE LAW

20.1 Unless otherwise specified, this Agreement shall be governed by the laws of the principal place of business of the Architect, and/or in the state in which this agreement was executed.



Acceptance of our proposal may be indicated by signature, where provided, and returning the original to our office. (Note – this proposal may be withdrawn by us if not accepted within 90 days from the date on Page 1 of this proposal.)

We sincerely appreciate the opportunity to offer our services on this project and look forward to working with you and your associates. We are hopeful that our proposal meets your needs. However, we will remain open to any additional information or modifications you may require.

Respectfully submitted,

Lance Brooks

Lance Brooks, President

December 14, 2022

Date:

ACCEPTED:

Printed Name

Signature

Date:

**AGREEMENT TO PURCHASE AND SELL
USED SALVAGEABLE MATERIALS**

THIS AGREEMENT is made and entered into this ___ day of _____ by and between _____, a non-profit organization, hereinafter referred to as "Seller" and Professional Recyclers, Inc., bodies corporate of the State of Oklahoma hereinafter referred to as "Buyer". Professional Recyclers, Inc. is an Oklahoma Professional Fundraiser working with local organizations.

Whereas, Seller is a bona fide non-profit, school or charitable organization in the State of Oklahoma and to the end carries on charitable and promotional activities consistent with its goals and purposes in conformity with its Articles of Incorporation, and:

Whereas, Seller agreed to sell and Buyer has agreed to purchase Sellers salvageable merchandise subject to the terms and conditions hereinafter set forth.

NOW THEREFORE, it is agreed between the parties as follows:

1. During the term of this Agreement and any renewal hereof, Seller shall exclusively sell and Buyer shall, subject to the terms and conditions stated herein, purchase all of the Sellers salvageable merchandise from which Seller receives as donation from the general public in Oklahoma. Nothing provided for herein shall prevent Buyer from purchasing such other salvageable merchandise as it may see fit including, but not limited to, new merchandise, mill ends or close out items, or other merchandise, donated to any other charitable organization. The parties acknowledge and agree that they are sole and independent entities, Seller being engaged in the potential solicitation and conversion of its salvageable material to cash funds to be used for its charitable goals or contracting out of for the same Buyer, and Buyer being engaged in the wholesale purchase and thereafter sale of goods and wares to outside entities.
2. Buyer and Seller agree that for the duration of this contract, Buyer will purchase the salvageable merchandise at the rate of Fifty dollars (\$50.00) per sortable cart. Buyer and Seller are aware that the quality of the salvageable merchandise may and often does vary. Drop boxes may be placed on their behalf. Seller will be paid Fifty dollars (\$50.00) per sortable cart of merchandise received by Buyer.
3. Buyer will pick up merchandise at certain donation drop off sites designated for the benefit of Seller. All operating expenses, truck expenses, shipping and storage shall be borne by Buyer. Buyer, if requested, shall arrange for pickups at the donor's location as directed by Seller.
4. Buyer will maintain public liability insurance, property damage insurance and will name Seller and property owner as additionally named insured. Insuring Seller and property owner against any claim in connection with the operation of any premises and/or vehicles used in Buyer's business. Buyer shall have the right to independently contract for or use its own trucking company to pick up the merchandise at the donors addresses.

5. Either party may cancel this agreement, with or without cause, upon the canceling party's giving thirty (30) days written notice to the non-canceling party. Said notice shall be by certified mail.
6. This Agreement is binding upon and shall inure to the benefit of the parties hereto, their successors, heirs, representatives, designees, and assigns.
7. This Agreement constitutes the entire understanding and agreement of the parties and may not be modified, altered or amended except by a signed written agreement executed by all parties hereto.
8. All notices required under this Agreement shall be sent certified mail; postage prepaid to "Seller" at _____ or to "Buyer" at Professional Recyclers, Inc., 4525 S. Penn, Oklahoma City, OK. 73119.
9. This Agreement was executed in multiple counterparts, each of which shall be deemed an original.
10. This Agreement may not be assigned, in whole or in part without written consent of the Buyer and Seller.

IN WITNESS HEREOF, the parties hereto have caused this Agreement to be executed on the day and date first above written in their duly authorized corporate offices that have the full and complete authority to bind the corporate parties hereto.

Signed,

On Behalf of _____ Date _____
"Seller"

Subscribed and sworn to before me by _____, an authorized agent for
aforementioned charity, on this ____ day of _____.

Professional Recyclers, Inc. Date _____
"Buyer"

Subscribed and sworn to before me by _____, an authorized agent for
Professional Recyclers, on this ____ day _____

State of _____
County of _____

This instrument was acknowledged before me on this ____ day ____ by

(Name of person or persons acknowledging)

Signature of Notary Public

BOND NO. OK 100300
Effective Date March 7, 2012

OKLAHOMA SECRETARY OF STATE
PROFESSIONAL FUND RAISER STATUTORY BOND

KNOW ALL MEN BY THESE PRESENTS that the firm, person, individual, organization, group, association, partnership or corporation known as

PROFESSIONAL RECYCLERS INC

located at 4525 S Pennsylvania Ave, OKLAHOMA CITY, OK 73119

as Principal, and Merchants Bonding Company (Mutual)

located at 2100 Fleur Drive, Des Moines, Iowa 50321

as Surety, are held and firmly bound unto the Oklahoma Secretary of State and any person, including a charitable organization who may have a cause of action against the Principal of said Bond for any malfeasance or misfeasance of such Principal or any professional solicitor employed by him in the conduct of such solicitation, in the sum of Two Thousand Five Hundred Dollars (\$2,500.00) lawful money of the United States of America, to be paid to the Oklahoma Secretary of State for use of the State of Oklahoma, and to any person, including a charitable organization, who may have cause of action against the Principal or any professional solicitor employed by him in the sum of Two Thousand Five Hundred Dollars (\$2,500.00) for which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally by these presents. This bond shall cover the Principal and every person who shall assist him in fundraising.

The above bounden Principal has applied to the Oklahoma Secretary of State for registration as a Professional Fund Raiser for the purpose of planning, conducting or managing the solicitation of charitable contributions pursuant to Title 18, Sections 552.1-552.18. This Bond shall be effective one (1) year from the date of the registration of the Principal with the Secretary of State.

IN WITNESS WHEREOF, we have hereunto set our hands this 1st day of January, 2012.

Legal Name of Principal:

Legal Name of Surety:

PROFESSIONAL RECYCLERS INC

Merchants Bonding Company (Mutual)

[Signature]
(Signature)

[Signature]
(Signature)

Mark J. Alexander (owner)
(Print Name and Title)

Tyson Conley Attorney-in-Fact
(Print Name and Title)

Subscribed and sworn to before me this 1st day of January, 2012.

My Commission Expires: 11/04/2013
(Notary Seal)

[Signature]
Notary Public Marilyn Boyd



RECEIVED

(SOS FORM 103-08/01)



3236 SE 15th Del City, OK 73115

Pastor Mike Smith

Phone: 405.670.2900

Del Baptist Temple

www.delbaptist.org delbaptisttemple@juno.com

Dear Sir,

I would just like to say how much we appreciate the gift that you gave our church.

As you probably know, our Church supports many Missionaries all around the world on a monthly basis. And each Christmas we give them an extra gift. To fund this we take up a special offering in addition to turning in aluminum cans and other things.

The relationship that your company has established with us is a big blessing, and helps us accomplish our goal. Norma has remarked how helpful you and your employees have been and I know that the Missionaries love it!!

If there is anything I can do for you, feel free to call.

Thank you,

A handwritten signature in black ink, appearing to read 'Michael R. Smith', written over a horizontal line.

Michael R. Smith,
Pastor

Angel Fire Equestrian Center



15121 E. County Rd. 75
Coyle, Ok. 73027
405-466-1541
valerieacotton@yahoo.com

I would like to highly recommend the services of Professional Recyclers. They are very competent and take care of business in a professional way. We have been in partnership with them for several years. We no longer do garage sales but use the services of Professional Recyclers as our fundraiser. Their drop boxes are a win-win situation for everyone involved. Our clients are able to recycle their items 24-7 by using our drop box. We are paid for items that are donated to us. It is much easier than storing and collecting items for a garage sale not to even mention all of the time and work involved in putting on a garage sale. Our friends and clients are very excited that we are willing to pick up items left over from their garage sales. We are able to do this because of our drop box and our partnership with PR. We truly appreciate this opportunity to work with Professional Recyclers and recommend their services highly.

Thank you,
Valerie Cotton
Director

Valerie Cotton
"



To whom it may concern,

I want to tell you how much "Recycle for Charity, Int'l" has been a blessing to Mission Norman. Mission Norman is a non profit 501-C-3 charitable religious organization. When their box is full they give Mission Norman \$50.00. Many times we receive over \$200.00 a month from these folks. This \$200.00 can purchase at least 1667 pounds of food. This money helps our Mission to provide food for over 3500 people per month.

Recycle for Charity is a great organization, helping not only Mission Norman but many other such Religious Organizations and Churches.

Yours in Christ,
Gene Barnes
Mission Norman Director
405-401-7781
gene@missionnorman.org



Connection Church

To Whom Ever It May Concern,

Our partnership over more then a year with Professional Recyclers keeps proving itself to be one of the best and most rewarding partnerships we could have ever embarked upon. Not only do they do amazing things with the donations, not only do they partner with the best and most trusted groups, not only do they pour back into the community... they are some of the most amazing honest people. Problems are quickly resolved, its easy to get in touch with a real human, and they care – they honesty care about not only their boxes but us also!

I would encourage anyone thinking about partnering with Professional Recyclers to take the plunge!
You will not regret working with these awesome people.

Yours –

Pastor Mitch Fitzgerald
Lead Pastor Connection Church AG
Blanchard OK
connectionchurch@pldi.net
pastorfitz1979@google.com

Suited For Success

Helping Women Achieve Self Sufficiency

P.O. Box 32258
Oklahoma City, OK 73123
www.suitedforsuccess.com

Phone: 405-521-1088
Fax: 405-948-0272
Email: info@suitedforsuccess.com



June 25, 2009

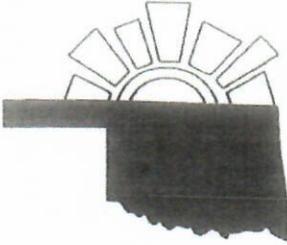
Dear Alex,

Suited For Success, Inc. has partnered with the Community Thrift Store as part of the "Pink Bag" program since 2005. We are pleased to have a resource that allows us to support other nonprofits in our community, recycle donations that are not appropriate for our needs and receive income that helps sustain our mission. Shawn and his crew are very courteous and are generally able to accommodate our schedule. The payments for the bags are received in a timely manner and any discrepancies have been reconciled to our satisfaction.

We look forward to a continued relationship with the Community Thrift Store. Should you need additional information please contact me at 521-1089.

Sincerely,

Susan K. Walton
Executive Director



Epilepsy Association

Member agency
of
Community
Health Charities
HOPEFUL FOR A HEALTHY AMERICA

This agency has a Designated
Endowment Fund with...



Oklahoma City
Community
Foundation

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Jenniafer Walters

Beverly Young
Newsletter Editor

Earle Young

LETTER OF RECOMMENDATION

June 25, 2009

To Whom It May Concern:

It is an honor to recommend Duane "Alex" Alexander and Professional Recycler's, Inc. to your company, organization, or individual who might be considering a contract or other services by Alex and his company.

I have known and worked with Alex for over 5 years. The Epilepsy Association of Oklahoma was and still is under contract to Professional Recycler's, Inc. The service they provide is the absolute best. Our organization -while the charity of choice for PRI- received monthly funding that made it possible for us to hire a part-time office manager, and pay for seizure medication for financially strapped families.

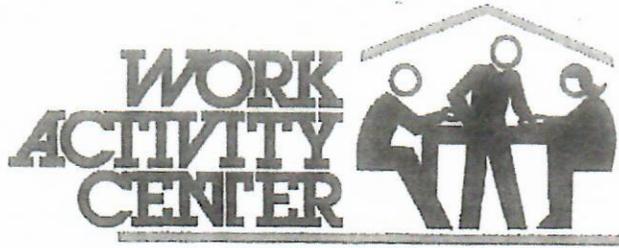
When I would schedule a pick up of items at a designated location, I knew I could count on Professional Recycler's to be there on time. The drivers treated the people respectfully, and there was never a complaint call to the Epilepsy Association against the drivers.

Duane Alexander is a man of his word. He is a man of character, and that's why I continue to partner with him. He believes in being of service to the community, and has a fundraising idea called "Recycle for Charity" which will benefit any company, or organization who works the program.

Sincerely,


Beverly Young
Office Manager

EPILEPSY ASSOCIATION
OF OKLAHOMA



203 East Main
Moore, Oklahoma 73160-5913
(405) 799-6911
(405) 793-0850 * Fax

Jobs For Developmentally Disabled

April 18, 2013

LETTER OF REFERENCE

I first met Duane "Alex" Alexander of Professional Recycler's, Inc. In 2004 when he moved from California to manage (4) thrift stores in the Oklahoma City area. He was invited to speak at a Board meeting of the Epilepsy Association of Oklahoma where I served as president -and later as Office Manager. At that time, Alex offered the Association a contract whereby we could earn additional revenue to finance our seizure medication refill program, purchase publications to distribute to families with epilepsy, and to help with operational expenses. The contract consisted of setting up "Donation Stations" in various areas where people could bring resalable items and drop them into the boxes for pick up by Professional Recycler's, Inc. The Association received a monthly check as a result of this contract. Alex and his staff kept the stations maintained, and there were no complaints whatsoever. The program was very successful.

Now, as Executive Director for the Work Activity Center, inc., I have the privilege of working with Alex once again -only this time his program benefits developmentally disabled adults in Moore, Oklahoma. Knowing the reputation of Duane Alexander and his company first hand, I was eager to promote the donation stations in the Moore area. He has been true to his promise to maintain the boxes, to help our charity, and others in whatever way he could. He has gone the extra mile for our Center by handing out fliers telling about the Center, advertising at his stores, paid advertisements in the Moore Chamber of Commerce monthly publication, and so much more. He is not shy about asking people to help non-profits.

To know there is a business man of Duane's caliber and reputation involved in the City of Moore is "good news." When Alex shakes your hand, you can count on him to do exactly what he agreed to do.

Respectfully,

Beverly Young
Executive Director

Noble Council of PTAs

everychild.onevoice

March 4, 2013

Hello Alex and Cathy of Professional Recyclers, Inc.,

Wanted to take a minute and thank you for all your efforts in making the Noble Community Recycle Day a success. You took time to discuss the details and answer all questions before this event even started. You provided all the materials, gave us ideas on how to advertise as well as showing us how to use the schools as a means of distributing information. Your constant contact was vital in tracking where we were and what needed to be done next. And all of this was accomplished in less than a month. Not to mention, this program offers benefits to those in our area who are in need. What a great community involvement initiative for the Noble Council of PTAs. We look forward to working with you in the future with other community projects.

Sincerely,



Kathy Bates

President

Noble Council of PTAs



Tax ID # 73-1497381

January 31, 2014

Professional Recyclers, Inc.
4525 S. Penn
Oklahoma City, OK 73119

Dear Sir or Madam,

Please accept our sincere appreciation for your financial contribution to City Care in 2013. City Care is able to successfully impact the lives of those in the inner city thanks to your financial support.

Our Whiz Kids Tutoring & Mentoring Program, Pershing and Westlawn Gardens Supportive Housing Programs, and OKC Homeless Day Shelter have all see tremendous growth during the past year. We are already working diligently to touch even more lives 2014.

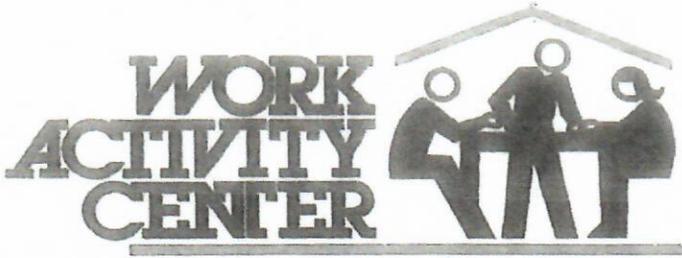
For your convenience, below we are providing a summary of your 2013 contribution. Thank you again for your support.

Sincerely,

Larry A. Bross
Executive Director

Steve Zabel
Director of Development

2013 Total Contribution: \$250



203 East Main
Moore, Oklahoma 73160-5913
(405) 799-6911
(405) 793-0850 • Fax

Jobs For Developmentally Disabled

February 12, 2014

LETTER OF RECOMMENDATION

We are honored to recommend Duane Alexander of Professional Recyclers, Intl. for your recycle needs. We have been Donation station partners since early 2000, and look forward to this partnership continuing for many years to come.

Duane Alexander and his staff -from the warehouses to the main office to each individual thrift store, are always ready and willing to help people. He provides jobs; clean, organized stores; slightly used clothing, shoes, some furniture, kitchen items, jewelry, and baby items all at affordable prices. His employees know how to direct you to specific items of interest to you, and treat you with respect. This kind of treatment makes shopping at his thrift stores a pleasant experience for the whole family. The men who pick up the items dropped at our Donation stations are careful to credit that pick up to our charity. We are never concerned about a lack of integrity on the part of Professional Recycler's pick up service drivers. They are very courteous and helpful, and careful with fragile items left to benefit our charity.

I would encourage the reader of this recommendation to give Duane and his staff and opportunity to provide you with the same quality of service he has provided the Work Activity Center, Inc., for many years.

Respectfully,

A handwritten signature in cursive script that reads "Beverly Young".

Beverly Young
Executive Director

WORK ACTIVITY CENTER, INC.



February 25, 2015

Professional Recyclers, Inc
4525 S Penn
Oklahoma City, OK 73119

Dear Professional:

On behalf of the Wonderfully Made Foundation we would like to thank you for your generous gift. Your commitment to helping the women and children in our community is sincerely appreciated.

Each year the Wonderfully Made Foundation continues to advance its mission of Embracing, Imparting and Empowering our families through our five initiatives, the Wonderfully Made homeless homes, Domestic Violence Awareness, Wonderfully Yours Clothing Closet, Children and Family Literacy, and our Pathway to Success Job Training which have changed many lives for the better.

The goal of the Wonderfully Made Foundation is to continue to make a difference in the lives of women and children. With the help of donations from supporters such as you, we will continue to see improvements in our programs, community, and awareness

Thanks again for your support of our efforts to continue to bless our families

Best wishes,

Marquise Miller

Marquise Miller, Executive Director

Wonderfully Made Foundation

4010 N. Lincoln Blvd. Suite 106 Oklahoma City, OK 73105

Website: www.thewonderfullymadefoundation.com Phone: (405) 778-6870 Email:
info@thewonderfullymadefoundation.com

Tri City Hope Center

Showing God's love with actions and in truth ~ 1John 3:18

1/9/17

Alex,

I would like to thank you for your financial donation to the Tri City Hope Center in 2016.

I would also like to update you on what's been happening over the past year. Up until recently, we were unable to pay the full amount in rent each month to have access to the entire building we occupy and the entire parking lot. Since we have a new church in the area who has started donating each month to us, we have been able to acquire the entire building and parking lot. We are so blessed to have so much room to work with. We are still assisting between 100-125 families every week. Not only do we assist the unemployed and working poor, we assist with disaster relief. This past year we had a family with 7 children lose their mobile home and everything in it to a fire. We have gradually helped them replace clothing, shoes, toys, household items, etc. We also have a Weekly Prayer Request sheet which individuals can write down their prayer needs. Some of the requests this year have been prayer for divorce, cancer, surgery, finances, runaway daughter, alcohol/drug addictions and health problems. We are so humbled these families know they can ask us to bring these requests to God and it has opened doors for us to witness to others.

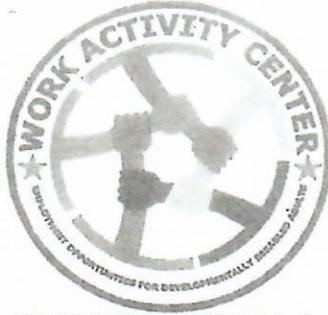
In November we had a youth in Tuttle collect a large amount of food for us. KOCO Channel 5 wanted to do a story on her but her mother insisted on having the focus on the Tri City Hope Center. The Monday before Thanksgiving I arranged to take off work and meet them for the interview. While I was driving to the interview, Bruce called me and said he had a family in his office who needed warm clothes before the cold weather hit later that week (Bruce never calls and asks me to urgently meet people). I told him I was actually on my way to the Hope Center and to have them come on over. Since it was the Monday of the week of Thanksgiving, I did not think the volunteers would be working sorting donations. They were in fact working when I arrived so I advised them I was meeting Channel 5 for an interview and there was a family coming in needing clothing (we only assist families on Thursdays). It turns out I was to meet at the news station for the interview, not at the Hope Center. There was no way I could make it in time so I texted info to the teens mother to have them mention in the interview. In the meantime, the family Bruce sent had shown up and was looking for clothing. Before I left to go back to work, I decided to talk to them to see if I could help them find anything. The husband started explaining their circumstances and mentioned they had no way to heat their house. When I returned to work I shared his story with my boss (she had been cleaning out her house and bringing me donations and we were to meet at the Hope Center after work that night for her to drop off another truck load). She said "there are 3 heaters in the donations I have for tonight". We both stood in awe as we realized God's plan for taking care of this family. If I had ended up at the news station instead of the Hope Center, I would have not known this particular families need and been able to meet it. I called the husband immediately and asked if he could meet us at the Hope Center that evening to receive 3 heaters. He was overwhelmed with joy and thankfulness. Bruce tells me they have started attending Woodland Hills.

Your support helps us continue to minister to the community. Many of these individuals would never step foot in a church much less have any type of a relationship with Jesus Christ. Thru the concern/love we show them by volunteering our time/finances to meet their physical needs, we are able share God's love and salvation with them.

May God continue to bless and protect you and your family.

Shannon Kowals
Founder/Director
Tri City Hope Center

201 S Main Newcastle, Ok 73065 405-392-5090
Mailing address: 3030 NW 20 Street Terrace Newcastle, OK 73065



WORK ACTIVITY CENTER, INC.
For Developmentally Disabled Adults
203 East Main Street
Moore, OK 73160
(405) 799-6911

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Jerry Meek, Vice-President
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Jon Painter, O.D., P.C.
Chris Phillips, Pharmacist
Earle Young, Computer Support Svcs.

March 27, 2018

Duane "Alex" Alexander
Professional Recyclers
4525 S. Pennsylvania
Oklahoma City, OK 73119

Dear Alex,

Your help with our annual COPA Fins & Pins bowling fundraiser on January 27 is so greatly appreciated. Your willingness is thoughtful and generous, because we depend upon folks like you at this event, as well as any funds received from other various fund-raiser events, to continue providing opportunities for meaningful employment to our developmentally disabled clients.

In 2017 we worked on some on-going contracts (Organic Squeeze and Nickanny's Treasure) as well as completing other contracts, including: Boss Printing; Lucent Technologies Retirees Association; Hitachi Computer Corporation; Dale Rogers Training Center; Republic Bank; and First United Methodist Church of Moore, OK. As you can see, we kept busy all year.

With the funds raised from the bowling tournament, which was \$13,000, the money will be designated for several needs around the Work Center building, such as the purchase of tables & chairs, remodeling men's & women's bathrooms, repair of an ice-maker and upgrade our current cardboard mail sorter to a more durable wooden one.

So, from our staff, clients, Executive Director and Board of directors, we are very thankful for you because you are an encouragement with our efforts.

With gratitude,

Jodi Gardner
Assistant to the Executive Director

*Thank you for your contribution. No goods or services were provided in exchange for your contribution.
Please contact our Executive Director, Beverly Young
at (405) 799-6911 if you have any questions about your giving record. We are a 501(c)(3) tax-exempt organization dedicated
to serving the needs of individuals with intellectual disabilities. Our Federal Tax ID# is 73-012767*

Actually, we appreciate all you do for us!

PIONEER
LIBRARY SYSTEM
FOUNDATION

PIONEER LIBRARY SYSTEM FOUNDATION
P.O. BOX 721738
NORMAN, OK 73070
PLS.FOUNDATION | 405.801.8421

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MOORE, NORMAN

KELLY WELLS
NORMAN

ALETA WHEELBARGER
OKLAHOMA CITY

EX-OFFICIO

AMBER COLE
DEVELOPMENT OFFICER

LISA WELLS
PLS EXECUTIVE DIRECTOR

June 18, 2018

Professional Recyclers, Inc.
4525 S. Pennsylvania Avenue
Oklahoma City, OK 73119

Dear Professional Recyclers,

Thank you so much for your donation to the Pioneer Library System Foundation in support of the Friends of the South Oklahoma City Library. We greatly appreciate your generous support of literacy and learning.

Your gift will help fund educational programs and projects accessible to everyone in the community. For many people, their local library serves as the only place they can access books, the internet, and other valuable resources. Your kindness provides additional services and creates a community gathering space where people can learn and grow together.

We greatly appreciate your generosity. Thank you for improving the quality of life for countless people seeking library services every day.

Sincerely,



Lisa Wells,
Executive Director,
Pioneer Library System



Amber Cole, CFRE
Development Officer
Pioneer Library System

*Thank you for
your support!*

Thank you for your cash donation of \$20.00 received by PLS Foundation on 6/18/2018. No goods or services were provided in exchange for your tax deductible contribution.





FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

March 25, 2019

Duane Alexander
Professional Recyclers, Inc.
4525 S. Penn Ave.
Oklahoma City, OK 73119

Dear Duane,

The YMCA of Greater Oklahoma City Board of Directors, staff, and the thousands you will impact this year want to thank you for your generous gifts of:

- \$120 to the Midwest City YMCA on 3/11/19
- \$172 to the YMCA's Northwest District on 3/11/19 and 3/12/19
- \$54.80 to the YMCA's Downtown District on 3/12/19
- \$60 to the Healthy Living Center on 3/13/19
- \$140 to the YMCA's Edmond District on 3/14/19

for a total of **\$546.80!**

Your name and pledge amount will appear in our donor recognition materials as **Professional Recyclers Inc.** Please call Alexis Lux in the Financial Development office at 405-297-7753 to report any changes.

Again, thank you for your gift. Without you, the Y could not keep our promise to never turn anyone away due to an inability to pay. We are looking forward to another great year of partnership with you!

Sincerely,

David L. Houston
Chair
Board of Directors

Thank you!

Kelly Kay
President & CEO

*THANKS
DUANE!
Alexis*

Gift Receipt

YMCA Tax ID No.:	73-0579270
Donor Name:	Professional Recyclers Inc.
Gift Total:	\$546.80

No goods or services were rendered in exchange for this gift.



YMCA OF GREATER OKLAHOMA CITY | ASSOCIATION OFFICE
500 NORTH BROADWAY, SUITE 500, OKLAHOMA CITY, OK 73102
P 405 297 7777 F 405 297 7718 YMCAOKC.ORG



CONCORDIA
LIFE CARE COMMUNITY

October 24, 2018

Professional Recyclers, Inc.
4525 S. Penn Avenue
Oklahoma City, OK 73119

Dear Friends,

On behalf of Lutheran Senior Citizens, Inc. and Concordia Life Care Community, thank you for the generous donation of \$200.00 (check 9855) for Concordia's Annual Garage Sale Fundraiser. This year's garage sale fundraiser was held Sept. 27-28, 2018 inside Zion Lutheran Church and raised over \$4,800.00 for Concordia's Good Samaritan Fund.

The Good Samaritan Fund provides benevolent care to Concordia life care residents who are facing the end of their finances, through no fault of their own, and need assistance to remain in their home. Your generosity strengthens our mission of service, and sustains our commitment to excellence for those we serve.

Your support to Concordia Life Care is appreciated and vital to the needs within our community. We thank you and hope to receive your continued support in the months and years ahead.

Blessings,



Danny Eischen
Executive Director



Paige Mills-Haag
Director of Fund Development

*Thanks for your
generous support!*

Lutheran Senior Citizens, Inc. is a not-for-profit 501 (c)(3) organization under the Internal Revenue Code. Our EIN is 73-1032864. Please retain this acknowledgement for federal income tax purposes. All contributions made to Concordia Life Care Community (Lutheran Senior Citizens, Inc.) are tax deductible as allowed by law. No tangible benefit was received in exchange for this donation. This gift is strictly a charitable contribution.

INTEGRIS

Southwest Medical Center

January 14th, 2019

To Whom It May Concern

I am extremely pleased to write this letter of recommendation for Professional Recyclers. Alex with Professional Recyclers and the Integris Southwest Medical Center Clinical Practice Council have worked collaboratively the past two years and I found them to be very hardworking and professional.

One of the main reasons that Professional Recyclers and CPC have been successful is because Alex is very dependable and helpful. We have been able to collaborate on having truck donation drives and having larger donations picked up on a certain day. Being able to do this has offered a great service to the staff at Integris Southwest Medical Center. The staff appreciate being able to have this convince to donate items and knowing that they are helping the Clinical Practice.

During the past two years that I have worked with Alex and Professional Recyclers any time we have had an issue with our donation box whether it is full, or items being placed in front of it. They have responded in a timely manner to resolve the issue. I have always been able to reach out to Alex and Professional Recyclers with any issue and it being addressed by the end of the day.

I highly recommend Professional Recyclers to anyone who is looking to do a fundraiser. The process is easy and does not require a lot of work as compared to other fundraisers. Professional Recyclers did all the hard work, fliers, hanging up the sign, and loading items. All we had to do was show up with items. If you are looking for a long-term fundraiser adding the donation box is the way to go. We have had great success with ours and it does not require any work from of us either. Professional Recyclers makes it easy by being dependable and easy to work with.

Sincerely,



Michelle Stilwell
Clinical Practice Council Leadership Representative
Integris Southwest Medical Center









Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/6/2023 - 4/6/2023, PO Range: 501 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	501	03/07/2023	50953	Allied 100 LLC	Replace expiring AED pads	200.00
					Replace expiring AED pads	200.00
11	502	03/09/2023	47944	Amazon	Books, Realia, AudioVisual items	1,400.00
					Books, realia, DVDs	1,400.00
11	503	03/09/2023	47944	Amazon	Guidecraft Lightbox	224.95
					Guidecraft LED Tabletop Lightbox: Kids Learning and Educational Accessory.	224.95
11	504	03/21/2023	82500	MELONIE R HAU	Travel Expenses/Women's Leadership Conf. Tulsa	400.00
					Travel Expenses to attend Women's Leadership Conference in Tulsa April 5-6, 2023. Food, hotel, mileage, tolls	400.00
11	505	03/21/2023	82583	KAISHA MATHIS	Travel Expenses/Women's Leadership Conf. Tulsa	400.00
					Travel Expenses to attend Women's Leadership Conference in Tulsa April 5-6, 2023. Food, hotel, mileage, tolls	400.00
11	506	03/21/2023	51274	Kristi Ferguson	Travel Expenses/Women's Leadership Conf. Tulsa	225.00
					Travel Expenses to attend Women's Leadership Conference in Tulsa April 5-6, 2023. Food, hotel	225.00
11	507	03/21/2023	51274	Kristi Ferguson	(563) Travel Expenses to attend JOM Conf. Tulsa	200.00
					Travel Expenses to attend JOM State Conference in Tulsa April 4-5, 2023. Food, Mileage	200.00
11	508	03/21/2023	2941	UNITED SUBURBAN SCHOOLS ASSC.	USSA Spring Conference Registration	150.00
					USSA Spring Conference Registration for Melonie Hau, Kristi Ferguson, and Jonathan Atchley	150.00
11	509	03/21/2023	10028	Prosperity Bank	Registration and Travel expense-BSides Conference	1,110.00
					Increase PO 509	50.00
					Travel Expenses to attend B sides Conference in Glenpool. Dates April 4-7 2023. Hotel, Registration, Food.	560.00
						500.00
11	510	03/21/2023	47883	OK COUNCIL FOR EXCEPTIONAL CHILDREN	Conference for CEC Conference in OKC	200.00
					Oklahoma Council for Exceptional Children Conference	200.00
11	511	03/21/2023	82833	MARSHALL BINGHAM	Mileage to attend B sides Conference	160.00
					Mileage to attend B sides Conference in Glenpool. Apr 4-7 2023.	160.00
11	512	03/23/2023	51398	Rhonda Blankenship DBA R-R Recovery	Towing for Route 4	700.00
					Towing Route 4 bus	700.00
11	513	03/23/2023	1899	FOLLETT SCHOOL SOLUTIONS, INC.	library books	2,000.00
					library books	2,000.00

Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/6/2023 - 4/6/2023, PO Range: 501 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	514	03/23/2023	4970	Oklahoma Schools Advisory Council	April 11th Training	375.00
			000-2511-860-000-0000-000-050	Oklahoma Schools Advisory Council Training Lynda Chmil, Shasta Smith, Hannah Larson. April 11, 2023	03/23/2023	375.00
11	515	03/23/2023	47882	OK Assoc School Business Officials	Spring Conferences April 26-27, 2023	300.00
			000-2511-860-000-0000-000-050	Spring Conferences April 26-27, 2023 for Kristi Ferguson, Lynda Chmil, and Hannah Larson	03/23/2023	300.00
11	516	03/23/2023	8773	AEG PETROLEUM LLC	Oil and Detergent	1,800.00
			009-2740-612-000-0000-000-050	Oil Drum and Detergent Drum	03/23/2023	1,800.00
11	517	03/27/2023	10028	Prosperity Bank	N08 ROAD SIDE TIRE REPAIR PAULS VALLEY	720.00
			009-2740-439-000-0000-000-050	N08 SIDE ROAD TIRE REPAIR PAULS VALLEY	03/27/2023	720.00
11	518	03/27/2023	1070	SPECIAL OLYMPICS OKLAHOMA , INC	Special Education Olympics Registration fee	80.00
			000-2199-810-239-0000-000-505	Special Education Summer Games Registration Fee	03/27/2023	80.00
11	519	03/27/2023	82814	JEFFREY BOWEN DUNCAN	(412-Duncan) BPA National Conference	1,288.73
			412-1000-580-316-8100-000-705	Rental Car: \$283.73 Car Fuel: \$75.00Meals: \$490 (\$65 daily x 6 days) Incidentals: \$300.00Group Activity: \$140	03/29/2023	1,288.73
11	521	03/27/2023	47944	Amazon	Safety Supplies for the bay area	515.00
			009-2740-439-000-0000-000-050	Safety Supplies for the bay area	03/27/2023	515.00
11	522	03/27/2023	146	MUNICIPAL ACCOUNTING SYSTEMS	WenGage Catalyst conference July 17-18 in OKC	80.50
			000-2511-860-000-0000-000-050	WenGage Catalyst conference July 17-18 in OKC	03/27/2023	80.50
11	523	03/28/2023	2858	Capital One/Walmart	Life Skills Supplies	100.00
			000-1000-619-239-0000-000-505	Purchasing life skills supplies for the middle school mild to moderate program	03/28/2023	100.00
11	524	03/28/2023	1254	SHANGRI-LA RESORT	Summer Conference 6/27-6/29	750.00
			000-2511-860-000-0000-000-050	Summer Conference 2 nights hotel for Kristi Ferguson and Lynda Chmil	03/28/2023	750.00
11	525	03/28/2023	344	CCOSA	(000) CCOSA Summer Conference	5,040.00
			000-2573-860-000-0000-000-050	(000) CCOSA Summer Conference for Hau, Ferguson, Atchley, Hull, Craig	03/28/2023	1,347.00
			000-2573-860-000-0000-000-105	Hampton, Reynolds, Trent,	03/28/2023	999.00
			000-2573-860-000-0000-000-110	Rosenbloom, Moore	03/28/2023	898.00
			000-2573-860-000-0000-000-505		03/28/2023	898.00
			000-2573-860-000-0000-000-705		03/28/2023	898.00
11	526	03/28/2023	2230	School Nurse Supply	(723) Nurse Recovery Couch	2,000.00
			723-2132-600-000-0000-000-110	Nurse Recovery Couch	03/28/2023	2,000.00
11	527	03/28/2023	603	Treat's Janitorial Supply	(723) Cleaning Supplies. Outdoor trash cans.	106,000.00
			723-4300-731-000-0000-000-050	(723) Cleaning Supplies for custodial staff. Outdoor trash cans for outdoor testing events.	03/29/2023	6,000.00
			723-2620-618-000-0000-000-050		04/03/2023	100,000.00

Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/6/2023 - 4/6/2023, PO Range: 501 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	528	03/29/2023	10028	Prosperity Bank	(412-Duncan) BPA National Conference	1,848.96	
				Southwest Airlines \$347.96Hotel	412-1000-580-316-8100-000-705	03/29/2023	1,688.96
				\$1341.00Registration/Professional Development \$160	412-1000-860-316-8100-000-705	03/29/2023	160.00
11	529	03/29/2023	51670	Janet Phipps	Medical Spanish Training Reimbursement	250.00	
				Medical Spanish Training Reimbursement	000-2213-930-000-0000-000-705	03/29/2023	250.00
11	530	03/29/2023	10028	Prosperity Bank	(412-Scott) NLC Hotel Flight & Registration	1,920.39	
				Conference Registration	412-1000-860-316-8100-000-705	03/29/2023	150.00
				Sheraton Hotel in Anaheim	412-1000-580-316-8100-000-705	03/29/2023	1,422.43
				Airline Flight	412-1000-580-316-8100-000-705	03/29/2023	347.96
11	531	03/29/2023	47944	Amazon	(723) Folio case and keyboard for 2 Ipads	400.00	
				(723) Folio case and keyboard for 2 Ipads	723-2132-653-000-0000-000-050	03/29/2023	400.00
11	532	03/29/2023	51460	Chance Scott	(412-Scott) Reimb. for Natl Leadership Conference	3,413.92	
				Hotel	412-1000-580-316-8100-000-705	03/29/2023	1,422.47
				Meals	412-1000-580-316-8100-000-705	03/29/2023	500.00
				Flight	412-1000-580-316-8100-000-705	03/29/2023	432.45
				Car Rental 1/2	412-1000-580-316-8100-000-705	03/29/2023	284.00
				Fuel for Rental Car	412-1000-580-316-8100-000-705	03/29/2023	75.00
				Misc expenses	412-1000-580-316-8100-000-705	03/29/2023	500.00
				Group Activities	412-1000-580-316-8100-000-705	03/29/2023	200.00
11	533	03/29/2023	82833	MARSHALL BINGHAM	Mileage to attend BSides Conference	200.00	
				Mileage to attend BSides Conference	015-2573-930-000-0000-000-050	03/29/2023	200.00
11	534	03/29/2023	4970	Oklahoma Schools Advisory Council	Summer Conferences June28-30	1,000.00	
				Summer Conferences / Training June 28th-30th. Kristi Ferguson and Lynda Chmil	000-2511-860-000-0000-000-050	03/29/2023	1,000.00
11	535	03/29/2023	2858	Capital One/Walmart	Items for Superintendent Meet and Greet	250.00	
				Items for Dr. Walker Meet and Greet	000-2321-682-000-0000-000-050	03/29/2023	250.00
11	537	03/29/2023	47944	Amazon	Office Supplies	300.00	
				Supplies for ECC staff and office to include tissues, cleaning supplies, pens/expos, folders, sheet protectors, etc.	024-2410-619-000-0000-000-110	03/29/2023	300.00
11	538	03/29/2023	4923	DISCOUNT SCHOOL SUPPLY	Butcher paper rolls for Upper and Lower.	2,200.00	
				16 rolls of butcher paper in various colors for the Lower and Upper Elem buildings.	023-1000-619-100-0000-000-105	03/29/2023	2,200.00
11	539	04/03/2023	2815	SCHOOL OUTFITTERS LLC	(723) Outdoor tables, benches	10,000.00	
				(723) Outdoor picnic tables. Outdoor benches.	723-4300-710-000-0000-000-050	04/03/2023	10,000.00

Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/6/2023 - 4/6/2023, PO Range: 501 - 9999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	540	04/03/2023	8773	AEG PETROLEUM LLC	Power Gard RED 50/50 antifreeze 1/55 gal drum	310.00
			009-2740-612-000-0000-000-050		04/03/2023	310.00
11	541	04/05/2023	51551	Todd W Speck	2023-24 Bus Inspections	3,000.00
			009-2740-439-000-0000-000-050		04/05/2023	3,000.00
11	542	04/06/2023	5330	DIANE WATSON	Mileage Reimbursement for vocal contest	36.40
			015-2575-930-000-0000-000-705		04/06/2023	36.40
11	543	04/06/2023	470	Jostens, Inc.	Valedictorian awards	450.00
			021-2490-682-000-0000-000-705		04/06/2023	225.00
			021-2490-682-000-0000-000-705		04/06/2023	225.00
Non-Payroll Total:						\$151,998.85
Payroll Total:						\$0.00
Balance Forward:						\$2,200.00
Report Total:						\$154,198.85

Change Order Listing

Options: Fund: General Fund, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 3/6/2023 - 4/6/2023, PO Range: 1 - 500, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
2	07/01/2022	140	Oklahoma Electric Cooperative	Electricity	40,000.00	
	Increase PO # 11-2	000-2620-624-000-0000-000-050		03/29/2023	40,000.00	
4	07/01/2022	142	Pioneer Telephone Co.	Telephone	5,100.00	
	Increase PO# 11-4 to finish out fiscal year	000-2620-530-000-0000-000-705		04/06/2023	5,100.00	
29	07/01/2022	717	ImageNet Consulting LLC	Copier Service Agreement	13,000.00	
	Increase PO 11-29 to finish out year	000-2230-611-000-0000-000-050		03/28/2023	13,000.00	
92	07/01/2022	2858	Capital One/Walmart	(412) FACS Food (England)	2,000.00	
	Increase PO 11-92groceries for all foods and adulting classes cooking	412-1000-619-314-8400-000-705		03/28/2023	2,000.00	
94	07/01/2022	51555	Quality Choice Testing LLC	DOT Drug Testing	500.00	
	Increase PO#11-94	009-2740-439-000-0000-000-050		03/23/2023	500.00	
123	07/20/2022	51259	Rush Truck Centers of OK	Bus AC Units Repaired	10,000.00	
	Increase PO#11-123	009-2740-439-000-0000-000-050		03/07/2023	5,738.93	
		009-2740-439-000-0000-000-050		03/07/2023	4,261.07	
150	08/04/2022	51570	CAPP Promotional, Inc	Parking permit stickers	-27.37	
	parking permit stickers for staff and students	021-2199-619-000-0000-000-705		08/04/2022	03/09/2023	-27.37
162	08/09/2022	47944	Amazon	Office supplies	-39.49	
	sticky finger, notepads, notebook, ink pad, stamp, white out, binding combs, laminating sheets, label maker tape.	021-2410-619-000-0000-000-705		08/09/2022	03/09/2023	-39.49
189	08/23/2022	47944	Amazon	Classroom books	-1,090.33	
	Kari Joyner Classroom Novels15- Of Mice and Men68- Old Man and the Sea80-Farewell to Arms	000-1000-641-100-1110-000-705		08/23/2022	03/09/2023	-1,090.33
190	08/23/2022	47944	Amazon	office supplies	-18.33	
	staplers, tape dispensers, hanging folders, tape, staples, sanitizing wipes. folder dividers.	021-2410-619-000-0000-000-705		08/23/2022	03/09/2023	-18.33
277	10/07/2022	51597	Okla Society for Tech in Edu Inc	OKSTE Conference-Tulsa Nov 2-3	-175.00	
	(541) Registration for Marshall Bingham to attend OKSTE November 2-3, 2022 In Tulsa	541-2573-860-000-0000-000-705		12/08/2022	03/09/2023	-175.00
307	10/24/2022	8317	PROSPERITY BANK (WEBSTAUARANT STORE)	Milk Refrigerator box for Elementary site	5,721.73	
	Add to Po # 307 for Freight and restock fees.	000-3140-617-700-0000-000-705		03/28/2023		86.27
	Credit card refund on original purchase due to that was returned to manufacturer.	015-3140-651-700-0000-000-705		10/24/2022	03/28/2023	2,817.73
		015-3140-651-700-0000-000-705		03/28/2023		2,817.73
321	10/31/2022	51571	Marshall Auto Supply LLC	Bus parts	2,000.00	
	Increase PO#321	009-2740-612-000-0000-000-050		03/30/2023		2,000.00
411	01/23/2023	10028	Prosperity Bank	Fee for Kid Zone Background check	20.00	
	Increase PO #411 for background checks for Kid Zone	000-2670-337-000-0000-000-110		03/20/2023		20.00
438	02/15/2023	82779	TODD GOOLSBY	Mileage Reimbursement	1,000.00	
	Increase PO# 11-438	015-2575-930-000-0000-000-705		04/06/2023		1,000.00
446	02/20/2023	2858	Capital One/Walmart	Classroom Allowance	0.14	
	increase .14	031-1000-619-100-0000-000-505		03/06/2023		0.14

Change Order Listing

Options: Fund: General Fund, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 3/6/2023 - 4/6/2023, PO Range: 1 - 500, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
472	02/27/2023	82173	JENNIFER ROSENBLOOM	(552)Travel Expenses for ACRES in Pittsburgh	200.00
	Increase to PO #472	552-2573-582-497-0000-000-110		03/08/2023	200.00
473	02/27/2023	82544	TWYLA TAYLOR	Conference Expenses for ACRES in Pittsburgh (552)	200.00
	Increase to PO # 473	552-2213-582-497-0000-000-110		03/08/2023	200.00
474	02/27/2023	82359	JULIE A HASKINS	Conference Expenses for ACRES in Pittsburgh (552)	200.00
	Increase to PO # 474	552-2213-582-497-0000-000-110		03/08/2023	200.00
477	02/28/2023	82814	JEFFREY BOWEN DUNCAN	SLC Hotel and M&IE Reimbursement	239.03
	BMITE SLC Tulsa, Ok March 6-8	412-1000-580-316-8100-000-705		02/28/2023	-761.00
	2023Hotel Expense \$361.00M&IE up to \$400.00	412-1000-580-316-8100-000-705		03/21/2023	978.83
		412-1000-580-316-8100-000-705		03/21/2023	21.20

Non-Payroll Total:	\$78,830.38
Payroll Total:	\$0.00
Report Total:	\$78,830.38

Project Totals

000	NON-CATEGORICAL	57,115.94
009	Transportation - Yolanda	12,500.00
015	Mileage Reimbursements	6,635.46
021	HS BUDGET	-85.19
031	CLASSROOM ALLOWANCE	0.14
412	VOCATIONAL ASSISTANCE GRANT	2,239.03
541	TITLE 2 PART A RECRUITMENT	-175.00
552	TITLE IV-A STUDENT SUPPORT ACAD ENRICH	600.00

Unit Totals

050	DISTRICTWIDE	65,500.00
110	EARLY CHILDHOOD	620.00
505	MIDDLE SCHOOL	0.14
705	HIGH SCHOOL	12,710.24

Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/6/2023 - 4/6/2023, PO Range: 160 - 9999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
21	160	03/21/2023	2904	TRINITY COMMERCIAL SALES	Door Hinhe Removal & Installation	800.00	
				HSE door parts and install	011-2620-438-000-0000-000-705	03/21/2023	800.00
21	161	03/23/2023	5730	eei Group LLC	HS Field House RTU Repair	629.80	
				Parts (Combustion Motor Assy. Part#ANGZ15384 & Roll Out Switch Part#ANGK15385) for repair of RTU at High School Field House from Engineered Equipment Inc.	010-2620-435-000-0000-000-705	03/23/2023	629.80
21	162	03/23/2023	5742	ES2, Inc.	HS Auditorium/Library/Rm 121&122 Controls Upgrade	44,000.00	
				Service & parts to upgrade HVAC controls for HS Auditorium/Library/Rms 121 & 122 in HS West Building to include demo of existing JCI controls & replacing with ALC controls on RTU's 1,2,3,4,5,6,7,8,9 &10. Service & parts will be provided & warrantied by ES2 Inc.	795-2620-435-000-0000-000-705	03/23/2023	44,000.00
21	163	03/29/2023	51552	Central Bank	Re-roofs due to hail damage	2,827,907.29	
				Re-roofs district buildings due to hail damage	090-4720-728-000-0000-000-050	03/29/2023	2,827,907.29
21	164	04/03/2023	603	Treat's Janitorial Supply	Replacement Deep Cell Batteries For Equipment	2,196.00	
				12V Batteries	014-2640-618-000-0000-000-705	04/05/2023	2,196.00
21	165	04/06/2023	51679	Legacy 4 Inc	Blanket P.O. for plumbing emergencies.	1,000.00	
				Plumbing repairs and parts.	011-2620-437-000-0000-000-105	04/06/2023	1,000.00
21	166	04/06/2023	3177	CHRIS WILSON	Inspection on John Deere Tractor	1,000.00	
				Repairs and parts.	011-2640-439-000-0000-000-105	04/06/2023	1,000.00
Non-Payroll Total:						\$2,877,533.09	
Payroll Total:						\$0.00	
Balance Forward:						\$0.00	
Report Total:						\$2,877,533.09	

Change Order Listing

Options: Fund: Building Fund, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 3/6/2023 - 4/6/2023, PO Range: 1 - 159, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
4	07/01/2022	140	Oklahoma Electric Cooperative	District electric utilities	40,000.00	
	Increase PO # 21-4	000-2620-410-000-0000-000-050		03/06/2023	8,851.13	
		000-2620-410-000-0000-000-050		03/06/2023	31,148.87	
15	07/01/2022	48109	Ace of Newcastle LLC	Blanket PO for HVAC Parts	500.00	
	Increase PO# 2023-21-15 for general maintenance supplies	010-2620-618-000-0000-000-050		04/05/2023	500.00	
39	07/12/2022	48109	Ace of Newcastle LLC	Supplies for Maintenance Department	1,000.00	
	Parts	011-2620-618-000-0000-000-705		03/29/2023	1,000.00	
53	07/13/2022	1911	DAKTRONICS, INC.	Football Scoreboard Repair	1,695.00	
	Running new fiber cable and programming	011-2630-434-000-0000-000-705		03/23/2023	1,695.00	
154	02/15/2023	51336	Coryell Roofing & Construction Inc.	Re-roofs due to hail damage	-2,827,907.29	
	Increase PO 21-154 for remaining contracted amount	090-4720-728-000-0000-000-050		02/16/2023	03/28/2023	-1,263,260.54
	Re-roofs district buildings due to hail damage	090-4720-728-000-0000-000-050		02/15/2023	03/28/2023	-1,564,646.75

Non-Payroll Total: (\$2,784,712.29)

Payroll Total: \$0.00

Report Total: (\$2,784,712.29)

Project Totals

000	NON-CATEGORICAL	40,000.00
010	HVAC - Scott	500.00
011	Maintenance - General	2,695.00
090	FY22 Hail Insurance Claim	-2,827,907.29

Unit Totals

050	DISTRICTWIDE	-2,787,407.29
705	HIGH SCHOOL	2,695.00

Newcastle Public Schools

Encumbrance Register

Options: Year: 2022-2023, Date Range: 3/3/2023 - 4/6/2023, PO Range: 58 - 9999, Fund Codes: 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
39	58	03/29/2023	8650	JAMF HOLDINGS, INC.	License for Ipad (10)	175.00
		Licenses for Ipads (10)	000-2670-653-000-0000-000-050		03/29/2023	175.00
Non-Payroll Total:						\$175.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$175.00

**Newcastle Public Schools
Payroll Summary
April 11th, 2023**

Monthly Payroll (3/30/2023)	\$1,382,862.83
Extra Duty Payroll (4/13/2023)	\$41,143.92
National Board Certified Stipend (4/13/2023)	\$5,000.00



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: STRUT Week Account #: 949 Site #: HS

Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Week long fundraising event, a variety of</u>	<u>April & May</u>
<u>activities that include the district as well as</u>	<u>_____</u>
<u>community. Proceeds go to a recipient.</u>	<u>_____</u>

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

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

t-shirts, car smash, bake sale, wrist band sales, events, tournaments, ticket admission to events, *STRUT week donations, *STRUT week donations to recipient in need

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

donations, theme supplies, meals, reservations, *STRUT week donation towards recipient.

Hannah Davis
Sponsor Name


Sponsor Signature

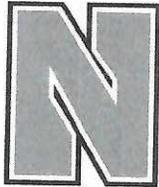

Supervisor Signature if Applicable
(Principal or Athletic Director)

3/30/23 2023
Date Submitted School Year


Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Art Account #: 910 Site #: 105

Scheduled Fundraising Events:

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

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

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

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

Art supplies

TerriScott/RyanMcLaughlin/CindyTrent

Sponsor Name

Terri Scott Ryan McLaughlin Cindy Trent
Sponsor Signature

4/3/23

Date Submitted

22-23

School Year

Shasta Smith
Activity Fund Custodian Signature

Supervisor Signature if Applicable
(Principal or Athletic Director)

Chief Financial Officer Signature

Date Approved by Board of Education



NEWCASTLE PUBLIC SCHOOLS

Purpose of Activity Fund Account

Original
 Amended

Account Name: Class of 2037 Account #: 987 Site #: 110

Scheduled Fundraising Events:

Description	Month Planned
_____	_____
_____	_____
_____	_____

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

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

Supply fees, field trip fees, party fees, donations, reward fees, t-shirt fees

Expenditures:

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

Classroom supplies, field trip costs, classroom party supplies, student/class rewards, t-shirts, parent appreciation, student supplies: crayons, pencils, glue, scissors, kleenex, etc; puzzles, games as needed

Gina Scroggins

Sponsor Name

Gina Scroggins

Sponsor Signature

Jennifer Rosenbloom

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

4/7/23

Date Submitted

23-24

School Year

Shauna Smith

Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 General Fund						
Series - 1000						
Source - 1110 Ad Valorem (Current)	\$5,071,105.96	\$4,474,846.78	\$596,259.18	\$0.00	88.24%	\$53,054.75
Source - 1120 Ad Valorem (Prior Years)	\$0.00	\$84,575.23	\$0.00	\$84,575.23	N/A	\$980.24
Source - 1130 Revenue in Lieu of Taxes	\$0.00	\$37,458.82	\$0.00	\$37,458.82	N/A	\$9.62
Source - 1260 EXTENDED SCHOOL CARE	\$0.00	\$7,500.00	\$0.00	\$7,500.00	N/A	\$7,500.00
Source - 1300 Earnings on Investments	\$13,879.95	\$0.00	\$13,879.95	\$0.00	0.00%	\$0.00
Source - 1310 Interest Earnings	\$0.00	\$171,066.91	\$0.00	\$171,066.91	N/A	\$51,585.05
Source - 1352 Interest on Unapportioned Tax	\$0.00	\$189.28	\$0.00	\$189.28	N/A	\$0.00
Source - 1390 OTHER EARNINGS ON INVESTMENTS	\$0.00	\$19,557.14	\$0.00	\$19,557.14	N/A	\$0.00
Source - 1410 Rental - School Facilities	\$0.00	\$200.00	\$0.00	\$200.00	N/A	\$0.00
Source - 1420 RENTAL NOT SCHOOL FACILITIES	\$0.00	\$9,173.55	\$0.00	\$9,173.55	N/A	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$22,867.27	\$0.00	\$22,867.27	N/A	\$11,267.27
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$208,634.96	\$0.00	\$208,634.96	N/A	\$6.69
Source - 1591 Reimbursements - TCLA	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1610 Donations from Private Sources	\$0.00	\$503,400.00	\$0.00	\$503,400.00	N/A	\$0.00
Source - 1660 Mineral Royalties / Lease Revenue	\$0.00	\$90.67	\$0.00	\$90.67	N/A	\$0.00
Source - 1680 Refund Prior Year Expenses	\$0.00	\$2,479.52	\$0.00	\$2,479.52	N/A	\$0.00
Source - 1690 Misc Revenue District Sources	\$0.00	\$4,511.98	\$0.00	\$4,511.98	N/A	\$0.00
Source - 1692 MISC REVENUE	\$0.00	\$1,537.93	\$0.00	\$1,537.93	N/A	\$0.00
Source - 1710 CNP / Student Meals	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1720 CNP / A La Carte or Catering	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1730 CNP / Adult Meals	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Series - 1000 Total	\$5,084,985.91	\$5,548,090.04	\$610,139.13	\$1,073,243.26	109.11%	\$124,403.62
Series - 2000						
Source - 2100 County 4 Mil	\$412,963.62	\$422,058.35	\$0.00	\$9,094.73	102.20%	\$1,721.16
Source - 2200 County Mortgage	\$150,351.59	\$101,204.98	\$49,146.61	\$0.00	67.31%	\$968.43
Series - 2000 Total	\$563,315.21	\$523,263.33	\$49,146.61	\$9,094.73	92.89%	\$2,689.59
Series - 3000						
Source - 3110 Gross Production	\$937,456.84	\$1,074,336.50	\$0.00	\$136,879.66	114.60%	\$124,214.59
Source - 3120 Motor Vehicle	\$1,007,635.70	\$691,877.32	\$315,758.38	\$0.00	68.66%	\$97,720.41
Source - 3130 Rural Electric	\$228,378.88	\$213,519.10	\$14,859.78	\$0.00	93.49%	\$23,135.36
Source - 3140 School Land	\$315,457.27	\$257,435.05	\$58,022.22	\$0.00	81.61%	\$44,761.27
Source - 3150 Vehicle Tax	\$0.00	\$2,210.27	\$0.00	\$2,210.27	N/A	\$321.50
Source - 3210 State Aid	\$6,229,723.32	\$3,860,592.06	\$2,369,131.26	\$0.00	61.97%	\$551,513.15
Source - 3250 Flex Benefit Allowance	\$1,657,682.46	\$1,121,416.27	\$536,266.19	\$0.00	67.65%	\$148,677.17
Source - 3310 Alternative Education	\$0.00	\$23,773.75	\$0.00	\$23,773.75	N/A	\$7,924.58
Source - 3400 STATE-CATEGORICAL	\$164,448.80	\$0.00	\$164,448.80	\$0.00	0.00%	\$0.00
Source - 3415 READING SUFFICIENCY	\$0.00	\$38,691.32	\$0.00	\$38,691.32	N/A	\$0.00
Source - 3420 State Textbook	\$0.00	\$104,725.22	\$0.00	\$104,725.22	N/A	\$14,960.74
Source - 3435 REDBUD SCHOOL FUNDING ACT	\$0.00	\$4,908.03	\$0.00	\$4,908.03	N/A	\$4,908.03
Source - 3720 STATE MATCHING	\$0.00	\$4,752.97	\$0.00	\$4,752.97	N/A	\$0.00
Source - 3800 STATE VOCA PROG-MULTI-SOURCE	\$78,919.90	\$0.00	\$78,919.90	\$0.00	0.00%	\$0.00
Source - 3811 Career Tech Salary	\$0.00	\$13,037.00	\$0.00	\$13,037.00	N/A	\$0.00
Source - 3812 Career Tech Program	\$0.00	\$17,637.00	\$0.00	\$17,637.00	N/A	\$0.00
Series - 3000 Total	\$10,619,703.17	\$7,428,911.86	\$3,537,406.53	\$346,615.22	69.95%	\$1,018,136.80

Newcastle Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 4000						
Source - 4100 GRANTS-AID DIRECT FED GOVT	\$78,235.00	\$0.00	\$78,235.00	\$0.00	0.00%	\$0.00
Source - 4140 Title V - Indian Ed	\$0.00	\$43,569.72	\$0.00	\$43,569.72	N/A	\$0.00
Source - 4200 DISADVANTAGE STUDENTS	\$299,323.81	\$0.00	\$299,323.81	\$0.00	0.00%	\$0.00
Source - 4210 Title I - Part A	\$0.00	\$158,520.12	\$0.00	\$158,520.12	N/A	\$0.00
Source - 4271 Title II - Part A	\$0.00	\$22,221.71	\$0.00	\$22,221.71	N/A	\$0.00
Source - 4300 INDIVIDUALS WITH DISABILITIES	\$521,526.67	\$0.00	\$521,526.67	\$0.00	0.00%	\$0.00
Source - 4310 IDEA - Part B Flowthrough	\$0.00	\$224,967.83	\$0.00	\$224,967.83	N/A	\$12,671.68
Source - 4340 IDEA - Part B Pre-K	\$0.00	\$9,248.02	\$0.00	\$9,248.02	N/A	\$0.00
Source - 4400 NO CHILD LEFT BEHIND	\$62,280.73	\$0.00	\$62,280.73	\$0.00	0.00%	\$0.00
Source - 4442 Title IV - Part A - SSAE	\$0.00	\$6,604.70	\$0.00	\$6,604.70	N/A	\$0.00
Source - 4470 Title V - RLIS	\$0.00	\$14,722.71	\$0.00	\$14,722.71	N/A	\$0.00
Source - 4550 Johnson O'Malley	\$16,680.00	\$10,234.17	\$6,445.83	\$0.00	61.36%	\$0.00
Source - 4689 OTHER FEDERAL GRANTS	\$1,406,955.47	\$936,578.55	\$470,376.92	\$0.00	66.57%	\$127.81
Source - 4705 CNP Emergency Operational Costs	\$0.00	\$74,605.41	\$0.00	\$74,605.41	N/A	\$0.00
Source - 4706 P-EBT Program	\$0.00	\$628.00	\$0.00	\$628.00	N/A	\$0.00
Source - 4710 CNP Federal Lunch	\$1,035,000.00	\$251,041.68	\$783,958.32	\$0.00	24.26%	\$43,402.06
Source - 4720 CNP Federal Breakfast	\$0.00	\$73,683.43	\$0.00	\$73,683.43	N/A	\$12,540.41
Source - 4800 FEDERAL VOCATIONAL ED	\$62,784.65	\$0.00	\$62,784.65	\$0.00	0.00%	\$0.00
Source - 4821 Carl Perkins Grant	\$0.00	\$21,596.05	\$0.00	\$21,596.05	N/A	\$0.00
Series - 4000 Total	\$3,482,786.33	\$1,848,222.10	\$2,284,931.93	\$650,367.70	53.07%	\$68,741.96
Series - 5000						
Source - 5160 Activity Fund Collections	\$0.00	\$154,223.69	\$0.00	\$154,223.69	N/A	\$1,069.01
Source - 5600 Correcting Entries	\$0.00	\$30,077.01	\$0.00	\$30,077.01	N/A	\$0.00
Series - 5000 Total	\$0.00	\$184,300.70	\$0.00	\$184,300.70	N/A	\$1,069.01
Series - 6000						
Source - 6110 Fund Balance	\$2,087,609.29	\$2,087,609.29	\$0.00	\$0.00	100.00%	\$0.00
Series - 6000 Total	\$2,087,609.29	\$2,087,609.29	\$0.00	\$0.00	100.00%	\$0.00
Fund - 11 General Fund Total	\$21,838,399.91	\$17,620,397.32	\$6,481,624.20	\$2,263,621.61	80.69%	\$1,215,040.98
Report Total	\$21,838,399.91	\$17,620,397.32	\$6,481,624.20	\$2,263,621.61	80.69%	\$1,215,040.98

Newcastle Public Schools Revenue/Expenditure Summary

Activity Fund Athletics

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
700 CHILD NUTRITION PROGRAM	\$292,908.07	\$43,282.18	\$0.00	\$0.00	\$336,190.25	\$0.00	\$336,190.25
Total Project - 100 CAFETERIA	\$292,908.07	\$43,282.18	\$0.00	\$0.00	\$336,190.25	\$0.00	\$336,190.25
Project - 901 ACTIVITY FEES							
000 NON-PROGRAM	(\$50.00)	\$0.00	\$0.00	\$0.00	(\$50.00)	\$0.00	(\$50.00)
900 NON ATHLETIC PROG	\$55,904.00	\$827.25	\$0.00	\$1,398.00	\$55,333.25	\$3,403.40	\$51,929.85
Total Project - 901 ACTIVITY FEES	\$55,854.00	\$827.25	\$0.00	\$1,398.00	\$55,283.25	\$3,403.40	\$51,879.85
Project - 902 ADMINISTRATION							
000 NON-PROGRAM	(\$3,776.88)	\$0.00	\$0.00	\$14.05	(\$3,790.93)	\$380.00	(\$4,170.93)
900 NON ATHLETIC PROG	\$15,832.59	\$3,430.25	\$0.00	\$1,312.50	\$17,950.34	\$2,236.59	\$15,713.75
902 N/A	\$114,671.62	\$0.00	\$0.00	\$0.00	\$114,671.62	\$0.00	\$114,671.62
Total Project - 902 ADMINISTRATION	\$126,727.33	\$3,430.25	\$0.00	\$1,326.55	\$128,831.03	\$2,616.59	\$126,214.44
Project - 903 GFUND COLLECTIONS							
900 NON ATHLETIC PROG	\$930.00	\$185.00	\$0.00	\$0.00	\$1,115.00	\$0.00	\$1,115.00
903 N/A	\$2,254.75	\$0.00	\$0.00	\$0.00	\$2,254.75	\$0.00	\$2,254.75
Total Project - 903 GFUND COLLECTIONS	\$3,184.75	\$185.00	\$0.00	\$0.00	\$3,369.75	\$0.00	\$3,369.75
Project - 904 DAMAGE DEPOSIT							
900 NON ATHLETIC PROG	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Project - 904 DAMAGE DEPOSIT	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Project - 905 RACER KID ZONE							
900 NON ATHLETIC PROG	\$93,803.70	\$8,828.67	\$0.00	\$306.46	\$102,325.91	\$3,396.82	\$98,929.09
Total Project - 905 RACER KID ZONE	\$93,803.70	\$8,828.67	\$0.00	\$306.46	\$102,325.91	\$3,396.82	\$98,929.09
Project - 910 ART							
900 NON ATHLETIC PROG	\$2,630.95	\$586.25	\$0.00	\$395.46	\$2,821.74	\$478.94	\$2,342.80
Total Project - 910 ART	\$2,630.95	\$586.25	\$0.00	\$395.46	\$2,821.74	\$478.94	\$2,342.80
Project - 911 BAND							
900 NON ATHLETIC PROG	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Total Project - 911 BAND	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
Project - 913 CLUB-BPA							
316 BITE	\$0.00	\$0.00	\$0.00	\$210.00	(\$210.00)	\$0.00	(\$210.00)
900 NON ATHLETIC PROG	\$248.49	\$0.00	\$0.00	\$0.00	\$248.49	\$0.00	\$248.49
Total Project - 913 CLUB-BPA	\$248.49	\$0.00	\$0.00	\$210.00	\$38.49	\$0.00	\$38.49
Project - 915 CLUB-FCCLA							
900 NON ATHLETIC PROG	\$3,108.13	\$3,845.46	\$0.00	\$1,791.98	\$5,161.61	\$66.00	\$5,095.61
Total Project - 915 CLUB-FCCLA	\$3,108.13	\$3,845.46	\$0.00	\$1,791.98	\$5,161.61	\$66.00	\$5,095.61
Project - 916 CLUB-FFA							
100 REGULAR PROGRAMS	(\$3,381.44)	\$0.00	\$0.00	\$0.00	(\$3,381.44)	\$0.00	(\$3,381.44)
900 NON ATHLETIC PROG	\$18,116.79	\$100.00	\$0.00	\$3,034.51	\$15,182.28	\$4,707.16	\$10,475.12
Total Project - 916 CLUB-FFA	\$14,735.35	\$100.00	\$0.00	\$3,034.51	\$11,800.84	\$4,707.16	\$7,093.68
Project - 917 CLUB-SCIENCE							
900 NON ATHLETIC PROG	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Total Project - 917 CLUB-SCIENCE	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
Project - 918 CLUB-SPANISH							
900 NON ATHLETIC PROG	\$1,446.70	\$140.00	\$0.00	\$0.00	\$1,586.70	\$365.00	\$1,221.70
Total Project - 918 CLUB-SPANISH	\$1,446.70	\$140.00	\$0.00	\$0.00	\$1,586.70	\$365.00	\$1,221.70
Project - 919 DRAMA							
900 NON ATHLETIC PROG	\$2,278.00	\$235.00	\$0.00	\$648.00	\$1,865.00	\$950.00	\$915.00
Total Project - 919 DRAMA	\$2,278.00	\$235.00	\$0.00	\$648.00	\$1,865.00	\$950.00	\$915.00
Project - 920 ES-ACADEM OUTREACH							
900 NON ATHLETIC PROG	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Total Project - 920 ES-ACADEM OUTREACH	\$2,357.50	\$0.00	\$0.00	\$0.00	\$2,357.50	\$0.00	\$2,357.50
Project - 921 ES-BEAUTIFICATION							
900 NON ATHLETIC PROG	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Total Project - 921 ES-BEAUTIFICATION	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Project - 922 ES-CAMP GODDARD							
900 NON ATHLETIC PROG	\$16,409.18	\$0.00	\$0.00	\$0.00	\$16,409.18	\$0.00	\$16,409.18
Total Project - 922 ES-CAMP GODDARD	\$16,409.18	\$0.00	\$0.00	\$0.00	\$16,409.18	\$0.00	\$16,409.18

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 923 ES-FUNDRAISER							
900 NON ATHLETIC PROG	\$29,127.56	\$0.00	\$0.00	\$0.00	\$29,127.56	\$0.00	\$29,127.56
Total Project - 923 ES-FUNDRAISER	\$29,127.56	\$0.00	\$0.00	\$0.00	\$29,127.56	\$0.00	\$29,127.56
Project - 924 ES-LITERACY							
900 NON ATHLETIC PROG	\$655.76	\$0.00	\$0.00	\$0.00	\$655.76	\$0.00	\$655.76
Total Project - 924 ES-LITERACY	\$655.76	\$0.00	\$0.00	\$0.00	\$655.76	\$0.00	\$655.76
Project - 925 DISTRICT SPECIAL OLYMPICS							
900 NON ATHLETIC PROG	\$2,248.74	\$0.00	\$0.00	\$0.00	\$2,248.74	\$0.00	\$2,248.74
Total Project - 925 DISTRICT SPECIAL OLYMPICS	\$2,248.74	\$0.00	\$0.00	\$0.00	\$2,248.74	\$0.00	\$2,248.74
Project - 926 GIFTED TALENTED							
900 NON ATHLETIC PROG	\$131.36	\$0.00	\$0.00	\$0.00	\$131.36	\$0.00	\$131.36
Total Project - 926 GIFTED TALENTED	\$131.36	\$0.00	\$0.00	\$0.00	\$131.36	\$0.00	\$131.36
Project - 927 HONOR SOCIETY							
900 NON ATHLETIC PROG	\$5,608.75	\$0.00	\$0.00	\$319.99	\$5,288.76	\$200.00	\$5,088.76
Total Project - 927 HONOR SOCIETY	\$5,608.75	\$0.00	\$0.00	\$319.99	\$5,288.76	\$200.00	\$5,088.76
Project - 928 HOSPITALITY							
900 NON ATHLETIC PROG	\$38.77	\$0.00	\$0.00	\$0.00	\$38.77	\$38.77	\$0.00
Total Project - 928 HOSPITALITY	\$38.77	\$0.00	\$0.00	\$0.00	\$38.77	\$38.77	\$0.00
Project - 929 HS-TESTING							
900 NON ATHLETIC PROG	\$4,288.30	\$0.00	\$0.00	\$1,260.00	\$3,028.30	\$300.00	\$2,728.30
Total Project - 929 HS-TESTING	\$4,288.30	\$0.00	\$0.00	\$1,260.00	\$3,028.30	\$300.00	\$2,728.30
Project - 930 HS-TAKE THE LEAD							
900 NON ATHLETIC PROG	\$1,185.87	\$0.00	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Total Project - 930 HS-TAKE THE LEAD	\$1,185.87	\$0.00	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Project - 931 LIBRARY							
000 NON-PROGRAM	(\$213.72)	\$0.00	\$0.00	\$0.00	(\$213.72)	\$0.00	(\$213.72)
900 NON ATHLETIC PROG	\$16,253.71	\$3,740.70	\$0.00	\$3,750.70	\$16,243.71	\$5,279.27	\$10,964.44
Total Project - 931 LIBRARY	\$16,039.99	\$3,740.70	\$0.00	\$3,750.70	\$16,029.99	\$5,279.27	\$10,750.72
Project - 934 MS-STUDENT STORE							
900 NON ATHLETIC PROG	\$8,673.46	\$0.00	\$0.00	\$0.00	\$8,673.46	\$0.00	\$8,673.46
Total Project - 934 MS-STUDENT STORE	\$8,673.46	\$0.00	\$0.00	\$0.00	\$8,673.46	\$0.00	\$8,673.46
Project - 935 NATIVE ED ENRICHMENT							
900 NON ATHLETIC PROG	\$1,399.64	\$0.00	\$0.00	\$0.00	\$1,399.64	\$0.00	\$1,399.64
Total Project - 935 NATIVE ED ENRICHMENT	\$1,399.64	\$0.00	\$0.00	\$0.00	\$1,399.64	\$0.00	\$1,399.64
Project - 936 PE							
900 NON ATHLETIC PROG	\$6,405.91	\$0.00	\$0.00	\$0.00	\$6,405.91	\$0.00	\$6,405.91
Total Project - 936 PE	\$6,405.91	\$0.00	\$0.00	\$0.00	\$6,405.91	\$0.00	\$6,405.91
Project - 939 PRINCIPALS							
000 NON-PROGRAM	(\$2,709.07)	\$0.00	\$0.00	\$0.00	(\$2,709.07)	\$0.00	(\$2,709.07)
900 NON ATHLETIC PROG	\$58,305.51	\$2,436.36	\$0.00	\$4,256.48	\$56,485.39	\$6,868.58	\$49,616.81
Total Project - 939 PRINCIPALS	\$55,596.44	\$2,436.36	\$0.00	\$4,256.48	\$53,776.32	\$6,868.58	\$46,907.74
Project - 942 STUCO							
900 NON ATHLETIC PROG	\$34,222.01	\$308.00	\$0.00	\$1,148.81	\$33,381.20	\$13,381.36	\$19,999.84
Total Project - 942 STUCO	\$34,222.01	\$308.00	\$0.00	\$1,148.81	\$33,381.20	\$13,381.36	\$19,999.84
Project - 943 TECHNOLOGY							
900 NON ATHLETIC PROG	\$1,214.54	\$0.00	\$0.00	\$0.00	\$1,214.54	\$0.00	\$1,214.54
Total Project - 943 TECHNOLOGY	\$1,214.54	\$0.00	\$0.00	\$0.00	\$1,214.54	\$0.00	\$1,214.54
Project - 944 VOCAL MUSIC							
900 NON ATHLETIC PROG	\$12,172.92	\$100.00	\$0.00	\$352.23	\$11,920.69	\$3,090.64	\$8,830.05
Total Project - 944 VOCAL MUSIC	\$12,172.92	\$100.00	\$0.00	\$352.23	\$11,920.69	\$3,090.64	\$8,830.05
Project - 945 YEARBOOK							
900 NON ATHLETIC PROG	\$40,488.85	\$340.00	\$0.00	\$2,599.77	\$38,229.08	\$423.03	\$37,806.05
Total Project - 945 YEARBOOK	\$40,488.85	\$340.00	\$0.00	\$2,599.77	\$38,229.08	\$423.03	\$37,806.05
Project - 946 ROBOTICS							
900 NON ATHLETIC PROG	\$15,115.36	\$0.00	\$0.00	\$0.00	\$15,115.36	\$0.00	\$15,115.36
Total Project - 946 ROBOTICS	\$15,115.36	\$0.00	\$0.00	\$0.00	\$15,115.36	\$0.00	\$15,115.36
Project - 947 Club-SOAR (Multicultural Club)							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 947 Club-SOAR (Multicultural Club)							
900 NON ATHLETIC PROG	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$74.35	\$460.46
Total Project - 947 Club-SOAR (Multicultural Club)	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$74.35	\$460.46
Project - 948 MS Broadcasting							
900 NON ATHLETIC PROG	\$774.12	\$0.00	\$0.00	\$0.00	\$774.12	\$25.00	\$749.12
Total Project - 948 MS Broadcasting	\$774.12	\$0.00	\$0.00	\$0.00	\$774.12	\$25.00	\$749.12
Project - 949 STRUT Week							
900 NON ATHLETIC PROG	\$500.00	\$1,400.00	\$0.00	\$0.00	\$1,900.00	\$0.00	\$1,900.00
Total Project - 949 STRUT Week	\$500.00	\$1,400.00	\$0.00	\$0.00	\$1,900.00	\$0.00	\$1,900.00
Project - 951 Internships							
900 NON ATHLETIC PROG	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Total Project - 951 Internships	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Project - 970 CLASS 2020							
900 NON ATHLETIC PROG	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00
Total Project - 970 CLASS 2020	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00
Project - 971 CLASS 2021							
900 NON ATHLETIC PROG	\$1,193.49	\$0.00	\$0.00	\$0.00	\$1,193.49	\$1,193.00	\$0.49
Total Project - 971 CLASS 2021	\$1,193.49	\$0.00	\$0.00	\$0.00	\$1,193.49	\$1,193.00	\$0.49
Project - 972 CLASS 2022							
900 NON ATHLETIC PROG	\$5,598.21	\$0.00	\$0.00	\$0.00	\$5,598.21	\$3,450.00	\$2,148.21
Total Project - 972 CLASS 2022	\$5,598.21	\$0.00	\$0.00	\$0.00	\$5,598.21	\$3,450.00	\$2,148.21
Project - 974 Prom							
900 NON ATHLETIC PROG	\$7,432.74	\$50.00	\$0.00	\$0.00	\$7,482.74	\$2,131.90	\$5,350.84
Total Project - 974 Prom	\$7,432.74	\$50.00	\$0.00	\$0.00	\$7,482.74	\$2,131.90	\$5,350.84
Project - 975 CLASS 2025							
900 NON ATHLETIC PROG	\$172.34	\$0.00	\$0.00	\$0.00	\$172.34	\$0.00	\$172.34
Total Project - 975 CLASS 2025	\$172.34	\$0.00	\$0.00	\$0.00	\$172.34	\$0.00	\$172.34
Project - 977 CLASS 2027							
900 NON ATHLETIC PROG	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Total Project - 977 CLASS 2027	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
Project - 978 CLASS 2028							
900 NON ATHLETIC PROG	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Total Project - 978 CLASS 2028	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Project - 979 CLASS 2029							
900 NON ATHLETIC PROG	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Project - 979 CLASS 2029	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Project - 980 CLASS 2030							
900 NON ATHLETIC PROG	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Total Project - 980 CLASS 2030	\$1,365.10	\$0.00	\$0.00	\$0.00	\$1,365.10	\$0.00	\$1,365.10
Project - 981 CLASS 2031							
900 NON ATHLETIC PROG	\$2,571.80	\$1,400.00	\$0.00	\$1,550.00	\$2,421.80	\$0.00	\$2,421.80
Total Project - 981 CLASS 2031	\$2,571.80	\$1,400.00	\$0.00	\$1,550.00	\$2,421.80	\$0.00	\$2,421.80
Project - 982 CLASS 2032							
900 NON ATHLETIC PROG	\$80.05	\$0.00	\$0.00	\$0.00	\$80.05	\$0.00	\$80.05
Total Project - 982 CLASS 2032	\$80.05	\$0.00	\$0.00	\$0.00	\$80.05	\$0.00	\$80.05
Project - 983 CLASS 2033							
900 NON ATHLETIC PROG	\$113.92	\$0.00	\$0.00	\$0.00	\$113.92	\$0.00	\$113.92
Total Project - 983 CLASS 2033	\$113.92	\$0.00	\$0.00	\$0.00	\$113.92	\$0.00	\$113.92
Project - 984 CLASS 2034							
100 REGULAR PROGRAMS	(\$3,874.89)	\$0.00	\$0.00	\$0.00	(\$3,874.89)	\$786.40	(\$4,661.29)
900 NON ATHLETIC PROG	\$4,883.03	\$0.00	\$0.00	\$0.00	\$4,883.03	\$0.00	\$4,883.03
Total Project - 984 CLASS 2034	\$1,008.14	\$0.00	\$0.00	\$0.00	\$1,008.14	\$786.40	\$221.74
Project - 985 CLASS 2035							
000 NON-PROGRAM	(\$861.00)	\$0.00	\$0.00	\$0.00	(\$861.00)	\$0.00	(\$861.00)
100 REGULAR PROGRAMS	\$0.00	\$0.00	\$0.00	\$128.03	(\$128.03)	\$90.00	(\$218.03)
900 NON ATHLETIC PROG	\$3,375.16	\$0.00	\$0.00	\$1,243.37	\$2,131.79	\$193.03	\$1,938.76
Total Project - 985 CLASS 2035	\$2,514.16	\$0.00	\$0.00	\$1,371.40	\$1,142.76	\$283.03	\$859.73

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 986 CLASS 2036							
100 REGULAR PROGRAMS	\$0.00	\$0.00	\$0.00	\$113.67	(\$113.67)	\$0.00	(\$113.67)
900 NON ATHLETIC PROG	\$1,829.45	\$0.00	\$0.00	\$143.85	\$1,685.60	\$1,471.00	\$214.60
Total Project - 986 CLASS 2036	\$1,829.45	\$0.00	\$0.00	\$257.52	\$1,571.93	\$1,471.00	\$100.93
Total	\$890,286.58	\$71,335.12	\$0.00	\$25,977.86	\$935,643.84	\$60,980.24	\$874,663.60

Newcastle Public Schools Revenue/Expenditure Summary

Activity Fund Non-Athletics

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
Program - 801 ATHLETIC-GENERAL							
505 MIDDLE SCHOOL	(\$139.95)	\$0.00	\$0.00	\$0.00	(\$139.95)	\$0.00	(\$139.95)
705 HIGH SCHOOL	\$34,183.40	\$134.10	\$0.00	\$0.00	\$34,317.50	\$3,196.00	\$31,121.50
Total Program - 801 ATHLETIC-GENERAL	\$34,043.45	\$134.10	\$0.00	\$0.00	\$34,177.55	\$3,196.00	\$30,981.55
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)
Total Program - 810 BASEBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	(\$1,499.50)	\$0.00	\$0.00	\$0.00	(\$1,499.50)	\$0.00	(\$1,499.50)
Total Program - 811 BASKETBALL-BOYS	(\$1,499.50)	\$0.00	\$0.00	\$0.00	(\$1,499.50)	\$0.00	(\$1,499.50)
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	(\$1,499.50)	\$0.00	\$0.00	\$0.00	(\$1,499.50)	\$0.00	(\$1,499.50)
Total Program - 812 BASKETBALL-GIRLS	(\$1,499.50)	\$0.00	\$0.00	\$0.00	(\$1,499.50)	\$0.00	(\$1,499.50)
Program - 813 CHEER							
705 HIGH SCHOOL	(\$2,500.00)	\$0.00	\$0.00	\$0.00	(\$2,500.00)	\$0.00	(\$2,500.00)
Total Program - 813 CHEER	(\$2,500.00)	\$0.00	\$0.00	\$0.00	(\$2,500.00)	\$0.00	(\$2,500.00)
Program - 816 FOOTBALL							
705 HIGH SCHOOL	(\$1,399.00)	\$0.00	\$0.00	\$0.00	(\$1,399.00)	\$0.00	(\$1,399.00)
Total Program - 816 FOOTBALL	(\$1,399.00)	\$0.00	\$0.00	\$0.00	(\$1,399.00)	\$0.00	(\$1,399.00)
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	(\$800.00)
Total Program - 818 GIRLS-GOLF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	(\$800.00)
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	(\$423.29)	\$0.00	\$0.00	\$0.00	(\$423.29)	\$0.00	(\$423.29)
Total Program - 819 SLOW PITCH	(\$423.29)	\$0.00	\$0.00	\$0.00	(\$423.29)	\$0.00	(\$423.29)
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$0.00	\$160.00	\$0.00	\$156.00	\$4.00	\$0.00	\$4.00
705 HIGH SCHOOL	(\$540.00)	\$0.00	\$0.00	\$3,590.00	(\$4,130.00)	\$0.00	(\$4,130.00)
Total Program - 820 SOCCER-BOYS	(\$540.00)	\$160.00	\$0.00	\$3,746.00	(\$4,126.00)	\$0.00	(\$4,126.00)
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$0.00	\$160.00	\$0.00	\$156.00	\$4.00	\$0.00	\$4.00
705 HIGH SCHOOL	(\$540.00)	\$0.00	\$0.00	\$0.00	(\$540.00)	\$0.00	(\$540.00)
Total Program - 821 SOCCER-GIRLS	(\$540.00)	\$160.00	\$0.00	\$156.00	(\$536.00)	\$0.00	(\$536.00)
Program - 823 TRACK							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00	(\$360.00)
Total Program - 823 TRACK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00	(\$360.00)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00
705 HIGH SCHOOL	(\$800.00)	\$0.00	\$0.00	\$0.00	(\$800.00)	\$0.00	(\$800.00)
Total Program - 824 VOLLEYBALL	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$659.52	\$500.00	\$0.00	\$270.00	\$889.52	\$0.00	\$889.52
705 HIGH SCHOOL	(\$1,559.48)	\$0.00	\$0.00	\$270.00	(\$1,829.48)	\$0.00	(\$1,829.48)
Total Program - 825 WRESTLING	(\$899.96)	\$500.00	\$0.00	\$540.00	(\$939.96)	\$0.00	(\$939.96)
Total Project - 801 ATHLETICS-GENERAL	\$24,842.20	\$954.10	\$0.00	\$4,442.00	\$21,354.30	\$9,356.00	\$11,998.30
Project - 802 ATHLETIC-GATE							
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	\$46,025.10	\$0.00	\$0.00	\$116.91	\$45,908.19	\$1,368.00	\$44,540.19
Total Program - 802 ATHLETIC-GATE	\$46,025.10	\$0.00	\$0.00	\$116.91	\$45,908.19	\$1,368.00	\$44,540.19
Program - 810 BASEBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,165.50	(\$1,165.50)
705 HIGH SCHOOL	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$6,906.50	(\$6,981.50)
Total Program - 810 BASEBALL	(\$75.00)	\$0.00	\$0.00	\$0.00	(\$75.00)	\$8,072.00	(\$8,147.00)
Program - 811 BASKETBALL-BOYS							
505 MIDDLE SCHOOL	\$3,977.00	\$745.00	\$0.00	\$0.00	\$4,722.00	\$0.00	\$4,722.00
705 HIGH SCHOOL	\$444.25	\$3,439.00	\$0.00	\$2,206.95	\$1,676.30	\$6,366.60	(\$4,690.30)

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 802 ATHLETIC-GATE							
Program - 811 BASKETBALL-BOYS							
Total Program - 811 BASKETBALL-BOYS	\$4,421.25	\$4,184.00	\$0.00	\$2,206.95	\$6,398.30	\$6,366.60	\$31.70
Program - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	\$1,633.50	\$300.00	\$0.00	\$0.00	\$1,933.50	\$0.00	\$1,933.50
705 HIGH SCHOOL	\$2,729.08	\$3,439.00	\$0.00	\$1,962.56	\$4,205.52	\$881.25	\$3,324.27
Total Program - 812 BASKETBALL-GIRLS	\$4,362.58	\$3,739.00	\$0.00	\$1,962.56	\$6,139.02	\$881.25	\$5,257.77
Program - 813 CHEER							
705 HIGH SCHOOL	(\$456.00)	\$0.00	\$0.00	\$0.00	(\$456.00)	\$0.00	(\$456.00)
Total Program - 813 CHEER	(\$456.00)	\$0.00	\$0.00	\$0.00	(\$456.00)	\$0.00	(\$456.00)
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	(\$2,300.00)	\$0.00	\$0.00	\$0.00	(\$2,300.00)	\$0.00	(\$2,300.00)
Total Program - 814 CROSS COUNTRY	(\$2,300.00)	\$0.00	\$0.00	\$0.00	(\$2,300.00)	\$0.00	(\$2,300.00)
Program - 815 FAST PITCH							
505 MIDDLE SCHOOL	\$612.50	\$0.00	\$0.00	\$0.00	\$612.50	\$0.00	\$612.50
705 HIGH SCHOOL	(\$2,396.39)	\$0.00	\$0.00	\$0.00	(\$2,396.39)	\$65.00	(\$2,461.39)
Total Program - 815 FAST PITCH	(\$1,783.89)	\$0.00	\$0.00	\$0.00	(\$1,783.89)	\$65.00	(\$1,848.89)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$9,157.10	\$0.00	\$0.00	\$0.00	\$9,157.10	\$0.00	\$9,157.10
705 HIGH SCHOOL	\$21,338.81	\$0.00	\$0.00	\$4,900.00	\$16,438.81	\$0.00	\$16,438.81
Total Program - 816 FOOTBALL	\$30,495.91	\$0.00	\$0.00	\$4,900.00	\$25,595.91	\$0.00	\$25,595.91
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.00	(\$58.00)
Total Program - 817 GOLF-BOYS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.00	(\$58.00)
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.00	(\$58.00)
Total Program - 818 GIRLS-GOLF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.00	(\$58.00)
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$94.00	(\$94.00)	\$1,965.00	(\$2,059.00)
Total Program - 819 SLOW PITCH	\$0.00	\$0.00	\$0.00	\$94.00	(\$94.00)	\$1,965.00	(\$2,059.00)
Program - 820 SOCCER-BOYS							
705 HIGH SCHOOL	(\$19.00)	\$0.00	\$0.00	\$50.00	(\$69.00)	\$3,500.00	(\$3,569.00)
Total Program - 820 SOCCER-BOYS	(\$19.00)	\$0.00	\$0.00	\$50.00	(\$69.00)	\$3,500.00	(\$3,569.00)
Program - 821 SOCCER-GIRLS							
705 HIGH SCHOOL	(\$19.00)	\$0.00	\$0.00	\$3,640.00	(\$3,659.00)	\$500.00	(\$4,159.00)
Total Program - 821 SOCCER-GIRLS	(\$19.00)	\$0.00	\$0.00	\$3,640.00	(\$3,659.00)	\$500.00	(\$4,159.00)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$2,175.00	\$0.00	\$0.00	\$0.00	\$2,175.00	\$150.00	\$2,025.00
705 HIGH SCHOOL	\$4,616.00	\$0.00	\$0.00	\$0.00	\$4,616.00	\$0.00	\$4,616.00
Total Program - 824 VOLLEYBALL	\$6,791.00	\$0.00	\$0.00	\$0.00	\$6,791.00	\$150.00	\$6,641.00
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$586.00	\$200.00	\$0.00	\$0.00	\$786.00	\$0.00	\$786.00
705 HIGH SCHOOL	\$1,608.59	\$200.00	\$0.00	\$0.00	\$1,808.59	\$170.00	\$1,638.59
Total Program - 825 WRESTLING	\$2,194.59	\$400.00	\$0.00	\$0.00	\$2,594.59	\$170.00	\$2,424.59
Total Project - 802 ATHLETIC-GATE	\$89,637.54	\$8,323.00	\$0.00	\$12,970.42	\$84,990.12	\$23,153.85	\$61,836.27
Project - 810 BASEBALL							
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$2,323.19	\$600.00	\$0.00	\$1,841.95	\$1,081.24	\$58.05	\$1,023.19
Total Program - 810 BASEBALL	\$2,323.19	\$600.00	\$0.00	\$1,841.95	\$1,081.24	\$58.05	\$1,023.19
Total Project - 810 BASEBALL	\$2,323.19	\$600.00	\$0.00	\$1,841.95	\$1,081.24	\$58.05	\$1,023.19
Project - 811 BASKETBALL-BOYS							
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$505.12	\$0.00	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12
Total Program - 811 BASKETBALL-BOYS	\$505.12	\$0.00	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12
Total Project - 811 BASKETBALL-BOYS	\$505.12	\$0.00	\$0.00	\$0.00	\$505.12	\$0.00	\$505.12
Project - 812 BASKETBALL-GIRLS							
Program - 000 NON-PROGRAM							

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 812 BASKETBALL-GIRLS							
Program - 000 NON-PROGRAM							
705 HIGH SCHOOL	(\$2,899.00)	\$0.00	\$0.00	\$0.00	(\$2,899.00)	\$0.00	(\$2,899.00)
Total Program - 000 NON-PROGRAM	(\$2,899.00)	\$0.00	\$0.00	\$0.00	(\$2,899.00)	\$0.00	(\$2,899.00)
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	\$9,456.43	\$0.00	\$0.00	\$0.00	\$9,456.43	\$0.00	\$9,456.43
Total Program - 812 BASKETBALL-GIRLS	\$9,456.43	\$0.00	\$0.00	\$0.00	\$9,456.43	\$0.00	\$9,456.43
Total Project - 812 BASKETBALL-GIRLS	\$6,557.43	\$0.00	\$0.00	\$0.00	\$6,557.43	\$0.00	\$6,557.43
Project - 813 CHEER							
Program - 100 REGULAR PROGRAMS							
705 HIGH SCHOOL	(\$741.00)	\$0.00	\$0.00	\$0.00	(\$741.00)	\$0.00	(\$741.00)
Total Program - 100 REGULAR PROGRAMS	(\$741.00)	\$0.00	\$0.00	\$0.00	(\$741.00)	\$0.00	(\$741.00)
Program - 813 CHEER							
505 MIDDLE SCHOOL	\$10,500.29	\$0.00	\$0.00	\$0.00	\$10,500.29	\$650.00	\$9,850.29
705 HIGH SCHOOL	\$19,688.91	\$100.00	\$0.00	\$320.00	\$19,468.91	\$3,841.65	\$15,627.26
Total Program - 813 CHEER	\$30,189.20	\$100.00	\$0.00	\$320.00	\$29,969.20	\$4,491.65	\$25,477.55
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	(\$885.00)	\$0.00	\$0.00	\$0.00	(\$885.00)	\$0.00	(\$885.00)
Total Program - 900 NON ATHLETIC PROG	(\$885.00)	\$0.00	\$0.00	\$0.00	(\$885.00)	\$0.00	(\$885.00)
Total Project - 813 CHEER	\$28,563.20	\$100.00	\$0.00	\$320.00	\$28,343.20	\$4,491.65	\$23,851.55
Project - 814 CROSS COUNTRY							
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	\$4,866.47	\$0.00	\$0.00	\$0.00	\$4,866.47	\$348.94	\$4,517.53
Total Program - 814 CROSS COUNTRY	\$4,866.47	\$0.00	\$0.00	\$0.00	\$4,866.47	\$348.94	\$4,517.53
Total Project - 814 CROSS COUNTRY	\$4,866.47	\$0.00	\$0.00	\$0.00	\$4,866.47	\$348.94	\$4,517.53
Project - 815 FAST PITCH							
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$488.13	\$0.00	\$0.00	\$0.00	\$488.13	\$116.00	\$372.13
Total Program - 815 FAST PITCH	\$488.13	\$0.00	\$0.00	\$0.00	\$488.13	\$116.00	\$372.13
Total Project - 815 FAST PITCH	\$488.13	\$0.00	\$0.00	\$0.00	\$488.13	\$116.00	\$372.13
Project - 816 FOOTBALL							
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$300.32	\$0.00	\$0.00	\$0.00	\$300.32	\$0.00	\$300.32
705 HIGH SCHOOL	\$225.32	\$0.00	\$0.00	\$0.00	\$225.32	\$0.00	\$225.32
Total Program - 816 FOOTBALL	\$525.64	\$0.00	\$0.00	\$0.00	\$525.64	\$0.00	\$525.64
Total Project - 816 FOOTBALL	\$525.64	\$0.00	\$0.00	\$0.00	\$525.64	\$0.00	\$525.64
Project - 817 GOLF-BOYS							
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Total Program - 817 GOLF-BOYS	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Total Project - 817 GOLF-BOYS	\$118.71	\$0.00	\$0.00	\$0.00	\$118.71	\$0.00	\$118.71
Project - 818 GOLF-GIRLS							
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$364.88	\$0.00	\$0.00	\$0.00	\$364.88	\$0.00	\$364.88
Total Program - 818 GIRLS-GOLF	\$364.88	\$0.00	\$0.00	\$0.00	\$364.88	\$0.00	\$364.88
Total Project - 818 GOLF-GIRLS	\$364.88	\$0.00	\$0.00	\$0.00	\$364.88	\$0.00	\$364.88
Project - 820 SOCCER-BOYS							
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$1,448.06	\$0.00	\$0.00	\$520.00	\$928.06	\$0.00	\$928.06
Total Program - 820 SOCCER-BOYS	\$1,495.56	\$0.00	\$0.00	\$520.00	\$975.56	\$0.00	\$975.56
Total Project - 820 SOCCER-BOYS	\$1,495.56	\$0.00	\$0.00	\$520.00	\$975.56	\$0.00	\$975.56
Project - 821 SOCCER-GIRLS							
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	\$47.50	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$47.50
705 HIGH SCHOOL	\$2,300.96	\$0.00	\$0.00	\$520.00	\$1,780.96	\$0.00	\$1,780.96
Total Program - 821 SOCCER-GIRLS	\$2,348.46	\$0.00	\$0.00	\$520.00	\$1,828.46	\$0.00	\$1,828.46

Newcastle Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 821 SOCCER-GIRLS							
Total Project - 821 SOCCER-GIRLS	\$2,348.46	\$0.00	\$0.00	\$520.00	\$1,828.46	\$0.00	\$1,828.46
Project - 823 TRACK							
Program - 823 TRACK							
505 MIDDLE SCHOOL	\$145.50	\$0.00	\$0.00	\$0.00	\$145.50	\$0.00	\$145.50
705 HIGH SCHOOL	\$7,599.98	\$0.00	\$0.00	\$0.00	\$7,599.98	\$1,174.00	\$6,425.98
Total Program - 823 TRACK	\$7,745.48	\$0.00	\$0.00	\$0.00	\$7,745.48	\$1,174.00	\$6,571.48
Total Project - 823 TRACK	\$7,745.48	\$0.00	\$0.00	\$0.00	\$7,745.48	\$1,174.00	\$6,571.48
Project - 824 VOLLEYBALL							
Program - 800 ATHLETIC PROGRAMS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00	(\$275.00)
Total Program - 800 ATHLETIC PROGRAMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00	(\$275.00)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
705 HIGH SCHOOL	\$3,160.90	\$0.00	\$0.00	\$0.00	\$3,160.90	\$0.00	\$3,160.90
Total Program - 824 VOLLEYBALL	\$3,335.90	\$0.00	\$0.00	\$0.00	\$3,335.90	\$0.00	\$3,335.90
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	(\$325.00)	\$0.00	\$0.00	\$0.00	(\$325.00)	\$0.00	(\$325.00)
Total Program - 900 NON ATHLETIC PROG	(\$325.00)	\$0.00	\$0.00	\$0.00	(\$325.00)	\$0.00	(\$325.00)
Total Project - 824 VOLLEYBALL	\$3,010.90	\$0.00	\$0.00	\$0.00	\$3,010.90	\$275.00	\$2,735.90
Project - 825 WRESTLING							
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$1,336.00	\$0.00	\$0.00	\$0.00	\$1,336.00	\$46.00	\$1,290.00
705 HIGH SCHOOL	\$179.23	\$700.00	\$0.00	\$0.00	\$879.23	\$46.00	\$833.23
Total Program - 825 WRESTLING	\$1,515.23	\$700.00	\$0.00	\$0.00	\$2,215.23	\$92.00	\$2,123.23
Total Project - 825 WRESTLING	\$1,515.23	\$700.00	\$0.00	\$0.00	\$2,215.23	\$92.00	\$2,123.23
Total	\$174,908.14	\$10,677.10	\$0.00	\$20,614.37	\$164,970.87	\$39,065.49	\$125,905.38

NEWCASTLE SCHOOLS - TREASURER'S REPORT

As Of February 28, 2023

GOVERNMENTAL FUNDS		
Bank Statements		
	Checking Account 6633	\$10.00
	SuperNow Account 9996	\$8,026,639.15
	Federated Sweep 0001	\$7,541,599.36
Total - Bank Statements		\$15,568,248.51
Accounting Program		
	Cash Balance	\$15,568,246.51
	Adjustments: Wire Transfer Fee	\$2.00
Adjusted Cash Balance		\$15,568,248.51
Difference Between Bank and Computer:		-
Outstanding Warrants:		\$247,755.66
Available Cash:		\$15,320,492.85
Cash Balance by Fund:		
11	General Fund	\$5,455,443.18
21	Building Fund	\$3,824,923.90
32	Bond Fund 2022	\$453,689.67
33	Transportaion Fund 2022	\$345,000.00
38	Transportation Fund	\$87,714.00
39	Technology Fund	\$375,823.06
41	Sinking Fund	\$5,025,652.70
	Total:	\$15,568,246.51
ACTIVITY FUNDS		
Bank Statements		
	Checking Account 6082	\$10.00
	Federated Sweep 0002	\$1,113,539.27
Total - Bank Statements		\$1,113,549.27
Accounting Program		
	Cash Balance	\$1,100,614.71
	Adjustments:	
	Outstanding Warrants	\$124,945.70
	Stop Payment Fee	-\$1.00
	Amazon	-\$20.14
Adjusted Cash Balance		\$1,225,539.27
Difference Between Bank and Computer:		-
ELECTRONIC FUND TRANSFER ACCOUNTS		
	EFT Payments 5844	\$1,014.61
	Payrix Deposits 6093	\$100.00
	MySchoolBucks Deposit 6907	\$0.00
INVESTMENT ACCOUNTS		
	Horizon Finacial Services (401A)	\$2,437.63



NEWCASTLE PUBLIC SCHOOLS

Sanctioning Application

Pursuant to Oklahoma Statutes Title 70 § 5-129.1, Applicant is hereby requesting to be sanctioned by the Board of Education of Newcastle Public Schools. As a sanctioned organization, funds collected by the Applicant are exempt from statutory controls over school activity funds.

Applicant Information:

Legal Name: Newcastle Cross Country Booster

Mailing Address: 2900 Long Drive Newcastle, OK 73065

Taxpayer ID Number: 92-3084697
(Valid Federal Tax ID Number only—social security numbers may not be used)

School Year: 2022-2023

Documents to be included with this Application:

- Copy of Applicant's current Bylaws including signatures and date approved;
- Detailed breakdown of the dues structure and requirements for membership (May be included in the Bylaws)
- Copy of IRS determination letter granting 501(c)(3) tax exempt status;
- Copy of Applicant's most recent Federal Tax return;
- Copy of the most recent Audit or Financial Report reflecting itemized income and expense Entries for the previous year;
- Copy of Liability Insurance coverage for \$1,000,000 naming Newcastle Public Schools as an Additional Insured if Applicant is utilizing the concession stands or hosting events.



NEWCASTLE PUBLIC SCHOOLS

Sanctioning Application, Page 2

Officers for Prior School Year:

	President	Vice-President	Treasurer
Name			
Cell #:			
E-Mail Address:			
Mailing Address:			
City, ZIP			
Dates of Term:			

Officers for Current School Year:

	President	Vice-President	Treasurer
Name	Amy Wright	Heather Holmes	Stephanie Miller
Cell #:	405-249-7158	405-496-7271	405-388-2558
E-Mail Address:	fivewrights13@gmail.com	hholmes5@yahoo.com	csmiller879@gmail.com
Mailing Address:	2900 Long Drive	1532 SE 16th Place	608 NW 34th Place
City, ZIP	Newcastle, OK 73065	Newcastle, OK 73065	Newcastle, OK 73065
Dates of Term:	2022-2024	2022-2024	2022-2024



NEWCASTLE PUBLIC SCHOOLS

Sanctioning Application, Page 3

Group of students to be supported by the Applicant: Newcastle Cross Country Runners

List intended fundraising activities: Sonic fundraiser, tshirt sales, calendar sales, email list

List intended use of funds generated (goals of the Applicant): support cross country runners
at meets by providing water, gatorade, snacks, etc; provide support for end of year banquet



NEWCASTLE PUBLIC SCHOOLS

Sanctioning Application, Page 4

ACKNOWLEDGMENTS:

Applicant hereby certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations or organization on the basis of race, gender, age, religion, national origin or disability.

Applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the Applicant. Additionally, the Board of Education may, at any time it believes is in the best interest of the District to do so, choose to withdraw sanctioning. These decisions by the Board of Education are final and non-appealable.

Applicant acknowledges that the Board of Education by and through the Superintendent or designee may, at any time, request the records of the Applicant and Applicant agrees to make those records promptly available to the requestor. Additionally, the Board of Education or its designees may request an independent audit of the Applicant's financial records.

Applicant acknowledges that it is NOT permitted to use the Federal Tax ID Number of Newcastle Schools, that it must use the Applicant's Federal Tax ID Number.

Applicant acknowledges that it is NOT permitted to use the District's Oklahoma Tax Commission Sales Tax Exemption Certificate to purchase products for resale. If Applicant is selling taxable items then Applicant is independently responsible for complying with Oklahoma Tax Commission laws and regulations.

Applicant acknowledges that it has a separate bank account for the organization using the Legal Name and Federal Tax ID Number of the Applicant.

The Sanctioning Application and supporting documentation is due to the Newcastle Administration Office by June 1st (or the next business day) prior to the start of the applicable school year. Application can be hand-delivered or mailed to 101 North Main Street, Newcastle OK 73065.

PRESIDENT OF APPLICANT ORGANIZATION:

Signature

Amy Wright

Printed Name

Date



NEWCASTLE PUBLIC SCHOOLS

Sanctioning - Frequently Asked Questions, Page 1

What does it mean to be a Sanctioned Organization (“Organization”)?

Sanctioning by the School District merely enables an Organization to operate for the benefit of students of the School District without being subject to the statutory controls over student activity funds as set forth in the Oklahoma School Code, Okla. Stat. Tit. 70, Section 5-129. The Organization is responsible for complying with all federal and state laws. The School District does not have responsibility to ensure that the Organization complies with those laws unless those laws will impact the District.

Does sanctioning make the Organization tax-exempt?

No. Tax-exempt status is only granted by the IRS for federal tax purposes and by the Oklahoma Tax Commission for sales tax purposes.

Can an Organization use the taxpayer ID number of the School District?

No. The Organization is an entity separate from the School District and must use its own taxpayer ID number. Organizations may not use an individual's social security number as its taxpayer ID number. Legally, income would be reportable to the IRS on that individual's income tax return. Also, the bank account would be construed to be owned by that individual and could be seized in the event of a legal or tax judgment against that individual.

Why does an Organization have to provide a 501(c)(3) determination letter?

For two reasons. First, only donations by individuals or corporations to 501(c)(3) organizations are tax-deductible. This eliminates the possibility that donations might be improperly characterized by donors with negative tax ramifications. Secondly, without the 501(c)(3) designation organizations all profit is reportable as taxable income by the organization.

How does the Organization apply for 501(c)(3) status?

That is granted by the IRS. Consult www.irs.gov for current guidelines or determine if a national organization exists that can assist a school booster club.

Does tax-exempt status mean that an Organization does not have to file an annual tax return?

Tax-exempt organizations are required to file an annual information return. Consult www.irs.gov or a tax professional for guidelines.

Why do we have to provide a copy of our Federal Tax Return?

To verify that the Organization is following federal tax guidelines. The IRS has the power to make the connection between a school fund-raising organization and the District and can assess penalties against the District if it so chooses.



NEWCASTLE PUBLIC SCHOOLS

Sanctioning - Frequently Asked Questions, Page 2

Why do we have to provide a Statement of our Financial Activity?

While Organizations are not under the financial controls of the District, the Organization must still follow state and federal guidelines applicable to schools. Examples are discussed below. The District will review the financials to ensure that guidelines are not being violated that could directly impact the District.

What is Title IX?

For purposes of sanctioned organizations, Title IX is a federal law that requires equitable spending between male and female sports. For example, Title IX would prevent building a new press box for the baseball team and not one for the softball team. Title IX would prevent purchasing new uniforms for the boys basketball team and not for the girls basketball team. Title IX audits consider all money spent on the school's programs, not just district money. Failing to comply with Title IX guidelines puts all of the District's federal revenue in jeopardy.

Can an Organization pay a District Employee?

Yes, pursuant to approval by the Board of Education and providing the payment is run through District payroll to withhold appropriate taxes.

Can an Organization provide a District Employee gift cards?

No. The IRS is very clear that gift cards are considered taxable compensation. Gift cards are not allowed under District policy.

Can an Organization pay non-District Employees for services rendered?

Yes, but the Organization is responsible for reporting such payments under the federal 1099 guidelines. The IRS can penalize the District for an Organization's failure to properly file 1099s.

Can an Organization provide gift cards to students?

Yes, as long as the gift cards are not considered a violation of OSSBA's prohibition of compensating athletes. (Example, an organization might have a fund raiser and provide the highest sales person with a \$25.00 Gift Card as a reward. That would be acceptable).

Can an Organization provide payments to students?

Generally, no. Questions about particular scenarios should be directed to the school administration.

Can an Organization donate items to a particular program?

Yes, with the understanding that all donations or contributions become the property of the District upon receipt.



NEWCASTLE PUBLIC SCHOOLS

Sanctioning - Frequently Asked Questions, Page 3

Why do we have to obtain Liability Insurance?

We live in a very litigious society. If the Organization sells food at a concession stand and someone swallows a foreign object, or if the Organization hosts a fund-raising event and someone gets hurt, the Organization and the District will get sued. The District has liability coverage but that coverage does not extend to the assets or the members of the Organization. The Liability Coverage is to ensure that all groups are protected.

Can the Organization conduct fund-raising activities during school hours?

No fund-raising activities will be allowed on District property during school hours without proper notification to and approval from the Superintendent. Students will not participate during regular class periods unless approved by the Superintendent.

Can the Organization use District materials for advertising?

Not without prior approval from the Superintendent or Superintendent's designee. An example would be using district photocopiers and district paper for flyers.

Can the District use a contribution for something other than what the Organization has requested?

All monetary contributions from an Organization must be approved by the Superintendent or Superintendent's designee per Board Policy. A part of that approval could be a usage agreement between the Organization and the Board, and the District would comply with that agreement.

Can the District reject a contribution?

Yes. Because the District must comply with multiple state and federal laws, the District may find it necessary to reject a contribution.

What if an Organization is not Sanctioned or refuses to be Sanctioned?

The Organization will be prohibited from investing in District-related activities, prohibited from fund-raising on District property and the appropriate District employees will be prohibited from utilizing any funds, donations or contributions from that Organization.

Are there any options for an Organization to avoid all of these requirements?

Yes. The Organization can operate inside of the District Activity Fund as a District-Sponsored Activity. The Organization would be affiliated with a District Employee and subject to all financial guidelines applicable to other Activity groups. The Organization's funds would be kept in a separate sub-account. The District Employee and the Organization sponsors would collaborate on how to spend the funds.

**SANCTIONING OF ORGANIZATIONS EXEMPT
FROM SCHOOL ACTIVITY FUND REQUIREMENTS**

District recognizes that the involvement of student achievement programs, parent-teacher associations, and other adult organizations (“Adult Organizations”) are essential to the provision of quality educational services and are vital in fostering the community-school relationship. Adult Organizations exist to promote a positive relationship between the District and the community by assisting and supporting the schools in recognizing and promoting student activities. Therefore, Oklahoma law provides that Adult Organizations and the funds raised by Adult Organizations may be exempt from activity fund procedures and no longer subject to control by the Board as activity funds.

Sanctioning: Each Adult Organization which proposes to be exempt from school activity fund requirements shall annually submit to the Superintendent, on or before June 1 of each fiscal year, a completed Application for Sanctioning Exemption from Activity Funds. The Superintendent shall review the Adult Organization’s application and make a recommendation to the Board as to whether the Adult Organization should be sanctioned for exemption from activity fund requirements. At a Board meeting, the Board shall review the Adult Organization’s application and shall sanction or decline to sanction to the Adult Organization. The decision of the Board is final and non-appealable and is applicable only for the fiscal year designated by the Board.

Sanctioning will be contingent on compliance with the following criteria:

A. The Adult Organization must be managed or operated by adults, rather than students, and will present its by-laws and/or constitution to the Superintendent and the Board. These documents will differentiate the Adult Organization from any student organizations and will provide details of their structure including:

- Officers’ names and addresses and their duties;
- Details of the process to elect officers and the length of each officer’s term;
- Purpose and goals;
- Detailed breakdown of the dues structure and requirements for membership;
- A copy of the organization’s most recent audit or financial report.

- B. The organization must comply with all state and federal laws as they pertain to equal opportunity and treatment of all students. The organization shall comply with applicable law, Board policy, any applicable Administrative Regulations regarding School Activity Funds, Title IX and all other state or federal equity regulations. If the Adult Organization refuses to comply with the applicable law, policies, and Administrative Regulations, it shall not be entitled to utilize the District's property or facilities for any purpose.

Once an Adult Organization is sanctioned, close communication will be maintained to ensure that the goals of the Adult Organization is in compliance with the goals and policies of District.

Indemnification: The sanctioning of any program, association or organization under this policy by the Board of Education is not intended to reflect any opinion by the Board or any employee of the district that the financial, performance or other records of the program, association or organization are accurate or should be relied on by any person in any manner. Further, the Board of Education and all employees of the district specifically disclaim any and all liability for any obligation, loss of funds, misfeasance or malfeasance of any representative of any program, association or organization sanctioned under this policy.

Revocation: The Board reserves the right to revoke the sanctioning of any Adult Organization if it is determined that the operation and purpose are not consistent with the policies and procedures adopted by the Board. Any decision of the Board to withdraw sanctioning is final and non-appealable.

**SANCTIONING OF ORGANIZATIONS EXEMPT
FROM SCHOOL ACTIVITY FUND REQUIREMENTS**

1. In order to maintain the status of a sanctioned Adult Organization, the Superintendent or the Board may require from Adult Organization, on an annual basis, that a financial audit be performed on the Adult Organization by an independent accounting firm at the expense of the sanctioned Adult Organization. If required by the Superintendent or the Board, the audit shall be submitted to the Superintendent within ninety (90) days of the Superintendent's request. The Board shall review the audit submitted and determine if the Adult Organization is entitled to continue to be sanctioned in accordance with Policy CH and if its funds should continue to be exempt from the statutory controls over student activity funds as provided by Oklahoma law. Otherwise, an annual financial report will be required. The financial report shall be submitted to the Superintendent by July 1 of the year following the year of original approval and every year thereafter.
2. The Superintendent or the Board may, at any time they deem warranted, request copies of any and all records maintained by the Adult Organization. Copies of records must be promptly provided upon request of the Board or Superintendent.
3. No fund raising activities will be conducted on District property, during school hours, without approval from the Superintendent. Students will not participate in fund raising activities during school hours without approval from the Superintendent. Students may participate in selling products and collecting payments for an Adult Organization but must comply with the other provisions of this paragraph.
4. The organization may not use school materials in advertising its activities without prior approval from the Superintendent or Superintendent's designee. Use of school property by the organization for its activities will meet all regulations established by the Board.
5. All funds raised will be used to achieve the stated purposes and goals of the Adult Organization. No stipends or administrative fees will be permitted to officers or members. If the Adult Organization is abolished or ceases to exist, all remaining funds after the financial responsibilities are satisfied shall be deposited into an appropriate activity sub-account of the District.
6. Contributions from an Adult Organization will not be accepted unless approved by the Superintendent or Superintendent's designee. Tangible assets purchased by an Adult Organization shall become the property of the District upon delivery. Such tangible

assets will be under the control of the Superintendent, building principal and/or head coach as appropriate. The District reserves the right to withhold employment or other taxes and to deduct any legally required District contributions from any contribution to the District or a District employee. If an Adult Organization fails to comply with Board policy and regulations concerning contributions to the District, and if such failure results in an increased tax or legal obligation on the part of the District, the Adult Organization shall indemnify the District for such obligation.

7. An Adult Organization shall not make any contributions to District employees directly. An Adult Organization is responsible for filing all appropriate tax forms and withholding all applicable amounts for its own employees.
8. The Adult Organization must maintain bank, financial, and/or tax exempt status separate from the District. The Adult Organization will provide the Board, annually and upon request, a complete set of financial records or detailed treasurer's report.
9. Any plan, project, or movement instituted to expand, modernize, renovate, or render maintenance to school controlled and/or owned properties, or provide academic achievement awards and other education recognition to students or student bodies will be presented to the Board for its consideration, comment, evaluation, approval, and sponsorship. This must be done before any public announcement is made.
10. Once sanctioned, an Adult Organization shall not accept and shall not deposit any check, warrant or money order made payable to the District or any individual school, into the Adult Organization's private bank account.
11. Once sanctioned, the Adult Organization shall require one of its officers to attend training with respect to applicable state and federal laws and basic tax information. The District shall provide this training at no charge to officers of sanctioned organizations.

Adopted: March 12, 2019
Revised: June 11, 2019



Title 70. Schools

Oklahoma Statutes Citationized

Title 70. Schools

Chapter 1 - School Code of 1971

Article Article V - School Districts and Boards of Education

Section 5-129.1 - Exemptions

Cite as: O.S. §, __ __

Those funds which are collected by programs for student achievement and by parent-teacher associations and organizations that are sanctioned by the school district board of education shall be exempt from the provisions as outlined in Section 5-129 of this title. Each school district board of education shall adopt policies providing guidelines for the sanctioning of organizations and associations exempted or applying to be exempted pursuant to the provisions of this section. The guidelines may include but not be limited to examinations of financial and performance audits performed on each such organization and association.

Historical Data

Laws 1984, SB 368, c. 296, § 26, emerg. eff. July 1, 1984; Amended by Laws 1993, HB 1313, c. 45, § 2, emerg. eff. April 9, 1993; Amended by Laws 1994, SB 1117, c. 70, § 1, emerg. eff. July 1, 1994; Amended by Laws 1996, HB 2107, c. 99, § 1, emerg. eff. July 1, 1996.

Citationizer[®] Summary of Documents Citing This Document

<i>Cite Name</i>	<i>Level</i>
Oklahoma Attorney General's Opinions	
<i>Cite</i>	<i>Name</i> <i>Level</i>
<u>1995 OK AG 54,</u>	<u>Question Submitted by: The Honorable Raymond L. Vaughn, Jr.,</u> <i>Discussed at Length</i>
	<u>Oklahoma House of Representatives, District 81</u>
<u>1997 OK AG 6,</u>	<u>Question Submitted by: The Honorable Raymond L. Vaughn, Jr., State</u> <i>Cited</i>
	<u>Representative, District 81</u>

Citationizer: Table of Authority

<i>Cite Name</i>	<i>Level</i>
Title 70. Schools	
<i>Cite</i>	<i>Name</i> <i>Level</i>
<u>70 O.S. 5-129,</u>	<u>School Activity Fund - Control - Accounts - Disbursements - Petty Cash</u> <i>Cited</i>
	<u>Accounts - Custodian - Bond - Investment of Funds</u>

Newcastle Cross Country Booster Club

BYLAWS

ARTICLE 1: NAME

Section 1- NAME:

The name of the organization is Newcastle Cross Country Booster Club, hereinafter referred to as the "Booster Club".

ARTICLE 2: OBJECTIVES

Section 1: GENERAL OBJECTIVE

Provide support and develop interest for middle school and high school girls and boys cross country teams and promote athletic excellence, sportsmanship, scholastic achievement, and the opportunity of higher education in the Newcastle School District.

Section 2- SPECIFIC OBJECTIVES: The purpose of the club shall be:

- a) To foster school spirit, develop student and community interest in Newcastle cross country program, and to promote a superior athletic program with a focus on the student athlete.
- b) To promote interest and attendance at activities related to Newcastle cross country events and competitions.
- c) To conceive, create and develop ideas, projects and other assistance to further the cross country program with a focus on the student athlete.
- d) To be organized and operated exclusively for the charitable and educational purposes related to the Newcastle cross country student athlete.
- e) To help maintain and improve communications and cooperation between and among parents, coaches, teachers, students, student athletes, athletic director, administrators, and the school board for the advancement and improvement of the Newcastle cross country program.
- f) To sponsor fundraisers to be utilized for supporting student athletes and the cross country program.
- g) Recognize players or coaches as appropriately authorized.

ARTICLE 3: MEMBERSHIP

Section 1- General:

- a) Any parent or guardian of a Newcastle High School or Newcastle Middle School cross country athlete is automatically eligible to be a member of the booster club.
- b) Any person who is interested in the objectives of the Newcastle Cross Country Booster Club and active in its affairs is considered
- c) Membership dues are \$40 per family paid annually.

ARTICLE 4: EXECUTIVE BOARD

Section 1- The Executive Board is composed of six (6) officer positions:

President: The president presides at all business meetings and executive board meetings. The president serves as an ex-officio member on all committees and acts as the overall liaison with Newcastle High School, Newcastle Middle School, the community, and school board. He/She guides the offices and committees in carrying out the objectives of the Booster Club and enforcement of the provisions of the bylaws, the Newcastle School District booster club regulations and rules provided by NHS regarding booster clubs.

Vice President: The Vice President, at the request of the President or in the President's absence, may perform any duties of the President. In addition, the Vice President may coordinate special projects as required.

Secretary: The Secretary in the absence of the President and Vice President may perform any of the duties of the President. In addition, the Secretary may coordinate special projects as required. They shall record all proceedings from executive board meetings and regular membership meetings and provide a copy to the Newcastle School District. He or she may assist in preparing thank you letters to sponsors and may prepare a periodic newsletter for cross country runners and parents/guardians.

Treasurer: The Treasurer oversees the financial activities for the Booster Club using sound general accounting principles. This includes receiving and disbursing all Booster Club dues, funds and issuing receipts as required. He/She also oversees the maintenance of financial audits of the Booster Club books. The Treasurer assists in financial planning activities and prepares an annual budget for the Booster Club.

Members at Large: There will be three (2) Members at Large: one (1) high school parent representative and one (1) middle school parent representative. Members at Large will

represent and are accountable to the general membership of a group or organization. Members at Large keep the general membership informed about board activities via written, social media and oral communications. Members at Large will coordinate meals and volunteers for meals for any meets that require meals to be provided. Members at Large have the same voting rights as the board officers and are responsible for attending board meetings.

Section 2 – OFFICER ELECTIONS

The officers shall be elected at the May/June meeting each year. Nominations may only be made with the nominated person's approval. Majority rules based on those present at the election. In the event that no nominations are made for a vacant officer, a current officer may be appointed to hold that position.

Section 3 – OFFICER VACANCIES

Executive Board vacancies will be filled for the remainder of the term by appointment by the President and confirmed by the remaining members of the Executive Board. In the event that the position of the President becomes vacant, the position shall be filled (in order) by the Vice President, Secretary, Treasurer or Members at Large.

Section 4 – OFFICE DOCUMENTS AND FILES

All former officers shall deliver to their successors any official material as early as possible, but not later than one month following the date on which the new officers assumed their duties.

ARTICLE 5: FINANCIAL

Section 1 – Deposits and opening funds

- a) Deposits of any funds from a function or event should be completed and logged on the night of event or activity. Two people must count and complete the deposit and then initial deposit log. The deposit log must then be uploaded to the Booster Clubs google documents. Deposit then must be put in the night drop at the bank unless there are unforeseen circumstances, the deposit must be made the following morning.
- b) Opening and closing money must be counted by two people and signed with a date on the daily accounting sheet. The accounting sheet must then be uploaded to the Booster Clubs google documents file.
- c) All checks must be signed by two officers regardless of the amount.

ARTICLE 6: GOVERNANCE

Section 1- MEMBERSHIP MEETINGS

The Booster Club shall hold a minimum two (2) meetings in a year, additional meetings can be added up to a total of four (4) if deemed needed. A minimum of one week of notice of a meeting shall be given by announcement, phone, email, or social media to the members for a meeting to be deemed as having proper notice.

Section 2 – EXECUTIVE COMMITTEE MEETINGS

- a) The President may call special Executive Committee Meetings.
- b) A majority of the Executive Committee shall constitute a Quorum.
- c) Any member may present anything to the Executive Committee by making known to any officer in person or in writing.

Section 3 – QUORUM

Ten (10%) percent of the eligible voting members in good standing shall comprise a Quorum for Booster Club Meetings.

Section 4 – VOTING

Each member in good standing shall have one (1) vote. Voting by proxy is allowed for elections of officers. Except as otherwise provided, all matters which require action by ballot shall be decided by a majority of votes cast at a meeting for which there is a Quorum.

Section 5- PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules or Order newly Revised shall govern meetings.

Section 6 – BYLAWS AMENDMENTS AND ACCEPTANCE

- a) Bylaws may be amended by vote after the written amendment(s) have been made available for review by all members. A two-thirds majority of votes cast shall sustain the amendment at any meeting that meets the Quorum and notification requirements as previously outlined.
- b) Bylaws acceptance: Acceptance of these bylaws will be by a plurality of the voting members. These bylaws will be considered effective immediately upon their acceptance and will supersede all previously accepted bylaws and Amendments.

Section 7 – DISSOLUTION

The Booster Club shall use its funds and other assets exclusively to advance the mission and purposes stated in the bylaws. The Booster Club may be dissolved at the direction of the Newcastle High School Principal or upon approval of seventy five (75%) percent of the voting membership of the Booster Club. Upon dissolution of the Booster Club, any remaining funds or assets shall be distributed to the Newcastle High School Athletic Department.

ARTICLE 7: MOTIONS AND RESOLUTIONS

Section 1 – GENERAL:

The Booster Club shall consider no motion or resolution until it has been considered and recommended by the Executive Committee.

Section 2 – APPROVALS AND AUTHORIZATIONS:

No motion or resolution will be adopted by the Booster Club until approved by a majority at a membership meeting. The Executive Committee can authorize expenditures up to \$2000 between membership meetings.

Date of this notice: 03-23-2023

Employer Identification Number:
92-3084697

Form: SS-4

Number of this notice: CP 575 E

NEWCASTLE CROSS COUNTRY BOOSTER
CLUB INC
101 N MAIN ST
NEWCASTLE, OK 73065

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 92-3084697. This EIN will identify your entity, accounts, tax returns, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for business and tax purposes. Some taxpayers receive CP575 notices when another person has stolen their identity and are operating using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status, organizations must complete an application on one of the following forms: Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1023-EZ, Streamlined Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code; Form 1024, Application for Recognition Under Section 501(a); or Form 1024-A, Application for Recognition of Exemption Under Section 501(c)(4) of the Internal Revenue Code.

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

If you become tax-exempt, you will lose tax-exempt status if you fail to file a required return or notice for three consecutive years, unless a filing exception applies to you (search www.irs.gov for Annual Exempt Organization Return: Who Must File). We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter. For the most current information on your filing requirements and other important information, visit www.irs.gov/charities.



MEMBERSHIP AND TAX EXEMPT STATUS

CERTIFICATE

This document certifies that

Newcastle Cross Country Booster Club, Inc.

EIN: 92-3084697 • Fiscal year end: December

is a subordinate member in good-standing of Parent Booster USA, Inc. through

December 31, 2023

and as a result is recognized by the Internal Revenue Service as tax-exempt under section 501(c)(3) of the Internal Revenue Code.

Information about federal tax-exempt status under section 501(c)(3) of the Internal Revenue Code.

Membership in Parent Booster USA must be renewed annually to maintain tax-exempt status. To renew membership, visit: parentbooster.org/renew.

Parent Booster USA, Inc. is a Florida nonprofit corporation recognized by the IRS as tax-exempt under section 501(c)(3) of the Internal Revenue Code. Parent Booster USA, Inc. has also been issued a group exemption letter by the IRS that recognizes Parent Booster USA's subordinate organization members as tax-exempt under section 501(c)(3). Parent Booster USA quarterly provides the IRS with an updated list of its subordinate organizations in good standing. Subordinate organizations in good standing are provided with this certificate to confirm their federal tax-exempt status.

Confirming Parent Booster USA's tax-exempt status.

Parent Booster USA's federal tax-exempt status and group exemption letter may be confirmed on the IRS website as follows:

1. Go to www.irs.gov or visit apps.irs.gov/app/eos and skip to step 5
2. At the top the page under **Search**, or under **Menu** on mobile, click **Charities & Non-profits**
3. Click the link for the **Tax Exempt Organization Search**
4. Down the page, click the blue button for the **Tax Exempt Organization Search**
5. Enter Parent Booster USA's EIN: **30-0281785**
6. Click **Search**

Under **Deductibility Status**, it says **GROUP**. If you click on **GROUP**, an explanation regarding the group letter ruling that exempts PBUSA's subordinates appears.


ParentBoosterUSA
We Know Booster Clubs



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

Date:

May 13, 2022

Employer ID number:

30-0281785

Person to contact:

Name: Jeffery Miller

ID number: 1001731108

Telephone: 877-829-5500

PARENT BOOSTER USA INC
13506 SUMMERPORT VILLAGE PKWY 1506
WINDERMERE, FL 34786

Dear Sir or Madam:

This is in response to your request dated August 24, 2021, for information about your tax-exempt status.

We issued a determination letter to you on October 2005, and you're currently exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also recognized the subordinates on the list you submitted as exempt from federal income tax under IRC Section 501(c)(16).

For federal income tax purposes, donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106 and 2522.

Because IRC Section 170(c) describes your subordinate organizations, donors can deduct contributions they make to them.

For information about filing requirements visit www.irs.gov/charities. Specifically, IRC Section 6033(j) provides that if you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

In addition, each subordinate organization is subject to automatic revocation if it doesn't file a required return or notice for three consecutive years. Subordinate organizations can file required returns or notices individually or as part of a group return.

If you have questions, you can call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Keep a copy of this letter for your records.

Sincerely,

A handwritten signature in cursive script that reads "Stephen A. Martin".

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



Newcastle Public Schools

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

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

4/6/2023

Per Stacy Wright, the Senior Sponsor. I am requesting the Board's approval to transfer the balance of previous senior class accounts to be transferred into the High School Principals account. The money transferred would go towards future senior classes for items like bricks, senior signs, shirts, lunch, senior sunset, etc. Class of 2020 Account# 970/705 \$5,900.00, Class of 2021 Account#971/705 \$1,093.49, Class of 2022 Account# 972/705 \$5,498.21. Total of \$12,491.70 will be transferred to HS Principals Account# 939/705



Newcastle Public Schools

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

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

4/11/2023

The superintendent is requesting Board approval to pay Employee Bonuses for the school year 2022-2023.

All employees who are currently employed through May 11, 2023 and have been employed since the beginning of the school year will receive a \$1,200.00 bonus to be paid on the May 11, 2023 payroll. Standard taxes and retirement payments will be calculated.

Employees who started their employment with the District after the regular start date of that type of contract will receive a prorated amount of the bonus based on the total months employed. The bonus will not include lay coaches.



EMPLOYMENT SCHEDULE "A"

April 11th, 2023

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		Replacement	ES / Title 1 Tutor	4/4/2023
HOURLY EMPLOYEES LAY COACHES				
Last Name	First Name		Site	Effective
		Replacement	HS / Boys Soccer Assistant Coach	3/21/2023
		Replacement	MS / Indian Ed Tutor	3/30/2023
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
Lair	Cindy	Teacher Assistant	Custodian	4/3/2023
Wilmont	Kyndal	Site Secretary ES	Site Seretary HS	3/27/2023
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Burrows	Ashley	Teacher	ECC	4/14/2023
Curren	Adrienne	Teacher	ECC	5/25/2023
Jessup	Patricia	Teacher	ES	5/25/2023
Kelly	Andrea	Teacher	ECC	5/25/2023
Searl	Jordan	Teacher	HS	5/25/2023
Siebert	Maddison	Tacher	ES	5/25/2023
Sumwalt	Brianna	Teacher	ES	5/25/2023
Tadlock	Meagan	Teacher	ECC	5/25/2023
Ward	DJ	Teacher / Coach	HS	5/25/2023
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective



EMPLOYMENT SCHEDULE "B"
2022-2023 Rehire List
April 11th, 2023

ADMINISTRATION		
Name	Title	
GOOLSBY, TODD	Athletic Director	
CERTIFIED STAFF - CONTINUING CONTRACT		
Name	Name, continued	Name, continued
ALLEN, MICHAEL	HASKINS, JULIE	SANDERS, JENNIFER
BAILES, MEGAN	HODGE, TERRA	SAWYER, TERRI
BANFIELD, KIMBERLY	HOWSLEY, JESSICA	SCOTT, CHANCE
BERGT, KATHY	HUBBLE, KRISTI	SCROGGINS, GINA
BORTELL, MEGAN	HUFF, DIANE	SHEAFFER, SANDY
BRICKMAN, JEFF	JETTON, AMBER	SHEETS, KEVIN
BROOKS, BRETT	JOHNSON, MARK	SIEBERT, RYAN
BROWN, JESSIE	JOHNSON, REBECCA	SOUTHWELL, WES
CANNON, AMY	JONES, KEVIN	STALLINGS, DAVID
CANNON, MARY	JOYNER, KARI	STANCIL, SARAH
CHLOUBER, SHANNON	KAMMERLOCHER, TONI	TAYLOR, TWYLA
CISNEROS, VIVIAN	KATES, MELANIE	THOMAS, ANDREA
CORBIN, KELSEY	KIELICH, ROBIN	THOMAS, JAMES
COX, STEPHANIE	MADDEN, ANGELA	TRUELOVE BOLLES, TAMMY
CROSSLEY, VICKIE	MAPLE, KORRI	WALKER, TONYA
DANSBY, LAUREN	MCELHANEY, MARIAH	WARD, KIMBERLY
DESKIN, STACY	MCFARLAND, STEFANIE	WARD, ROBERT
DILLMAN, KELLY	MCGEHEE, KELLEY	WESTMORELAND, TAYLOR
EDWARDS, CHRISTINA	MCINTIRE, JENNIFER	WILLIAMS, APRIL
FORD, LYNDI	MEDRANO, DIANE	WILLIAMS, DEANDRA
FURNISH, HEIDI	MORGAN, BRANDON	WILLIAMS, KRISTAL
GAYLER, NIKKI	PARSONS, COURTNEY	WILSON, JUDD
GENTRY, LAURA	PHIPPS, JANET	WILSON, LAYNE
GILLESPIE, TAMARA	RAINEY, ADRIENNE	WOOTEN, SESILY
GILMORE, ALICIA	ROBISON, RANDALL	WRIGHT, AMY
HAGGERTY, JASON	ROUSH, AMY	WRIGHT, STACY
HALE, ZACHARY	SALDANA, MAKENSEY	WYNNE, KAREN

CERTIFIED STAFF - TEMPORARY CONTRACT MOVING TO CONTINUING CONTRACT		
Name	Name, continued	Name, continued
ADAMS, HAILEY	DUNCAN, BRIANNA	MAYES, JILL
BAILEY, CADY	ENGLAND, LACEY	MEGET, ASHLY
BARRY, DENISE	FEARS, NICOLE	MILLS, TRACEY
BIGHAM, MARCEDES	FOSTER, BRENDA	PRICE, KRISTA
BLACK, REBEKAH	HESKEW, BROOKE	SCHMITZ, ABIGAIL
BOLLES, MARIAH	HODGES, BRANDY	SKINNER, PATRICIA
COCKRELL, AMBER	HOLMES, CAROLE	WILLIAMS, DARBY
COLE, RYLEA	KETCH, JT	WILSON, MICHAEL
CROWDER, MONICA	LUCAS, JUAN	YORK, LORRIE
DAVIS, HANNAH	MANGUS, KAYLEE	
CERTIFIED STAFF - TEMPORARY CONTRACT		
Name	Name, continued	Name, continued
BASINGER, ROBBIE	GRIDER, REBECCA	MYERS, MALCOM
BRANUM, MARTHA	HAMPTON, DARIAN	NORTH, KRISTI
BRUMLEY, COLLEEN	HAYES, ALISHA	OWENS, FAITH
BRUMMELL, LESHIA	HEATLY, JORDAN	PATTERSON, LOREN
COCHRAN, KRISTA	HOBBS, KAICEE	RIDER, HAYDEN
COPELAND, AUSTIN	HUTCHESON, RODNEY	SANDERS, AMY
COPELAND, HEATHER	KELLEY, KEENAN	SMITH, LARA
COPELAND, NICHOLE	LAIRSON, REBECCA	TAUSCHER, SARAH
DUNCAN, JEFFREY	MATTHEWS, AUSTEN	TURNER, LYNETTE
FILER, ASHLEY	MCKAY, TAYLOR	WILLIAMS, JESSICA
FLOYD, AUBRIE	MCMILLIAN, NICHOLAS	WILLIAMSON, ROBIN
GORDON, AUTUMN	MORLEY, MORGAN	ZEKA, ZAC
CERTIFIED STAFF - TEMPORARY CONTRACT RETIRED		
Name	Name, continued	Name, continued
CLOUSE, SHERRY	KAUK, BRYAN	REDBIRD, KARLA
CERTIFIED STAFF - TEMPORARY CONTRACT SPLIT YEAR		
Name	Name, continued	Name, continued
DE LA PLAINE, ASHBY	EVANS, HANNAH	SANCHEZ, APRIL
EDELEN, BRANDY	MAINARD, JESSICA	

MEMO

To: Dr. Melonie Hau, Superintendent
From: Certified Negotiations Team
Date: August 30, 2022
Re: Proposals

-
1. ^{8/30} Changes to Article 36, Teacher's Work Year. ^{DD} *not have (w/ changes to 160 teachers change)*
attached
 4. ^{8/30} Changes to Article 38, Parent-Teacher Conference Day. ^{DD} *not have*
attached
 5. ^{8/30} Changes to Article 39, Length of School Day and Teacher Duty Day Defined. ^{DD} *not have*
attached
 6. ^{8/30} Changes to Article 40, Assignment of Duties. ^{DD} *not have*
attached
 7. ^{8/30} Changes to Article 41, Preparation Time.
attached
 8. ^{8/30} Changes to Article 45, Combining of Classes Prohibited Due to Teacher Absence. ^{DD} *not have*
attached
 9. ^{8/30} Stipend for ESports of \$2,500.00 per school year added to the Extra Duty Payments, Non-Athletic (Per Person) pay sheet. ^{DD} *not have (w/ omission of per student)*
 10. ^{8/30} Stipend for Mentor Teacher for first year teachers of \$250.00 per semester added to the Extra Duty Payments, Non-Athletic (Per Person) pay sheet. ^{DD} *not have*
 11. ^{8/30} Stipend for Auditorium Manager of \$500.00 per year added to the Extra Duty Payments, Non-Athletic (Per Person) pay sheet. ^{DD} *not have*
 12. ^{8/30} Negotiations will be opened for NACT and Newcastle Public Schools during November, 2022 to discuss the financial status of the district for possible monies to be distributed to certified staff if funding allows. ^{DD} *not have*
 13. ^{8/30} Changes to Article 65, Compensation Schedule ^{DD} *not have*
Add Step 34 to the Certified Teacher Pay Scale. ^{DD}
Change E. to "last working Thursday".
attached
Changes to Article 54, Sick Leave Sharing Plan
attached Remove D+E

ARTICLE 36 - TEACHER'S WORK YEAR (changes)

A. A teacher's work year shall consist of ~~175 teaching days and 5 professional days or a minimum of 1073 contact hours~~ **160 teaching days and 5 professional days or a minimum of 1080 contact hours** plus 30 hours of professional time. ~~depending on the calendar format adopted by the Board of Education. The professional day will not exceed 6 hours per day.~~

B. Any teacher *required* to attend professional development outside of the teacher's work year shall be compensated at the rate of \$60.00 per full day (**6 hours**) and \$40.00 per half day (**3 hours**).

C. A minimum of 3 hours will be allocated to teachers to work in their rooms on each of the 2 work days prior to the beginning of school.

ARTICLE 36 - TEACHER'S WORK YEAR (Proposed Version)

A. A teacher's work year shall consist of 160 teaching days and 5 professional days or a minimum of 1080 contact hours plus 30 hours of professional time. The professional day will not exceed 6 hours per day.

B. Any teacher required to attend professional development outside of the teacher's work year shall be compensated at the rate of \$60.00 per full day (6 hours) and \$40.00 per half day (3 hours).

C. A minimum of 3 hours will be allocated to teachers to work in their rooms on each of the 2 work days prior to the beginning of school.

ARTICLE 38 - PARENT-TEACHER CONFERENCE DAY (changes)

- A. Two full days shall be provided each year for parent-teacher conferences at Newcastle Public Schools. Classes shall not be held for the students those days.
1. For the first parent-teacher conference day;
 - a. All students' parents or guardians shall be contacted during the first conference week.
 2. For the second parent-teacher conference day;
 - a. The parents or guardians of students making satisfactory academic progress may have either a conference on that second day or a documented personal contact during the week of the second day.
 - b. The parents or guardians of students not making satisfactory academic progress shall be scheduled for a conference.
- B. Certified staff shall be required to be in attendance on parent-teacher conference days. Absence of any staff member shall result in the loss of a personal/sick day.
- C. The structure of parent/teacher conference days shall ~~be determined by the building principal in order to accommodate the needs of parents, teachers and students. consist of 6 hours of instruction and 6 hours of parent/teacher conference.~~ The total time will be equitable among sites.

ARTICLE 38 - PARENT-TEACHER CONFERENCE DAY (proposed version)

- A. Two full days shall be provided each year for parent-teacher conferences at Newcastle Public Schools. Classes shall not be held for the students those days.
1. For the first parent-teacher conference day;
 - a. All students' parents or guardians shall be contacted during the first conference week.
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 - a. The parents or guardians of students making satisfactory academic progress may have either a conference on that second day or a documented personal contact during the week of the second day.
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- B. Certified staff shall be required to be in attendance on parent-teacher conference days. Absence of any staff member shall result in the loss of a personal/sick day.
- C. The structure of parent/teacher conference days shall consist of 6 hours of instruction and 6 hours of parent/teacher conference. The total time will be equitable among sites.

Article 39 - LENGTH OF SCHOOL DAY AND TEACHER DUTY DAY DEFINED
(changes)

A. Teachers shall report to their respective buildings 15 minutes prior to the first bell and shall stay 15 minutes after the last bell. Teachers who need to leave the building early must obtain permission from the building principal.

B. Virtual Day Defined: A day in which brick and mortar students are learning remotely. Learning takes place online or at a distant location rather than a brick and mortar classroom. This does not apply to students enrolled as virtual students. Virtual days include office hours, preparing lessons and instruction, and helping students.

Article 39 - LENGTH OF SCHOOL DAY AND TEACHER DUTY DAY DEFINED
(proposed version)

A. Teachers shall report to their respective buildings 15 minutes prior to the first bell and shall stay 15 minutes after the last bell. Teachers who need to leave the building early must obtain permission from the building principal.

B. Virtual Day Defined: A day in which brick and mortar students are learning remotely. Learning takes place online or at a distant location rather than a brick and mortar classroom. This does not apply to students enrolled as virtual students. Virtual days inclined office hours, preparing lessons and instruction, and helping students.

ARTICLE 40 - ASSIGNMENT OF DUTIES (changes)

Duty assignments shall be made on a fair and equitable basis as determined by a committee at each building site. *The building principal shall make every effort to effectively and efficiently create a fair and equitable duty schedule.*

A. The elementary committee *and early childhood center committees* shall be composed of the principal one "special" teacher, and one teacher from each grade level. The middle school and the high school committees shall be composed of the principal and three classroom teachers and one "special" teacher from that site. The teachers at each site shall select their representatives. No teacher will serve more than two consecutive years.

B. The committee shall determine duty assignments for all teachers at that site and shall establish rules for student behavior during that duty. These rules shall be posted for students to read. Duties which shall be included in the duty schedule shall be: bus duty, playground duty, lunchroom duty, *bulletin-board duty*, restroom duty, hall duty, and parking lot duty. *If the duty extends past 15 minutes before or after school, teachers will be compensated according to the compensation schedule.*

C. If a teacher believes that an inequity in duty assignments exists, the teacher may contact any member of the committee to request the committee to change the duty assignments if it determines that an inequitable situation does, in fact, exist.

D. Any other duties deemed necessary by the Administration shall be assigned by the principal on a temporary basis until the committee can make a permanent assignment.

E. The Administration shall be responsible for the enforcement of the duty schedule.

ARTICLE 40 - ASSIGNMENT OF DUTIES (proposed version)

Duty assignments shall be made on a fair and equitable basis as determined by a committee at each building site. The building principal shall make every effort to effectively and efficiently create a fair and equitable duty schedule.

A. The elementary and early childhood center committees shall be composed of the principal one "special" teacher, and one teacher from each grade level. The middle school and the high school committees shall be composed of the principal and three classroom teachers and one "special" teacher from that site. The teachers at each site shall select their representatives. No teacher will serve more than two consecutive years.

B. The committee shall determine duty assignments for all teachers at that site and shall establish rules for student behavior during that duty. These rules shall be posted for students to read. Duties which shall be included in the duty schedule shall be: bus duty, playground duty, lunchroom duty, restroom duty, hall duty, and parking lot duty. If the duty extends past 15 minutes before or after school, teachers will be compensated according to the compensation schedule.

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D. Any other duties deemed necessary by the Administration shall be assigned by the principal on a temporary basis until the committee can make a permanent assignment.

E. The Administration shall be responsible for the enforcement of the duty schedule.

ARTICLE 41 - PREPARATION TIME

A. Each teacher shall have a minimum of 200 minutes each work week scheduled for conferences, instructional planning and preparation.

B. To the extent practicable, such time provided for in Section A shall be scheduled on the basis of one class period per work day.

C. In the event of a need to reduce the number of certified personnel because of a decreased student enrollment, loss of revenue, consolidation of programs and/or positions, or a reduction in school hours, the provisions of this article are non-applicable.

D. Administrators shall have the right to require scheduled preparation time to be set aside if special needs require.

E. Teachers will have a minimum of 3 hours each of the two days prior to the first day of school to work in their rooms.

ARTICLE 41 - PREPARATION TIME (Proposed Version)

A. Each teacher shall have a minimum of 200 minutes each work week scheduled for conferences, instructional planning and preparation.

B. To the extent practicable, such time provided for in Section A shall be scheduled on the basis of one class period per work day.

C. In the event of a need to reduce the number of certified personnel because of a decreased student enrollment, loss of revenue, consolidation of programs and/or positions, or a reduction in school hours, the provisions of this article are non-applicable.

D. Administrators shall have the right to require scheduled preparation time to be set aside if special needs require.

E. Teachers will have a minimum of 3 hours each of the two days prior to the first day of school to work in their rooms.

ARTICLE 45 - COMBINING OF CLASSES PROHIBITED DUE TO TEACHER ABSENCE

The Administration shall be responsible for arranging the supervision of the classroom during the teacher's absence.

A. When a teacher is absent for any reason, every attempt shall be made to hire a substitute. When a substitute cannot be hired, classes shall not be combined to exceed the state mandated number of students per class. A teacher shall not be required to arrange for his/her substitute as a pre-requisite for using any leave to which he/she is entitled. A teacher attending staff development meetings shall not be responsible for arranging for a volunteer substitute. This is the responsibility of the building Administration.

B. When administrators, or other authorized people, need to confer with teachers, every attempt shall be made to schedule said conferences outside of normal classroom time.

C. Each teacher will prepare a folder that informs a substitute of general rules and responsibilities. The folder will be kept in the building principal's office and made available to the substitute. Each substitute will return the folder back at the end of each day.

D. Teachers may choose to voluntarily cover one another's class (known as a "Friendly Cover"). In the event of a Friendly Cover, no payment to the covering teacher will be required. The teacher who is absent from work will still be charged leave.

E. After all possible efforts have been made to hire a substitute teacher; a teacher who is required to cover another teacher's class shall be compensated for a minimum of one hour at the hourly rate specified in Article 67.

F. A teacher who is required to absorb students from another class shall be compensated at the hourly rate of \$6.00 per hour, up to 10 students or \$12.50 per hour, for more than 10 students per class.

ARTICLE 45 - COMBINING OF CLASSES PROHIBITED DUE TO TEACHER ABSENCE (Proposed Version)

The Administration shall be responsible for arranging the supervision of the classroom during the teacher's absence.

A. When a teacher is absent for any reason, every attempt shall be made to hire a substitute. When a substitute cannot be hired, classes shall not be combined to exceed the state mandated number of students per class. A teacher shall not be required to arrange for his/her substitute as a prerequisite for using any leave to which he/she is entitled. A teacher attending staff development meetings shall not be responsible for arranging for a volunteer substitute. This is the responsibility of the building Administration.

B. When administrators, or other authorized people, need to confer with teachers, every attempt shall be made to schedule said conferences outside of normal classroom time.

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F. A teacher who is required to absorb students from another class shall be compensated at the hourly rate of \$6.00 per hour, up to 10 students or \$12.50 per hour, for more than 10 students per class.

ARTICLE 54 - SICK LEAVE SHARING PLAN (Changes)

- A. A full-time certified employee may donate sick leave to another certified employee for the following reasons:

The donee has exhausted or will exhaust all fully-paid leave due to an extraordinary or severe injury, illness, impairment, pregnancy, miscarriage, childbirth and recovery there from, or physical or mental condition of the donee; or

The donee has exhausted or will exhaust all fully-paid leave due to an extraordinary or severe injury, illness, impairment or physical or mental condition of a relative (spouse, child, stepchild, grandchild, grandparent, stepparent or parent) or household member (one who resides in the same home as the donee and who shares a duty to provide financial support with the employee) of the donee; and

The condition has caused or is likely to cause the donee to take leave without pay or to terminate employment.

- B. The employee may donate any amount of sick leave which does not cause that employee's sick leave balance to fall below 180 hours.
- C. An employee may receive up to 180 donated hours. If that leave is exhausted, the employee may apply for an additional 180 hours. Any donated sick leave may only be used by the recipient for the purposes specified in this Article.
- ~~D. An employee requesting donated days must first provide the Board with a medical certificate from a licensed physician or health care practitioner verifying the severe or extraordinary nature and expected duration of the condition.~~
- E. The employee receiving donated days is to receive his or her normal rate of pay.
- F. All sick leaves available for use by the donee must be used prior to using shared sick leave.
- G. Shared sick leave usage records shall be maintained separately from regular sick leave records.
- H. Any donated leave which is not used shall be returned to the donating employee on a prorated basis.
- ~~I. The Board is the determining body as to whether the donee meets the criteria above and has previously abided by district leave policy.~~
- J. All donated sick leave must be given voluntarily. No employee shall be coerced, threatened, intimidated or financially induced into donating sick leave for the purposes of the leave sharing program.

ARTICLE 54 - SICK LEAVE SHARING PLAN (Proposed)

A. A full-time certified employee may donate sick leave to another certified employee for the following reasons:

The donee has exhausted or will exhaust all fully-paid leave due to an extraordinary or severe injury, illness, impairment, pregnancy, miscarriage, childbirth and recovery there from, or physical or mental condition of the donee;

or The donee has exhausted or will exhaust all fully-paid leave due to an extraordinary or severe injury, illness, impairment or physical or mental condition of a relative (spouse, child, stepchild, grandchild, grandparent, stepparent or parent) or household member (one who resides in the same home as the donee and who shares a duty to provide financial support with the employee) of the donee; and

The condition has caused or is likely to cause the donee to take leave without pay or to terminate employment.

B. The employee may donate any amount of sick leave which does not cause that employee's sick leave balance to fall below 180 hours.

C. An employee may receive up to 180 donated hours. If that leave is exhausted, the employee may apply for an additional 180 hours. Any donated sick leave may only be used by the recipient for the purposes specified in this Article.

D. The employee receiving donated days is to receive his or her normal rate of pay.

E. All sick leaves available for use by the donee must be used prior to using shared sick leave.

F. Shared sick leave usage records shall be maintained separately from regular sick leave records.

G. Any donated leave which is not used shall be returned to the donating employee on a prorated basis.

H. All donated sick leave must be given voluntarily. No employee shall be coerced, threatened, intimidated or financially induced into donating sick leave for the purposes of the leave sharing program.

ARTICLE 65 - COMPENSATION (changes)

A. Certified Teacher Pay Scale- see following page. This is a compensation schedule. Retirement and insurance costs be included to reach the minimum.

B. Placement on the salary schedule shall be in accordance with the teacher's years of experience and highest degree earned. Teacher's years of experience must be documented by the state education agency of the state where the experience was earned. Salary schedule adjustments are made as of the date of receipt of appropriate documentation.

C. The salary schedule is based upon the teacher's work year as defined in this agreement. For teaching in excess of the teacher's work year, a teacher shall be paid the daily rate of pay provided for in section D below.

D. The teacher's daily/period/annual period rate shall be determined in the following manner:

Daily Rate of Pay = Teacher's Contracted Base Annual Salary/Teacher Contract Days

Period Rate of Pay = Daily Rate of Pay/Teaching Periods per Day

Annual Period Rate of Pay = Teacher Contracted Base Annual Salary/Teaching Periods per day

E. Paychecks will be dispersed on the last (will add in language) day of each month for the administration building.

F. Direct deposit is required for all Certified Employees.

G. Any change in an employee's monthly check initiated by the employer will be accompanied by a note from the administration office.

H. Teachers who have returned to teach at Newcastle Public Schools after fulfilling the 36 month pay limitations following applying for teacher retirement shall be paid pro rata according to the compensation scale for their degree at step 15.

ARTICLE 65 - COMPENSATION (proposed version)

A. Certified Teacher Pay Scale- see following page. This is a compensation schedule. Retirement and insurance costs be included to reach the minimum.

B. Placement on the salary schedule shall be in accordance with the teacher's years of experience and highest degree earned. Teacher's years of experience must be documented by the state education agency of the state where the experience was earned. Salary schedule adjustments are made as of the date of receipt of appropriate documentation.

C. The salary schedule is based upon the teacher's work year as defined in this agreement. For teaching in excess of the teacher's work year, a teacher shall be paid the daily rate of pay provided for in section D below.

D. The teacher's daily/period/annual period rate shall be determined in the following manner:

Daily Rate of Pay = Teacher's Contracted Base Annual Salary/Teacher Contract Days

Period Rate of Pay = Daily Rate of Pay/Teaching Periods per Day

Annual Period Rate of Pay = Teacher Contracted Base Annual Salary/Teaching Periods per day

E. Paychecks will be dispersed on the last **working Thursday day of each month for the administration building.**

F. Direct deposit is required for all Certified Employees.

G. Any change in an employee's monthly check initiated by the employer will be accompanied by a note from the administration office.

H. Teachers who have returned to teach at Newcastle Public Schools after fulfilling the 36 month pay limitations following applying for teacher retirement shall be paid pro rata according to the compensation scale for their degree at step 15.



NEWCASTLE PUBLIC SCHOOLS

Certified Teacher Pay Scale

YEARS	Bachelors	Bachelors + NBCT	Masters	Masters + NBCT	Doctorate
0	\$ 39,000.00	\$ 39,500.00	\$ 40,390.00	\$ 40,890.00	\$ 41,780.00
1	\$ 39,434.00	\$ 39,934.00	\$ 40,824.00	\$ 41,324.00	\$ 42,214.00
2	\$ 39,868.00	\$ 40,368.00	\$ 41,258.00	\$ 41,758.00	\$ 42,648.00
3	\$ 40,303.00	\$ 40,803.00	\$ 41,693.00	\$ 42,193.00	\$ 43,083.00
4	\$ 40,737.00	\$ 41,237.00	\$ 42,127.00	\$ 42,627.00	\$ 43,517.00
5	\$ 41,209.00	\$ 41,709.00	\$ 42,599.00	\$ 43,099.00	\$ 43,989.00
6	\$ 41,672.00	\$ 42,172.00	\$ 43,062.00	\$ 43,562.00	\$ 44,453.00
7	\$ 42,136.00	\$ 42,636.00	\$ 43,526.00	\$ 44,026.00	\$ 44,916.00
8	\$ 42,599.00	\$ 43,099.00	\$ 43,989.00	\$ 44,489.00	\$ 45,379.00
9	\$ 43,062.00	\$ 43,562.00	\$ 44,453.00	\$ 44,953.00	\$ 45,843.00
10	\$ 44,083.00	\$ 44,583.00	\$ 45,967.00	\$ 46,467.00	\$ 48,344.00
11	\$ 44,576.00	\$ 45,076.00	\$ 46,460.00	\$ 46,960.00	\$ 48,837.00
12	\$ 45,069.00	\$ 45,569.00	\$ 46,953.00	\$ 47,453.00	\$ 49,330.00
13	\$ 45,561.00	\$ 46,061.00	\$ 47,446.00	\$ 47,946.00	\$ 49,823.00
14	\$ 46,054.00	\$ 46,554.00	\$ 47,938.00	\$ 48,438.00	\$ 50,315.00
15	\$ 46,566.00	\$ 47,066.00	\$ 48,451.00	\$ 48,951.00	\$ 50,829.00
16	\$ 47,059.00	\$ 47,559.00	\$ 48,944.00	\$ 49,444.00	\$ 51,322.00
17	\$ 47,552.00	\$ 48,052.00	\$ 49,437.00	\$ 49,937.00	\$ 51,815.00
18	\$ 48,045.00	\$ 48,545.00	\$ 49,930.00	\$ 50,430.00	\$ 52,308.00
19	\$ 48,538.00	\$ 49,038.00	\$ 50,423.00	\$ 50,923.00	\$ 52,801.00
20	\$ 49,051.00	\$ 49,551.00	\$ 50,937.00	\$ 51,437.00	\$ 53,316.00
21	\$ 49,544.00	\$ 50,044.00	\$ 51,430.00	\$ 51,930.00	\$ 53,809.00
22	\$ 50,038.00	\$ 50,538.00	\$ 51,923.00	\$ 52,423.00	\$ 54,302.00
23	\$ 50,531.00	\$ 51,031.00	\$ 52,417.00	\$ 52,917.00	\$ 54,796.00
24	\$ 51,024.00	\$ 51,524.00	\$ 52,910.00	\$ 53,410.00	\$ 55,289.00
25	\$ 52,448.00	\$ 52,948.00	\$ 54,370.00	\$ 54,870.00	\$ 56,794.00
26	\$ 52,948.00	\$ 53,448.00	\$ 54,870.00	\$ 55,370.00	\$ 57,294.00
27	\$ 53,548.00	\$ 54,048.00	\$ 55,470.00	\$ 55,970.00	\$ 57,894.00
28	\$ 54,148.00	\$ 54,648.00	\$ 56,070.00	\$ 56,570.00	\$ 58,494.00
29	\$ 54,748.00	\$ 55,248.00	\$ 56,670.00	\$ 57,170.00	\$ 59,094.00
30	\$ 55,348.00	\$ 55,848.00	\$ 57,270.00	\$ 57,770.00	\$ 59,694.00
31	\$ 55,948.00	\$ 56,448.00	\$ 57,870.00	\$ 58,370.00	\$ 60,294.00
32	\$ 56,548.00	\$ 57,048.00	\$ 58,470.00	\$ 58,970.00	\$ 60,894.00
33	\$ 57,148.00	\$ 57,648.00	\$ 59,070.00	\$ 59,570.00	\$ 61,494.00
34	\$ 57,748.00	\$ 58,248.00	\$ 59,670.00	\$ 60,170.00	\$ 62,094.00