

Newcastle Board of Education Regular Meeting  
October 14, 2025 6:00 PM  
Administrative Office Board Room  
101 North Main  
Newcastle, OK 73065

Attendance Taken at 6:00 PM. Ms. Valory Dalton: Present, Jeff Dingee: Present, Ms Tiffany Elczyn: Present, Jeremy Gilbertson: Present, Ron Lock: Present. Attendance Update Taken at 7:22 PM. Ron Lock: Absent. Attendance Update Taken at 7:24 PM. Ron Lock: Present.

1. Flag Salute
2. Call to Order and Roll Call of Members
3. Outstanding Service or Achievement Awards

Mr. Adam Hull presented Emily Littlejohn of Physical Therapy Central with the Community Partner Award for all they do for our school, including the many internships they provide for our students.

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

Motion to approve consent agenda Items A-G with the removal of Item E passed with a motion by Jeff Dingee and a second by Jeremy Gilbertson.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea

Yea: 5, Nay: 0

- A. Agenda of Regular Meeting of October 14, 2025
- B. Minutes of Special Meeting of September 23, 2025
- C. Minutes of Regular Meeting of September 9, 2025
- D. Gifted and Talented Plan
- E. FY27 Virtual Plan
- F. Mr. Brandon Morgan, FFA Advisor, requests permission to travel to Indianapolis, IN for the National FFA Convention. Taking 8 students and 3 sponsors. From October 27, 2025, to October 30, 2025.
- G. NMS Library Surplus Books

5. Public Input

No Public Input

**6. Superintendent and Staff Updates:**

A. Mr. Adam Hull, NHS Principal, College Remediation and the Drop Out Report

Mr. Adam Hull presented the College Remediation and Drop-out Report to the Board of Education. He also reported on activities at the high school.

B. Update on testing and attendance data

Mr. Jonathan Atchley presented PLC's with each principal discussing their programs and approach to meet the needs. Dr. Walker presented teacher and student absences.

C. Dr. Walker, Superintendent, Updates on the bond, construction and homecoming events

Dr. Walker reported on the bond construction and upcoming homecoming events.

7. Discussion and possible action to add MiNGA, Game Changer and Cut Time to the 25-26 digital platform

Motion to approve Minga passed with a motion by Jeremy Gilbertson and a second by Ms. Valory Dalton.

Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea, Ron Lock: Yea  
Yea: 5, Nay: 0

8. Discussion and possible action regarding meal price increases for FY26. Adult Breakfast \$3.00, Lunch \$5.25. Student Breakfast \$1.75, Elementary Lunch \$3.10, and Secondary Lunch \$3.35. This is an increase to the adult breakfast from what we are currently charging.

Motion to approve meal prices as listed passed with a motion by Jeff Dingee and a second by Ms. Valory Dalton.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea  
Yea: 5, Nay: 0

9. Discussion and possible board action to approve the 2026 School Election Resolution

Motion to approve FY26 Board Election Resolution passed with a motion by Jeff Dingee and a second by Jeremy Gilbertson.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea  
Yea: 5, Nay: 0

## 10. Discussion and possible action on the Newcastle District Policy Consent Agenda

Motion to approve the Policy Consent Agenda with the changes discussed on Item 10A-DAA; Item 10E-EIED; Item 10O-FFACD passed with a motion by Jeff Dingee and a second by Ron Lock.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea

Yea: 5, Nay: 0

- A. DAA - Nondiscrimination
- B. DABB - Records Investigation
- C. DIAA - Staff Safety Assaults
- D. EEI - School Volunteers
- E. EIED - Graduation Requirements
- F. EIEDF - Individual Career and Academic Plan (ICAP)
- G. EMI - Voluntary Private Prayer and Moment of Silence
- H. FFAA - Contagious Diseases and Head Lice
- I. FFAAA - Communicable Diseases and HIV-AIDS Prevention, Exposure, Education and Confidentiality
- J. FFAAC - Pandemic/Epidemic Emergencies and Communicable Disease Protocol
- K. FFAA-E1 - School Health Guidelines for Contagious Diseases and Head Lice
- L. FFAB - Immunizations Students
- M. FFACA - Administering Medication to Students
- N. FFACA-R - Administering Medication to Students (Regulation)
- O. FFACD - Medical Marijuana and Related Items
- P. FFACDAA - Seizure-Safe Schools
- Q. FFAD - Bed Bugs
- R. FGBD - Student Athletes and Activities Name, Image, and Likeness
- S. FL-E17 - Record of Individuals, Agencies, Organizations Who Have Requested and/or Examined School Records

- T. FL-E18 - Notice of Rights Under FERPA and Notice for Directory Information
- U. FL-R Compliance with Family Educational Rights and Privacy Act of 1974 (Regulation)
- V. GBCE - Athletic Events Broadcasting and Streaming Rights

**11. Discussion and possible action regarding Financial Consent Agenda**

Motion to approve the Financial Consent Agenda passed with a motion by Jeremy Gilbertson and a second by Ms. Valory Dalton.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea

Yea: 5, Nay: 0

- A. General Fund 11 Encumbrances and Change Orders
  - B. Building Fund 21 Encumbrances and Change Orders
  - C. Bond Fund 32 Encumbrances and Change Orders
  - D. Bond Fund 39 Encumbrances and Change Orders
  - E. Monthly payroll and extra duty disbursement
  - F. Purpose of Activity Fund Accounts
  - G. Revenue Analysis-General Fund
  - H. Revenue Expenditure Summary-Athletic
  - I. Revenue-Expenditure Summary-Non Athletic
  - J. Treasurer's Report
  - K. Support Salary Schedule
12. Consideration and vote to elect or not to elect the following as new members of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative (55K001):
- Yes \_\_\_ No \_\_\_ Position #1: Pam Deering (CCOSA), Executive Director of CCOSA, to a 2026-2030 term.
  - Yes \_\_\_ No \_\_\_ Position #2: Robert Trammell (OROS), Executive Director of OROS, to a 2026-2030 term.
  - Yes \_\_\_ No \_\_\_ Position #4: Randy Davenport (OROS), Superintendent of Holdenville Public Schools, to a 2026-2029 term.
  - Yes \_\_\_ No \_\_\_ Position #9: Terry Davidson (CCOSA), Finance Director of Comanche Public Schools, to a 2026-2029 term.

Yes \_\_ No \_\_ Position #12: Glen Cospers (OSSBA), Board Member of Moore Norman Technology Center, to a 2026-2029 term.

Motion made to elect the new members of the board of directors of the Oklahoma Public School Investment Interlocal Cooperative (55K001) Position 1; Position 2; Position 4; Position 9; and Position 12 passed with a motion by Jeff Dingee and a second by Jeremy Gilbertson.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea  
Yea: 5, Nay: 0

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, pursuant to 25 O.S. Section 307 (B)(1)

Proposed executive session to discuss negotiations concerning employees and representatives of employee groups, 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 8:51pm passed with a motion by Jeff Dingee and a second by Ms. Valory Dalton.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea  
Yea: 5, Nay: 0

16. Return to Open Session

Returned to Open Session at 9:39pm. Mr. Lock, Ms. Dalton, Mr. Gilbertson, Mr. Dingee, Ms. Elczyn and Dr. Walker were in Executive Session and no votes were taken.

17. Discussion and possible action regarding Newcastle Association of Classroom Teachers FY26 Negotiated Agreement

Motion to approve the Newcastle Association of Classroom Teachers FY26 Negotiated Agreement Changes passed with a motion by Jeff Dingee and a second by Jeremy Gilbertson.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: 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 A

Motion to approve Schedule A as attached passed with a motion by Jeremy Gilbertson and a second by Ms. Valory Dalton.

Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea, Jeff Dingee: Yea, Ms Tiffany Elczyn: Yea

Yea: 5, Nay: 0

19. Adjournment

Meeting adjourned at 9:40pm by Tiffany Elczyn.

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President

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Vice President

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Clerk

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Deputy Clerk

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Member

Newcastle Board of Education Special Meeting  
September 23, 2025 7:30 AM  
Administration Office Board Room  
101 N Main St  
Newcastle, Oklahoma 73065

Attendance Taken at 7:31 AM. Ms. Valory Dalton: Present, Jeff Dingee: Absent, Ms Tiffany Elczyn: Present, Jeremy Gilbertson: Present, Mr. Ron Lock: Absent.

1. Call to Order and Roll Call of Members.
2. Discussion and possible action regarding revisions to the Oklahoma Teacher Empowerment Rubric

Motion to approve Oklahoma Teacher Empowerment Rubric to 2 years instead of 5 years on the advanced minimum years experience as a teacher within the district passed with a motion by Ms. Valory Dalton and a second by Jeremy Gilbertson.

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

3. Adjournment.

The meeting was adjourned at 7:52am by Tiffany Elczyn.

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President

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Vice President

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Clerk

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Deputy Clerk

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Member

Newcastle Board of Education Regular Meeting  
September 9, 2025 6:00 PM  
Administrative Office Board Room  
101 North Main  
Newcastle, OK 73065

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

1. Flag Salute
2. Call to Order and Roll Call of Members
3. Outstanding Service or Achievement Awards

Dr. Walker presented Ashley Evans of Oklahoma Electric Cooperative with the Community Partner Award for all the support they give Newcastle School District.

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

Motion to approve consent agenda as presented passed with a motion by Ms. Valory Dalton and a second by Mr. Ron Lock.

Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea

Yea: 3, Nay: 0, Absent: 2

A. Agenda of Regular Meeting of September 9, 2025

B. Minutes of Regular Meeting of August 19, 2025

C. Technology E-Waste

D. Ms. Kelsey Corbin, Physical Education Teacher, requests permission for two(2) overnight trips to Camp Goddard for outdoor educational opportunities. They will be splitting up the 5th grade into a Blue Team attending September 16-18 and a White Team attending September 23-25 of 2025.

E. Mr. Brandon Morgan, FFA Advisor, requests permission to travel to the Tulsa State Fair for overnight. Twelve (12) students will be competing in the livestock show from September 26 to October 5, 2025.

F. FY25 Gifted and Talented Committee Members: Cathy Walker, LeAnn Gentry, Jenna Stewart, Jennifer Foster, April Wade, Haley Knoettgen, Colleen Brumley

5. Discussion and possible action regarding Angel, Johnston & Blasingame, P.C. presentation of the Estimate of Needs

Motion to approve the Estimate of Needs as presented by Steve Blasingame of Angel, Johnston & Blasingame, P.C. passed with a motion by Ms. Valory Dalton and a second by Mr. Ron Lock. Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea  
Yea: 3, Nay: 0, Absent: 2

## 6. Public Input

No Public Input

## 7. Superintendent and Staff Updates:

Dr. Walker reported that 11 teachers qualified for the state empowerment stipend. Also, Friday night the band will march in their new band uniforms for the first time. Lastley, the construction at the High School is on schedule.

## **8. Discussion and possible action regarding the Newcastle District Policy Consent Agenda**

Motion to pull item S and approve the Policy Consent Agenda with typo changes to items I, K and L passed with a motion by Mr. Ron Lock and a second by Ms. Valory Dalton. Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea  
Yea: 3, Nay: 0, Absent: 2

- A. Policy CFBB - Sanctioning of Parent Organizations, Booster Clubs, and Association
- B. CFBB-P - Administrative Operating Guideline for Sanctioning of Student Achievement Programs and Parent-Teacher Associations and Organizations
- C. DAA - Nondiscrimination
- D. DBCA - Standards of Performance and Conduct for Teachers
- E. DEC-R7 - Maternity Leave (Regulations)
- F. DO - Termination of Employment Teachers
- G. DOAC - Support Personnel Suspension, Demotion, Nonrenewal, or Termination
- H. DO - R Teacher Termination Procedures
- I. EFBCA-R3 - Parent/Guardian and Student Portal Use Policy
- J. FD - Student Residency
- K. FDA - Students: Enrollment Requirements
- L. FD-E - Student Residency Affidavits

- M. FE-P - Removal of Juvenile Sex Offender (Procedures)
- N. FE - Student Transfers
- O. FFACA - Administering Medication to Students
- P. FFACA-E1 - Medication Request and Release Form
- Q. FFACA-E2 - Medication and Request and Release Requirements
- R. FFACA-P - Student Health Plans
- S. FFACA-R Administering Medication to Students (Regulation)
- T. FFG - Reporting Suspected Child Abuse and/or Neglect
- U. FNC - Student Conduct

**9. Discussion and possible action on the Contract Consent Agenda**

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

Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea

Yea: 3, Nay: 0, Absent: 2

- A. FY26 Future Generations Educational Consulting, LLC for the Middle School

**10. Discussion and possible action regarding Financial Consent Agenda**

Motion to approve the Financial Consent Agenda items A through N as presented passed with a motion by Ms. Valory Dalton and a second by Mr. Ron Lock.

Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea

Yea: 3, Nay: 0, Absent: 2

- A. FY25 General Fund 11 Change Order
- B. FY25 Building Fund 21 Change Order
- C. FY25 Bond Fund 32 Change Order
- D. FY25 Bond Fund 39 Change Order
- E. General Fund 11 Encumbrances and Change Orders
- F. Building Fund 21 Encumbrances and Change Orders
- G. Bond Fund 32 Encumbrances and Change Orders

H. Bond Fund 39 Encumbrances and Change Orders

I. Monthly payroll and extra duty disbursement

J. Purpose of Activity Fund Accounts

K. Revenue Analysis-General Fund

L. Revenue Expenditure Summary-Athletic

M. Revenue-Expenditure Summary-Non Athletic

N. Treasurer's Report

11. New Business

No new business

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

Proposed executive session to discuss negotiations concerning employees and representatives of employee groups, pursuant to 25 O.S. Section 307 (B)(2)

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

Motion to convene in Executive Session at 7:15pm passed with a motion by Ms. Valory Dalton and a second by Mr. Ron Lock.

Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea

Yea: 3, Nay: 0, Absent: 2

14. Return to Open Session

Returned to Open Session at 8:13pm. Dr. Walker, Mr. Ron Lock, Ms. Valory Dalton and Mr. Jeremy Gilbertson were in executive session and no votes were taken.

15. 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. Ron Lock and a second by Ms. Valory Dalton.

Jeff Dingee: Absent, Ms Tiffany Elczyn: Absent, Mr. Ron Lock: Yea, Ms. Valory Dalton: Yea, Jeremy Gilbertson: Yea

Yea: 3, Nay: 0, Absent: 2

16. Adjournment

Meeting adjourned at 8:14pm by Mr. Jeremy Gilbertson

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President

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Vice President

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Clerk

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Deputy Clerk

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Member

**NEWCASTLE PUBLIC SCHOOLS  
NEWCASTLE, OKLAHOMA  
GIFTED EDUCATIONAL PLAN**

Revised 09-11-2025

**Introduction**

An important goal of Newcastle Schools is to identify and provide appropriate educational experiences for those students who give evidence of high-performance capability and who require learning opportunities or experiences not ordinarily provided by the school in order to fully develop such capabilities. As schools restructure to meet the changing needs of society, restructuring our gifted program requires changes in our approaches and attitudes toward knowledge, curriculum, instruction, educator roles, parental involvement, and community integration.

Initiatives to provide those appropriate educational experiences will include:

- Assessing the instructional level of identified students and considering the unique learning characteristics of each child,
- Expanding curriculum opportunities to allow gifted students to move through the core curriculum at the appropriate flexible pace,
- Providing differentiated curriculum to meet unique needs,
- Appropriately matching the programs and support services to the individual and
- Structuring learning environments that address the unique needs of gifted students and accommodate a variety of learning rates and styles.
- the acknowledgement of multiple intelligences.
- the need for greater focus on the teacher as instructional manager/facilitator, self-concept developer, developer/user of technology, and manager of change.

Planning a program for gifted students necessitates a framework that is flexible enough to respond to the changing goals of education, variances in delivery systems, and diversity of students' needs. A plan has been designed to support and enrich the regular educational program and complement the education of all students. It provides choices determined at each school site in modifying content, processes or thinking skills, products, and learning environments for gifted students.

**DEFINITION OF GIFTED** "Gifted and talented children" means those students identified at the preschool, elementary and secondary level as having demonstrated potential abilities of high-performance capability and needing differentiated or accelerated education or services. For the purpose of this definition, "demonstrated abilities of high-performance capability" means those identified students who score in the top three percent (3%) on any national standardized test of intellectual ability. Said definition may also include students who excel in one or more of the following areas: creative thinking ability, leadership ability, visual/performing arts ability, and/or specific academic ability

**I. IDENTIFICATION OF STUDENTS FOR GIFTED EDUCATIONAL PROGRAMMING**

**a. Category One: Automatic Placement**

- 1.** A score in the top (3%), including the standard error of measurement, on a national standardized test of intellectual ability, results in automatic placement in the gifted program and will be valid for the student's educational experience.

- b. Category Two: Multicriteria Placement
  - i. Students can be recommended (**Nominations will be sought from a wide variety of sources**) by Professional Educators, Parents, Community Members, Self, or Others as appropriate for placement based on district approved multi criteria in these categories: Leadership Ability, Visual/Performing Arts Ability, Specific Academic Ability
  - ii. Procedure used in the identification process will be nondiscriminatory with respect to Race, economic background, national origin or handicapping conditions.
  - iii. A student must have an overall score of 12 points or greater on the Identification matrix for initial placement into the gifted program. Points come from a nationally normed IQ test, the OSTP, or other nationally normed test.
  - iv. The Newcastle Gifted Program Nomination Inventory will be used for scoring.
  - v. Data will be collected on nominated students
    - 1. Testing methods
      - a. Standardized group ability tests
      - b. Standardized group achievement tests
      - c. Other as appropriate
    - 2. Non-testing methods
      - a. Checklists
      - b. Student work portfolios
      - c. Student achievement outside the school's curriculum
      - d. Other as appropriate
- c. Students who are identified as gifted in another district will be evaluated upon enrollment in a timely manner. The site teacher or site committee will determine eligibility.
- d. The Site Gifted Program Coordinator, Site School Principal and Site School Counselor analyze data and make placement decisions at each school.
  - i. A composite, total or full-scale score in the top 3% on a nationally standardized test of intellectual ability according to the law of the State of Oklahoma result in automatic placement into appropriate gifted programming options with parental approval.
  - ii. Other placement decisions will be based on multiple criteria and use of an Identification/Selection Matrix including but not limited to:
    - 1. Nationally Standardized Test of Intellectual Ability
    - 2. Oklahoma OSTP Math and Reading Tests
    - 3. Nationally Standardized Achievement Test scores in Total Math and Total Reading
      - a. Explore, Plan, ACT, SAT Reading and Math PSAT math and verbal
      - b. Self, peer, parent, teacher recommendation
  - iii. Uniform identification procedures will be used to identify students for specific gifted educational programming options.
  - iv. To allow for unbiased assessment of all cultural and economic backgrounds, committee decision for placement based on appropriate checklists and other relevant information may be used. The school site principal, counselor or District Gifted Program Director may authorize the use of alternative assessment procedures when appropriate for the student.
  - v. Placement with parent approval will be made in programming options appropriate to the student's educational needs, interests and/or abilities.
  - vi. Instructionally useful information about individual students obtained during the identification process will be communicated to the appropriate members of the instructional staff regardless of final placement.
  - vii. A student may be removed from the program if it does not meet their educational needs or their behavior is questionable, following notice to parents.
- e. Identification of gifted students is an ongoing process extending from first grade through grade twelve.

- i. Opportunities will be provided for students to be considered for placement in gifted Programs throughout their school experience.
  - ii. Students who were identified as gifted in another school district will be evaluated upon enrollment in Newcastle Schools and placed according to the Newcastle School's placement criteria.
  - iii. Evaluation of the appropriateness of student's placement in gifted educational programming will be ongoing. Reevaluation for continued participation in gifted education will be conducted by the site GT teacher at the beginning of the sixth-grade year.
  - iv. Students may be removed from a programming option which is not meeting their educational needs following a notice to parents.
  - v. Students whose needs are not met by current placement will be considered for other educational options which may be more appropriate to their needs.
  - vi. Strict confidentiality procedures, as elsewhere defined in local board policy, will be followed in regard to records of placement decisions and data on all nominated students.
  - vii. Records of placement decisions and data on all nominated students will be kept on file for a minimum of five years or for as long as needed for educational decisions.
  - viii. Class size will not exceed 15 students per class/group.
- f. The identification and placement process includes parental involvement.
- i. Parents will be asked to grant written permission for individual testing.
  - ii. Parents may request retesting of their students once a school year with a district approved test.
  - iii. Parents will be given written notice that their child has been identified for placement in a gifted educational programming.
  - iv. Parents will be provided with a summary of the gifted educational programming to be offered to their child.
  - v. Parents may appeal a placement decision with which they disagree. An appeal may be made to the District Gifted Program Director.

## **II. DIFFERENTIATED EDUCATION**

- a. Differentiated education includes multiple programming options and curriculum which is modified in pace, breadth and depth.
- i. Program Options
    1. Programming options will be coordinated by the gifted education coordinator, the site principal and the site counselor to guide the development of gifted students from the time they are identified through graduation from high school.
    2. Students will be placed in programming options based on their abilities, needs and interests.
    3. Gifted child educational programming is ongoing and a part of the school schedule.
  - ii. Curriculum
    1. Curriculum for the gifted extends or replaces the regular curriculum.
      - a. When an identified gifted or talented student is absent from his/her regular education class for a G/T class or activity, the student shall not be required to complete or make-up the work/assignment missed in the regularly education class, if the student has a "A" average in the regular education class at the time of the absence for a G/T class or activity. No grade shall be taken/give for the missed work and shall not be calculated into the student's grade average.
      - b. If the student's grade is below "A", the student shall be given time to complete the missing work as outline for school related absences in the student handbook.
      - c. If a student has a C or lower, they will not be pulled from class for GT.

2. Curriculum is differentiated in content, process and/or product.
  - a. Content is differentiated in breadth, depth and/or pace.
  - b. Processes for gifted students stress creativity and higher-level thinking skills.
  - iii. Curriculum is planned to ensure continuity.
- b. Appropriate learning opportunities will be provided for identified gifted students at each school site which is an integral part of the total school program.
  - i. The district will provide curriculum opportunities to allow students to move through the curriculum at the appropriate flexible pace, provide differentiated curriculum to meet unique needs and facilitate academic/social support.
  - ii. When appropriate, differentiation will occur in content, process, product and learning environment.
- c. The district plan for educating gifted students includes selections from appropriate flexible pacing, enrichment, academic/social support and staff development. The following are some of the components that might be incorporated into the programming:
  - i. Individualization of Instruction-Instruction of an individual student focused on the specific educational needs of that student
  - ii. Proficiency Based Promotion-Elementary or secondary students advancing one or more levels in a curriculum area by demonstrating proficiency at the 90% level on designated assessments.
  - iii. Honors, Differentiated or Enriched Classes-Include differentiated curriculum and accelerated content designed for able students. These classes need not be limited to identified gifted students.
  - iv. Cluster Groups-Any classroom with a group of identified able learners purposefully organized to provide planned differentiated instruction most of the time.
  - v. Instructional Groups-Any group of identified able learners organized to provide planned differentiated instruction in a curriculum area.
  - vi. Enrichment of Content in the Regular Classroom Experiences provided in regular classrooms that are supplemental to the established curriculum, and which are purposefully planned with the needs, interest and capabilities of particular students in mind. Appropriate enrichment experiences are not a repetition of material. Enrichment may include:
    1. Learning centers
    2. Independent Study
    3. Guest Speakers
    4. Other
  - vii. Mentorships-A program which pairs individual students with someone who has advanced skills and experience in a particular discipline and can serve as a guide, advisor, counselor and role model.
  - viii. Seminars-Special short-term sessions where students focus on one area of study. Examples might include:
    1. Current Economic Trends
    2. PSAT/SAT Workshops
    3. Environmental Issues
    4. PACT/ACT Workshops
    5. Political Trends
    6. Other topics of Interest
  - ix. Resource Room-A class for students released from their regular classroom on a scheduled basis to work with a teacher trained in the education of the gifted.
  - x. Creative and Academic Competitions-Organized opportunities for students to enter local, regional, state or national contests in a variety of areas: Examples include:
    1. Science Fair

2. Engineering Fair
  3. Geography Bee
  4. Mock United Nations
  5. Invention Convention
  6. Academic Bowls
  7. Mock Trials
  8. Other
- xi.** Interest Groups-Any group organized from one or more classrooms on the basis of interest in a topic.
  - xii.** Independent Study--Individually contracted in-depth study of a topic; also, a course or unit of study taken through an individual arrangement. Acceleration-Administrative practices designed to allow students to progress through the curriculum and/or grade levels at a rate faster than average.
  - xiii.** Dual enrollment-Qualified students taking high school level courses while at the middle level or qualified elementary students taking middle school level courses while at the elementary school.
  - xiv.** Online courses.
  - xv.** Concurrent Enrollment-Qualified students taking college courses concurrently while in high school.
  - xvi.** Technology enhanced instruction: Use of computers/software and modern technology to communicate and participate in the learning process.
  - xvii.** Other
- d. Staff Development opportunities will be planned for district teachers and administrators and will be coordinated with the local and state staff development committees.

### **III. EVALUATION**

- a. A systematic plan for on-going evaluation is part of program planning and implementation. An on-going evaluation process will be established with input from the Local Advisory Committee on Gifted Education. The Newcastle School district will provide an evaluation process. Previous evaluations will be the basis for the gifted program.
- b. Students, teachers, parents and administrators will annually evaluate gifted educational programming at each school site. Evaluation results will be communicated in a timely and meaningful way to program decision makers at the site level, the district level and as appropriate, to students, parents and the public.
- c. The evaluation process assesses each component of gifted educational programming.
  - i.** Identification
  - ii.** Instructional program
  - iii.** Professional development
  - iv.** Teacher selection
  - v.** Community involvement
  - vi.** Program management
  - vii.** The evaluation process
- d. The evaluation process will focus upon the appropriateness of educational programming provided for gifted students.
- e. A plan for evaluation will be developed at the time the programming option is planned, specifying data to be collected and personnel responsible for analysis of the data.
- f. Data for evaluation will be obtained from a variety of instruments, procedures and information sources.
- g. Student progress will be assessed, with attention to mastery of content, high level thinking skills and creativity.
- h. Advanced content courses will be noted on student transcripts.

- i. Students will be reevaluated each year for the Gifted and Talented Program based on their performance on standardized tests and recommendations. If the student does not meet the criteria for giftedness at this point, they will be removed from the program, unless they qualified based on their cognitive ability test score. A student scoring in the (39%ile) middle of Basic or Below Basic area of a standardized test would not meet the criteria for giftedness.

#### **IV. LOCAL ADVISORY COMMITTEE**

- a. The Local Advisory Committee members will be appointed by the board of education upon the recommendation of the superintendent. The committee will consist of at least three (3) but no more than eleven (11) members, at least one-third ( $\frac{1}{3}$ ) of whom shall be selected from a list of nominations submitted by associations whose purpose is advocacy for gifted and talented children. (70 O.S.1210.308(A))
- b. The Local Advisory Committee will be demographically representative of the community.
- c. The Local Advisory Committee will be appointed no later than September 15 of each school year for two-year terms and will consist of parents of children identified as gifted and talented and community members who may be but are not required to be parents of students within the district.
- d. The first meeting will be called by the superintendent no later than October 1 of each year. At this meeting the committee will elect a chair and vice chair.
- e. The advisory committee will meet at other times during the year as necessary in meeting space furnished by the district. All meetings of the committee will be subject to the provisions of the Oklahoma Open Meeting Act.
- f. The school district will furnish staff who have training in gifted education for the advisory committee.
- g. The Local Advisory Committee will assist in the formulation of district goals for gifted education, assist in development of the district plan for gifted child educational programming, assist in preparation of the district report on gifted child educational programming and perform other advisory duties as requested by the board of education.

#### **V. QUALIFICATIONS AND RESPONSIBILITIES OF GIFTED CHILD EDUCATIONAL PROGRAM STAFF**

- a. Qualifications of gifted educational program staff:
  - i. Teachers hold a valid Oklahoma teaching certificate appropriate to the grade level(s) included in the program.
  - ii. Gifted educational program coordinators hold a valid Oklahoma teaching certificate.
  - iii. Teachers whose duties include direct involvement with gifted and talented students shall participate in in-service training or college training designed to educate and assist them in the area of gifted education each year.
  - iv. Gifted educational program coordinators shall participate in in-service training or college training designed to educate and assist them in the area of gifted education each year.
  - v. Administrators responsible for gifted educational programming will attend professional development related to the educational needs of gifted students each year.
- b. Responsibilities of gifted educational program staff:
  - i. The superintendent or the district coordinator for gifted educational programming will be responsible for working with local advisory committee, overseeing the site gifted programming and filing such reports and information as are required by the State Department of Education relative to gifted educational programming.
  - ii. Under the direction of the district coordinator for gifted programming, an organizational document will be developed at each site which clearly delineates roles, responsibilities and coordination procedures in regard to gifted educational programming options.
  - iii. Delivery may be addressed by both the regular classroom teachers and the gifted education teacher. They work closely together to implement appropriate flexible pacing, plan enrichment, coordinate resources and facilitate academic and social support when needed.

1. Classroom teachers will have and provide upon request, documentation demonstrating that curriculum has been and continue to be modified in pace, breadth and depth.
  2. The gifted education teacher, when one is provided by the district, provides professional support through modeling, consultation, co-teaching, collaborative problem solving, in-service training and assists classroom teachers in finding and securing resource material and/or resource persons.
  3. The district gifted program coordinator, school counselor and gifted program teachers are responsible for coordinating gifted student identification, monitoring student progress and record maintenance.
- iv. The duties of the gifted education site coordinator shall be to facilitate students in the resource component, request funds for expenses, keep an enrollment list of eligible students, supervise trips, act as a liaison to parents, district gifted coordinator or special services and superintendent. Advocate for gifted students, conduct evaluations of activities, act as resource person for classroom teachers by providing ideas for enrichment activities, file end of year reports and complete the annual gifted child count for the site.

## **VI. BUDGET**

- a. The district coordinator will prepare, in conjunction with the superintendent, a district budget for gifted educational programming.
- b. The district budget for gifted educational programming will be prepared on forms required by the State Department of Education and submitted as required.
- c. The budget for gifted educational programming will be approved by the Board of Education before filing with the State Department of Education.

## **VII. EXPENDITURES REPORT**

- a. An expenditures report for the previous school year will be submitted by the superintendent to the State Department of Education by August 1 each year as required by (70 O.S. 1210.307(D))
- b. The report will outline the expenditures made by the district during the year for gifted child educational programming. (70 O.S. 1210.307(D))
- c. The report will identify expenditures by major object codes and program class
- d. Classifications pursuant to the Oklahoma Cost Accounting System.



**NEWCASTLE PUBLIC SCHOOLS**  
**Board of Education Trip Request Form**

Name: Brandon Morgan

Site: High School

Grade/Class/Organization: FFA

No. of Students: 8

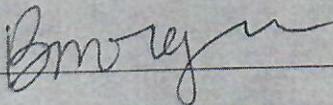
No. of Adults: 2

No. of Buses or Transportation: Transportation form completed

Date(s) of Trip: 10/27/25-10/30/25

Destination: Indianapolis, IN

Purpose of Trip: National FFA Convention

  
Signature

10/8/25  
Date

  
Principal or Supervisor Signature

10/8/25  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

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

# Library Weeding Log

Newcastle Middle School Library

Removed From: 8/1/2025 Removed To: 9/16/2025

## 9/16/2025 - Copies Removed: 40

### Abraham Lincoln; for the people, (Removed: 1)

Author: Graff, Polly Anne (Colver) 1908- LCCN: 67-7985 Published: 1966  
[from old catalog]

Call Number	Barcode	Price	Acquired	Removed By
B LIN	T 204259	\$5.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		2/7/2022	Recycle

Was Available -- Weeded -- Total Circulations: 5

### Arthur Ashe, dark star of tennis (Removed: 1)

Author: May, Julian. ISBN: 0-913940-31-3 Published: 1975

Call Number	Barcode	Price	Acquired	Removed By
B ASH	T 201810	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	3/26/2007	Recycle

Was Available -- Weeded -- Total Circulations: 1

### Baden-Powell, chief scout of the world (Removed: 1)

Author: Blasingame, Wyatt. LCCN: 66-10149 Published: 1966

Call Number	Barcode	Price	Acquired	Removed By
B POW	T 201590	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76		Recycle

Was Available -- Weeded -- Total Circulations: 0

### Bobby Clarke : hockey with a grin (Removed: 1)

Author: May, Julian. ISBN: 0-913940-32-1 Published: 1975

Call Number	Barcode	Price	Acquired	Removed By
B CLA	T 201811	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	2/20/2023	Recycle

Was Available -- Weeded -- Total Circulations: 2

### Bobby Hull, hockey's golden jet (Removed: 1)

Author: May, Julian. ISBN: 0-913940-06-2 Published: 1974

Call Number	Barcode	Price	Acquired	Removed By
B HUL	T 201794	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77		Recycle

Was Available -- Weeded -- Total Circulations: 0

### Bobby Orr, star on ice. (Removed: 1)

Author: May, Julian. ISBN: 0-913940-02-X Published: 1973

Call Number	Barcode	Price	Acquired	Removed By
B ORR	T 201749	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	10/27/2009	Recycle

Was Available -- Weeded -- Total Circulations: 1

**9/16/2025 - Copies Removed: 40****The Civil War : an illustrated history (Removed: 1)**

Author: Ward, Geoffrey C. ISBN: 0-394-56285-2 Published: 1990

Call Number	Barcode	Price	Acquired	Removed By
973 WAR	T 204013	\$40.00	5/16/2018	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	2017-18 Donation	1/8/2025	Recycle

Was Out for Repairs -- Weeded -- Total Circulations: 4

**Cocaine and crack (Removed: 1)**

Author: Chomet, Julian. ISBN: 0-531-10435-4 Published: 1987

Call Number	Barcode	Price	Acquired	Removed By
613 CHO	T 202670	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		1/27/2025	Recycle

Was Available -- Weeded -- Total Circulations: 25

**A colony leader: William Bradford, (Removed: 1)**

Author: Graves, Charles Parlin, 1911-1972. ISBN: 0-8116-4652-1 Published: 1969

Call Number	Barcode	Price	Acquired	Removed By
B BRA	T 201680	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	11/13/2015	Recycle

Was Available -- Weeded -- Total Circulations: 1

**Dan Beard, scoutmaster of America. (Removed: 1)**

Author: Blessingame, Wyatt. ISBN: 0-8116-6754-5 Published: 1972

Call Number	Barcode	Price	Acquired	Removed By
B BEA	T 201708	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76		Recycle

Was Available -- Weeded -- Total Circulations: 0

**Emmitt Smith, NFL super runner (Removed: 1)**

Author: Gutman, Bill. ISBN: 1-56294-501-7 Published: 1995

Call Number	Barcode	Price	Acquired	Removed By
B SMI	T 202930	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage		2/20/2023	

Was Available -- Weeded -- Total Circulations: 22

**Ernie Banks, home run slugger. (Removed: 1)**

Author: May, Julian. ISBN: 0-913940-00-3 Published: 1973

Call Number	Barcode	Price	Acquired	Removed By
B BAN	T 201747	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	1/23/2023	Recycle

Was Available -- Weeded -- Total Circulations: 4

**9/16/2025 - Copies Removed: 40****Fruits basket / Volume 8. (Removed: 1)**

Author: Takaya, Natsuki, 1973- ISBN: 978-1-59532-403-0 (pbk.) Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
741 TAK	T 207329	\$10.00	1/18/2008	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2007-2008 Bond	5/20/2025	Recycle

Was Available -- Weeded -- Total Circulations: 36

**Going rogue : An American life (Removed: 1)**

Author: Sarah Palin. ISBN: 978-0-06-193989-1 Published: 2009

Call Number	Barcode	Price	Acquired	Removed By
B PAL	T 208963	\$30.00	12/7/2009	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation	2009-2010 Donation	2/28/2013	Recycle

Was Available -- Weeded -- Total Circulations: 9

**Harry Potter and the Chamber of Secrets (Removed: 1)**

Author: Rowling, J. K. ISBN: 0-439-06486-4 (hc.) Published: 1999

Call Number	Barcode	Price	Acquired	Removed By
F ROW	T 203043	\$20.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	Donated	1/27/2025	Recycle

Was Out for Repairs -- Weeded -- Total Circulations: 17

**Henry Clay; leader in Congress. (Removed: 1)**

Author: Peterson, Helen Stone. LCCN: 64-10210 /AC/r85 Published: 1964

Call Number	Barcode	Price	Acquired	Removed By
B CLA	T 201542	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	2/12/2020	Recycle

Was Available -- Weeded -- Total Circulations: 2

**It's all about him : finding the love of my life (Removed: 1)**

Author: Jackson, Denise J, 1960- ISBN: 978-0-7852-2776-2 (hc.) Published: 2007

Call Number	Barcode	Price	Acquired	Removed By
B JAC	T 208467	\$25.00	11/14/2008	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation	2008-2009 Donation	2/20/2023	Recycle

Was Available -- Weeded -- Total Circulations: 2

**Janet Lynn, figure skating star (Removed: 1)**

Author: May, Julian. ISBN: 0-913940-36-4 Published: 1975

Call Number	Barcode	Price	Acquired	Removed By
B LYN	T 201813	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	1/23/2023	Recycle

Was Available -- Weeded -- Total Circulations: 6

**9/16/2025 - Copies Removed: 40****Jim Brown runs with the ball. (Removed: 1)**

Author: May, Julian. ISBN: 0-87191-201-5 Published: 1972

Call Number	Barcode	Price	Acquired	Removed By
B BRO	T 201709	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	4/4/2019	Recycle

Was Available -- Weeded -- Total Circulations: 9

**John Cabot & son (Removed: 1)**

Author: Goodnough, David. ISBN: 0-89375-164-2 (pbk.) Published: 1979

Call Number	Barcode	Price	Acquired	Removed By
B CAB	T 201919	\$15.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Chapter II 1984-85	5/13/2020	Recycle

Was Available -- Weeded -- Total Circulations: 4

**Juliette Low (Removed: 1)**

Author: Pace, Mildred Mastin LCCN: 47-2524 Published: 1947

Call Number	Barcode	Price	Acquired	Removed By
B LOW	T 200617	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage			Recycle

Was Available -- Weeded -- Total Circulations: 0

**Loretta Lynn: Coal Miner's Daughter (Removed: 1)**

Author: Lynn, Loretta ISBN: 0-446-30248-1 Published: 1976

Call Number	Barcode	Price	Acquired	Removed By
B LYN	T 201351	\$5.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation	State Dept. of Ed. Library	2/20/2007	Recycle

Was Available -- Weeded -- Total Circulations: 1

**Lovin' Leo : your Leonardo DiCaprio keepsake scrapbook (Removed: 1)**

Author: Scott, Stefanie. ISBN: 0-590-04855-4 (pbk.) Published: 1998

Call Number	Barcode	Price	Acquired	Removed By
B DIC	T 200540	\$10.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	2000-2001 Allocation	10/16/2024	Recycle

Was Available -- Weeded -- Total Circulations: 5

**Marcus Allen (Removed: 1)**

Author: Leder, Jane Mersky. ISBN: 0-89686-251-8 Published: 1985

Call Number	Barcode	Price	Acquired	Removed By
B ALL	T 202306	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	State Dept. of Ed. Library	2/20/2023	Recycle

Was Available -- Weeded -- Total Circulations: 7

**9/16/2025 - Copies Removed: 40****Neil Armstrong : young flyer (Removed: 1)**

Author: Dunham, Montrew. ISBN: 0-689-80995-6 (pbk.) Published: 1996

Call Number	Barcode	Price	Acquired	Removed By
B ARM	T 207688	\$15.00	2/24/2005	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation	2004-2005 State Allocation	1/23/2023	Recycle

Was Available -- Weeded -- Total Circulations: 5

**Omar Nelson Bradley: the soldiers' general (Removed: 1)**

Author: Reeder, Russell Potter. LCCN: 76-78822 /AC Published: 1969

Call Number	Barcode	Price	Acquired	Removed By
B BRA	T 201848	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	1/11/2022	Recycle

Was Available -- Weeded -- Total Circulations: 5

**Over-the-counter drugs : harmless or hazardous? (Removed: 1)**

Author: Sanberg, Paul. ISBN: 0-87754-764-5 Published: 1986

Call Number	Barcode	Price	Acquired	Removed By
615 SAN	T 202398	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		5/7/2025	Recycle

Was Available -- Weeded -- Total Circulations: 7

**P. T. Barnum, king of the circus (Removed: 1)**

Author: Groh, Lynn. LCCN: 66-10070 Published: 1966

Call Number	Barcode	Price	Acquired	Removed By
B BAR	T 201589	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	2/27/2020	Recycle

Was Available -- Weeded -- Total Circulations: 4

**Roberto Clemente and the world series upset (Removed: 1)**

Author: May, Julian. ISBN: 0-913940-01-1 Published: 1973

Call Number	Barcode	Price	Acquired	Removed By
B CLE	T 201748	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	2/20/2023	Recycle

Was Available -- Weeded -- Total Circulations: 7

**Rosa Bonheur, painter of animals (Removed: 1)**

Author: Price, Olive M. ISBN: 0-8116-4515-0 Published: 1972

Call Number	Barcode	Price	Acquired	Removed By
B BON	T 203744	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	10/8/2008	Recycle

Was Available -- Weeded -- Total Circulations: 2

**9/16/2025 - Copies Removed: 40****Runnin' with the big dogs : the true, unvarnished story of the Texas-Oklah (Removed: 1)**

Author: Shropshire, Mike. ISBN: 978-0-06-085277-1 Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
796 SHR	T 220580	\$15.00	10/8/2007	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2007-2008 Bond	9/9/2025	Recycle

Was Available -- Weeded -- Total Circulations: 39

**Shark lady : true adventures of Eugenie Clark (Removed: 1)**

Author: McGovern, Ann. ISBN: 0-590-07604-3 Published: 1978

Call Number	Barcode	Price	Acquired	Removed By
B CLA	T 201926	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		5/10/2021	Recycle

Was Available -- Weeded -- Total Circulations: 4

**She wanted to read; the story of Mary McLeod Bethune. (Removed: 1)**

Author: Carruth, Ella Kaiser. LCCN: 66-10568 /AC/r853 Published: 1966

Call Number	Barcode	Price	Acquired	Removed By
B BET	T 205250	\$15.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		2/20/2023	Recycle

Was Available -- Weeded -- Total Circulations: 3

**Star Wars. Vol. 1, Skywalker strikes (Removed: 1)**

Author: Aaron, Jason. ISBN: 978-0-7851-9213-8 Published: 2015

Call Number	Barcode	Price	Acquired	Removed By
741 AAR	T 204637	\$15.00	3/24/2016	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2016 Spring Book Fair	5/20/2025	Recycle

Was Out for Repairs -- Weeded -- Total Circulations: 25

**Susan B. Anthony (Removed: 1)**

Author: Cooper, Ilene. ISBN: 0-531-04750-4 Published: 1984

Call Number	Barcode	Price	Acquired	Removed By
B ANT	T 201724	\$25.00	10/1/2002	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		2/27/2020	Recycle

Was Available -- Weeded -- Total Circulations: 4

**Vince Lombardi : the immortal coach (Removed: 1)**

Author: May, Julian. ISBN: 0-913940-16-X Published: 1975

Call Number	Barcode	Price	Acquired	Removed By
B LOM	T 201785	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 76-77	2/22/2023	Recycle

Was Available -- Weeded -- Total Circulations: 4

**9/16/2025 - Copies Removed: 40****Walt Disney (Removed: 1)**

Author: Fisher, Maxine P., 1948- ISBN: 0-531-10493-1 Published: 1988

Call Number	Barcode	Price	Acquired	Removed By
B DIS	T 202638	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated		5/20/2025	Recycle

Was Available -- Weeded -- Total Circulations: 32

**Where the sidewalk ends : the poems & drawings of Shel Silverstein. (Removed: 1)**

Author: Silverstein, Shel. ISBN: 0-06-025667-2 (.) Published: 1974

Call Number	Barcode	Price	Acquired	Removed By
811 SIL	T 205277	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	Book Fair 2003-2004	5/7/2025	Recycle

Was Out for Repairs -- Weeded -- Total Circulations: 52

**A world explorer: Roald Amundsen. (Removed: 1)**

Author: De Leeuw, Cateau, 1903- LCCN: 65-12286 /AC/r85 Published: 1965

Call Number	Barcode	Price	Acquired	Removed By
B AMU	T 201566	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76	1/14/2008	Recycle

Was Available -- Weeded -- Total Circulations: 1

**A world explorer: Vasco Núñez de Balboa. (Removed: 1)**

Author: Knoop, Faith Yingling. ISBN: 0-8116-6464-3 Published: 1969

Call Number	Barcode	Price	Acquired	Removed By
B BAL	T 201681	\$25.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	Title IV-B 75-76		Recycle

Was Available -- Weeded -- Total Circulations: 0

**9/15/2025 - Copies Removed: 1****Tales from a not-so-graceful ice princess (Removed: 1)**

Author: Russell, Rachel Renee. ISBN: 978-1-44241192-0 (hc.) Published: 2012

Call Number	Barcode	Price	Acquired	Removed By
F RUS	T 200463	\$15.00	3/2/2023	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage		9/15/2025	Discard

Was Available -- Weeded -- Total Circulations: 6

**9/4/2025 - Copies Removed: 1****Watcher in the woods (Removed: 1)**

Author: Liparulo, Robert. ISBN: 978-1-59554-496-4 (trade) Published: 2008

# Library Weeding Log

Newcastle Middle School Library

9/4/2025 - Copies Removed: 1

Call Number	Barcode	Price	Acquired	Removed By
F LIP	T 208804	\$15.00	9/22/2009	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2009-2010 State Allocation	9/4/2025	Recycle

Was Available -- Weeded -- Total Circulations: 58

Deleted: 0, Transferred: 0, Weeded: 42

~~Percy Jackson, The Lightning Thief~~  
078 078683845-3 paperback

47

~~Merriam-Webster's School Thesaurus~~  
087779-178-3

1

# Library Weeding Log

Removed From: 9/18/2025 Removed To: 9/23/2025

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## 9/23/2025 - Copies Removed: 1

### Dead is a state of mind (Removed: 1)

Author: Perez, Marlene. ISBN: 978-0-15-206210-1 (pbk.) Published: 2009

Call Number	Barcode	Price	Acquired	Removed By
F PER	T 208803	\$10.00	9/22/2009	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2009-2010 State Allocation	8/26/2025	Recycle

Was Available -- Weeded -- Total Circulations: 40

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## 9/22/2025 - Copies Removed: 1

### Prisoner B-3087 (Removed: 1)

Author: Gratz, Alan, 1972- ISBN: 978-0-545-45901-3 (trade) Published: 2013

Call Number	Barcode	Price	Acquired	Removed By
F GRA	T 221238	\$10.00	12/14/2021	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage		2/6/2025	Recycle

Was Available -- Weeded -- Total Circulations: 18

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## 9/18/2025 - Copies Removed: 7

### The book thief (Removed: 1)

Author: Zusak, Markus. ISBN: 978-0-375-83100-3 (trade) Published: 2006

Call Number	Barcode	Price	Acquired	Removed By
F ZUS	T 209151	\$15.00	4/27/2010	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2010 Spring Book Fair	8/23/2017	Discard

Was Available -- Weeded -- Total Circulations: 25

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### Homeless bird (Removed: 2)

Author: Whelan, Gloria. ISBN: 0-06-028454-4 Published: 2000

Call Number	Barcode	Price	Acquired	Removed By
F WHE	T 206918	\$15.00	8/16/2002	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	2001-2002 State Allocation	5/20/2021	Recycle

Was Available -- Weeded -- Total Circulations: 4

Call Number	Barcode	Price	Acquired	Removed By
F WHE	T 206919	\$15.00	8/16/2002	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Outdated	2001-2002 State Allocation	5/20/2021	Recycle

Was Available -- Weeded -- Total Circulations: 3

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### The keeper (Removed: 1)

Author: Naylor, Phyllis Reynolds. ISBN: 0-689-31204-0 Published: 1986

Call Number	Barcode	Price	Acquired	Removed By
F NAY	T 202403	\$20.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation		5/17/2021	Recycle

Was Available -- Weeded -- Total Circulations: 1

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**9/18/2025 - Copies Removed: 7**

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**Thomas A. Edison, young inventor (Removed: 1)**

Author: Guthridge, Sue, 1918-

ISBN: 0-672-52751-0 (pbk.)

Published: 1983

Call Number	Barcode	Price	Acquired	Removed By
B EDI	T 204795	\$5.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage		11/2/2022	

Was Available -- Weeded -- Total Circulations: 13

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**Twilight (Removed: 1)**

Author: Meyer, Stephenie, 1973-

LCCN: 2004-24730

Published: 2005

Call Number	Barcode	Price	Acquired	Removed By
F MEY	T 208733	\$10.00	8/21/2009	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Poor Condition/Damage	2009-2010 Donation	9/5/2023	Discard

Was Available -- Weeded -- Total Circulations: 53

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**Under alien stars (Removed: 1)**

Author: Service, Pamela F.

ISBN: 0-689-31621-6

Published: 1990

Call Number	Barcode	Price	Acquired	Removed By
F SER	T 202766	\$20.00	8/31/2001	destinyadmin
Sublocation	Reason	Funding Source	Last Circ.	Disposal Method
NMS	Infrequent Circulation		5/20/2021	Recycle

Was Available -- Weeded -- Total Circulations: 1

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**Deleted: 0, Transferred: 0, Weeded: 9**

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**All of these books were found in classroom cabinets, donated, or left behind by teachers who left the district. None of them were ever in our digital catalog.**

<b>Number of Books</b>	<b>Title of Books</b>	<b>Reason</b>						
4	The Boy on the Wooden Box	old, kept 2 for collection						
5	The Whipping boy	old, do not need						
1	Lawn Boy	old, current copies do not circulate						
7	Welcome Home, Jellybean	old, do not need						
6	Milkweed	already have 2 copies in collection that do not circulate						
5	Island of the Blue Dolphins	old and dated; already have several copies						
23	Whitefang	very poor condition						
3	Summer of the Monkeys - HB	very poor condition						
11	Summer of the Mondays - PB	very poor condition						
1	HOLES	very poor condition						
24	Homeless Bird	do not need; already have a copy that doesn't circulate						
12	Tuck Everlasting	do not need; poor conditiono						
5	Touching Spirit Bear	very poor condition						



# Newcastle Public Schools

Paula Bowden, Child Nutrition Director

101 North Main

Newcastle, OK 73065

(405) 387-6263

The Federal Government determines each year the minimum amount that we can charge for adult meals; otherwise we have to cover the difference from the General Fund. The information below is the proposed cost increase for FY26.

### Adult Meals

FY25 Minimum Amount:

Breakfast	\$2.95
Lunch	\$5.14

We currently charge:

Breakfast	\$2.70
Lunch	\$5.25

Proposed Amount:

Breakfast	\$3.00
Lunch	\$5.25

### Student Meals

My recommendation is to keep student meal prices at their present rates.

<b>Breakfast:</b>	\$1.75
<b>Elementary Lun</b>	\$3.10
<b>Secondary Lunch</b>	\$3.35

We are comparable with our neighboring districts:

<u>SCHOOL</u>	<u>BREAKFAST</u>	<u>ELEM LUNCH</u>	<u>SECONDARY LUNCH</u>
Bridge Creek	\$2.50	\$3.85	\$4.10
Tuttle	\$2.10	\$3.25	\$3.25
Blanchard	\$1.50/\$2.00	\$3.00	\$3.50
<b>Newcastle</b>	<b>\$1.75</b>	<b>\$3.10</b>	<b>\$3.35</b>

- We will be below the target lunch price as set by the USDA which is **\$4.00**
- Reduced meals are still \$0.30 / \$0.40 per federal guidelines.

# BOARD OF EDUCATION ELECTION RESOLUTION

TO: **McClain** County Election Board

FROM: The **Newcastle** School District, Independent School  
District No. **001** of **McClain**, County, Oklahoma

The Board of Education of the **Newcastle** School District has approved the following resolution calling for an election to be submitted to the voters of the district.

## Date of the Election:

A Board of Education Primary Election shall be held on February 10, 2026, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 7, 2026, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election receives more than 50% of the votes cast. The polling places shall be open from 7 a.m. to 7 p.m.

## Board Member Position on Ballot:

The voters shall elect a board member for board position No. **1**, which has a **5**-year term of office.

## Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such

crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for **Newcastle** School Board Position No. 1:

Approved by the **Newcastle** Board of Education this **14th** day of **October, 2025**.

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President of the Board of Education

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Clerk of the Board of Education

**NONDISCRIMINATION**

The Newcastle Board of Education is committed to a policy of nondiscrimination in relation to race, ethnicity color, religion, or marital status, sex, age, national origin, alienage, handicap, or veteran status, including, "antisemitism" against a student or employee. This policy will prevail in all matters concerning staff, events, students, the public, employment, admissions, financial aid, educational programs and services, facilities access, and individuals, companies, and firms with whom the board does business. Racial discrimination shall include racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward an employee, a student or a visitor.

The board directs the superintendent of schools to prepare necessary rules, regulations, and procedures to ensure that all local, state, and federal laws, regulations, and guidelines are followed.

The following statement will be included in all course announcements, bulletins disseminated to all students, materials used for recruiting or describing programs and training, application or enrollment forms, brochures, and catalogs:

"The Newcastle Board of Education does not discriminate on the basis of disability, race, color, religion, national origin, sex, age, or veteran status, or gender."

When an open forum is created whereby non-curricular groups are allowed to meet on school premises Boy Scouts and other designated youth groups will have equal access.

Inquiries concerning application of this policy may be referred to Mr. Jonathan Atchley who is the Title IX/504/ADA Compliance Coordinator.

\_\_\_\_\_ District

\_\_\_\_\_ Street Address

\_\_\_\_\_ Telephone

\_\_\_\_\_ City, State, Zip

**REFERENCE: Oklahoma Constitution, Article 1, Section 6**  
**Title 6, Title 7, Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972**  
**Executive Order 11246, as amended by Executive Order 11375**  
**Equal Pay Act, as amended by the Education Amendments of 1972**  
**Rehabilitation Act of 1973, §504**  
**Education for All Handicapped Children Act of 1975**  
**Immigration Reform and Control Act of 1986**  
**Americans With Disabilities Act of 1990, 42 U.S.C. §12101**  
**Individuals With Disabilities Education Act, 20 USC §1400, et seq.**  
**70 O.S. § 24-163**

**RECORDS INVESTIGATION**

The Newcastle Board of Education believes that it has a responsibility to employ only those persons who are qualified in every respect. The board further believes that it should avail itself of means and methods provided by the legislature to assist in the selection of employees. Therefore, it is the policy of this board of education that a national criminal history record check shall be conducted on all prospective employees. The board of education is not required to obtain a new criminal history record check for an individual who has obtained certification from the Oklahoma State Department of Education within the previous twelve (12) months. A national criminal history record check is defined at 74 O.S. § 150.9 and requires a check of criminal history records entailing the fingerprinting of the individual and submission of the fingerprints to the United States Federal Bureau of Investigation (FBI) for the purpose of obtaining the national criminal history record of the person from the FBI.

Any teacher employed prior to May 19, 2020 who does not have an Oklahoma criminal history record check from the Oklahoma State Bureau of Investigation as well as a national criminal history record check as defined above on file with the school district shall complete the criminal history background checks upon the next renewal of his or her Standard Teaching Certificate. Any other employee employed by the district prior to May 19, 2020 who does not have an Oklahoma criminal history record check from the Oklahoma State Bureau of Investigation as well as a national criminal history record check as defined above on file with the school district shall have until July 1, 2022 to complete the criminal history background checks.

**Felony Record Searches** The Administration is authorized to conduct a state-wide and/or national felony record search for all new employees as provided by law. Employment contracts issued to any new employee shall be on a temporary basis for sixty (60) days pending the results of any felony record search. The District requires a felony record search for all regularly employed personnel and shall pay the fee required for such search. A person applying for or employed as a substitute teacher shall only be required to have a single felony record search for every five (5) years with continuous employment in the District. Should there be a break of employment for more than one (1) year a new record search will be required.

If the applicant is seeking a position as a certified teacher or certified administrator and the felony record search reveals a prior felony, the applicant shall not be hired and any temporary contract shall be terminated. If the applicant is seeking a position other than as a certified teacher or certified administrator and the results of a felony record search indicate a prior felony, the District may take into account such factors as age at time of the offense, the seriousness and the nature of the felony, the relationship of the felony to the job applied for, any rehabilitation of the applicant, and the subsequent employment history of the applicant in determining whether to recommend the applicant for employment with the District. If a felony record search reveals a prior felony and the District determines that the person should not be recommended for employment based on the prior felony, the employment relationship may be terminated by notice from the Superintendent or the Superintendent’s designee.

A written consent will be required from the prospective employee consenting to a felony records check to be conducted as authorized by Oklahoma law. The records check shall be initiated by the school district's written request, through the superintendent, to the State Department of Education. Effective November 1, 2012, the school district may contract with a third-party vendor who is a member in good standing with the National Association of Professional Background Screeners to perform any and all employment screenings, background checks, and credit checks.

Any person applying for employment as a substitute teacher shall only be required to have one such national criminal history records check for the school year. Upon request of the substitute teacher, that felony records search results may be sent to any other school district in which the substitute teacher is applying to teach. The board of education

**RECORDS INVESTIGATION (Cont.)**

may choose whether to require a national criminal history record check from a prospective substitute teacher who has been employed by the school district in the last year.

Any person employed as a full-time teacher by a school district in Oklahoma in the five (5) years immediately preceding an application for employment as a substitute teacher may not be required to have a national criminal history record check, if the teacher produces a copy of a national criminal history record check completed within the preceding five (5) years and a letter from the school district in which the teacher was last employed stating the teacher left in good standing and whether the teacher was the subject of any allegation of inappropriate behavior with a student.

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

Any person who has been employed as a substitute teacher by a school for a minimum of five (5) years preceding an application to be employed as a full-time teacher may not be required to have a national criminal history record check completed if the teacher can produce a copy of a national criminal history record check completed within the preceding five (5) years and a letter from the school district in which the teacher was employed as a substitute teacher stating that the teacher left in good standing and whether the teacher was the subject of any allegation of inappropriate behavior with a student.

Any person employed as a full-time teacher by a school district in Oklahoma for ten (10) or more consecutive years immediately preceding an application for employment as a substitute teacher in the same school district is not required to have a national criminal history record check for as long as that person remains employed for consecutive years by that school. If the substitute teacher wishes to work in another Oklahoma school district, a national criminal history background check will be required.

If the applicant for employment meets all other criteria for employment in this school district, the applicant may be employed on a temporary basis for a maximum of sixty (60) days pending receipt of the national criminal history record check results. The temporary employment of the prospective employee shall terminate after sixty (60) days unless the school district receives the results of the national criminal history records check. The sixty (60) day temporary employment period shall begin on the first day the prospective employee reports for duty at the employing school district. If the applicant is offered permanent employment following the review of the records search, the search fee will/will not be reimbursed in full.

**REFERENCE: 70 O.S. §5-142**

**Staff Safety Assaults**

**Reporting and Prosecuting Criminal Acts**

All cases of assault suffered by an employee in connection with his/her employment shall be reported in writing by the employee to their supervisor, who shall transmit the report to the Superintendent. The Superintendent shall acknowledge receipt of such report to the principal and the teacher. Employees, students, and citizens of the District should report any criminal activity occurring on District property to the Superintendent or the Superintendent's designee. The Superintendent or the Superintendent's designee shall be authorized to pursue a criminal complaint and to press charges against persons suspected of criminal activity occurring on District property as deemed appropriate.

If an employee is subject to an assault, a battery, or an assault and battery during the performance of any school duties, the employee shall notify the Superintendent, the building administrator, or a member of the Safe School Committee. Any building administrator or member of the Safe School Committee so notified shall notify the Superintendent. Each school site shall post the following notice in a prominent place:

**FELONY CHARGES MAY BE FILED AGAINST ANY PERSON(S) COMMITTING AN AGGRAVATED ASSAULT OR BATTERY UPON ANY SCHOOL EMPLOYEE.**

If an assault on a teacher, occurring from the performance of his/her teaching duties, results in loss of time, the teacher shall be paid in full for such time and said absence shall in no event be deducted from any sick leave to which such teacher is entitled.

A student who has been suspended for a violent offense that is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher.

In any case of assault upon a teacher or a complaint or suit by third parties as a result of actions taken by the teacher while performing his/her duties, the board will render assistance to the teacher in connection with the handling of the incident by law enforcement or judicial authorities. This assistance shall be limited to the assistance necessary in the filing of charges in connection with the incident.

**Definitions**

Definition of Assault: Any willful and unlawful attempt or offer with force or violence to do a corporal hurt to another.

Definition of Battery: Any unlawful use of force or violence upon the person of another.

**REFERENCE:**                    21 O.S. §650.7  
   51 O.S. §151, et seq.  
   70 O.S. §24-101.3

## SCHOOL VOLUNTEERS

The Newcastle Board of Education recognizes that citizens, acting as volunteers, provide valuable services that benefit the schools and students. Volunteers may come from all backgrounds and all age groups and may include any community members willing to give their time to help students and school staff. The board encourages the use of volunteers subject to appropriate rules, safeguards, and regulations approved by the board.

The board of education establishes the following rules and procedures:

### Procedures

Individuals interested in volunteering in Newcastle Public Schools are required to complete and submit an application form. Misrepresentation on this form will result in immediate disqualification for any volunteer service within the district. Each school principal or designee will conduct a volunteer orientation for each volunteer. Volunteers will be restricted from access to confidential student and employee records.

### Purpose and Scope

The purpose and scope of the volunteer program include the following:

1. To enhance the quality of education and student achievement;
2. To supplement the work of classroom teachers, upon the request of the teacher, and on the approval of the school administration;
3. To enable the teachers to increase individualized instruction in the classroom;
4. To provide enrichment experiences to supplement the educational program;
5. To enhance teacher effectiveness by providing teachers more time for educational activities and experiences;
6. To provide the community with an understanding of schools and the educational process;
7. To provide additional support to after school programs or athletics.

### Rules for Volunteer Placement at School Sites

Building administrators shall make the final determination as to whether an interested community member will serve as a volunteer. The safety and well-being of the students, staff, and volunteers of the district is paramount. Therefore, the district may conduct background checks on all volunteers who work directly with, or have access to, students during the normal school day within a normal school setting. All volunteers must check-in at the front desk at each site. It is the principal's discretion to designate where and when during the school day volunteer(s) will serve. Furthermore, field trip chaperones, attending field trips that occur during the school day, are required to file their names with the front office and may be subject to a background check if requested by a school official. **The volunteer will be responsible for the cost of the background check.**

**SCHOOL VOLUNTEERS (Cont.)**

The district will conduct background checks on all volunteers who work directly with or have access to students during all extra-curricular activities outside of the school day, including athletics, away from the school site and require an overnight stay of one or more nights. Such background checks will be conducted prior to the first time the individual volunteers work with the students. The district reserves the right to conduct additional background checks periodically hereafter. The district will use its best efforts to complete the background check within two weeks of receiving the volunteer's application.

Volunteers who work directly with students without the immediate supervision of a district staff member, or who help with after school activities, athletics, or a booster club officer will be subject to a formal criminal records check conducted by the district (~~PeopleFacts/Trak 1, etc.~~), the Newcastle Police Department, or an independent background service company with which the school district contracts. The volunteer will be responsible for the cost of the background check.

Any volunteer who volunteers more than 10 days a month will need to be board approved.

## GRADUATION REQUIREMENTS

The Newcastle Board of Education recognizes that a 12 -year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the board of education that a minimum of 23 units of credit be earned in the subject areas listed below to be eligible for graduation.

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 23 curriculum units or sets of competencies at the secondary level:

4 units of English to include Grammar, Composition, Literature, or any English course;

4 units of mathematics, two of which shall be Algebra I and either Algebra II or Geometry. The other two units may include Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, Math of Finance, Computer Science, college courses approved for dual credit, an approved full-time postsecondary career and technology program, or locally approved math-based application course, or any mathematics course with content and/or rigor above Algebra I;

3 units of laboratory science approved for college admission requirements including one unit of life science meeting the standards for Biology I, one unit of physical science meeting the standards for Physical Science, Chemistry or Physics; and one unit from the domains of physical science, life science, or earth and space science, or approved full-time postsecondary career and technology program or locally approved science-based application course, or any course with content and/or rigor above Biology I or Physical Science;

3 units of history and citizenship skills including one unit of American History,  $\frac{1}{2}$  unit of Oklahoma History,  $\frac{1}{2}$  unit of United States Government, and one unit from the subjects of History, Government, Geography, Economics, Civics or non-Western culture;

6 pathway units which align with the student's Individual Career and Academic Plan (ICAP) which may include, but are not limited to, any additional math, science, English, history, world or non -English language, computer technology, Junior Reserve Officers' Training Corp, internship or apprenticeship programs, career and technology education courses, concurrently enrolled courses, advanced placement courses, International Baccalaureate courses approved for college admission requirements, music, art, drama, speech, dance, media arts, or other approved courses; and

3 units of elective courses.

**GRADUATION REQUIREMENTS (Cont.)**

Beginning with the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a minimum of 23 curriculum units or sets of competencies at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from an Oklahoma public school, will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the "core curriculum" option. The "college preparatory/work ready curriculum" will include the following:

College Preparatory/Work Ready competencies:

4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;

3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

3 units of history and citizenship skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;

2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and

1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

6 units of elective courses to complete the required 23 units needed for graduation.

**GRADUATION REQUIREMENTS (Cont.)**

## Core Curriculum Graduation Requirements:

4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;

3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

3 units of history and citizenship skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;

1 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

8 units of elective courses to complete the required 23 units needed for graduation.

A comprehensive list of courses needed for graduation requirements can be found on the Newcastle High School Course Description guide.

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher, and which provide for the teaching and learning of the appropriate skills and knowledge in the OAS may, upon approval of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.

**GRADUATION REQUIREMENTS (Cont.)**

Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exceptions from the graduation requirements will be based on rules established by the State Department of Education. All exceptions and the reasons therefore shall be reported to the State Department of Education on or before July 1 of each year.

All course credit earned through examination by students in required curriculum areas shall be appropriately noted on the student’s transcript and/or student record. Completion may be recorded with a letter grade or pass notation, credits earned by a student through examination in accordance with the provisions of 210:35 -27-2 shall be transferrable to or from any other school district within the State of Oklahoma in which the student was enrolled, is currently enrolled, or may be enrolled. Credit for units of secondary coursework in curriculum areas required for graduation count toward meeting the requirements for the high school diploma.

Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

Students are required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student’s transcript.

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

- REFERENCE:**
- 70 O.S. § 11-103.2c
  - 70 O.S. § 11-103.6
  - 70 O.S. § 1210.199
  - 70 O.S. § 1210.508

## Individual Career and Academic Plan (ICAP)

An “Individual Career and Academic Plan (ICAP)” means an individualized plan that is used to help establish personalized academic and career goals, explore postsecondary career opportunities, including, but not limited to, military careers, apprenticeship programs, career and technology programs leading to certification or licensure, educational opportunities, align coursework and curriculum, apply to postsecondary institutions, secure financial aid and ultimately enter the workforce. The plan shall be developed by the student and the student’s parent or legal guardian, in collaboration with their school counselors, school administrators, teachers and other school personnel.

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

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

ICAPs for students with disabilities, as defined in the Individuals with Disabilities Education Act (IDEA), P.L. No. 105-17, shall consider and work in cooperation with the student’s individualized education program (IEP) or Section 504 Plan as defined by the Rehabilitation Act of 1973, P.L. No. 93-112.

**VOLUNTARY PRIVATE PRAYER AND MOMENT OF SILENCE**

It shall be the policy of the Newcastle Board of Education that no sectarian or religious doctrine shall be taught or inculcated into the curriculum or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is during non instructional time and does not interfere with the rights of other students.

School employees are free to engage in private religious prayer during school events, including sporting events and graduation ceremonies when employees are free to attend briefly to personal matters and students are engaged in other activities in accordance with the holding in *Kennedy v. Bremerton School District.*, 142 S.Ct. 2407 (2022).

Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student **and employee** to meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students **or employees** in the exercise of their choice. All school personnel are to afford these options to all students **or employees**, who will individually make the selection as to which of these behaviors they will engage in during the moment of silence. Students or staff shall not coerce or attempt to coerce any person to engage in any particular activity during the minute of silence.

The minute of silence shall be announced over the public address system as follows: “We now pause for a minute of silence in which students may reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices”

If the district or a school employee is sued for providing a moment of silence to students, the district must notify the Attorney General within five (5) days. The Attorney General will provide legal representation to the district or employee named as a defendant in an action related to this statutory requirement.

Individuals who wish to file a complaint regarding a violation of 70 O.S. §11-101.1 or §11-101.2 should notify the building principal in writing of the specific issue that has occurred. The building principal will notify the superintendent that a complaint has been received. The building principal shall investigate the issue and determine whether a violation of the law has occurred. If the law has been violated, a plan of corrective action should be taken to address the issue.

**REFERENCE:**        **70 O.S. §11-101.1 70 O.S. §11-101.2**  
**Accreditation Standard 210:35-3-251**  
**Accreditation Standard 210:35-3-252**  
**Kennedy v. Bremerton School Dist., 142 S. Ct. 2407 (2022)**

**A POLICY ON THIS TOPIC IS REQUIRED BY THE REFERENCED  
RULES EFFECTIVE 2024**

## **CONTAGIOUS DISEASES AND HEAD LICE**

The Newcastle Board of Education is concerned for the health and well-being of students and staff of the public schools. While the general health and physical well-being of a student is the responsibility of the parent, the board believes that teachers, administrators, and school nurses should promote and encourage the maintenance of a healthy body and mind.

### **Contagious Diseases**

Newcastle Public Schools adheres to Oklahoma law (70 O.S. §1210.194 and 63 O.S. §1-507) which prohibits any child afflicted with a contagious disease from attending school until such time as the child is free from such contagious disease. See policy FFAA-E1 for guidelines for School Health Guidelines for Contagious Diseases and Head Lice.

### **Head Lice**

Students prohibited from attending school due to head lice may return to school when:

- a) they are found to be free of active lice and nits, and
- b) are accompanied by an adult to the school office so the student can be cleared to return to class.

**REFERENCE:**        **70 O.S. 1210.194 (Section 815, School Law Book, 1999)**  
                             **Amended by HB 2726, Section 1, 1996 Legislative Session**

## **COMMUNICABLE DISEASES AND HIV/AIDS PREVENTION, EXPOSURE, EDUCATION, AND CONFIDENTIALITY**

The Newcastle Board of Education is committed to providing a safe and healthy environment for employees and students. School personnel shall cooperate with public health authorities to promote these goals. Public health regulations shall be supported and enforced.

Each case of a disease that is communicable and reportable will be handled with confidentiality and nondiscrimination. Examples of such diseases may include, but are not limited to hepatitis, syphilis, gonorrhea, human immunodeficiency virus (HIV), and acquired immunodeficiency syndrome (AIDS). See policy FFAAC for further information and protocol regarding communicable diseases.

### **Confidentiality**

Written consent is required when a person has a communicable or venereal and reportable disease for information to be released to another person or agency. The person giving written consent shall be informed in writing as to whom or what organization information may be given. That person or that person's legal guardian can only give written consent. If the individual is a minor, written consent of a parent/guardian is required.

All health records, notes and other documents that reference a person's communicable or and reportable disease status will be kept confidential. Access to these confidential records is limited to those named in the written consent statement. Information regarding communicable or venereal and reportable disease status will not be added to a student's or an employee's records that can be accessed by personnel not named in the written consent statement.

Violation of medical privacy is cause for disciplinary action, criminal prosecution and personal liability for a civil suit. School personnel shall strive to maintain a respectful school climate and shall promote an environment that does not allow physical or verbal harassment of any individual or group by another individual or group.

### **Educational Placement**

Any decision regarding the student's educational status shall be based upon the best medical information available. If informed written consent is given by the parent or legal guardian, the superintendent or designee, community professionals, if applicable, and the student's doctor shall meet and confer to determine the extent to which reasonable accommodation of the student's education can be achieved.

School authorities shall determine the educational placement of a student known to be infected with a communicable or venereal and reportable disease on a case-by-case basis by following established policies and regulations for students with chronic health problems or students with disabilities. Educational placement will be reassessed if there is a change in the student's need for accommodations or services.

**COMMUNICABLE DISEASES AND HIV/AIDS PREVENTION, EXPOSURE, EDUCATION, AND CONFIDENTIALITY (Cont.)****Nondiscrimination of Persons with HIV and AIDS**

Evidence is overwhelming that the risk of transmitting human immunodeficiency virus (HIV) is extremely low in school settings when district policies and regulations are followed. The presence of people living with HIV infection or diagnosed with acquired immunodeficiency virus (AIDS) poses no significant risk to others in school, childcare, or school athletic settings.

A student with HIV/AIDS has the same right to attend school and receive services as any other student and will be subject to the same policies and regulations. HIV infection shall not factor into decisions concerning class assignments, privileges, or participation in any school sponsored activity.

An employee with HIV/AIDS has a right to work and receive services as any other employee and will be subject to the same policies and regulations. In accordance with the Americans with Disabilities Act of 1990, an employee with HIV infection may continue working as long as he/she is able to perform the essential functions of the position, with reasonable accommodation, if necessary.

Privacy rights shall be respected. Neither students nor school personnel are required to disclose HIV infection status to anyone in the educational system. HIV testing is not required for any purpose.

**Bloodborne Pathogens**

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

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

**REFERENCE: 63 O.S. §1-502.2  
70 O.S. §6-115  
Rehabilitation Act of 1973  
Americans with Disabilities Act of 1990, Section 504 Individuals  
with Disabilities Education Act  
Occupational Safety and Health Administration, 29 CFR §1910.1030**

## PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE PROTOCOL

### Instruction

#### Emergencies and Disaster Preparedness

##### **Pandemic/Epidemic Emergencies**

The Board recognizes that a pandemic/epidemic outbreak is a serious threat that stands to affect students, staff, and the community as a whole. With this consideration in mind, the Board establishes this policy in the event the town/municipality and/or school district is affected by a pandemic/epidemic outbreak. At all times the health, safety and welfare of the students shall be the first priority.

##### Planning and Coordination

The Superintendent shall designate one or more staff members to serve as a liaison between the school district and local and state health officials. This designee is responsible for connecting with health officials to identify local hazards, determine what crisis plans exist in the school district and community, and to establish procedures to account for student well-being and safety during such a crisis. The designee shall work with local health officials to coordinate their pandemic/epidemic plans with that of the school district

The Principal and/or school nurse or other designee shall develop a curriculum component to health classes that is designed to teach students about preventing or limiting the spread of communicable diseases.

With fiscal concerns in mind, the District shall purchase and store supplies necessary for an epidemic/pandemic outbreak, including but not limited to disinfectant products, face masks, water, examination gloves, and other supplies as recommended by the school nurse and/or State or county health department.

The Superintendent shall develop procedures and plans for the transportation of students in the event of an evacuation. Such procedures shall include provisions for students who cannot be transported to home at the time of the evacuation.

##### Response

In the event anyone within the school is discovered or suspected to have a communicable disease that may result in an epidemic/pandemic, that person shall be immediately quarantined pending further medical examination. Local and state health officials shall be notified immediately.

In conjunction with local and state health officials, the Superintendent shall ascertain whether an evacuation, lockdown, or shelter-in-place needs to be established. As soon as such a decision has been made, the school district shall attempt to notify the parents of all students.

**PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE  
PROTOCOL, CONT.,****Instruction****Emergencies and Disaster Preparedness****Pandemic/Epidemic Emergencies (continued)**

In the event of an evacuation, the Superintendent is charged with determining when the school shall re-open. In the event of a lockdown or shelter-in-place, the Superintendent shall notify all proper authorities and relief agencies to seek their assistance for the duration of the lockdown or shelter-in-place.

**Infection Control**

Any student or staff member found to be infected with a communicable disease that bears risk of pandemic/epidemic will not be allowed to attend school until medical clearance is provided by that individual's primary care physician or other medical personnel indicating that that person does not bear the risk of transmitting the communicable disease.

Students with excessive absences due to a communicable disease shall be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, schoolwork the student can complete while absent.

Staff members who are forced to miss excessive days of work shall first use sick leave. If a staff member has still not received medical clearance to resume his/her work duties, absences in excess of a staff member's allotted leave will not affect the employees right to continued employment.

**Continuance of Education**

The Superintendent shall develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences. Such a plan may include providing students with assignments via email, local access cable television, learning management systems, student packets, or the school district's website, etc..

The Superintendent is authorized to amend the traditional class schedule and schedule of days. Such a plan may include extending the school day, having school days held on Saturdays, the use of previously scheduled vacation days, and/or extend the school year beyond the previously established end of school year, within applicable statutory requirements.

**Communicable Diseases**

There are numerous communicable diseases that may affect a school-age population or school staff. Some have a high degree of communicability, and some are life threatening in nature. A list of communicable diseases can be found on the Oklahoma State Department of Health website: <https://oklahoma.gov/health/health-education/acute-disease-service/disease-reporting/what-to-report.html> Conditions will be reported according to the guidelines set forth by the Oklahoma State Department of Health Oklahoma Disease reporting manual.

**PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE PROTOCOL, CONT.,****I. Procedures for Addressing Communicable Diseases**

- A. Any person with the knowledge of suspected or confirmed cases of communicable disease has the responsibility to report this information to the appropriate school personnel. Reporting of communicable or infectious disease will be made to the following personnel in the order below.
1. School nurse (elementary or secondary respectively)
  2. Site principal
  3. Superintendent
- B. The school nurse will contact the Oklahoma State Department of Health for determination and direction of appropriate action(s) needed.
- C. Exclusions from school may be required when it is deemed necessary to promote the safety and well-being of all students and staff. Any decision regarding a potentially life-threatening communicable disease of a student or an employee may be made by a team consisting of the following:
1. Public health official at county or state level;
  2. The school nurse for the school site;
  3. The assistant superintendent of educational services;
  4. The student's parent/guardians or the employee or his/her representative.
- D. The information regarding a student's or staff member's communicable condition will be treated as confidential information. The number of personnel who need to be aware of the child's or employee's condition must be kept at a minimum and will be decided upon by the above team in the potentially life-threatening communicable situations.

Every District should have an Emergency Management Plan that:

- Addresses all four phases of emergency management planning (Mitigation and Prevention, Preparedness, Response and Recovery).
- Is flexible enough to address multiple hazards (be "all-hazard plans").
- Is practiced on a regular basis.
- Is developed in an interactive, cross-cutting manner, in collaboration with community partners and stakeholders.
- Is based upon sound data and information.
- Includes provisions for being continually reviewed and updated regularly.
- Is coordinated with community pandemic illness planning efforts, as well as state policy and planning efforts.

**Pandemic Plan:** This plan is built upon components in existing emergency management plans and would contain elements unique to a pandemic.

#### **Communication Plan**

- Identify audiences and key messages (students, parents, staff, etc.).
- Focus on clear, accurate, consistent, and timely communications.
- Identify trusted spokesperson (also, identify who will be lead for health matters).
- Identify trusted media partners.
- Establish redundant communications methods identified in advance (primary, secondary and tertiary methods identified, and all parties are familiar with them).

#### **Plan for continuity of learning or instruction**

- Consider alternate learning strategies.
- Consider potential restructuring of school calendar.

**Identify stakeholders and partners. Identify a contact within the local public health department** and collaborate with that entity to create complementary plans, coordinate with other partners, and communicate consistently with the public.

**Identify and coordinate with other key stakeholders**, such as law enforcement, school security personnel, local emergency management office, businesses, community and faith-based organizations.

**Review and reline policies and authorities:** Review school district's or crisis management plan, which outline procedures for continued function during an extended emergency.

Consider:

- Essential functions, goods, and services that must be maintained under a variety of conditions;
- Essential tasks that can be performed from other locations such as home, as well as technology support necessary to implement such measures;
- Essential people and material support;
- Delegations of authority; and
- Personnel/Human Resources policies (leave, disability, payroll, potential high absenteeism).

**Identify legal authorities** for school closures, limitations on responsibilities and functions (such as school lunch provision), and school's potential responsibilities and liabilities.

**PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE  
PROTOCOL, CONT.,**

**Review and refine supply policies and contracts** including potentially ordering and warehousing items such as tissues, soap, or hand sanitizer.

**Initiate or expand prevention and education efforts**

- Conduct preventive handwashing and cough/sneezing etiquette campaigns.
- Encourage staff, faculty, and students to stay home when ill.
- Provide information to parents, staff and students about elements of pandemic plan.

**Create and implement a surveillance system** in partnership with state and/or local health departments to identify and track student absences due to illness, which would allow the rapid detection of unusual changes or trends in student health.

**Develop an Incident Command System (ICS)** specific to a pandemic that identifies roles and responsibilities of educators, law enforcement, and health officials in advance of an incident.

**Consider and plan with community partners to address issues specific to your school environment,** such as:

- Students with special needs, including those who are in special education, receiving supplemental services at school, English Language Learners, or have special health care needs;
- Working with Child Nutrition Directors to help families identify sources for feeding programs for students who receive meals at school in the event of long-term school closures;
- Potential social services needed during and after pandemic has ended;
- Possible alternative uses of school buildings during a pandemic (such as for mass immunizations or hospitals);
- Potential uses of school buses during pandemic and if/how this affects contracts;
- Current alternative uses for schools and determine necessary policies/procedures under school closures;
- Capacity to address requirements for cleaning the building if it was used for community health needs or if there were sick students; and
- Fiscal, academic, emotional and physical recovery issues, including;
  - Return to learning;
  - Ability of students, family, and staff to access available mental health supports, particularly during a crisis if schools are cancelled;
  - Bereavement needs; and
  - Availability of mental health service providers, including community and faith-based organizations.

**PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE  
PROTOCOL, CONT.,****Summary: Basic Components of Pandemic Planning**

- Every district should have an Emergency Management Plan.
- The Plan should be flexible to encompass all hazards.
- Every district should develop a Pandemic illness Plan.
- Plans should address four phases of emergency management planning: Mitigation and Prevention, Preparedness, Response and Recovery.
- Plans should be practiced on a regular basis.
- Plans should be developed and communicated in an interactive manner with stakeholders, including parents, faculty, other community partners and first responders.
- Plans should be based on sound data and information; [www.cdc.gov](http://www.cdc.gov) should be the main resource for pandemic planning and information.
- Plans should be continually reviewed and updated as new information is available. The complete planning checklist can be viewed at [www.cdc.gov](http://www.cdc.gov).

**Public Health Instructions During a Pandemic Illness**

Throughout a pandemic illness, people may be asked or required to do things to help hold back the spread of the disease in our community.

Here are some examples of what public health officials may ask people to do:

**STAY HOME**

People who are sick should stay home. Children should not go to school if they are sick. Staying home will be absolutely necessary during a pandemic illness to limit the spread of the disease.

**AVOID LARGE GROUPS**

People - even those who are well - should stay away from gatherings of people such as sporting events, movies and festivals. During a pandemic illness these kinds of events could be cancelled because large gatherings of people help spread of a pandemic illness.

Isolation and quarantine are public health actions used to contain the spread of a contagious disease. If asked, it will be important to follow isolation and/or quarantine instructions.

**PANDEMIC/EPIDEMIC EMERGENCIES AND COMMUNICABLE DISEASE  
PROTOCOL, CONT.,****ISOLATION**

Isolation is for people who are already ill. When someone is isolated, they are separated from people who are healthy. Having the sick person isolated (separated from others) can help to slow or stop the spread of disease. People who are isolated can be cared for in their homes, in hospitals, or other healthcare facilities. Isolation is usually voluntary, but local, state and federal government have the power to require the isolation of sick people to protect the public.

**QUARANTINE**

Quarantine is for people who have been exposed to the disease but are not sick. When someone is placed in quarantine, they are also separated from others. Even though the person is not sick at the moment, they were exposed to the disease and may still become infectious and then spread the disease to others. Quarantine can help to slow or stop this from happening. States generally have the power to enforce quarantines within their borders.

**FACT SHEET: Stopping Germs at Home, Work and School**

**How Germs Spread:** The main way that illnesses like colds and viruses are spread is from person to person in respiratory droplets of coughs and sneezes. This is called “droplet spread.” This can happen when droplets from a cough or sneeze of an infected person move through the air and are deposited on the mouth or nose of people nearby. Sometimes germs also can be spread when a person touches respiratory droplets from another person on a surface like a desk and then touches his or her own eyes, mouth or nose before washing their hands. We know that some viruses and bacteria can live 2 hours or longer on surfaces like cafeteria tables, doorknobs, and desks.

**How to Stop the Spread of Germs:** In a nutshell: take care to:

- Cover your mouth and nose.
- Clean your hands often.
- Remind your children to practice healthy habits, too.

**Cover your mouth and nose when coughing or sneezing:** *Cough* or sneeze into a tissue and then throw it away. Cover your cough or sneeze if you do not have a tissue. Then, clean your hands, and do so every time you cough or sneeze.

**The “Happy Birthday” song helps keep your hands clean?** Not exactly. Yet it is recommended that when you wash your hands — with soap and warm water — that you wash for 15 to 20 seconds. That’s about the same time it takes to sing the “Happy Birthday” song twice!

**Alcohol-based hand wipes and gel sanitizers work too:** *When* soap and water are not available, alcohol-based disposable hand wipes or gel sanitizers may be used. You can find them in most supermarkets and drugstores. If using gel, rub your hands until the gel is dry. The gel doesn’t need water to work; the alcohol in it kills the germs on your hands.

**Germs and Children:** Remind children to practice healthy habits too, because germs spread, especially at school.

**More Facts, Figures, and How-Tos:** CDC and its partner agencies and organizations offer a great deal of information about hand washing and other things you can do to stop the germs that cause pandemic illnesses, the common cold, and other illnesses.

## SCHOOL HEALTH GUIDELINES FOR CONTAGIOUS DISEASES AND HEAD LICE

**CONTAGIOUS DISEASE:** Students with a communicable or infectious disease may be prohibited from attending school until they are no longer contagious, or until a plan adequately protecting other students and employees in the school environment against transmission of the disease has been developed. When school officials have reasonable doubt as to the contagiousness of a student, they may require a written medical statement before the student is permitted to attend school.

CONTAGIOUS DISEASE	INCUBATION PERIOD	PERIOD OF COMMUNICABILITY	MAY RETURN TO SCHOOL ....
<b>CHICKENPOX or VARICELLA</b>	14 – 21 days	1-2 days before rash & until lesions have crusted over	When all blisters have dried and crusted over.
<b>COVID 19</b>	2 – 14 days	Variable	Must be excluded while symptomatically ill and until 24 hours fever free without the use of anti-fever medication.
<b>FIFTH DISEASE</b> <i>Pregnant women should contact their doctor if exposed to this disease</i>	4 – 21 days	Greatest before onset of rash and while fever is present.	Any student with a temperature of 100 degrees will be considered contagious and should be excluded from school until fever free for 24 hours or with a doctor's note to reenter school.
<b>IMPETIGO</b> <i>Recommend parent contact child's doctor if sores are on face</i>	2 – 10 days	Until all lesions are healed. Should see doctor if lesions on face.	When student has been on treatment for 24 hours. Physician release necessary for return to school. Lesions must be covered.
<b>INFECTIOUS MONO</b>	30 – 50 days	Unknown	On advice of physician. Exclude while symptomatically ill, (fever, sore throat, etc.)
<b>HAND, FOOT &amp; MOUTH</b>	3 – 7 days	Up to 7 days	May return to school when fever free x 24 hours without fever reducing medication and no excessive or uncontrolled drooling.
<b>LICE</b> <i>No live lice or nits</i>	Variable	Until lice, nits and eggs are removed.	When there are no live lice or nits verified by the school nurse.
<b>MRSA/STAPH INFECTIONS</b>	Variable. Commonly 1 – 10 days	Active non-treated drainage is infectious.	May stay in school as long as lesion is being treated and is kept covered, unless otherwise directed by a physician.

**SCHOOL HEALTH GUIDELINES FOR CONTAGIOUS DISEASES AND HEAD LICE  
(Cont.)**

<b>PINK EYE or CONJUNCTIVITIS</b> <i>Redness, tearing, swelling, burning, itching of eye. May have discharge from eye, light sensitivity. Bacterial: Has pus and crusting.</i>	24 – 72 hours	During course of active infection.	Consult physician. If bacterial, child may return to school 24 hours after antibiotic drops have been initiated.
<b>RESPIRATORY VIRUSES: INFLUENZA A or B or H1N1, COMMON COLD</b>	1 – 4 days	3 – 4 days	Must be excluded while symptomatically ill and until 24 hours fever free without the use of anti-fever medication.
<b>RINGWORM</b>	Variable	As long as lesions are present and untreated	As long as lesion is being treated with antifungal ointment and kept covered.
<b>STREP THROAT</b>	2 – 5 days	Variable	24 hours after treatment begins, or with written permission from doctor.
<b>VOMITTING &amp; DIARRHEA</b>	Variable	Variable	Exclusion from school is required for 24 hours after the last episode.

**GUIDELINES FOR RETURN TO SCHOOL:**

Students who have been excluded from school with any of the conditions listed above or any other contagious illness may be required to be cleared by a physician before re-entering school.

**Any student with a temperature of 100 degrees will be considered contagious and should be excluded from school until fever free for 24 hours without fever reducing medication**

**REFERENCE: Oklahoma State Department of Health and the Centers for Disease Control and Prevention**

**IMMUNIZATIONS  
STUDENTS**

No student shall be admitted to Newcastle Public Schools unless and until the student’s parent/guardian provides (1) a current, up-to-date immunization record or (2) a completed and signed state-approved exemption form. Either the up-to-date immunization record or a completed and signed state-approved exemption form must be on file with the district prior to the student’s admission to the district. The exemption form shall specify that the student has received or is in the process of receiving the immunizations currently required by Oklahoma State Department of Health regulations, unless the exemption has been granted from the immunizations on medical, religious, or personal grounds or as otherwise required by law.

The immunization requirements shall be posted on the district’s website and in any notice or publication provided to parents/guardians regarding immunizations. The state-approved exemption application portal is available at the Oklahoma State Department of Health website: <https://oklahoma.gov/health/services/personal-health/immunizations.html>

The following immunizations are required:

1. DPT (diphtheria-pertussis-tetanus, including Tdap booster)
2. Poliomyelitis
3. MMR (measles-mumps-rubella)
4. Hepatitis B
5. Hepatitis A
6. Varicella (chickenpox)

The required vaccines and the number of doses of each vary according to the year of school entry and the grade level of the student. Oklahoma State Department of Health’s guidelines shall be followed.

A Certificate of Exemption form stating that the child is exempt from the immunization requirements on the ground that (1) the physical condition of the student is such that immunization would endanger the life or health of a student, signed by a physician; (2) the parent, guardian or person having legal custody of the child objects to such tests or immunizations for religious reasons; or (3) the parents, guardian or person having legal custody of the student claims an exemption for personal reasons. A copy of the Certificate of Exemption will be forwarded to the Department of Public Health for review and approval.

**REFERENCE: 70 O.S. §1210.191, et seq.  
Oklahoma State Department of Health Regulations  
O.A.C. 310:535-1-2**

## ADMINISTERING MEDICATION TO STUDENTS

The Newcastle Board of Education recognizes that students will on occasion need to take medicines at school. The term “medicine” as used in this policy means “non-prescription medicine” and “filled prescription medicine.”

### Definitions

“Non-prescription medicine” is that medicine that may be purchased over-the-counter without direction from a physician. Non-prescription medicine must be in the original container and have affixed the name of the medicine, dosage, guidelines and directions for administration. A student’s name must be written on the container. Non-prescription medications may be dispensed and administered only in compliance with the written directions on the label of the medication or as otherwise authorized in writing by the student’s physician.

“Filled prescription medicine” is a medication contained in a prescription container with a label which states the name and address of the pharmacy, date of filling, name of patient, name of person who prescribes the medication, prescription number, name of medication, dose per unit and directions for the administration of the medicine. If these details are not listed on a pharmacy container, or a sample is provided by a doctor, or a prescription changes, a doctor’s written instructions are required. Except for district-wide Albuterol inhalers and Narcan, school staff will only administer prescription medication with written authorization and instructions.

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

“Parent” means a parent, a court-appointed guardian or a person having legal custody of a minor student.

“Sunscreen” means a compound topically applied to prevent sunburn.

“Inhaled Asthma Medication” means a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label.

“Self-Administered” means a student’s use of medication pursuant to prescription or written direction from a physician.

“Student-Carried” means a student will be permitted to possess and use a prescribed medication at all times according to policy guidelines.

### Personnel Authorized to Administer Medications

The principal, school nurse, contracted nurse, or designated school employee will administer/oversee and record any filled prescription or non-prescription medication given to a student. All medicines will be properly stored in a designated location. Emergency rescue medications and supplies must be secured but readily accessible to designated staff. These medicines will not be readily accessible to anyone other than school employees authorized to administer medication.

### Record of Medications Administered to Students

School personnel will keep on file signed authorization forms as well as a record of the following:

- a) name of student to whom the medication is administered,
- b) name of medicine,

**ADMINISTERING MEDICATION TO STUDENTS (Cont.)**

- c) dosage of medicine,
- d) time(s) medicine is to be taken,
- e) date of expiration (if applicable),
- f) date the medicine is administered,
- g) time(s) medicine is administered, and
- h) signature/initials of authorized personnel administering the medicine.

**Medication Request and Release Form**

If it becomes necessary to administer a filled prescription medicine or non-prescription medicine to a student at school, a parent/guardian must sign a Medication Request and Release Form provided by school personnel. Such form shall be completed each school year and for each change of medication or sunscreen.

**Self-Administered, Student-Carried**

Self-administration of inhaled asthma medication by a student for treatment of asthma, an anaphylaxis medication used to treat anaphylaxis, and the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis is permitted with written parental authorization.

**Guidelines**

1. The parent/guardian will be required to sign the parent/guardian section of the Medication Request and Release form.
2. The student's physician will be required to sign the physician section of the Medication Request and Release form.
3. The parent/guardian will be required to provide an emergency supply of the student's authorized medication.

Newcastle Public Schools will incur no liability for any of the following:

1. Injury arising from the self-administration of student-carried medication.
2. Misuse of a self-administered, student-carried medication
3. Injury/misuse arising from an independent act of a third part involving self-administered or student-carried medication.

Annual physician and parent written authorization is required for all medication that is to be self-administered and student carried.

**Procedures for Self-Administration of Emergency Medication**

Students with severe asthma, anaphylaxis or a life-threatening condition who need to carry and self-administer an emergency medication must adhere to the following guidelines. Anaphylaxis medication includes but is not limited to Epinephrine injectors, prescribed by a physician and having an individual label. A student who is permitted to self-administer anaphylaxis medication, inhaled asthma medication or emergency medication shall be permitted to possess and use the anaphylaxis medication or inhaled asthma medication or emergency medication at all times for the school year in which permission for self-administration is granted (i.e., inhaler, an anaphylaxis medication used to treat anaphylaxis, insulin pump, glucagon injection, an EpiPen, and replacement of pancreatic enzymes for treatment of cystic fibrosis).

**ADMINISTERING MEDICATION TO STUDENTS (Cont.)**

1. Submit a written statement from the physician treating the student indicating the child's condition and that he/she is capable of and has been instructed in the proper method of self-administration of the medication.
2. The parent/guardian must fill out and sign the Authorization to Request and Release Medication form. This form gives parental consent for administration of the medication and acknowledges that the school district, employees and agents shall incur no liability as a result of any injury arising from the self-administration of the medication by the student.
3. It is the parent's/guardian's responsibility to provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
4. Permission for the self-administration of medication is effective for the school year for which it is granted and must be renewed each subsequent school year upon the fulfillment of the above requirements.
5. By signing and initialing on the Medication Request and Release Form, the parent/guardian is stating that he/she understands the guidelines as stated above. Under state law, the board of education, the school district, or the employees of the district shall not be liable to the student or the student's parent/guardian for civil damage for any personal injuries to the student which result from acts or omissions of school employees in administering any medication or for any personal injuries to the student which result from acts or omissions of school employees in administering any medication.
6. Students who self-medicate are prohibited from sharing or playing with their medication or special equipment. If a student engages in these activities, the parent will be contacted, and a conference will be scheduled with the parent, nurse, and other appropriate persons.

The district will require annual training for teachers and school employees who are directly responsible for students on the topics of food allergies, recognizing anaphylaxis, and instruction on how to administer Epinephrine. The training school be completed before the school year begins or upon hiring the teacher or school employee. Documentation certifying completion of the required training shall be retained in the personnel file of the teacher or school employee. The training may be provided online or in person by the school nurse or a recognized food allergy and anaphylaxis training program.

A school employee will contact 911 as soon as possible if it is believed that a student is having an anaphylactic reaction. If Epinephrine is administered to a student, a school employee shall contact 911 as soon as possible. The school district shall notify the parent or guardian of any student who experiences a possible allergic reaction as soon as possible.

**Self-Administering Sunscreen**

Students shall be permitted to possess and self-apply sunscreen that is regulated by the Food and Drug Administration without written authorization of a parent, legal guardian or physician. Students applying sunscreen are prohibited from applying sunscreen during instructional time. Aerosol spray must be applied outside of school buildings away from other students. Students shall not be allowed to apply sunscreen to other students. Students who do not conform to these rules will be disciplined by the administration in accordance with school discipline policies.

District personnel may assist a student in applying sunscreen with the written permission of a parent, guardian or person having legal custody.

**REFERENCES:** 10 O.S. 170.1 (Section 816, School Law Book, 1999)

## **ADMINISTERING MEDICATION TO STUDENTS (REGULATION)**

1. Medication will be given only as authorized according to state law and district policy, regulations, guidelines and procedures.
2. Medication will be given by the school nurse, principal, designated employee or a contracted nurse.
3. School nurses ensure designated employees are trained regarding medication policy and guidelines initially upon employment. School nurses will annually review and update designated employees regarding medication policy and guidelines, including emergency medication such as Glucagon, Epi-Pen and Diastat.
4. Students are NOT authorized to administer medication to other students.
5. Personal medication of employees will not be given to students.
6. An injected medication requires a medical monitoring plan, a physician's written authorization and a parent's/guardian's written permission.
7. Medication is only authorized to be administered when the Medication Request and Release form is completed and signed. A new medication request and release form must be filled out for each medication at the beginning of the school year, when there is a medication change, and when there is a dosage change.
8. Physician changes or instructions may be faxed or emailed to the school site
9. Any unauthorized medication found at school will be confiscated. The parent/guardian will be notified and the incident and any action taken will be recorded and signed.
10. New/renewed prescriptions will be sent in the new/renewed prescription container.
11. School Nurse will decide whether or not a one-time dose of a medication will be administered.
12. Medication sent or brought to school in improper containers, improperly labeled, or not labeled will NOT be given even if the parent/guardian gives verbal or written authorization. The parent/guardian will be contacted and informed of NPS policy and procedures either verbally or in writing. The improperly packaged/labeled medication will be held until the end of the day and a parent/guardian will be required to come to the school to claim the medication. The process will be recorded and signed.
13. Medication may only be given to students at the discretion of the school nurse who state they forgot to take their medication before coming to school if the parent/guardian is contacted and verbal authorization is given. This process must be recorded and signed. Medication will not be given if parent/guardian verbal authorization is unavailable.
14. Under no circumstances will one student's medication be given to another student.
15. All medication must be brought to the school by the parent/guardian. Students are NOT to bring medication to school.
16. Directions for administering medication must include specific times.
17. Inhalers may be kept with a student at all times and self-administered as the student deems necessary with written authorization by the parent/guardian AND physician. When an asthmatic has an inhaler, medication or a nebulizer at school, the parent/guardian will be required to fill out the NPS Asthma Information/Action form AND a Medication Request and Release form.
18. Students under the age of 18 cannot terminate medications.
19. Expiration dates of medication will be tracked.
20. Medication from a foreign country will not be given.
21. Herbal/Homeopathic medications and health care products will follow the same guidelines as those in place for prescription/non-prescription medication.
22. For students who will self-carry/self-administer asthma medication, the NPS Self Administration of Inhaled Asthma Medication Policy will be followed.

**ADMINISTERING MEDICATION TO STUDENTS, REGULATION (cont'd)**

23. Parent/Guardian requesting that a student be allowed to self-administer, self-carry other medication will be required to sign and have on file the Medication Request and Release Form. The only other medication that a student can self-carry and self-administer besides asthma medication, is medication used to treat anaphylaxis and medication used to treat diabetes, pancreatic enzymes, as student's physician deems necessary and with appropriate written authorization.
24. Medications that require refrigeration will be kept in a room behind a locked door.
25. Medication taken on field trips must be in the original container along with a copy of the signed Medication Request and Release form. The designated teacher will be required to "check-out" the medication, keep the medication with him/her at all times, and record on the Medication Request and Release form after administering. The employee's full name will be recorded and initials will be used for daily entries. All medication taken on field trips will be carried in a locked container.
26. **MEDICATION REQUEST AND RELEASE FORM:** All medication administered must be recorded and signed by a designated employee. Any time medication is administered the employee's full name will be recorded and initials will be used for daily entries. When a parent/guardian brings the medication and form to school, the dosage, time(s) medication is to be taken, expiration date, date received and amount received must all be recorded on the Medication Request and Release form by the designated employee. The designated employee must also sign and record the date medication is returned to the parent/guardian, and amount returned to the parent/guardian.
27. 911 will be called as needed for potential reactions to medication.
28. If a medication error occurs, an accident report form will be filled out.
29. If a student refuses to take medication, the event will be recorded and the parent/guardian will be notified.
30. Parents will be required to pick up medication at the end of the school year. When medication is left at school, the parent/guardian will be notified that the medication needs to be picked up by a designated date.
31. For any medication left at school after the designated date, the medication will be retrieved by the school nurse and a witness and delivered to the medication drop-off location at the Newcastle Police Station.
32. School Nurses will monitor the administration of medication, authorization forms, logs, etc.
33. All medication issues are considered confidential.

## MEDICAL MARIJUANA AND RELATED ITEMS

### Medical Marijuana

Medical Marijuana is not permitted upon school grounds, in school vehicles or buses or at school-related activities except as stated in this policy.

The district will not regulate or take any adverse action against an employee for holding a medical marijuana license. The school district may take action against an employee who possesses a medical marijuana license if the employee uses or possesses marijuana while at school or during the hours of employment as per 63 O.S. § 425.

Students whose medical condition requires the use of medical marijuana are allowed to access and utilize marijuana in accordance with state law. School personnel are not legally permitted to administer medical marijuana to students.

There will be no smoking on school premises of any substance 24/7 in accordance with the state's no smoking act. At no time will marijuana be grown or stored on school premises.

School employees will not under any circumstances:

- a. Assist students in obtaining or using medical marijuana;
- b. Store medical marijuana for students;
- c. Take and/or use a student's medical marijuana;
- d. Serve as a student's designated caregiver, unless the student is the child or in the legal custody of the employee.

The district reserves the right to discipline employees or students who fail to adhere to Oklahoma law and/or the requirements of this policy. Such disciplinary action will be addressed in accordance with the student discipline code and/or the standards of conduct for employees. Employees may be subject to termination or nonreemployment.

### Marijuana-related products including cannabidiol (CBD)

For purposes of this policy, the term "marijuana-related product" includes any product or substance referred to in state law, Title 63 O.S. §2-101 (23) (a)-(f)), but excluded from the definition of marijuana in state law. The term "marijuana-related product" includes cannabidiol (CBD).

### Employees

During hours of employment, or on school grounds, in school vehicles or buses, or at school related activities, employees are not permitted to be under the influence of any marijuana-related product. Any employee who violates this policy is subject to discipline, including termination or non-renewal, as permitted by state law.

### Students

During the school day, or on school grounds, in school vehicles or buses, or at school-related activities, students may not possess or be under the influence of any marijuana-related product. Any student who violates this policy is subject to discipline as permitted by district policy and regulation.

Situations involving students on IEPs will be handled on a case-by-case basis, consistent with state and federal law.

## SEIZURE-SAFE SCHOOLS

The district will ensure that any student who is diagnosed with a seizure disorder, will be provided with a seizure action plan that is a written, individualized health plan designed to acknowledge and prepare for the student's health care needs.

When the district has a student enrolled who has a seizure disorder and has a seizure rescue medication or other medication prescribed to treat seizure disorder symptoms which is approved by the Food and Drug Administration the requirements of the Seizure-Safe Schools Act will become applicable to the district. At that time, the district will have at least one employee at each school the child attends who has met the training requirements necessary to:

1. Administer or assist with the self-administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms as approved by the United States Food and Drug Administration; and
2. Recognize the signs and symptoms of seizures and the appropriate steps to be taken to respond to these symptoms.

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

1. Provide the school with written authorization to administer the medication at school;
2. Provide a written statement from the student's health care provider that will contain the following information:
  - a. The student's name;
  - b. The name and purpose of the medication;
  - c. The prescribed dose;
  - d. The route of administration;
  - e. The frequency that the medication may be administered; and
  - f. The circumstances under which the medication may be administered.
3. Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact; and
4. Collaborate with school personnel to create a seizure action plan.

Written authorization shall be maintained in the office of the school nurse or school administration and shall be distributed to any school personnel or volunteers responsible for the supervision or care of this student. The written authorization is effective for the school year in which it is granted and may be renewed each following school year.

A school employee may not be subject to any disciplinary proceeding resulting from an action taken in compliance with the Seizure-Safe Schools Act. Any employee acting in accordance with the provisions of this act shall be immune from civil liability unless the actions of the employee rise to a level of reckless or intentional misconduct.

A school nurse shall not be responsible for and shall not be subject to disciplinary action for actions performed by a volunteer.

**REFERENCE: 70 O.S. §1210.183**

## BED BUGS

The common bed bug (*Cimex lectularius*) has long been a pest – feeding on blood, causing itchy bites and generally irritating their human hosts. The Environmental Protection Agency (EPA), the Centers for Disease Control and Prevention (CDC), and the United States Department of Agriculture (USDA) all consider bed bugs a public health pest. However, unlike most public health pests, bed bugs are not known to transmit or spread disease.

Experts believe the recent increase in bed bugs in the United States may be due to more travel, lack of knowledge about preventing infestations, increased resistance of bed bugs to pesticides, and ineffective pest control practices. Bed bugs can be hard to find and identify, given their small size and their habit of staying hidden.

### **If a Bed Bug is Found on School Premises or on a Person at School**

Inform the building principal. The building principal will notify the superintendent and begin the notification process as to the location of where the bed bug was found. Under no circumstances will the identity of a student, parent, or employee be released with regard to where the bed bug is suspected to have originated.

The parents or guardians of the child who was found with a bed bug on their person should also be informed as soon as possible. Those students suspected of having brought bed bugs to school will be provided an alternative learning plan until a meeting with school administration can occur. Under no circumstances will the identity of students required to change clothing be released to other employees or to any person.

The district will treat buildings with chemicals only if a true infestation is found with breeding bugs. A single bed bug is not an infestation. Any chemicals will be applied only by a pest professional that utilizes integrated pest management techniques. Exposure to students and employees will be minimized by applying pesticides at a time that building occupants are not present. Parent notifications will only occur if an infestation is identified.

If a bedbug is sighted in a building, alert everyone who works in the building. Let staff know how the sighting will be handled. This allows them to take additional precautions to protect their homes as well as limiting rumors and speculation.

## STUDENT ATHLETES AND ACTIVITIES NAME, IMAGE, AND LIKENESS

Neither the school district nor the Oklahoma Secondary Schools Activities Association (OSSAA) specifically prohibits students from engaging in certain commercial activities as an individual. These activities, commonly referred to as name, image and likeness (NIL) will not put a student's amateur status at risk provided the student meets all the requirements for maintaining amateur status in compliance with OSSAA Rule 5, and there is no violation of rules prohibiting influencing a student to attend or remain at a member school. (OSSAA Rule 9)

A student may earn compensation from the use of their name, image and likeness (NIL) in compliance with Rule 5, and Rule 9 provided:

- The compensation is not contingent on specific athletic performance or achievement.
- The compensation is not provided as an incentive to enroll or remain enrolled in the school district.
- The compensation is not provided by the school district or any person acting as an agent for the school district.

In seeking compensation for name, image and likeness:

- No "marks" may be used, including but not limited to the school logos, school name, school mascot, or any trademarked OSSAA logo or acronyms.
- No school apparel or equipment shall be worn which includes school name, school logo, school mascot, or any apparel displaying trademarked OSSAA logos or acronyms.
- No school facility may be used for the purpose of name, image and likeness compensation.
- No activities in conflict with the school's local school district policy on advertising may be endorsed. Examples include but are not limited to tobacco or alcohol products.
- Collegiate level associations should be contacted for any rules regarding name, image and likeness for students participating beyond the high school level.



## NOTICE OF RIGHTS UNDER FERPA AND NOTICE FOR DIRECTORY INFORMATION

Dear Parent or Student:

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

1. The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal/school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the school district to amend a record believed to be inaccurate or misleading. They should write the school principal or appropriate school official, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by a parent or eligible student, the district will notify the parent or eligible student of the decision and advise him/her of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student participating in a school service program or serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (Note: FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.)

**NOTICE OF RIGHTS UNDER FERPA AND  
NOTICE FOR DIRECTORY INFORMATION (cont.)**

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

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

5. FERPA also requires that Newcastle Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the district may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school publications. Examples include:

A playbill, showing your student's role in a drama production;  
The annual yearbook;  
Honor roll or other recognition lists;  
Graduation programs; and  
Sports activity sheets, such as for wrestling, showing weight and height of team members.

If you do not want the Newcastle Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the district in writing within ten (10) days of receiving this notice. The district has designated the following information as directory information, which may be released without obtaining parental consent: (NOTE: The district may, but does not have to, include all the information listed.)

- The student's name;
  - The student's class designation (i.e., first grade, tenth grade, etc.);
  - The student's extracurricular participation;
  - The student's achievement awards or honors;
  - The student's weight and height if a member of an athletic team;
  - The student's photograph.
6. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies receiving assistance

**NOTICE OF RIGHTS UNDER FERPA AND  
NOTICE FOR DIRECTORY INFORMATION (cont.)**

under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the district that they do not want their student’s information disclosed without their prior written consent.

7. Pursuant to a court issued “ex parte” order, personally identifiable information in the student’s records may be released to the Attorney General of the United States or his/her designee in response to an “ex parte” order issued in connection with the investigation or prosecution of terrorism crimes.

## COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (REGULATION)

In accordance with the policy of the board of education, the following regulation shall govern the release of student records to students and members of the student's family, legal custodian, or legal guardian.

### DEFINITIONS

For the purpose of this regulation, the school district has used the following definitions of terms:

**Student**

Any person who attends or has attended a program of instruction sponsored by the board of education of this school district.

**Eligible Student**

A student or former student who has reached age 18 or is attending a post-secondary school, and who is no longer a dependent of the parent for federal tax purposes.

**Parent**

Either natural parent of a student unless his or her rights under the Family Educational Rights and Privacy Act (FERPA) have been removed by a court order; an adopted parent; a guardian; or an individual acting as a parent or guardian in the absence of the student's parent or guardian with proper documentation.

**Education Records**

Any item of information or record (in handwriting, print, computer media, video or audio tape, film, microfilm, microfiche, or other medium) maintained by the school district, an employee of the district, or an agent of the district which is directly related to an identifiable student except:

1. A personal record, including informal notes, kept by a school staff member, which meets the following tests:
  - A. It was made as a personal memory aid;
  - B. It is in the sole possession of the individual who made it; or
  - C. Information contained in it has never been revealed or made available to any other person except the maker's temporary substitute;
2. An employment record which is used only in relation to a student's employment by the school district (employment for this purpose does not include activities for which a student receives a grade or credit in a course); or
3. Alumni records that relate to the student after the student no longer attends classes provided by the school district and the records do not relate to the person as a student.

**Personal Identifier**

Any data or information that makes the subject of a record known. This includes the student's name, the student's parents or other family member's name, the student's address, the student's social security number, a student number, a list of personal characteristics, or any other information that would make the student's identity known.

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)****ANNUAL NOTIFICATION**

Within the first three weeks of each school year, the school district will publish a notice to parents and eligible students of their rights under the FERPA and this policy.

The notice will include the following:

1. The right of a student's parent or eligible student to inspect and review the student's education records;
2. The intent of the school district is to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parent or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, as permitted by the FERPA;
3. The right of a student's parent or an eligible student to seek to correct parts of the student's education records which he or she believes to be inaccurate, misleading, or in violation of student rights (this right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent's or eligible student's request and the right to insert in the student's permanent records an explanatory statement giving reasons for disagreeing with the decision);
4. The right of any person to file a complaint with the Department of Education if the school district violates the FERPA; and
5. The procedure that a student's parent or an eligible student should follow to obtain copies of this policy and the locations where copies may be obtained.

The district will arrange to provide translations of this notice to non-English speaking parents in their native language.

**STATEMENT OF RIGHTS**

Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act and this policy:

1. The right to inspect and review the student's education record;
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when the student reaches 18 or enrolls in a post-secondary school.

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)**

**LOCATIONS OF EDUCATION RECORDS**

TYPES	LOCATION	CUSTODIAN
Cumulative School Records	Site	Registrar
Cumulative School Records (Former Students)	High School	Registrar
Health Records	Site	Nurse
Speech Therapy Records	Site	Speech Pathologist
Psychological Records	Administration	Special Education Director

**PROCEDURE TO INSPECT EDUCATION RECORDS**

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below.

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

The parent or eligible student should submit to the student's school principal a written request that identifies, as precisely as possible, the record or records he or she wishes to inspect.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site).

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. See below for information regarding fees for copies of records.

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)****FEEES FOR COPIES OF RECORDS**

The school district will not deny parents or eligible students any rights to copies of records because of the following published fees. Where the fee represents an unusual hardship, it may be waived in part, or in whole, by the record custodian. However, the district reserves the right to charge for copies, such as transcripts, it forwards to potential employers or to colleges and universities for employment or admission purposes. The school district may deny copies of records to third parties (not parents or students) in the following situations:

1. The student has an unpaid financial obligation to the school.
2. There is an unresolved disciplinary action against the student that warrants the denial of copies.

The FERPA requires the school district to provide copies of records:

1. When the refusal to provide copies effectively denies access to the records by a parent or eligible student;
2. At the request of the parent or eligible students when the school district has provided the records to third parties by the prior consent of the parent or eligible student; or
3. At the request of the parent or eligible student when the school district has forwarded the records to another school where the student seeks or intends to enroll.

The fee for copies provided under the FERPA may not include the costs for search and retrieval. The fee will be from no cost to ten cents per page. (Actual copying cost, less hardship factor.)

The fee for all other copies, such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience, will be from ten cents to thirty-five cents per page (actual search, retrieval, and copying cost) plus postage, if incurred.

Transcripts are \$5.00.

**DIRECTORY INFORMATION**

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

1. The student's name;
2. The student's class designation (i.e., first grade, tenth grade, etc.);
3. The student's extracurricular participation;
4. The student's achievement awards or honors;
5. The student's weight and height if a member of an athletic team;
6. The student's photograph.

**(NOTE: A district may designate all, some, or none of this information as directory information.)**

### **COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974, REGULATION (Cont.)**

Within the first three weeks of each school year, the school district will publish the above list, or a revised list, of items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment.

After the parent or eligible student has been notified, he or she will have two weeks to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about the student.

At the end of the two-week period, each student's record will be appropriately marked by the record custodian to indicate the items the district will designate as directory information about the student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

The school district has created a limited directory information policy and will not fulfill directory information requests for commercial purposes or for marketing purposes.

### **USE OF STUDENT EDUCATION RECORDS**

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)**

2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

The school district will only release information from, or permit access to, a student's education record with a parent's or eligible student's prior written consent except that the school superintendent, or a person designated in writing by the superintendent, may permit disclosure:

1. When a student seeks or intends to enroll in another school district or a post-secondary school (the district will not further notify the parent or eligible student prior to such a transfer of records; the parent or eligible student has a right to obtain copies of records transferred under this provision);
2. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally supported education programs in the district;
3. The parties who provide or may provide financial aid to a student to:
  - A. Establish the student's eligibility for the aid,
  - B. Determine the amount of financial aid,
  - C. Establish the conditions for the receipt of the financial aid, or
  - D. Enforce the agreement between the provider and the receiver of financial aid;
4. When the school district has entered into a written agreement or contract for an organization to conduct studies on the school district's behalf to develop tests, administer student aid, or improve instruction;
5. To accrediting organizations to carry out their accrediting functions;
6. To comply with a judicial order or lawfully issued subpoena (the district will make a reasonable effort to notify the student's parent or the eligible student before making a disclosure under this provision);
7. If the disclosure is an item of directory information, and the student's parent or eligible student has not refused to allow the district to designate that item as directory information for the student; or
8. In response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

The school district will permit any of its officials to make the needed disclosure from student education records in a health or safety emergency if:

1. He or she deems it is warranted by the seriousness of the threat to the health or safety of the student or other persons;
2. The information is necessary and needed to meet the emergency;
3. The persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency; or

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)**

4. Time is an important and limiting factor in dealing with the emergency.

The school district officials may release information from a student's education record if the student's parent or the eligible student gives prior written consent for disclosure. The written consent must include at least:

1. A specification of the records to be released;
2. The reasons for the disclosure;
3. The person, organization, or the class or organizations to whom the disclosure is to be made;
4. The parent's or eligible student's signature; and
5. The date of the consent and, if appropriate, a date when the consent is to be terminated.

The student's parent or the eligible student may obtain a copy of any records disclosed under this provision.

The school district will not release information contained in a student's education records, except directory information, to any third parties except its own officials, unless those parties agree that the information will not be redisclosed without the parent's or eligible student's prior written consent.

**RECORDS OF REQUESTS FOR ACCESS AND DISCLOSURES MADE  
FROM EDUCATION RECORDS**

The school district will maintain an accurate record of all requests for it to disclose information from, or to permit access to, a student's education records and of information it discloses and access it permits with some exceptions listed below. This record will be kept with, but will not be a part of, the student's cumulative school records. It will be available only to the record custodian, the eligible student, the parent of the student, or to federal, state, and local officials for the purpose of auditing or enforcing federally supported educational programs.

The record will include at least:

1. The name of the person or agency that made the request;
2. The interest the person or agency had in the information;
3. The date the person or agency made the request; and
4. Whether the request was granted and, if it was, the date access was permitted or the disclosure was made.

The district will maintain this record as long as it maintains the student's education record.

The record will not include:

1. Requests for access or access granted to the parent of the student or to an eligible student;

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)**

2. Request for access granted to officials of the school district who have a legitimate educational interest in the student;
3. Requests for, or disclosures of, information contained in the student's education record if the request is accompanied by the prior written consent of a parent of the student or the eligible student or if the disclosure is authorized by such prior consent;
4. Requests for, or disclosure of, directory information designated for that student; or for
5. Requests for, or disclosure of, information contained in the student's education record if the request is in response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

**PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS**

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure.

**First Level Decision**

When a parent of a student or an eligible student finds an item in the student's education record that he or she believes is inaccurate, misleading, or in violation of student rights, he or she should immediately ask the record custodian to correct it. If the record is incorrect because of an obvious error and it is a simple matter to make the record change at this level, the record custodian will make the correction. However, if the record is changed at this level, the method and result must satisfy the requester.

If the record custodian cannot change the record to the requester's satisfaction, or if the record does not appear to be obviously incorrect, the record custodian will:

1. Provide the requester a copy of the questioned record at no cost;
2. Ask the requester to initiate a written request for the change; and
3. Follow the procedure for a second level decision.

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)****Second Level Decision**

The written request to correct a student's education record through the procedure at this level should specify the correction the requester wishes the district to make. It should at least identify the item the requester believes is incorrect and state whether he or she believes the item:

1. Is inaccurate and why;
2. Is misleading and why; and/or
3. Violates student rights and why.

The request will be dated and signed by the requester.

Within two weeks after the record custodian receives a written request, he or she will: study the request, discuss it with other school officials (the person who made the record or those who may have a professional concern about the district's response to the request), make a decision to comply or decline to comply with the request, and complete the appropriate steps to notify the requester or move the request to the next level for a decision.

If, as a result of this review and discussion, the record custodian decides the record should be corrected, he or she will effect the change and notify the requester in writing that the change has been made. Each such notice will include an invitation for the requester to inspect and review the student's education record to make certain the record is in order and the correction is satisfactory.

If the record custodian decides the record is correct, he or she will make a written summary of any discussions with other officials and of the findings in the matter. The record custodian will transmit this summary and a copy of the written request to the school superintendent.

**Third Level Decision**

The school superintendent will review the material provided by the record custodian and, if necessary, discuss the matter with other officials such as the school attorney, or the school board (in executive session). The superintendent will then make a decision concerning the request and complete the steps at this decision level.

Ordinarily, this level of the procedure should be completed within two weeks. If it takes longer, the superintendent will notify the requester, in writing, of the reasons for the delay and a date when the decision will be made.

If the superintendent decides the record is incorrect and should be changed, he or she will advise the record custodian to make the changes. The record custodian will advise the requester of the change as at the second level.

If the superintendent decides the record is correct, he or she will prepare a letter to the requester, which will include:

1. The school district's decision that the record is correct and the basis for the decision;
2. A notice to the requester that he or she has a right to ask for a hearing to present evidence that the record is incorrect and that the district will grant such a hearing;

**COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY  
ACT OF 1974, REGULATION (Cont.)**

3. Instructions for the requester to contact the superintendent, or an official he or she designates, to discuss acceptable hearing officers, convenient times, and a satisfactory site for the hearing (the district will not be bound by the requester's positions on these items, but will, so far as possible, arrange the hearing as the requester wishes); and
4. Advise that the request may be represented or assisted in the hearing by other parties, including an attorney at the requester's expense.

**Fourth Level Decision**

After the requester has submitted (orally, or in writing) his or her wishes concerning the hearing officer and the time and place for the hearing, the superintendent will, within a week, notify the requester when and where the district will hold the hearing and who it has designated as the hearing officer.

At the hearing, the hearing officer will provide the requester a full and reasonable opportunity to present material evidence and testimony to demonstrate that the questioned part of the student's education record is incorrect as shown in the requester's written request for a change in the record (second level).

Within a week after the hearing, the hearing officer will submit to the school superintendent a written summary of the evidence submitted at the hearing. Along with the summary, the hearing officer will submit his or her recommendation, based solely on the evidence presented at the hearing, that the record should be changed or remain unchanged.

The school superintendent will prepare the district's decision within two weeks of the hearing. The decision will be based on the summary of the evidence presented at the hearing and the hearing officer's recommendation. However, the district's decision will be based solely on the evidence presented at the hearing. Therefore, the superintendent may overrule the hearing officer if the superintendent believes the hearing officer's recommendation is not consistent with the evidence presented. As a result of the district's decision, the superintendent will take one of the following actions:

1. If the decision is that the district will change the record, the superintendent will instruct the record custodian to correct the record. The record custodian will correct the record and notify the requester as at the second level decision.
2. If the decision is that the district will not change the record, the superintendent will prepare a written notice to the requester that will include:
  - A. The school district's decision that the record is correct and will not be changed;
  - B. A copy of a summary of the evidence presented at the hearing and a written statement of the reasons for the district's decision; and
  - C. Advice to the requester that he or she may place in the student's education record an explanatory statement which gives the reasons he or she disagrees with the school district's decision and/or the reasons he or she believes the record is incorrect.

## **ATHLETIC EVENTS BROADCASTING AND STREAMING RIGHTS**

### **Visiting Team Rights**

Notwithstanding any policy of a school athletic association,<sup>1</sup> in all of the district's regular season high school athletic competitions in this state, the visiting team shall have the same rights to radio broadcast, video stream, and provide telegraphic play-by-play accounts as Newcastle Public Schools, provided the visiting team has either of the following:

A valid agreement to broadcast, video stream or provide telegraphic play-by-play accounts between a media organization and the school's board of education; or

The visiting team has a curricular program for students that typically provides streaming for the team's home games. This policy shall apply to contracts for the rights to radio broadcast, video stream, and provide telegraphic play-by-play accounts entered into or renewed on or after July 1, 2025.

### **NPS Sanctioned Organizations Rights**

Sanctioned organizations by the board of education may broadcast athletic events, under the following conditions:

All events –

- Use of some broadcast equipment and/or streaming platforms may not incur a cost to the district.
- Organization representatives must obtain approval from the athletic director before initiating any broadcast or video.
- All broadcasts must comply with board policies, applicable laws, and Newcastle Public Schools or OSSAA agreements.

Away events –

- Organization representatives must contact the hosting athletic department through written or email correspondence, to request permission to broadcast and send a copy of that communication to the NPS Athletic Department.

**REFERENCE: OKLA. STAT. tit. 70, § 27-105; OKLA. STAT. tit. 70, § 27-102**

<sup>1</sup>Pursuant to OKLA. STAT. tit. 70, § 27-102, a school athletic association is any private organization or association which charges the school or school district a membership fee, retains a portion of revenue generated by the interscholastic activities or contests of the member schools, and provides the coordination, supervision and regulation of the interscholastic activities and contests of the member schools.

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 230 - 9999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	230	09/08/2025	51821	Arvest Bank Operations Inc	Reading Conference	120.00
			11-082-2213-860-429-0000-000-105		09/08/2025	120.00
					Registration for Holmes/Dillman for annual reading conference to address new ideas in literacy and bringing innovative ideas to academic communities.	
11	231	09/09/2025	52048	CH&W LLC	Transportation Tire Supplies - Roadside Service	3,000.00
			11-009-2740-612-000-0000-000-050		09/09/2025	3,000.00
					Transportation Tire Supplies - Roadside Service	
11	232	09/09/2025	47944	Amazon	Classroom allowance	110.00
			11-031-1000-619-100-0000-000-110		09/09/2025	110.00
					rolling cart, folders, colored paper & cardstock, supplies for intervention, etc	
11	233	09/09/2025	47944	Amazon	Classroom Allowance	110.00
			11-031-1000-619-100-0000-000-705		09/09/2025	110.00
					Classroom Allowance	
11	234	09/09/2025	47944	Amazon	Classroom Allowance	110.00
			11-031-1000-619-100-0000-000-705		09/09/2025	110.00
					Classroom set of calculators and stopwatch	
11	235	09/09/2025	51821	Arvest Bank Operations Inc	(082) IWS Conference Registration	45.00
			11-082-2573-860-000-0000-000-050		09/09/2025	45.00
					(082) Information Warfare Summit registration	
11	236	09/09/2025	47882	OK Assoc School Business Officials	Fall Conference Registration	600.00
			11-082-2573-860-000-0000-000-050		09/09/2025	600.00
					OKASBO Fall Conference Registration - Shasta Smith, Gracie Lozano, Lynda Chmil, Kristi Ferguson9/17-9/18, Norman, OK	
11	237	09/10/2025	47882	OK Assoc School Business Officials	School Business Academy Level 2	250.00
			11-082-2573-860-000-0000-000-050		09/10/2025	250.00
					School Business Academy Level 2 for Shasta SmithOctober 29-30, 2025February 18-19, 2026Edmond, OK	
11	238	09/11/2025	191	Okla State School Boards Assoc Inc	OSSBA Bond Marketing Team- /flyer/input	200.00
			11-000-2314-540-000-0000-000-050		09/11/2025	200.00
					Bond Marketing Input and Items	
11	239	09/11/2025	51713	Express Employment Professionals	HS Football Event Staff	4,000.00
			11-066-2670-344-000-0000-000-705		09/11/2025	4,000.00
					Express Personnel to run metal detectors and parking	
11	240	09/18/2025	4993	OKACTE	2025 Summit Dues	125.00
			11-412-1000-810-316-8100-000-505		09/18/2025	125.00
					2025 Summit Dues	
11	241	09/18/2025	5204	WPS PUBLISH	Evaluation Protocols - SPED	1,500.00
			11-621-1000-614-239-0000-000-105		09/18/2025	1,500.00
					Evaluation Protocols- District Wide	
11	242	09/18/2025	8291	CONTINUED.COM, LLC	Continuing Education District SLP's	500.00
			11-082-2573-860-239-0000-000-105		09/18/2025	500.00
					Continuing Education District SLP's	
11	243	09/18/2025	47944	Amazon	Classroom Supplies	4,000.00
			11-621-1000-619-239-0000-000-105		09/18/2025	4,000.00
					Classroom suppliesECC- J. RodriguezES- A. PearsonMS- Kayla Jackson	
11	244	09/18/2025	51582	Nightwolf Enterprises LLC	Flyers for New Bond Project	200.00
			11-000-2314-540-000-0000-000-050		09/18/2025	200.00
					Printing for 500 bond flyers	
11	245	09/18/2025	51821	Arvest Bank Operations Inc	Classroom Allowance	110.00
			11-031-1000-619-100-0000-000-505		09/18/2025	110.00
					Glue, Cardstock, Folders	

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 230 - 9999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	246	09/18/2025	50352	Business Professionals of America	Student BPA Membership Dues 25/26	400.00
				Student BPA Membership Dues 25/26 \$20 each student	11-412-1000-811-316-8100-000-505 09/18/2025	400.00
11	247	09/18/2025	51821	Arvest Bank Operations Inc	National Convention Lodging and Teacher Expenses	2,500.00
				National FFA ConventionLodging and Teacher ExpensesOct 28-31	11-412-1000-582-311-8000-000-705 09/18/2025	2,500.00
11	248	09/18/2025	47944	Amazon	Scientific Calculators for classroom	300.00
				Scientific Calculators for classroom	11-022-1000-619-100-0000-000-505 09/18/2025	300.00
11	249	09/18/2025	47944	Amazon	Classroom Allowance	110.00
				Materials and tools needed for technology class.	11-031-1000-619-100-0000-000-505 09/18/2025	110.00
11	250	09/18/2025	1911	DAKTRONICS, INC.	Repair service/parts HS Scoreboard	5,000.00
				HS scoreboard repair service and parts	11-017-2199-653-000-0000-000-705 09/18/2025	5,000.00
11	251	09/22/2025	344	CCOSA	Fees	1,000.00
				Fees	11-000-2575-810-000-0000-000-050 09/22/2025	1,000.00
11	252	09/22/2025	50392	CHICKASAW	Bus radio (new bus)	1,655.00
				Bus radio for new route bus	11-000-2670-653-000-0000-000-050 09/22/2025	1,655.00
11	253	09/22/2025	50351	OKLAHOMA BPA	Fall Leadership Conference	40.00
				Fall Leadership Conference Dues	11-412-1000-810-316-8100-000-505 09/22/2025	40.00
11	254	09/24/2025	191	Okla State School Boards Assoc Inc	Title IX Training	450.00
				Title IX Training for Atchley, Rios, and Brickman	11-082-2573-860-239-0000-000-050 09/24/2025	150.00
					11-082-2573-860-239-0000-000-050 09/24/2025	150.00
					11-082-2573-860-239-0000-000-050 09/24/2025	150.00
11	255	09/24/2025	47944	Amazon	Aviation Supplies ODAA Grant	1,050.00
				1x Silver marker pack @ 33.996x 20x30 foam core 10 pack @ 29.631x 16 oz cups 100 count @ 23.981x 150 markers @25.215x 20 utility cutters @11.985x 10 pack masking tape @ 17.503x 20 pack AA batteries @ 8.703x 48 pack AA batteries @14.9710x 200 pcs rocket balloons @16.282x 30 pack glue sticks @ 31.142x 600 sheets white tissue paper @ 27.992x 120 sheets pink tissue paper @ 8.982x 120 sheets 3 color tissue paper @13.492x 100 sheets multicolor tissue paper @13.532x 200 sheets black tissue paper @24.602x 30 sheets glitter tissue paper @11.996x 90 sheets tissue paper @19.49	11-409-1000-619-318-5010-000-705 09/24/2025	1,050.00
11	256	09/29/2025	47944	Amazon	Classroom Allowance	84.99
				Gym floor vinyl tape for gym	11-031-1000-619-100-0000-000-110 09/29/2025	84.99
11	257	09/29/2025	51618	Technology Student Association	TSA Affiliation	510.00
				TSA Affiliation	11-412-1000-810-315-8700-000-705 09/29/2025	510.00
11	258	09/29/2025	47944	Amazon	Novel Set	150.00
				Class set of 16 novels, Number the Stars	11-074-1000-641-100-0000-000-705 09/29/2025	150.00

## Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 230 - 9999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	259	09/29/2025	47944	Amazon	Classroom Allowance	110.00
				Classroom Allowance	11-031-1000-619-100-0000-000-110	110.00
11	260	09/29/2025	51562	Midwest Bus Sales Inc	N39 Paint and Body Repair - Insurance	3,500.00
				N39 Paint and Body RepairInsurance	11-009-2740-439-000-0000-000-050	3,500.00
11	261	09/29/2025	99999	NEWCASTLE PUBLIC SCHOOLS	Football Security Officers	1,500.00
				Darren SainzMichah McNewBrayden Jones	11-017-2660-344-816-0000-000-705	1,500.00
11	262	09/29/2025	47944	Amazon	classroom allowance	110.00
				classroom allowance	11-031-1000-619-100-0000-000-110	110.00
11	263	09/29/2025	47944	Amazon	classroom allowance	110.00
				classroom allowance	11-031-1000-619-100-0000-000-110	110.00
11	264	09/29/2025	51821	Arvest Bank Operations Inc	500 Vote November 18 Carnival Bags	700.00
				Vote November 18 Carnival Bags	11-000-2314-540-000-0000-000-050	700.00
11	265	09/29/2025	51821	Arvest Bank Operations Inc	Flyers for the New Bond Project	500.00
				1500 flyers for the new bond project	11-000-2314-540-000-0000-000-050	500.00
11	266	09/29/2025	47944	Amazon	Office Furniture	139.21
				MINGA Store Furniture	11-021-2620-651-000-0000-000-705	139.21
11	267	09/29/2025	47944	Amazon	ID printer ribbon	374.84
				Badge pass ID printer ribbon	11-021-2199-619-000-0000-000-705	374.84
11	268	09/29/2025	51821	Arvest Bank Operations Inc	folding security gate - ULINE	1,750.00
				ULINE- folding security gate	11-021-2620-651-000-0000-000-705	1,250.00
				Increase PO # 11-268	11-021-2620-651-000-0000-000-705	500.00
11	269	09/29/2025	47944	Amazon	Supplies for National School Lunch Week	45.00
				Decor & supplies for NSLW.	11-018-3140-617-700-0000-000-050	45.00
11	270	09/29/2025	2613	BSN Sports LLC	XC Uniforms	6,382.80
				XC Uniforms	11-017-2199-737-814-0000-000-705	6,382.80
11	271	10/02/2025	47944	Amazon	Classroom Allowance	110.00
				Classroom Allowance	11-031-1000-619-100-0000-000-505	110.00
11	272	10/02/2025	5728	NATIONAL FCCLA CONFERENCE REGISTRA	(412-FCCLA) FCCLA Affiliation	395.00
				FCCLA Affiliation	11-412-1000-810-314-8400-000-705	395.00
11	273	10/02/2025	51766	FSS Content Topco LP	books and materials for the library collection	3,000.00
				books, materials, and processing for student use to add to the library collection	11-073-2220-641-000-0000-000-505	3,000.00
11	274	10/02/2025	2766	CDW LLC	(412-BITE) New Classroom computers	4,000.00
				New classroom computers	11-412-1000-653-316-8100-000-505	4,000.00
11	275	10/03/2025	51752	Educational Testing Services	Purchase of ParaPro Assessments	550.00
				Purchase of ten ParaPro exams	11-000-2213-359-000-0000-000-705	550.00
11	276	10/06/2025	51950	CuraLinc LLC	Employee Assistance Program renewal for FY26	1,364.22
				Renewal for employee assistance program for the 2025-2026 school year.	11-000-2574-336-000-0000-000-050	1,364.22

Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 230 - 9999, Fund(s): General Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
11	277	10/06/2025	415	MID-AMERICA VO-TECH	CDL School Bus Driving Class	525.00	
				Bus Driving Class for a CDL Holder	11-009-2740-860-000-0000-000-050	10/06/2025	525.00
11	278	10/06/2025	50870	Whitney Hollingsworth	Transportation reimbursement for displaced youth	5,000.00	
				Transportation 1/2 for displaced youth from Mid-Del PS	11-511-2720-513-429-0000-000-705	10/06/2025	5,000.00
11	279	10/06/2025	9234	City of Newcastle	Computers for the SRO Officers	6,634.74	
				Computers for the SRO Officers	11-000-2670-733-000-0000-000-050	10/06/2025	6,634.74
11	280	10/08/2025	595	HEARTS FOR HEARING	Phonak Roger Focus system	3,049.62	
				Phonak Roger ON V3 Transmitter	11-000-1000-619-239-0000-000-105	10/08/2025	1,404.62
				\$1,985.76Phonak Roger Focus II	11-621-1000-619-239-0000-000-105	10/08/2025	1,645.00
				\$1,023.86TOTAL \$3,049.62			
11	281	10/08/2025	51562	Midwest Bus Sales Inc	N36 Hood-Fender Paint and Body Repair	5,500.00	
				N36 Hood-Fender Paint and body repair	11-009-2740-439-000-0000-000-050	10/08/2025	5,500.00
11	282	10/08/2025	33924	RENAISSANCE	Accelerated Reader Licenses	5,056.25	
				Accelerated ReaderMiddle School625 Licenses	11-552-1000-653-496-0000-000-505	10/08/2025	5,056.25
11	283	10/09/2025	47944	Amazon	Classroom Allowance	110.00	
				Classroom Allowance rug for student seating	11-031-1000-619-100-0000-000-105	10/09/2025	110.00

<b>Non-Payroll Total:</b>	<b>\$78,746.67</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$125.00</b>
<b>Report Total:</b>	<b>\$78,871.67</b>

Change Order Listing

Options: Fund(s): General Fund, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 9/5/2025 - 10/9/2025, PO Range: 1 - 229, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
18	07/01/2025	313	McClain County Election Board	Election Expenses - Board Members	7,500.00
		Board Member Election Increase from \$5,000.00 to \$12,500.00 per Karen at the Election Board	11-000-2314-310-000-0000-000-050	10/06/2025	7,500.00
19	07/01/2025	313	McClain County Election Board	Election Expenses - Bond	7,500.00
		Bond Election Increase from \$5,000.00 to \$12,500.00 per the new estimate	11-000-2314-310-000-0000-000-050	10/06/2025	7,500.00
82	07/07/2025	51994	Deanna Michelle Dobbins	Educational Consulting Services	1,500.00
		Increase PO# 11-82Classroom Management Training	11-000-2340-337-000-0000-000-105	09/05/2025	1,500.00
92	07/15/2025	4813	RENAISSANCE LEARNING	Renaissance Assessment System	1,730.95
		Increase PO #11-92	11-000-1000-653-100-0000-000-505	10/08/2025	1,730.95
126	07/29/2025	47944	Amazon	Classroom Allowance	-3.69
		student folders, portfolios, damage free wall tape	11-031-1000-619-100-0000-000-110	07/29/2025 09/24/2025	-3.69
176	08/13/2025	47944	Amazon	Classroom Allowance	-0.72
		Dry Erase Dot Circles, loose leaf binder rings, 1400 pcs colored dot stickers, dry erasers 24 pack, expo markers fine tip, cannon ink value pack, educational insights pancake pile up, alphabet slap jack.	11-031-1000-619-100-0000-000-110	08/13/2025 09/24/2025	-0.72
178	08/13/2025	51821	Arvest Bank Operations Inc	Parent Square	1,500.00
		Increase PO # 11-178 for one time implementation fee	11-000-2199-653-000-0000-000-050	09/09/2025	1,500.00
216	09/02/2025	47944	Amazon	Classroom Allowance	7.08
		Increase PO # 11-216	11-031-1000-619-100-0000-000-110	09/11/2025	1.95
			11-031-1000-619-100-0000-000-110	09/11/2025	5.13
<b>Non-Payroll Total:</b>					<b>\$19,733.62</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$19,733.62</b>

Project Totals

000	NON-CATEGORICAL	19,730.95
031	CLASSROOM ALLOWANCE	2.67

Unit Totals

050	DISTRICTWIDE	16,500.00
105	ELEMENTARY SCHOOL	1,500.00
110	EARLY CHILDHOOD	2.67
505	MIDDLE SCHOOL	1,730.95

Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 101 - 9999, Fund(s): Building Fund

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	101	09/11/2025	51821	Arvest Bank Operations Inc	Remodel of softball building walls	2,500.00
					Remodel of softball building walls	
			21-011-2620-438-000-0000-000-050		09/11/2025	2,500.00
21	102	09/29/2025	9297	Edward W. Prosser, Jr	Main breaker for welders in Ag building	1,100.00
					Main breaker for welders in Ag building	
			21-011-2620-433-000-0000-000-705		09/29/2025	1,100.00
21	103	09/29/2025	51939	Bit-Co Structures LLC	Door in office/mailroom	1,387.82
					Door in office/mailroom	
			21-011-2620-438-000-0000-000-050		09/29/2025	1,387.82
21	104	10/01/2025	2747	HOBART/ITW FOOD EQUIPMENT	Machine Service & Repair	4,000.00
					Machine Service & Repair	
			21-018-3140-439-700-0000-000-050		10/01/2025	4,000.00
21	105	10/02/2025	47918	Tri City Glass and Door LLC	Store front glass replacement	924.40
					Store front glass replacement Middle school	
			21-011-2620-438-000-0000-000-505		10/02/2025	924.40
21	106	10/02/2025	47918	Tri City Glass and Door LLC	Store front glass replacement ECC	1,123.40
					Store front glass replacement ECC	
			21-011-2620-438-000-0000-000-110		10/02/2025	1,123.40
21	107	10/06/2025	8244	SMC TECHNOLOGIES, INC.	Chemicals/Supplies For ECC WSHP Loop System	600.00
					(10) One gallon jugs of CS-R chemicals for water source heat pump loop system for ECC plus delivery fees	
			21-010-2620-618-000-0000-000-110		10/06/2025	600.00
21	108	10/08/2025	52030	Pro Grade Flooring LLC	Moisture test Elementary	150.00
					Moisture test Elementary	
			21-011-2620-438-000-0000-000-105		10/08/2025	150.00
<b>Non-Payroll Total:</b>						<b>\$11,785.62</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$11,785.62</b>

Change Order Listing

Options: Fund(s): Building Fund, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 9/5/2025 - 10/9/2025, PO Range: 1 - 100, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
9	07/01/2025	51750	City Electric Supply Company	Electrical supplies	4,000.00
	Increase PO # 21-9	21-011-2620-618-000-0000-000-050		09/05/2025	353.01
		21-011-2620-618-000-0000-000-050		09/05/2025	3,646.99
12	07/01/2025	33318	Mr. Rooter	Plumbing Service	1,500.00
	Increase PO # 21-12	21-011-2620-437-000-0000-000-050		09/11/2025	1,500.00
24	07/01/2025	9305	Clayton J. White	Fire alarm monitoring	4,720.00
	Increase PO # 21-24	21-012-2670-430-000-0000-000-050		09/05/2025	4,720.00
29	07/01/2025	603	Treat's Janitorial Supply	Custodial supplies	20,000.00
	Increase PO #21-29	21-011-2620-618-000-0000-000-050		10/02/2025	20,000.00
30	07/01/2025	52024	Premier Waste LLC	District trash	20,000.00
	Increase PO # 21-30	21-011-2620-420-000-0000-000-050		09/11/2025	20,000.00
90	08/19/2025	8788	Yarbrough & Sons	Middle School RTU Repair & Servic	-4,000.00
	Service to repair RTU 1 (condenser fan motor) RTU 13 (blower motor & belt) and RTU 37 (condenser fan motor)	21-010-2620-433-000-0000-000-050		08/19/2025                      09/16/2025	-4,000.00

<b>Non-Payroll Total:</b>	<b>\$46,220.00</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$46,220.00</b>

**Project Totals**

010	HVAC - Scott	-4,000.00
011	Maintenance - General	45,500.00
012	Fire/ Safety/ Security - Joe	4,720.00

**Unit Totals**

050	DISTRICTWIDE	50,220.00
505	MIDDLE SCHOOL	-4,000.00

Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 15 - 9999, Fund(s): 2022 DISTRICT BOND FUND  
32

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
32	15	09/18/2025	8573	Air Products Supply Co	ECC, Office WSHP 23 Blower Motor	396.80
				Blower motor (14B0026N01) for ECC, office WSHP 23	32-010-2620-618-000-0000-000-110	09/18/2025 396.80
32	16	09/18/2025	8267	COMFORTWORKS, INC.	ECC WSHP Condenser Loop Flush	1,420.00
				Service to flush sediment from building loop and ground loop piping for water source heat pump system at ECC	32-010-2620-433-000-0000-000-110	09/18/2025 1,420.00
32	17	09/24/2025	51750	City Electric Supply Company	New lights for SB/BB batting cages	1,895.00
				New lights for SB/BB batting cages	32-011-2620-618-000-0000-000-050	09/24/2025 1,895.00

<b>Non-Payroll Total:</b>	<b>\$3,711.80</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$396.80</b>
<b>Report Total:</b>	<b>\$4,108.60</b>

Encumbrance Register

Options: Year: 2025-2026, Date Range: 9/5/2025 - 10/9/2025, PO Range: 41 - 9999, Fund(s): Technology Bond Fund 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount	
39	41	09/24/2025	51821	Arvest Bank Operations Inc	Keeper Security EPM	350.00	
				Keeper Security Enterprise Password Manager5 users	39-000-2560-653-000-0000-000-050	09/24/2025	350.00
39	42	09/29/2025	2766	CDW LLC	Additional SmartDeploy Licensing (100 count)	2,495.00	
				Additional SmartDeploy licenses (100 count)	39-013-2340-653-000-0000-000-050	09/29/2025	2,495.00
39	43	10/02/2025	2766	CDW LLC	Chance Scott Classroom Computers	8,746.16	
				Chance Scott Classroom Computer Upgrade- 27 desktops	39-000-1000-653-316-8100-000-505	10/02/2025	8,746.16
39	44	10/08/2025	50933	ESGI LLC	Progress Monitoring for ECC	181.50	
				ESGI Progress Monitoring and AssessmentECCSpecialist License (up to 15 students)	39-000-1000-653-239-1050-000-110	10/08/2025	181.50

<b>Non-Payroll Total:</b>	<b>\$11,772.66</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$11,772.66</b>

Change Order Listing

**Options:** Fund(s): Technology Bond Fund 39, Year: 2025-2026, ReferenceDate: PO Date, Date Range: 9/5/2025 - 10/9/2025, PO Range: 1 - 40, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
14	07/29/2025	717	ImageNet Consulting LLC	Copier Service/Maintenance	-24,000.00
			Copier service/maintenance (copy/print job charges)	39-000-2230-611-000-0000-050 07/29/2025 09/16/2025	-24,000.00

<b>Non-Payroll Total:</b>	<b>(\$24,000.00)</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>(\$24,000.00)</b>

Project Totals		
000	NON-CATEGORICAL	-24,000.00

Unit Totals		
050	DISTRICTWIDE	-24,000.00

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

Monthly Payroll FY26 (9/25/2025)	\$1,562,043.49
Extra Duty Payroll (10/16/2025)	\$69,297.87



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: NMS Library Account #: 931 Site #: 505

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Book Fair - "Lollipop Sales for Lollipop Pull"</u>	<u>Oct/Feb/May</u>
<u>Student Store - school supplies/"candy"</u>	<u>August - May</u>
<u>Read-A-Thon - Read Across America</u>	<u>March</u>

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

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

Book Fair, Student Store, Lost Library Book Fees, sale of discarded books, Read-a-thon, "selling chargers"  
Board Approved Fundraisers

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

Books, prizes, library materials and supplies, pizza parties, "student lunches"

Diane Medrano  
Sponsor Name

*Diane Medrano*  
Sponsor Signature

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

3/27/25 - "10/08/ 2025-2026  
Date Submitted School Year

*Shasta Smith*  
Activity Fund Custodian Signature

\_\_\_\_\_  
Chief Financial Officer Signature

\_\_\_\_\_  
Date Approved by Board of Education

received/sent  
10/8/25



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: SPED Activity Account Account #: 950 Site #: 050

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Coffee, Cookie, &amp; Snack Cart</u>	<u>August - May 2026</u>
<u>Flap Jack Fridays</u>	<u>First Friday each mnth</u>
<u> </u>	<u> </u>

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

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

DRS Monthly Allotmment \*per sign in sheets and prior authorization  
 Board approved Fundraisers

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

Food, supplies, appliances, uniforms, shirts, transportation, meals, misc. materials for transition activies

Kiley Rios

Sponsor Name

Sponsor Signature

10/08/25

Date Submitted

25/26

School Year

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: Student Council Account #: 942 Site #: 705

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Student Council Events/Tickets</u>	<u>August-May</u>
<u>Student Council Apparel</u>	<u>August-May</u>
<u>Events for Student Body and Community</u>	<u>August-May</u>

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

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

Donations, tailgates, meals, bonfires, candy sales, student council event tickets, dodgeball tournament, class competitions, board approved fundraisers.

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

supplies for fundraisers, STUCO fees and dues, chamber dues, speaker fees, clothing, STUCO conventions, senior cords, STUCO camp, leadership camp, transportation, STUCO events, Homecoming events and supplies, school spirit event expenses.

Kaitlyn Buchanan

Sponsor Name

Kaitlyn Buchanan

Sponsor Signature

[Signature]

Supervisor Signature if Applicable  
(Principal or Athletic Director)

10/1/2025

Date Submitted

Shasta Smith

Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education

2025-2026

School Year



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: FCCLA Account #: 915 Site #: 705

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>FCCLA Events/Tickets</u>	<u>August-May</u>
<u>FCCLA Apparel</u>	<u>August-May</u>
<u> </u>	<u> </u>

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

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

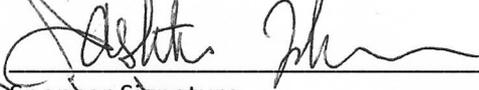
Event tickets, apparel sales, board approved fundraisers

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

Supplies for fundraisers, FCCLA fees and dues, FCCLA conferences and competitions, FCCLA camps, FCCLA cords, FCCLA Meetings, FCCLA Workshops, FCCLA Conventions, FCCLA STAR Events, FCCLA Travel, Camps, Registration Fees & District Dues, Dance supplies and event expenses.

Ashten Johnson

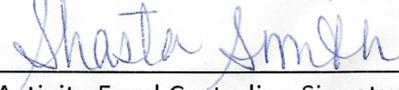
Sponsor Name

  
Sponsor Signature

Supervisor Signature if Applicable  
(Principal or Athletic Director)

10/9/25

Date Submitted

2025-2026  
School Year  
  
Activity Fund Custodian Signature

Chief Financial Officer Signature

Date Approved by Board of Education



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: MS Technology Account #: 943 Site #: 505

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>Restaurant "Give Back Nights"</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

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

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

Restaurant "Give Back Nights"- restaurant donates a percentage of sales, various restaurants wanted board approval before starting the booking process.

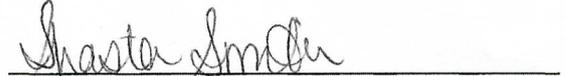
### Expenditures: (How the revenue will be spent) (Indicate Amended items with a "\*\*")

Technology Tools and Materials

Tyler Warcup  
Sponsor Name

9/11/2025      25-26  
Date Submitted      School Year

  
Sponsor Signature

  
Activity Fund Custodian Signature

  
Supervisor Signature if Applicable  
(Principal or Athletic Director)

\_\_\_\_\_  
Chief Financial Officer Signature

\_\_\_\_\_  
Date Approved by Board of Education



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: MS Technology Account #: 943 Site #: 505

### Scheduled Fundraising Events:

*Description*

*Month Planned*

Smart Snack compliant Snacks/treats

on-going

student designs 3D prints/T shirts / other

once a semester

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

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

Donations  
Grants  
fundraising

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

\*Materials for 3D printing and vinyl/ acrylic cutting  
\*Technology tools

Tyler Warcup

Sponsor Name

9/5/2025

Date Submitted

2025-2026

School Year

Sponsor Signature

Shasta Smiley  
Activity Fund Custodian Signature

Supervisor Signature if Applicable  
(Principal or Athletic Director)

Dr. Cathy Walker  
Chief Financial Officer Signature

Date Approved by Board of Education



# NEWCASTLE PUBLIC SCHOOLS

## Purpose of Activity Fund Account

Original  
 Amended

Account Name: Choir Account #: 944 Site #: 705

### **Scheduled Fundraising Events:**

<i>Description</i>	<i>Month Planned</i>
<u>Racer's Got Talent Show</u>	<u>November</u>
<u>Snap!Raise Fundraiser</u>	<u>February</u>
<u> </u>	<u> </u>

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

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

Other Fundraisers  
 Restaurant Promotions  
 Ticketed Performances  
 Board Approved Fundraisers

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

Student contest fees/registration\*; Meals/food; Other activity-related and/or travel expenses; Robes and concert attire (t-shirts, choir gowns, suits/tuxes)\*; Dry-cleaning for attire\*; Sheet music; educ. resources, instruments/sound equip./instrument upkeep; awards/scholarships; events; reimbursements (items purchased with director's money - with receipts/documentation)\*

Olivia Duclos  
Sponsor Name

Sponsor Signature

Supervisor Signature if Applicable  
(Principal or Athletic Director)

9/15/2025 2025=2026  
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: TESTING Account #: 929 Site #: 705

### Scheduled Fundraising Events:

<i>Description</i>	<i>Month Planned</i>
<u>ASVAB</u>	<u>SEPTEMBER</u>
<u>ACT</u>	<u>APRIL</u>
<u>AP TESTING</u>	<u></u>

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

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

FEES FOR TESTING

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

TESTING SUPPLIES  
TESTING FEES

GENEVIEVE CRAIG

Sponsor Name

*Genevieve Craig*  
Sponsor Signature

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

9/18/25

Date Submitted

25-26

School Year

*Shasta Smith*  
Activity Fund Custodian Signature

*Dr. Betty Walker*  
Chief Financial Officer Signature

Date Approved by Board of Education

# Newcastle Public Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 8/31/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 1000						
Source - 1110 Ad Valorem (Current)						
11 General Fund	\$0.00	\$22,482.66	\$0.00	\$22,482.66	N/A	\$0.00
<b>Source - 1110 Ad Valorem (Current)</b>	<b>\$0.00</b>	<b>\$22,482.66</b>	<b>\$0.00</b>	<b>\$22,482.66</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Total</b>						
Source - 1120 Ad Valorem (Prior Years)						
11 General Fund	\$0.00	\$19,363.22	\$0.00	\$19,363.22	N/A	\$13,980.98
<b>Source - 1120 Ad Valorem (Prior Years)</b>	<b>\$0.00</b>	<b>\$19,363.22</b>	<b>\$0.00</b>	<b>\$19,363.22</b>	<b>N/A</b>	<b>\$13,980.98</b>
<b>Total</b>						
Source - 1130 Revenue in Lieu of Taxes						
11 General Fund	\$0.00	\$419.85	\$0.00	\$419.85	N/A	\$419.85
<b>Source - 1130 Revenue in Lieu of Taxes</b>	<b>\$0.00</b>	<b>\$419.85</b>	<b>\$0.00</b>	<b>\$419.85</b>	<b>N/A</b>	<b>\$419.85</b>
<b>Total</b>						
Source - 1310 Interest Earnings						
11 General Fund	\$0.00	\$107,620.75	\$0.00	\$107,620.75	N/A	\$59,186.79
<b>Source - 1310 Interest Earnings Total</b>	<b>\$0.00</b>	<b>\$107,620.75</b>	<b>\$0.00</b>	<b>\$107,620.75</b>	<b>N/A</b>	<b>\$59,186.79</b>
Source - 1352 Interest on Unapportioned Tax						
11 General Fund	\$0.00	\$24.03	\$0.00	\$24.03	N/A	\$11.37
<b>Source - 1352 Interest on Unapportioned Tax Total</b>	<b>\$0.00</b>	<b>\$24.03</b>	<b>\$0.00</b>	<b>\$24.03</b>	<b>N/A</b>	<b>\$11.37</b>
Source - 1390 OTHER EARNINGS ON INVESTMENTS						
11 General Fund	\$0.00	\$344.44	\$0.00	\$344.44	N/A	\$221.96
<b>Source - 1390 OTHER EARNINGS ON INVESTMENTS Total</b>	<b>\$0.00</b>	<b>\$344.44</b>	<b>\$0.00</b>	<b>\$344.44</b>	<b>N/A</b>	<b>\$221.96</b>
Source - 1590 MISCELLANEOUS REIMBURSEMENTS						
11 General Fund	\$0.00	\$67,244.12	\$0.00	\$67,244.12	N/A	\$38,002.42
<b>Source - 1590 MISCELLANEOUS REIMBURSEMENTS Total</b>	<b>\$0.00</b>	<b>\$67,244.12</b>	<b>\$0.00</b>	<b>\$67,244.12</b>	<b>N/A</b>	<b>\$38,002.42</b>
Source - 1710 CNP / Student Meals						
11 General Fund	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
<b>Source - 1710 CNP / Student Meals Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>
Source - 1720 CNP / A La Carte or Catering						
11 General Fund	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
<b>Source - 1720 CNP / A La Carte or Catering Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$217,499.07</b>	<b>\$0.00</b>	<b>\$217,499.07</b>	<b>N/A</b>	<b>\$111,823.37</b>
Series - 2000						
Source - 2100 County 4 Mil						
11 General Fund	\$0.00	\$6,148.89	\$0.00	\$6,148.89	N/A	\$2,224.03
<b>Source - 2100 County 4 Mil Total</b>	<b>\$0.00</b>	<b>\$6,148.89</b>	<b>\$0.00</b>	<b>\$6,148.89</b>	<b>N/A</b>	<b>\$2,224.03</b>
Source - 2200 County Mortgage						
11 General Fund	\$0.00	\$26,725.27	\$0.00	\$26,725.27	N/A	\$15,543.96
<b>Source - 2200 County Mortgage Total</b>	<b>\$0.00</b>	<b>\$26,725.27</b>	<b>\$0.00</b>	<b>\$26,725.27</b>	<b>N/A</b>	<b>\$15,543.96</b>
<b>Series - 2000 Total</b>	<b>\$0.00</b>	<b>\$32,874.16</b>	<b>\$0.00</b>	<b>\$32,874.16</b>	<b>N/A</b>	<b>\$17,767.99</b>
Series - 3000						
Source - 3110 Gross Production						
11 General Fund	\$0.00	\$193,478.15	\$0.00	\$193,478.15	N/A	\$73,061.32
<b>Source - 3110 Gross Production Total</b>	<b>\$0.00</b>	<b>\$193,478.15</b>	<b>\$0.00</b>	<b>\$193,478.15</b>	<b>N/A</b>	<b>\$73,061.32</b>
Source - 3120 Motor Vehicle						
11 General Fund	\$0.00	\$129,774.68	\$0.00	\$129,774.68	N/A	\$104,282.29
<b>Source - 3120 Motor Vehicle Total</b>	<b>\$0.00</b>	<b>\$129,774.68</b>	<b>\$0.00</b>	<b>\$129,774.68</b>	<b>N/A</b>	<b>\$104,282.29</b>
Source - 3130 Rural Electric						
11 General Fund	\$0.00	\$46,215.69	\$0.00	\$46,215.69	N/A	\$24,014.21
<b>Source - 3130 Rural Electric Total</b>	<b>\$0.00</b>	<b>\$46,215.69</b>	<b>\$0.00</b>	<b>\$46,215.69</b>	<b>N/A</b>	<b>\$24,014.21</b>
Source - 3140 School Land						
11 General Fund	\$0.00	\$67,483.98	\$0.00	\$67,483.98	N/A	\$27,909.18
<b>Source - 3140 School Land Total</b>	<b>\$0.00</b>	<b>\$67,483.98</b>	<b>\$0.00</b>	<b>\$67,483.98</b>	<b>N/A</b>	<b>\$27,909.18</b>

# Newcastle Public Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 8/31/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 3150 Vehicle Tax						
11 General Fund	\$0.00	\$466.88	\$0.00	\$466.88	N/A	\$190.35
<b>Source - 3150 Vehicle Tax Total</b>	<b>\$0.00</b>	<b>\$466.88</b>	<b>\$0.00</b>	<b>\$466.88</b>	<b>N/A</b>	<b>\$190.35</b>
Source - 3210 State Aid						
11 General Fund	\$0.00	\$585,318.35	\$0.00	\$585,318.35	N/A	\$585,318.35
<b>Source - 3210 State Aid Total</b>	<b>\$0.00</b>	<b>\$585,318.35</b>	<b>\$0.00</b>	<b>\$585,318.35</b>	<b>N/A</b>	<b>\$585,318.35</b>
Source - 3250 Flex Benefit Allowance						
11 General Fund	\$0.00	\$188,757.87	\$0.00	\$188,757.87	N/A	\$188,757.87
<b>Source - 3250 Flex Benefit Allowance Total</b>	<b>\$0.00</b>	<b>\$188,757.87</b>	<b>\$0.00</b>	<b>\$188,757.87</b>	<b>N/A</b>	<b>\$188,757.87</b>
Source - 3413 .						
11 General Fund	\$0.00	\$4,000.00	\$0.00	\$4,000.00	N/A	\$4,000.00
<b>Source - 3413 . Total</b>	<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$0.00</b>	<b>\$4,000.00</b>	<b>N/A</b>	<b>\$4,000.00</b>
Source - 3415 READING SUFFICIENCY						
11 General Fund	\$0.00	\$1,292.00	\$0.00	\$1,292.00	N/A	\$0.00
<b>Source - 3415 READING SUFFICIENCY Total</b>	<b>\$0.00</b>	<b>\$1,292.00</b>	<b>\$0.00</b>	<b>\$1,292.00</b>	<b>N/A</b>	<b>\$0.00</b>
Source - 3420 State Textbook						
11 General Fund	\$0.00	\$15,195.43	\$0.00	\$15,195.43	N/A	\$15,195.43
<b>Source - 3420 State Textbook Total</b>	<b>\$0.00</b>	<b>\$15,195.43</b>	<b>\$0.00</b>	<b>\$15,195.43</b>	<b>N/A</b>	<b>\$15,195.43</b>
Source - 3436 School Resource Officer Program						
11 General Fund	\$0.00	\$93,041.47	\$0.00	\$93,041.47	N/A	\$93,041.47
<b>Source - 3436 School Resource Officer Program Total</b>	<b>\$0.00</b>	<b>\$93,041.47</b>	<b>\$0.00</b>	<b>\$93,041.47</b>	<b>N/A</b>	<b>\$93,041.47</b>
<b>Series - 3000 Total</b>	<b>\$0.00</b>	<b>\$1,325,024.50</b>	<b>\$0.00</b>	<b>\$1,325,024.50</b>	<b>N/A</b>	<b>\$1,115,770.47</b>
Series - 4000						
Source - 4140 Title V - Indian Ed						
11 General Fund	\$0.00	\$16,409.56	\$0.00	\$16,409.56	N/A	\$16,409.56
<b>Source - 4140 Title V - Indian Ed Total</b>	<b>\$0.00</b>	<b>\$16,409.56</b>	<b>\$0.00</b>	<b>\$16,409.56</b>	<b>N/A</b>	<b>\$16,409.56</b>
Source - 4210 Title I - Part A						
11 General Fund	\$0.00	\$47,026.94	\$0.00	\$47,026.94	N/A	\$47,026.94
<b>Source - 4210 Title I - Part A Total</b>	<b>\$0.00</b>	<b>\$47,026.94</b>	<b>\$0.00</b>	<b>\$47,026.94</b>	<b>N/A</b>	<b>\$47,026.94</b>
Source - 4271 Title II - Part A						
11 General Fund	\$0.00	\$10,898.43	\$0.00	\$10,898.43	N/A	\$10,898.43
<b>Source - 4271 Title II - Part A Total</b>	<b>\$0.00</b>	<b>\$10,898.43</b>	<b>\$0.00</b>	<b>\$10,898.43</b>	<b>N/A</b>	<b>\$10,898.43</b>
Source - 4310 IDEA - Part B Flowthrough						
11 General Fund	\$0.00	\$92,691.55	\$0.00	\$92,691.55	N/A	\$92,691.55
<b>Source - 4310 IDEA - Part B Flowthrough Total</b>	<b>\$0.00</b>	<b>\$92,691.55</b>	<b>\$0.00</b>	<b>\$92,691.55</b>	<b>N/A</b>	<b>\$92,691.55</b>
Source - 4340 IDEA - Part B Pre-K						
11 General Fund	\$0.00	\$3,010.91	\$0.00	\$3,010.91	N/A	\$3,010.91
<b>Source - 4340 IDEA - Part B Pre-K Total</b>	<b>\$0.00</b>	<b>\$3,010.91</b>	<b>\$0.00</b>	<b>\$3,010.91</b>	<b>N/A</b>	<b>\$3,010.91</b>
Source - 4442 Title IV - Part A - SSAE						
11 General Fund	\$0.00	\$1,564.54	\$0.00	\$1,564.54	N/A	\$1,564.54
<b>Source - 4442 Title IV - Part A - SSAE Total</b>	<b>\$0.00</b>	<b>\$1,564.54</b>	<b>\$0.00</b>	<b>\$1,564.54</b>	<b>N/A</b>	<b>\$1,564.54</b>
Source - 4470 Title V - RLIS						
11 General Fund	\$0.00	\$8,044.83	\$0.00	\$8,044.83	N/A	\$8,044.83
<b>Source - 4470 Title V - RLIS Total</b>	<b>\$0.00</b>	<b>\$8,044.83</b>	<b>\$0.00</b>	<b>\$8,044.83</b>	<b>N/A</b>	<b>\$8,044.83</b>
Source - 4550 Johnson O'Malley						
11 General Fund	\$0.00	\$2,520.00	\$0.00	\$2,520.00	N/A	\$0.00
<b>Source - 4550 Johnson O'Malley Total</b>	<b>\$0.00</b>	<b>\$2,520.00</b>	<b>\$0.00</b>	<b>\$2,520.00</b>	<b>N/A</b>	<b>\$0.00</b>
Source - 4689 OTHER FEDERAL GRANTS						
11 General Fund	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
<b>Source - 4689 OTHER FEDERAL GRANTS Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>
Source - 4821 Carl Perkins Grant						
11 General Fund	\$0.00	\$6,481.63	\$0.00	\$6,481.63	N/A	\$6,481.63

# Newcastle Public Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 8/31/2025

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Source - 4821 Carl Perkins Grant Total</b>	<b>\$0.00</b>	<b>\$6,481.63</b>	<b>\$0.00</b>	<b>\$6,481.63</b>	<b>N/A</b>	<b>\$6,481.63</b>
<b>Series - 4000 Total</b>	<b>\$0.00</b>	<b>\$188,648.39</b>	<b>\$0.00</b>	<b>\$188,648.39</b>	<b>N/A</b>	<b>\$186,128.39</b>
Series - 5000						
Source - 5160 Activity Fund Collections						
11 General Fund	\$0.00	\$19,410.03	\$0.00	\$19,410.03	N/A	\$19,410.03
<b>Source - 5160 Activity Fund Collections Total</b>	<b>\$0.00</b>	<b>\$19,410.03</b>	<b>\$0.00</b>	<b>\$19,410.03</b>	<b>N/A</b>	<b>\$19,410.03</b>
<b>Series - 5000 Total</b>	<b>\$0.00</b>	<b>\$19,410.03</b>	<b>\$0.00</b>	<b>\$19,410.03</b>	<b>N/A</b>	<b>\$19,410.03</b>
Series - 6000						
Source - 6110 Fund Balance						
11 General Fund	\$0.00	\$6,784,746.31	\$0.00	\$6,784,746.31	N/A	\$0.00
<b>Source - 6110 Fund Balance Total</b>	<b>\$0.00</b>	<b>\$6,784,746.31</b>	<b>\$0.00</b>	<b>\$6,784,746.31</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Series - 6000 Total</b>	<b>\$0.00</b>	<b>\$6,784,746.31</b>	<b>\$0.00</b>	<b>\$6,784,746.31</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Report Total</b>	<b>\$0.00</b>	<b>\$8,568,202.46</b>	<b>\$0.00</b>	<b>\$8,568,202.46</b>	<b>N/A</b>	<b>\$1,450,900.25</b>

**Newcastle Public Schools  
Revenue/Expenditure Summary**

**Activity Fund  
Athletics**

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
Program - 801 ATHLETIC-GENERAL							
705 HIGH SCHOOL	\$28,508.35	\$17,744.60	\$0.00	\$825.00	\$45,427.95	\$1,405.00	\$44,022.95
<b>Total Program - 801 ATHLETIC-GENERAL</b>	<b>\$28,508.35</b>	<b>\$17,744.60</b>	<b>\$0.00</b>	<b>\$825.00</b>	<b>\$45,427.95</b>	<b>\$1,405.00</b>	<b>\$44,022.95</b>
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)
<b>Total Program - 811 BASKETBALL-BOYS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>(\$4,500.00)</b>	<b>\$0.00</b>	<b>(\$4,500.00)</b>
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)
<b>Total Program - 812 BASKETBALL-GIRLS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>(\$4,500.00)</b>	<b>\$0.00</b>	<b>(\$4,500.00)</b>
Program - 814 CROSS COUNTRY							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$440.00	(\$440.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,650.00	(\$1,650.00)
<b>Total Program - 814 CROSS COUNTRY</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,090.00</b>	<b>(\$2,090.00)</b>
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$500.00	(\$500.00)	\$0.00	(\$500.00)
<b>Total Program - 815 FAST PITCH</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>(\$500.00)</b>	<b>\$0.00</b>	<b>(\$500.00)</b>
Program - 816 FOOTBALL							
705 HIGH SCHOOL	(\$715.00)	\$0.00	\$0.00	\$0.00	(\$715.00)	\$750.00	(\$1,465.00)
<b>Total Program - 816 FOOTBALL</b>	<b>(\$715.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$715.00)</b>	<b>\$750.00</b>	<b>(\$1,465.00)</b>
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,370.00	(\$5,370.00)
<b>Total Program - 819 SLOW PITCH</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,370.00</b>	<b>(\$5,370.00)</b>
Program - 823 TRACK							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.00	(\$260.00)
<b>Total Program - 823 TRACK</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$260.00</b>	<b>(\$260.00)</b>
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	(\$175.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$165.00	(\$165.00)	\$0.00	(\$165.00)
<b>Total Program - 824 VOLLEYBALL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$165.00</b>	<b>(\$165.00)</b>	<b>\$175.00</b>	<b>(\$340.00)</b>
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$299.00	(\$299.00)	\$0.00	(\$299.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$559.00	(\$559.00)	\$0.00	(\$559.00)
<b>Total Program - 825 WRESTLING</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$858.00</b>	<b>(\$858.00)</b>	<b>\$0.00</b>	<b>(\$858.00)</b>
<b>Total Project - 801 ATHLETICS-GENERAL</b>	<b>\$27,793.35</b>	<b>\$17,744.60</b>	<b>\$0.00</b>	<b>\$11,348.00</b>	<b>\$34,189.95</b>	<b>\$10,050.00</b>	<b>\$24,139.95</b>
Project - 802 ATHLETIC-GATE							
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	\$36,553.38	\$1,200.00	\$0.00	\$2,998.00	\$34,755.38	\$3,470.00	\$31,285.38
<b>Total Program - 802 ATHLETIC-GATE</b>	<b>\$36,553.38</b>	<b>\$1,200.00</b>	<b>\$0.00</b>	<b>\$2,998.00</b>	<b>\$34,755.38</b>	<b>\$3,470.00</b>	<b>\$31,285.38</b>
Program - 810 BASEBALL							
705 HIGH SCHOOL	(\$500.00)	\$140.00	\$0.00	\$0.00	(\$360.00)	\$0.00	(\$360.00)
<b>Total Program - 810 BASEBALL</b>	<b>(\$500.00)</b>	<b>\$140.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$360.00)</b>	<b>\$0.00</b>	<b>(\$360.00)</b>
Program - 815 FAST PITCH							
505 MIDDLE SCHOOL	\$0.00	\$845.00	\$0.00	\$315.00	\$530.00	\$1,085.00	(\$555.00)
705 HIGH SCHOOL	\$0.00	\$508.00	\$0.00	\$370.00	\$138.00	\$3,430.00	(\$3,292.00)
<b>Total Program - 815 FAST PITCH</b>	<b>\$0.00</b>	<b>\$1,353.00</b>	<b>\$0.00</b>	<b>\$685.00</b>	<b>\$668.00</b>	<b>\$4,515.00</b>	<b>(\$3,847.00)</b>
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$830.00	(\$830.00)
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$7,270.14	(\$7,270.14)	\$4,166.00	(\$11,436.14)
<b>Total Program - 816 FOOTBALL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,270.14</b>	<b>(\$7,270.14)</b>	<b>\$4,996.00</b>	<b>(\$12,266.14)</b>
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$0.00	\$1,255.00	\$0.00	\$0.00	\$1,255.00	\$0.00	\$1,255.00
705 HIGH SCHOOL	(\$500.00)	\$200.00	\$0.00	\$0.00	(\$300.00)	\$875.00	(\$1,175.00)
<b>Total Program - 824 VOLLEYBALL</b>	<b>(\$500.00)</b>	<b>\$1,455.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$955.00</b>	<b>\$875.00</b>	<b>\$80.00</b>
<b>Total Project - 802 ATHLETIC-GATE</b>	<b>\$35,553.38</b>	<b>\$4,148.00</b>	<b>\$0.00</b>	<b>\$10,953.14</b>	<b>\$28,748.24</b>	<b>\$13,856.00</b>	<b>\$14,892.24</b>
Project - 803 ATHLETICS-TRAINER							
Program - 803 ATHLETIC-TRAINER							

## Newcastle Public Schools Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 803 ATHLETICS-TRAINER							
Program - 803 ATHLETIC-TRAINER							
705 HIGH SCHOOL	\$4,520.01	\$0.00	\$0.00	\$0.00	\$4,520.01	\$0.00	\$4,520.01
<b>Total Program - 803 ATHLETIC-TRAINER</b>	<b>\$4,520.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,520.01</b>	<b>\$0.00</b>	<b>\$4,520.01</b>
<b>Total Project - 803 ATHLETICS-TRAINER</b>	<b>\$4,520.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,520.01</b>	<b>\$0.00</b>	<b>\$4,520.01</b>
Project - 804 Sweet Pea Tournament							
Program - 804 Sweet Pea Tournament							
705 HIGH SCHOOL	\$49.68	\$0.00	\$0.00	\$0.00	\$49.68	\$0.00	\$49.68
<b>Total Program - 804 Sweet Pea Tournament</b>	<b>\$49.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$49.68</b>	<b>\$0.00</b>	<b>\$49.68</b>
<b>Total Project - 804 Sweet Pea Tournament</b>	<b>\$49.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$49.68</b>	<b>\$0.00</b>	<b>\$49.68</b>
Project - 805 Uniform/Team Items							
Program - 805 Uniform/Team Items							
705 HIGH SCHOOL	\$4,895.59	\$0.00	\$0.00	\$0.00	\$4,895.59	\$0.00	\$4,895.59
<b>Total Program - 805 Uniform/Team Items</b>	<b>\$4,895.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,895.59</b>	<b>\$0.00</b>	<b>\$4,895.59</b>
Project - 816 FOOTBALL							
Program - 816 FOOTBALL							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$1,006.00	(\$1,006.00)	\$0.00	(\$1,006.00)
<b>Total Program - 816 FOOTBALL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,006.00</b>	<b>(\$1,006.00)</b>	<b>\$0.00</b>	<b>(\$1,006.00)</b>
<b>Total Project - 805 Uniform/Team Items</b>	<b>\$4,895.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,006.00</b>	<b>\$3,889.59</b>	<b>\$0.00</b>	<b>\$3,889.59</b>
Project - 810 BASEBALL							
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$1,489.36	\$0.00	\$0.00	\$0.00	\$1,489.36	\$0.00	\$1,489.36
<b>Total Program - 810 BASEBALL</b>	<b>\$1,489.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,489.36</b>	<b>\$0.00</b>	<b>\$1,489.36</b>
<b>Total Project - 810 BASEBALL</b>	<b>\$1,489.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,489.36</b>	<b>\$0.00</b>	<b>\$1,489.36</b>
Project - 811 BASKETBALL-BOYS							
Program - 811 BASKETBALL-BOYS							
505 MIDDLE SCHOOL	\$2,130.80	\$0.00	\$0.00	\$0.00	\$2,130.80	\$0.00	\$2,130.80
705 HIGH SCHOOL	\$3,640.75	\$0.00	\$0.00	\$0.00	\$3,640.75	\$1,530.00	\$2,110.75
<b>Total Program - 811 BASKETBALL-BOYS</b>	<b>\$5,771.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,771.55</b>	<b>\$1,530.00</b>	<b>\$4,241.55</b>
<b>Total Project - 811 BASKETBALL-BOYS</b>	<b>\$5,771.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,771.55</b>	<b>\$1,530.00</b>	<b>\$4,241.55</b>
Project - 812 BASKETBALL-GIRLS							
Program - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	\$3,224.07	\$0.00	\$0.00	\$0.00	\$3,224.07	\$100.00	\$3,124.07
705 HIGH SCHOOL	\$8,768.13	\$0.00	\$0.00	\$0.00	\$8,768.13	\$0.00	\$8,768.13
<b>Total Program - 812 BASKETBALL-GIRLS</b>	<b>\$11,992.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,992.20</b>	<b>\$100.00</b>	<b>\$11,892.20</b>
<b>Total Project - 812 BASKETBALL-GIRLS</b>	<b>\$11,992.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,992.20</b>	<b>\$100.00</b>	<b>\$11,892.20</b>
Project - 813 CHEER							
Program - 813 CHEER							
505 MIDDLE SCHOOL	\$17,077.61	\$0.00	\$0.00	\$2,015.01	\$15,062.60	\$6,751.36	\$8,311.24
705 HIGH SCHOOL	\$22,867.31	\$2,840.00	\$0.00	\$6,169.45	\$19,537.86	\$12,346.25	\$7,191.61
<b>Total Program - 813 CHEER</b>	<b>\$39,944.92</b>	<b>\$2,840.00</b>	<b>\$0.00</b>	<b>\$8,184.46</b>	<b>\$34,600.46</b>	<b>\$19,097.61</b>	<b>\$15,502.85</b>
<b>Total Project - 813 CHEER</b>	<b>\$39,944.92</b>	<b>\$2,840.00</b>	<b>\$0.00</b>	<b>\$8,184.46</b>	<b>\$34,600.46</b>	<b>\$19,097.61</b>	<b>\$15,502.85</b>
Project - 814 CROSS COUNTRY							
Program - 814 CROSS COUNTRY							
505 MIDDLE SCHOOL	\$1,425.00	\$0.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$1,425.00
705 HIGH SCHOOL	\$4,116.20	\$0.00	\$0.00	\$840.00	\$3,276.20	\$0.00	\$3,276.20
<b>Total Program - 814 CROSS COUNTRY</b>	<b>\$5,541.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$840.00</b>	<b>\$4,701.20</b>	<b>\$0.00</b>	<b>\$4,701.20</b>
<b>Total Project - 814 CROSS COUNTRY</b>	<b>\$5,541.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$840.00</b>	<b>\$4,701.20</b>	<b>\$0.00</b>	<b>\$4,701.20</b>
Project - 815 FAST PITCH							
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
<b>Total Program - 815 FAST PITCH</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
<b>Total Project - 815 FAST PITCH</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>
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	\$53,702.59	\$2,050.00	\$0.00	\$21,609.03	\$34,143.56	\$17,715.04	\$16,428.52
<b>Total Program - 816 FOOTBALL</b>	<b>\$54,002.91</b>	<b>\$2,050.00</b>	<b>\$0.00</b>	<b>\$21,609.03</b>	<b>\$34,443.88</b>	<b>\$17,715.04</b>	<b>\$16,728.84</b>

# Newcastle Public Schools

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 816 FOOTBALL							
<b>Total Project - 816 FOOTBALL</b>	<b>\$54,002.91</b>	<b>\$2,050.00</b>	<b>\$0.00</b>	<b>\$21,609.03</b>	<b>\$34,443.88</b>	<b>\$17,715.04</b>	<b>\$16,728.84</b>
Project - 817 GOLF-BOYS							
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$0.71	\$0.00	\$0.00	\$0.00	\$0.71	\$0.00	\$0.71
<b>Total Program - 817 GOLF-BOYS</b>	<b>\$0.71</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.71</b>	<b>\$0.00</b>	<b>\$0.71</b>
<b>Total Project - 817 GOLF-BOYS</b>	<b>\$0.71</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.71</b>	<b>\$0.00</b>	<b>\$0.71</b>
Project - 818 GOLF-GIRLS							
Program - 818 GIRLS-GOLF							
505 MIDDLE SCHOOL	\$603.06	\$0.00	\$0.00	\$0.00	\$603.06	\$0.00	\$603.06
705 HIGH SCHOOL	\$2,131.12	\$0.00	\$0.00	\$80.00	\$2,051.12	\$80.00	\$1,971.12
<b>Total Program - 818 GIRLS-GOLF</b>	<b>\$2,734.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$80.00</b>	<b>\$2,654.18</b>	<b>\$80.00</b>	<b>\$2,574.18</b>
<b>Total Project - 818 GOLF-GIRLS</b>	<b>\$2,734.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$80.00</b>	<b>\$2,654.18</b>	<b>\$80.00</b>	<b>\$2,574.18</b>
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	\$2,844.06	\$0.00	\$0.00	\$0.00	\$2,844.06	\$0.00	\$2,844.06
<b>Total Program - 820 SOCCER-BOYS</b>	<b>\$2,891.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,891.56</b>	<b>\$0.00</b>	<b>\$2,891.56</b>
<b>Total Project - 820 SOCCER-BOYS</b>	<b>\$2,891.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,891.56</b>	<b>\$0.00</b>	<b>\$2,891.56</b>
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	\$2,519.96	\$0.00	\$0.00	\$0.00	\$2,519.96	\$639.00	\$1,880.96
<b>Total Program - 821 SOCCER-GIRLS</b>	<b>\$2,567.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,567.46</b>	<b>\$639.00</b>	<b>\$1,928.46</b>
<b>Total Project - 821 SOCCER-GIRLS</b>	<b>\$2,567.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,567.46</b>	<b>\$639.00</b>	<b>\$1,928.46</b>
Project - 823 TRACK							
Program - 823 TRACK							
505 MIDDLE SCHOOL	\$457.50	\$0.00	\$0.00	\$0.00	\$457.50	\$0.00	\$457.50
705 HIGH SCHOOL	\$6,412.47	\$0.00	\$0.00	\$1,475.00	\$4,937.47	\$780.00	\$4,157.47
<b>Total Program - 823 TRACK</b>	<b>\$6,869.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,475.00</b>	<b>\$5,394.97</b>	<b>\$780.00</b>	<b>\$4,614.97</b>
<b>Total Project - 823 TRACK</b>	<b>\$6,869.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,475.00</b>	<b>\$5,394.97</b>	<b>\$780.00</b>	<b>\$4,614.97</b>
Project - 824 VOLLEYBALL							
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
705 HIGH SCHOOL	\$112.50	\$0.00	\$0.00	\$0.00	\$112.50	\$0.00	\$112.50
<b>Total Program - 824 VOLLEYBALL</b>	<b>\$287.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$287.50</b>	<b>\$0.00</b>	<b>\$287.50</b>
<b>Total Project - 824 VOLLEYBALL</b>	<b>\$287.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$287.50</b>	<b>\$0.00</b>	<b>\$287.50</b>
Project - 825 WRESTLING							
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$26.00	\$0.00	\$0.00	\$0.00	\$26.00	\$0.00	\$26.00
705 HIGH SCHOOL	\$727.73	\$0.00	\$0.00	\$0.00	\$727.73	\$0.00	\$727.73
<b>Total Program - 825 WRESTLING</b>	<b>\$753.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$753.73</b>	<b>\$0.00</b>	<b>\$753.73</b>
<b>Total Project - 825 WRESTLING</b>	<b>\$753.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$753.73</b>	<b>\$0.00</b>	<b>\$753.73</b>
Project - 826 HS Pom							
Program - 826 HS Pom							
705 HIGH SCHOOL	\$7,109.17	\$0.00	\$0.00	\$938.50	\$6,170.67	\$0.00	\$6,170.67
<b>Total Program - 826 HS Pom</b>	<b>\$7,109.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$938.50</b>	<b>\$6,170.67</b>	<b>\$0.00</b>	<b>\$6,170.67</b>
<b>Total Project - 826 HS Pom</b>	<b>\$7,109.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$938.50</b>	<b>\$6,170.67</b>	<b>\$0.00</b>	<b>\$6,170.67</b>
<b>Total</b>	<b>\$214,768.43</b>	<b>\$28,782.60</b>	<b>\$0.00</b>	<b>\$56,434.13</b>	<b>\$187,116.90</b>	<b>\$63,847.65</b>	<b>\$123,269.25</b>

**Newcastle Public Schools  
Revenue/Expenditure Summary**

**Activity Fund  
Non-Athletics**

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
700 CHILD NUTRITION PROGRAM	\$3,191.77	\$58,520.86	\$0.00	\$17.30	\$61,695.33	\$0.00	\$61,695.33
900 NON ATHLETIC PROG	(\$31.22)	\$0.00	\$0.00	\$0.00	(\$31.22)	\$0.00	(\$31.22)
<b>Total Project - 100 CAFETERIA</b>	<b>\$3,160.55</b>	<b>\$58,520.86</b>	<b>\$0.00</b>	<b>\$17.30</b>	<b>\$61,664.11</b>	<b>\$0.00</b>	<b>\$61,664.11</b>
Project - 901 ACTIVITY FEES							
900 NON ATHLETIC PROG	\$14,267.88	\$21,305.73	\$0.00	\$1,420.00	\$34,153.61	\$25.00	\$34,128.61
<b>Total Project - 901 ACTIVITY FEES</b>	<b>\$14,267.88</b>	<b>\$21,305.73</b>	<b>\$0.00</b>	<b>\$1,420.00</b>	<b>\$34,153.61</b>	<b>\$25.00</b>	<b>\$34,128.61</b>
Project - 902 ADMINISTRATION							
000 NON-PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	(\$375.00)
810 BASEBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,800.00	(\$2,800.00)
900 NON ATHLETIC PROG	\$220,721.00	\$3,163.00	\$0.00	\$866.27	\$223,017.73	\$7,073.83	\$215,943.90
<b>Total Project - 902 ADMINISTRATION</b>	<b>\$220,721.00</b>	<b>\$3,163.00</b>	<b>\$0.00</b>	<b>\$866.27</b>	<b>\$223,017.73</b>	<b>\$10,248.83</b>	<b>\$212,768.90</b>
Project - 904 DAMAGE DEPOSIT							
900 NON ATHLETIC PROG	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
<b>Total Project - 904 DAMAGE DEPOSIT</b>	<b>\$800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$800.00</b>	<b>\$0.00</b>	<b>\$800.00</b>
Project - 905 RACER KID ZONE							
900 NON ATHLETIC PROG	\$52,344.05	\$11,502.75	\$0.00	\$699.63	\$63,147.17	\$1,300.37	\$61,846.80
<b>Total Project - 905 RACER KID ZONE</b>	<b>\$52,344.05</b>	<b>\$11,502.75</b>	<b>\$0.00</b>	<b>\$699.63</b>	<b>\$63,147.17</b>	<b>\$1,300.37</b>	<b>\$61,846.80</b>
Project - 906 Tri-City Learning Academy							
000 NON-PROGRAM	\$0.00	\$0.00	\$0.00	\$90.00	(\$90.00)	\$5,187.41	(\$5,277.41)
100 REGULAR PROGRAMS	\$0.00	\$0.00	\$0.00	\$469.71	(\$469.71)	\$0.00	(\$469.71)
900 NON ATHLETIC PROG	\$45,592.66	\$4,500.00	\$0.00	\$1,211.13	\$48,881.53	\$6,900.00	\$41,981.53
<b>Total Project - 906 Tri-City Learning Academy</b>	<b>\$45,592.66</b>	<b>\$4,500.00</b>	<b>\$0.00</b>	<b>\$1,770.84</b>	<b>\$48,321.82</b>	<b>\$12,087.41</b>	<b>\$36,234.41</b>
Project - 910 ART							
900 NON ATHLETIC PROG	\$1,975.14	\$0.00	\$0.00	\$0.00	\$1,975.14	\$600.00	\$1,375.14
<b>Total Project - 910 ART</b>	<b>\$1,975.14</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,975.14</b>	<b>\$600.00</b>	<b>\$1,375.14</b>
Project - 911 BAND							
900 NON ATHLETIC PROG	\$63.70	\$0.00	\$0.00	\$0.00	\$63.70	\$0.00	\$63.70
<b>Total Project - 911 BAND</b>	<b>\$63.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$63.70</b>	<b>\$0.00</b>	<b>\$63.70</b>
Project - 913 CLUB-BPA							
900 NON ATHLETIC PROG	\$1,813.59	\$672.00	\$0.00	\$0.00	\$2,485.59	\$0.00	\$2,485.59
<b>Total Project - 913 CLUB-BPA</b>	<b>\$1,813.59</b>	<b>\$672.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,485.59</b>	<b>\$0.00</b>	<b>\$2,485.59</b>
Project - 915 CLUB-FCCLA							
900 NON ATHLETIC PROG	\$3,655.02	\$0.00	\$0.00	\$0.00	\$3,655.02	\$60.00	\$3,595.02
<b>Total Project - 915 CLUB-FCCLA</b>	<b>\$3,655.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,655.02</b>	<b>\$60.00</b>	<b>\$3,595.02</b>
Project - 916 CLUB-FFA							
900 NON ATHLETIC PROG	\$5,840.07	\$10,165.00	\$0.00	\$4,736.56	\$11,268.51	\$3,336.22	\$7,932.29
<b>Total Project - 916 CLUB-FFA</b>	<b>\$5,840.07</b>	<b>\$10,165.00</b>	<b>\$0.00</b>	<b>\$4,736.56</b>	<b>\$11,268.51</b>	<b>\$3,336.22</b>	<b>\$7,932.29</b>
Project - 917 CLUB-SCIENCE							
900 NON ATHLETIC PROG	\$881.15	\$0.00	\$0.00	\$0.00	\$881.15	\$0.00	\$881.15
<b>Total Project - 917 CLUB-SCIENCE</b>	<b>\$881.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$881.15</b>	<b>\$0.00</b>	<b>\$881.15</b>
Project - 918 CLUB-SPANISH							
900 NON ATHLETIC PROG	\$1,221.70	\$0.00	\$0.00	\$0.00	\$1,221.70	\$0.00	\$1,221.70
<b>Total Project - 918 CLUB-SPANISH</b>	<b>\$1,221.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,221.70</b>	<b>\$0.00</b>	<b>\$1,221.70</b>
Project - 919 DRAMA							
900 NON ATHLETIC PROG	\$6,577.84	\$0.00	\$0.00	\$0.00	\$6,577.84	\$0.00	\$6,577.84
<b>Total Project - 919 DRAMA</b>	<b>\$6,577.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,577.84</b>	<b>\$0.00</b>	<b>\$6,577.84</b>
Project - 921 ES-BEAUTIFICATION							
900 NON ATHLETIC PROG	\$4,524.22	\$0.00	\$0.00	\$0.00	\$4,524.22	\$0.00	\$4,524.22
<b>Total Project - 921 ES-BEAUTIFICATION</b>	<b>\$4,524.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,524.22</b>	<b>\$0.00</b>	<b>\$4,524.22</b>
Project - 922 ES-CAMP GODDARD							
900 NON ATHLETIC PROG	\$7,600.07	\$37,294.01	\$0.00	\$0.00	\$44,894.08	\$0.00	\$44,894.08
<b>Total Project - 922 ES-CAMP GODDARD</b>	<b>\$7,600.07</b>	<b>\$37,294.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44,894.08</b>	<b>\$0.00</b>	<b>\$44,894.08</b>
Project - 923 ES-FUNDRAISER							
000 NON-PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	(\$4,000.00)
900 NON ATHLETIC PROG	\$24,873.01	\$0.00	\$0.00	\$0.00	\$24,873.01	\$3,965.00	\$20,908.01
<b>Total Project - 923 ES-FUNDRAISER</b>	<b>\$24,873.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,873.01</b>	<b>\$7,965.00</b>	<b>\$16,908.01</b>

# Newcastle Public Schools

## Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 924 ES-LITERACY							
900 NON ATHLETIC PROG	\$506.36	\$0.00	\$0.00	\$0.00	\$506.36	\$0.00	\$506.36
<b>Total Project - 924 ES-LITERACY</b>	<b>\$506.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$506.36</b>	<b>\$0.00</b>	<b>\$506.36</b>
Project - 925 DISTRICT SPECIAL OLYMPICS							
900 NON ATHLETIC PROG	\$1,517.39	\$0.00	\$0.00	\$593.00	\$924.39	\$907.00	\$17.39
<b>Total Project - 925 DISTRICT SPECIAL OLYMPICS</b>	<b>\$1,517.39</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$593.00</b>	<b>\$924.39</b>	<b>\$907.00</b>	<b>\$17.39</b>
Project - 926 GIFTED TALENTED							
900 NON ATHLETIC PROG	\$165.36	\$0.00	\$0.00	\$0.00	\$165.36	\$0.00	\$165.36
<b>Total Project - 926 GIFTED TALENTED</b>	<b>\$165.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$165.36</b>	<b>\$0.00</b>	<b>\$165.36</b>
Project - 927 HONOR SOCIETY							
900 NON ATHLETIC PROG	\$5,792.02	\$0.00	\$0.00	\$0.00	\$5,792.02	\$72.00	\$5,720.02
<b>Total Project - 927 HONOR SOCIETY</b>	<b>\$5,792.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,792.02</b>	<b>\$72.00</b>	<b>\$5,720.02</b>
Project - 928 HOSPITALITY							
900 NON ATHLETIC PROG	\$109.02	\$0.00	\$0.00	\$0.00	\$109.02	\$0.00	\$109.02
<b>Total Project - 928 HOSPITALITY</b>	<b>\$109.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$109.02</b>	<b>\$0.00</b>	<b>\$109.02</b>
Project - 929 HS-TESTING							
900 NON ATHLETIC PROG	\$2,518.20	\$16.77	\$0.00	\$0.00	\$2,534.97	\$0.00	\$2,534.97
<b>Total Project - 929 HS-TESTING</b>	<b>\$2,518.20</b>	<b>\$16.77</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,534.97</b>	<b>\$0.00</b>	<b>\$2,534.97</b>
Project - 931 LIBRARY							
900 NON ATHLETIC PROG	\$18,691.94	\$0.00	\$0.00	\$631.35	\$18,060.59	\$2,500.00	\$15,560.59
<b>Total Project - 931 LIBRARY</b>	<b>\$18,691.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$631.35</b>	<b>\$18,060.59</b>	<b>\$2,500.00</b>	<b>\$15,560.59</b>
Project - 934 MS-STUDENT STORE							
900 NON ATHLETIC PROG	\$3,640.39	\$0.00	\$0.00	\$0.00	\$3,640.39	\$959.60	\$2,680.79
<b>Total Project - 934 MS-STUDENT STORE</b>	<b>\$3,640.39</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,640.39</b>	<b>\$959.60</b>	<b>\$2,680.79</b>
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
<b>Total Project - 935 NATIVE ED ENRICHMENT</b>	<b>\$1,399.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,399.64</b>	<b>\$0.00</b>	<b>\$1,399.64</b>
Project - 936 PE							
900 NON ATHLETIC PROG	\$17,956.69	\$2,280.00	\$0.00	\$0.00	\$20,236.69	\$500.00	\$19,736.69
<b>Total Project - 936 PE</b>	<b>\$17,956.69</b>	<b>\$2,280.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,236.69</b>	<b>\$500.00</b>	<b>\$19,736.69</b>
Project - 939 PRINCIPALS							
100 REGULAR PROGRAMS	\$0.00	\$0.00	\$0.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)
900 NON ATHLETIC PROG	\$38,758.90	\$8,191.69	\$0.00	\$5,544.15	\$41,406.44	\$6,627.05	\$34,779.39
<b>Total Project - 939 PRINCIPALS</b>	<b>\$38,758.90</b>	<b>\$8,191.69</b>	<b>\$0.00</b>	<b>\$10,044.15</b>	<b>\$36,906.44</b>	<b>\$6,627.05</b>	<b>\$30,279.39</b>
Project - 942 STUCO							
900 NON ATHLETIC PROG	\$20,084.11	\$0.00	\$0.00	\$0.00	\$20,084.11	\$0.00	\$20,084.11
<b>Total Project - 942 STUCO</b>	<b>\$20,084.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,084.11</b>	<b>\$0.00</b>	<b>\$20,084.11</b>
Project - 943 TECHNOLOGY							
900 NON ATHLETIC PROG	\$3,493.69	\$0.00	\$0.00	\$0.00	\$3,493.69	\$70.00	\$3,423.69
<b>Total Project - 943 TECHNOLOGY</b>	<b>\$3,493.69</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,493.69</b>	<b>\$70.00</b>	<b>\$3,423.69</b>
Project - 944 VOCAL MUSIC							
900 NON ATHLETIC PROG	\$21,717.81	\$0.00	\$0.00	\$300.00	\$21,417.81	\$0.00	\$21,417.81
<b>Total Project - 944 VOCAL MUSIC</b>	<b>\$21,717.81</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$21,417.81</b>	<b>\$0.00</b>	<b>\$21,417.81</b>
Project - 945 YEARBOOK							
900 NON ATHLETIC PROG	\$39,120.43	\$0.00	\$0.00	\$0.00	\$39,120.43	\$0.00	\$39,120.43
<b>Total Project - 945 YEARBOOK</b>	<b>\$39,120.43</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$39,120.43</b>	<b>\$0.00</b>	<b>\$39,120.43</b>
Project - 946 ROBOTICS							
900 NON ATHLETIC PROG	\$16,115.36	\$0.00	\$0.00	\$0.00	\$16,115.36	\$0.00	\$16,115.36
<b>Total Project - 946 ROBOTICS</b>	<b>\$16,115.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$16,115.36</b>	<b>\$0.00</b>	<b>\$16,115.36</b>
Project - 947 Club-SOAR (Multicultural Club)							
900 NON ATHLETIC PROG	\$534.81	\$0.00	\$0.00	\$0.00	\$534.81	\$0.00	\$534.81
<b>Total Project - 947 Club-SOAR (Multicultural Club)</b>	<b>\$534.81</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$534.81</b>	<b>\$0.00</b>	<b>\$534.81</b>
Project - 948 MS Broadcasting							
900 NON ATHLETIC PROG	\$707.93	\$0.00	\$0.00	\$0.00	\$707.93	\$0.00	\$707.93
<b>Total Project - 948 MS Broadcasting</b>	<b>\$707.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$707.93</b>	<b>\$0.00</b>	<b>\$707.93</b>
Project - 950 District SPED Activity Fund							

## Newcastle Public Schools Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 8/1/2025 - 8/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 950 District SPED Activity Fund							
239 ALL SP ED-DISTR WD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)
900 NON ATHLETIC PROG	\$1,563.79	\$779.80	\$0.00	\$0.00	\$2,343.59	\$0.00	\$2,343.59
<b>Total Project - 950 District SPED Activity Fund</b>	<b>\$1,563.79</b>	<b>\$779.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,343.59</b>	<b>\$1,000.00</b>	<b>\$1,343.59</b>
Project - 954 Justin Case Closet							
900 NON ATHLETIC PROG	\$895.51	\$0.00	\$0.00	\$0.00	\$895.51	\$200.00	\$695.51
<b>Total Project - 954 Justin Case Closet</b>	<b>\$895.51</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$895.51</b>	<b>\$200.00</b>	<b>\$695.51</b>
Project - 956 Sunshine Committee							
900 NON ATHLETIC PROG	\$257.95	\$120.00	\$0.00	\$0.00	\$377.95	\$0.00	\$377.95
<b>Total Project - 956 Sunshine Committee</b>	<b>\$257.95</b>	<b>\$120.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$377.95</b>	<b>\$0.00</b>	<b>\$377.95</b>
Project - 974 PROM							
900 NON ATHLETIC PROG	\$28,132.57	\$0.00	\$0.00	\$0.00	\$28,132.57	\$0.00	\$28,132.57
<b>Total Project - 974 PROM</b>	<b>\$28,132.57</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,132.57</b>	<b>\$0.00</b>	<b>\$28,132.57</b>
Project - 975 CLASS 2025							
900 NON ATHLETIC PROG	\$1,089.29	\$0.00	\$0.00	\$0.00	\$1,089.29	\$0.00	\$1,089.29
<b>Total Project - 975 CLASS 2025</b>	<b>\$1,089.29</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,089.29</b>	<b>\$0.00</b>	<b>\$1,089.29</b>
Project - 977 CLASS 2027							
900 NON ATHLETIC PROG	\$491.19	\$0.00	\$0.00	\$0.00	\$491.19	\$0.00	\$491.19
<b>Total Project - 977 CLASS 2027</b>	<b>\$491.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$491.19</b>	<b>\$0.00</b>	<b>\$491.19</b>
Project - 978 CLASS 2028							
900 NON ATHLETIC PROG	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
<b>Total Project - 978 CLASS 2028</b>	<b>\$117.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$117.88</b>	<b>\$0.00</b>	<b>\$117.88</b>
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
<b>Total Project - 979 CLASS 2029</b>	<b>\$1,133.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,133.73</b>	<b>\$0.00</b>	<b>\$1,133.73</b>
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
<b>Total Project - 980 CLASS 2030</b>	<b>\$1,365.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,365.10</b>	<b>\$0.00</b>	<b>\$1,365.10</b>
Project - 981 CLASS 2031							
900 NON ATHLETIC PROG	\$2,900.80	\$0.00	\$0.00	\$0.00	\$2,900.80	\$0.00	\$2,900.80
<b>Total Project - 981 CLASS 2031</b>	<b>\$2,900.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,900.80</b>	<b>\$0.00</b>	<b>\$2,900.80</b>
Project - 982 CLASS 2032							
900 NON ATHLETIC PROG	\$64.05	\$0.00	\$0.00	\$0.00	\$64.05	\$0.00	\$64.05
<b>Total Project - 982 CLASS 2032</b>	<b>\$64.05</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$64.05</b>	<b>\$0.00</b>	<b>\$64.05</b>
Project - 983 CLASS 2033							
900 NON ATHLETIC PROG	\$1,261.10	\$0.00	\$0.00	\$0.00	\$1,261.10	\$0.00	\$1,261.10
<b>Total Project - 983 CLASS 2033</b>	<b>\$1,261.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,261.10</b>	<b>\$0.00</b>	<b>\$1,261.10</b>
Project - 984 CLASS 2034							
900 NON ATHLETIC PROG	\$1,407.82	\$0.00	\$0.00	\$0.00	\$1,407.82	\$0.00	\$1,407.82
<b>Total Project - 984 CLASS 2034</b>	<b>\$1,407.82</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,407.82</b>	<b>\$0.00</b>	<b>\$1,407.82</b>
Project - 985 CLASS 2035							
900 NON ATHLETIC PROG	\$558.26	\$0.00	\$0.00	\$0.00	\$558.26	\$0.00	\$558.26
<b>Total Project - 985 CLASS 2035</b>	<b>\$558.26</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$558.26</b>	<b>\$0.00</b>	<b>\$558.26</b>
Project - 986 CLASS 2036							
900 NON ATHLETIC PROG	\$153.30	\$0.00	\$0.00	\$0.00	\$153.30	\$0.00	\$153.30
<b>Total Project - 986 CLASS 2036</b>	<b>\$153.30</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$153.30</b>	<b>\$0.00</b>	<b>\$153.30</b>
Project - 987 CLASS 2037							
900 NON ATHLETIC PROG	\$740.22	\$3,940.15	\$0.00	\$0.00	\$4,680.37	\$0.00	\$4,680.37
<b>Total Project - 987 CLASS 2037</b>	<b>\$740.22</b>	<b>\$3,940.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,680.37</b>	<b>\$0.00</b>	<b>\$4,680.37</b>
Project - 988 CLASS 2038							
900 NON ATHLETIC PROG	\$287.02	\$3,949.80	\$0.00	\$0.00	\$4,236.82	\$260.00	\$3,976.82
<b>Total Project - 988 CLASS 2038</b>	<b>\$287.02</b>	<b>\$3,949.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,236.82</b>	<b>\$260.00</b>	<b>\$3,976.82</b>
Project - 989 CLASS 2039							
900 NON ATHLETIC PROG	\$98.97	\$3,562.79	\$0.00	\$0.00	\$3,661.76	\$400.00	\$3,261.76
<b>Total Project - 989 CLASS 2039</b>	<b>\$98.97</b>	<b>\$3,562.79</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,661.76</b>	<b>\$400.00</b>	<b>\$3,261.76</b>
<b>Total</b>	<b>\$631,260.25</b>	<b>\$169,964.35</b>	<b>\$0.00</b>	<b>\$21,079.10</b>	<b>\$780,145.50</b>	<b>\$49,118.48</b>	<b>\$731,027.02</b>

**NEWCASTLE SCHOOLS - TREASURER'S REPORT**  
**As Of AUGUST 31st, 2025**

<b>GOVERNMENTAL FUNDS</b>		
<b>Bank Statements</b>		
	Checking Account 6633	\$10.00
	SuperNow Account 9996	\$16,570,515.20
	Federated Sweep 0001	\$0.00
<b>Total - Bank Statements</b>		<b>\$16,570,525.20</b>
<b>Accounting Program</b>		
	Cash Balance	\$16,570,525.20
<b>Adjusted Cash Balance</b>		<b>\$16,570,525.20</b>
<b>Difference Between Bank and</b>		<b>\$0.00</b>
	Outstanding Warrants:	\$382,550.12
	Available Cash:	\$16,187,975.08
<b>Cash Balance by Fund:</b>		
11	General Fund	\$5,947,344.78
21	Building Fund	\$1,275,074.34
32	Bond Fund 2022	\$1,370,687.34
33	Transportaion Fund 2022	\$175,955.57
38	Transportation Fund	\$0.00
39	Technology Fund	\$6,354,555.03
41	Sinking Fund	\$1,446,908.14
	<b>Total:</b>	<b>\$16,570,525.20</b>
<b>ACTIVITY FUNDS</b>		
<b>Bank Statements</b>		
	Checking Account 6082	\$1,003,299.53
	Federated Sweep 0002	\$8,301.26
<b>Total - Bank Statements</b>		<b>\$1,011,600.79</b>
<b>Accounting Program</b>		
	Cash Balance	\$967,187.40
	Adjustments:	
	Outstanding Warrants	\$44,413.39
<b>Adjusted Cash Balance</b>		<b>\$1,011,600.79</b>
<b>Difference Between Bank and</b>		<b>\$0.00</b>
<b>ELECTRONIC FUND TRANSFER ACCOUNTS</b>		
	EFT Payments 5844	\$33,766.00
	Payrix Deposits 6093	\$0.00
	MySchoolBucks Deposit 6907	\$0.00
<b>INVESTMENT ACCOUNTS</b>		
	Horizon Finacial Services (401A)	\$4,367.87



# Newcastle Public Schools

## Support Salaries

	HVAC	Network Specialist	Technology Coordinator	Technology Technician	Superintendent Secretary	KidZone Manager
0	\$47,530.00	\$48,000.00	\$45,300.00	\$29,200.00	\$38,502.67	\$37,888.00
1	\$47,930.00	\$48,400.00	\$45,700.00	\$29,600.00	\$38,904.65	\$38,288.00
2	\$48,330.00	\$48,800.00	\$46,100.00	\$30,000.00	\$39,306.63	\$38,688.00
3	\$48,730.00	\$49,200.00	\$46,500.00	\$30,400.00	\$39,708.61	\$39,088.00
4	\$49,130.00	\$49,600.00	\$46,900.00	\$30,800.00	\$40,110.59	\$39,488.00
5	\$49,530.00	\$50,000.00	\$47,300.00	\$31,200.00	\$40,512.57	\$39,888.00
6	\$49,930.00	\$50,400.00	\$47,700.00	\$31,600.00	\$40,914.55	\$40,288.00
7	\$50,330.00	\$50,800.00	\$48,100.00	\$32,000.00	\$41,316.53	\$40,688.00
8	\$50,730.00	\$51,200.00	\$48,500.00	\$32,400.00	\$41,718.51	\$41,088.00
9	\$51,130.00	\$51,600.00	\$48,900.00	\$32,800.00	\$42,120.49	\$41,488.00
10	\$51,530.00	\$52,000.00	\$49,300.00	\$33,200.00	\$42,522.47	\$41,888.00
11	\$51,930.00	\$52,400.00	\$49,700.00	\$33,600.00	\$42,924.45	\$42,288.00
12	\$52,330.00	\$52,800.00	\$50,100.00	\$34,000.00	\$43,326.43	\$42,688.00
13	\$52,730.00	\$53,200.00	\$50,500.00	\$34,400.00	\$43,728.41	\$43,088.00
14	\$53,130.00	\$53,600.00	\$50,900.00	\$34,800.00	\$44,130.39	\$43,488.00
15	\$53,530.00	\$54,000.00	\$51,300.00	\$35,200.00	\$44,532.37	\$43,888.00
16	\$53,930.00	\$54,400.00	\$51,700.00	\$35,600.00	\$44,934.35	\$44,288.00
17	\$54,330.00	\$54,800.00	\$52,100.00	\$36,000.00	\$45,336.33	\$44,688.00
18	\$54,730.00	\$55,200.00	\$52,500.00	\$36,400.00	\$45,738.31	\$45,088.00
19	\$55,130.00	\$55,600.00	\$52,900.00	\$36,800.00	\$46,140.29	\$45,488.00
20	\$55,530.00	\$56,000.00	\$53,300.00	\$37,200.00	\$46,542.27	\$45,888.00
21	\$55,930.00	\$56,400.00	\$53,700.00	\$37,600.00	\$46,944.25	\$46,288.00
22	\$56,330.00	\$56,800.00	\$54,100.00	\$38,000.00	\$47,346.23	\$46,688.00
23	\$56,730.00	\$57,200.00	\$54,500.00	\$38,400.00	\$47,748.21	\$47,088.00
24	\$57,130.00	\$57,600.00	\$54,900.00	\$38,800.00	\$48,150.19	\$47,488.00
25	\$57,530.00	\$58,000.00	\$55,300.00	\$39,200.00	\$48,552.17	\$47,888.00
26	\$57,930.00	\$58,400.00	\$55,700.00	\$39,600.00	\$48,954.15	\$48,288.00
27	\$58,330.00	\$58,800.00	\$56,100.00	\$40,000.00	\$49,356.13	\$48,688.00
28	\$58,730.00	\$59,200.00	\$56,500.00	\$40,400.00	\$49,758.11	\$49,088.00
29	\$59,130.00	\$59,600.00	\$56,900.00	\$40,800.00	\$50,160.09	\$49,488.00
30	\$59,530.00	\$60,000.00	\$57,300.00	\$41,200.00	\$50,562.07	\$49,888.00



## OKLAHOMA PUBLIC SCHOOL INVESTMENT INTERLOCAL

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2801 North Lincoln Boulevard, Suite 125 • Oklahoma City, OK 73105  
(405) 528-3571 • (405) 528-5695 (FAX) • [www.olaponline.org](http://www.olaponline.org)

September 17, 2025

To: Superintendents of Districts Belonging to the Oklahoma Public School Investment Interlocal [Oklahoma Liquid Asset Pool (OLAP)]

From: Dr. Shawn Hime, Board President

Re: Board of Directors' Nominee

The sponsoring organizations are recommending the following nominees to be presented to the boards of member districts. The nominee and the organization recommending the nominee are as follows:

- Position No. 1: Pam Deering, Executive Director of CCOSA (CCOSA)
- Position No. 2: Robert Trammell, Executive Director of OROS (OROS)
- Position No. 4: Randy Davenport, Superintendent of Holdenville Public Schools (OROS)
- Position No. 9: Terry Davidson, Finance Director of Comanche Public Schools (CCOSA)
- Position No. 13: Glen Cospers, Board Member of Moore Norman Technology Center (OSSBA)

Agenda items should read as follows:

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

- Yes \_\_\_ No \_\_\_ Position No. 1: Pam Deering (CCOSA), Executive Director of CCOSA, to a 2026-2030 term.
- Yes \_\_\_ No \_\_\_ Position No. 2: Robert Trammell (OROS), Executive Director of OROS, to a 2026-2030 term.
- Yes \_\_\_ No \_\_\_ Position No. 4: Randy Davenport (OROS), Superintendent of Holdenville Public Schools, to a 2026-2029 term.
- Yes \_\_\_ No \_\_\_ Position No. 9: Terry Davidson (CCOSA), Finance Director of Comanche Public Schools, to a 2026-2029 term.
- Yes \_\_\_ No \_\_\_ Position No. 13: Glen Cospers (OSSBA), Board Member of Moore Norman Technology Center, to a 2026-2029 term.

School District: \_\_\_\_\_

Board Clerk: \_\_\_\_\_

Please include this item on your next board agenda and notify the Oklahoma Public School Investment Interlocal of the action of your board, by returning the above ballot **via email to Mong Chia, Board Clerk, at [mong@ossba.org](mailto:mong@ossba.org)**. Should you have any questions, feel free to contact me or Mong Chia at 405-528-3571. Your prompt reply is needed in order for the newly elected board member to begin his new term for the 2026 calendar year (January 1-December 31). Thank you for your cooperation.

## Administrative Negotiated Items 2025

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### **Article 11: Voluntary Transfer/Reassignment**

B. The superintendent **or designee** shall acknowledge receipt of all requests for transfer or reassignment.

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### **Article 10: Posting of Vacant Positions**

C. 2. Final determination will be made by the building principal. ~~with input from the committee~~

### **Article 11: Voluntary Transfer/Reassignment**

C. 3. Grade level teachers and/or subject matter teachers will be a part of the **interview committee when possible along with the building principal.** ~~second round of interviews, along with the building principal. A panel will be formed for interviews to include a faculty member if the subject matter teacher is not available.~~

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### **Article 13: Notification of Assignment for Next School Year**

A. ~~Each teacher shall be notified, in writing, of his/her teaching assignment for the following school year by the end of the current school year. This notification is strictly advisory (not contractual) and is subject to change. Each teacher shall have a specific assignment for each hour of the regular school day.~~

B. ....been approved or **their teaching assignment has been changed by the Administration.**

C. Notification of ~~employment~~ **non-employment** shall be sent **by the end of April.** ~~to each teacher immediately following the board meeting in which teachers are rehired.~~

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**Article 15: Leave of Absence**

E. A teacher returning from a leave of absence shall be assigned to a position in the district that the teacher is certified to teach. ~~to the same position which the teacher held before commencing leave, unless a voluntary or involuntary transfer or reassignment of the teacher on leave of absence has occurred which affects such position.~~ Pg. 18-19

**Article 36: Teacher's Work Year**

B: Any teacher required to attend professional development outside of the teacher's work year shall be compensated at the rate of ~~\$60.00~~ \$100.00 per a full day (6 hours) and ~~\$40.00~~ \$50.00 per half day (3 hours)

C. The district will pay teachers \$120.00, plus their teacher retirement, for the six hours of classroom set up. Dates for this work time will be set by the superintendent and announced at the end of the previous school year. Teachers must sign in at the front office documenting the date and time they worked in their rooms.

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**Article 39: Length Of School Day and Teacher Duty Day Defined**

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 on-line instruction, and helping students. Teachers will be expected to provide virtual instruction to their students according to each site's procedures. Meetings that are held within the scope of a regular contract may be held on this day. This is a work day for teachers.

C. Faculty Meeting: Teachers are expected to be punctual and attend faculty meetings, except in the event of extenuating circumstances. Meetings shall be held for a maximum of ninety ~~(90)~~ 45 minutes per calendar month. All faculty meetings shall be scheduled by the building administrator and shared with the faculty no later than the first day of school. If a meeting needs to be rescheduled, the faculty will be notified of the rescheduled date and time.

High school meetings shall be held the first Tuesday of the month after school from 2:45pm to 3:30pm or staff may choose to attend the first Wednesday of the month before school from 6:30am to 7:15am.

Middle school meetings shall be held the first Wednesday of the month from 3:00pm to 3:45pm.

Elementary school meetings shall be held the first Wednesday of the month from 4:10pm to 4:55pm.

Early Childhood Center meetings shall be held the third Wednesday of the month from 7:40am to 8:25am or staff may choose to attend after school from 4:00pm to 4:45pm.

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**Article 40: Assignment of Duties**

- C: ~~If a teacher believes that an inequity in duty assignments exists, the teacher may contact a 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 provide input~~
- E. The Administrator shall be responsible ~~for the enforcement~~ **creating an equitable duty schedule at their site.**

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**Article 42: Duty-Free Lunch**

- E: Each teacher shall be provided thirty (30) consecutive minutes for duty-free lunch, ~~as arranged, by the committee defined in Article 40.~~

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**Article 53: Sick Leave**

A: A teacher may be absent from his/her duties due to personal accidental injury, illness or pregnancy, adoption, or accidental injury or illness in the immediate family without the loss of salary, and the right to such leave shall vest at the beginning of each school year. The teacher will receive ~~72.5~~ **70.8** hours of sick leave each school year. (10 days)

J. Full-time employees of the district who have been employed by the district for at least one year and a half and have worked at least 1,250 hours during the preceding 12-month period shall be entitled to six (6) weeks of paid maternity leave following the birth of the employee's child. The six (6) weeks of paid maternity leave shall be used immediately following the birth of the employee's child. The six (6) weeks of maternity leave shall be in addition to and not in place of sick leave due to pregnancy pursuant to 70 O.S § 6-104. A district employee taking maternity leave pursuant to the new law shall not be deprived of any compensation or other benefits to which the employee is otherwise entitled. Provided maternity leave must be used prior to any shared sick leave available under the district's program. Additionally, the employee may use an additional six (6) consecutive weeks of accumulated sick leave to extend their maternity leave to twelve (12) weeks in accordance with FMLA guidelines.

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**Article 59: Emergency Leave**

This policy provides twenty-four **hours** (3.31 days) a year of noncumulative emergency leave not chargeable to sick leave. Emergency leave is granted, with full pay, for unforeseen circumstances which would reasonably keep a teacher from performing his/her duties. The term "emergency" shall apply to leave within the following categories:

1. Funerals.
2. Mandatory court appearance under service of process.
3. Accidents, deaths, disaster in the immediate family involving personal property that requires immediate attention.

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**Article 72: Staff Development Committee**

~~C: Initially, the first person elected to the committee from each site will serve a one-year term. The second person elected to the committee will serve a two-year term. After the initial year, all terms will be two-year terms.~~

~~D. At the end of each term the committee member may run for re-election.~~

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**Article 72:**

~~C. Initially, the first person elected to the committee from each site will serve a one-year term. The second person elected to the committee will serve a two-year term. After the initial year, all terms will be two years.~~

~~D. At the end of each term the committee member may run for re-election.~~

E. The superintendent will assign one building principal to the Professional Development Committee ~~on a one-year rotation basis.~~

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**Article 75: Individualized Education Program**

A: When certified personnel are required to attend an IEP meeting, the special education teacher/director shall send any teachers asked to attend the IEP meeting a **calendar invite**. ~~letter of notification in writing (A minimum of 8 hours prior to the meeting).~~

~~B. Every attempt shall be made to have all IEPs reviews completed by May 1.~~

**Stipends**

Teachers who have worked a full year and are returning to Newcastle Public Schools will receive an \$800.00 stipend.

Teachers who are new to the district or worked less than a full year last year will receive a \$300.00 stipend.



## EMPLOYMENT SCHEDULE "A"

October 14th, 2025

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		REPLACEMENT	MS/ISI	9/22/2025
		REPLACEMENT	HS/CUSTODIAN	9/29/2025
		REPLACEMENT	ECC/TEACHER SPED	9/10/2025
		REPLACEMENT	MS/PARAPROFESSIONAL	10/14/2025
		REPLACEMENT	DISTRICT / IT TECHNICIAN	10/20/2025
		NEW	ES/PARAPROFESSIONAL	10/7/2025
		NEW	MS/FULL TIME SUBSTITUTE	9/10/2025
		REPLACEMENT	ECC/TEACHER ASSISTANT	10/7/2025
		REPLACEMENT	MS/PARAPROFESSIONAL	9/30/2025
HOURLY / LAY COACH				
Last Name	First Name	Assignment	Site	Effective
		BUS MONITOR	ADMIN	9/25/2025
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
ENTWISTLE	CHRISTINE	MS/FULL TIME SUBSTITUTE	MS/SECRETARY	9/15/2025
MANUEL	RACHAEL	ECC/TEACHER ASSISTANT	ECC/PARAPROFESSIONAL	9/18/2025
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
HART	RAYMOND	TECH SUPPORT	ADMIN	9/26/2025
VOCI	OLIVIA	PARAPROFESSIONAL	ECC	9/10/2025
WHITE	LOGAN	PARAPROFESSIONAL	MS	9/26/2025
WILLIAMS	JILL	TA TITLE 1	ECC	10/7/2025
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective
FAGAN	CHAD	CUSTODIAN	HS	9/23/2025
REED	ROLEITA	PART TIME CUSTODIAN	DISTRICT	9/24/2025