



NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF EDUCATION OF THE IDABEL PUBLIC SCHOOLS DISTRICT I-005, MCCURTAIN COUNTY, OKLAHOMA WILL BE HELD IN THE CONFERENCE ROOM AT THE IDABEL HIGH SCHOOL LIBRARY, 901 LINCOLN ROAD, IDABEL, OK 74745 ON August 12, 2024 AT 5:30 PM WITH THE FOLLOWING ITEMS TO BE CONSIDERED:

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**August 12, 2024**

1. VOTE TO APPROVE OR DISAPPROVE THE APPOINTMENT OF VETA BURDINE FOR MINUTES BOARD CLERK FOR THE BOARD OF EDUCATION

2. OPENING: CALL TO ORDER AND ROLL CALL OF MEMBERS.

- A. PRESIDENT: DONNY BUTLER
- B. VICE PRESIDENT: JERRY ROBINSON
- C. CLERK: JAMES RALEY
- D. MEMBER: ERIC NUBER
- E. MEMBER: MADDIE BRILEY

3. CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING ITEMS: MINUTES OF 7/8/24 REGULAR MEETING and 6/27/24 SPECIAL MEETING

TREASURER'S REPORT  
ENCUMBRANCES

FUND NUMBERS:

GENERAL FUND 11 - #221-285  
5 MIL BUILDING FUND 21- #29-38  
CHILD NUTRITION FUND 22- #16-19  
TRANSPORTATION BOND 31-#  
BUILDING BOND 36 - #1-2  
SINKING FUND 41- #1

ACTIVITY FUND BALANCES/TRANSFERS  
FUNDRAISER REQUESTS

RESIGNATIONS  
CRYSTAL CANANT-ADMINISTRATIVE ASSISTANT-ADMIN  
DAWN BOURNE-ADMINISTRATIVE ASSISTANT-ADMIN  
ERNESTINE ROBERTS-PARAPROFESSIONAL-EVENSTART  
TANA HENDICKS-PARAPROFESSIONAL-MIDDLE SCHOOL

**REASSIGNMENTS**

**REASSIGN LAURA BULLOCK FROM MIDDLE SCHOOL PRINCIPAL TO DIRECTOR OF ACCOUNTABILITY AND SPECIAL SERVICES.**

**REASSIGN VETA BURDINE FROM MIDDLE SCHOOL PRINCIPAL'S SECRETARY TO ADMINISTRATIVE ASSISTANT AT THE ADMINISTRATION OFFICE.**

**REASSIGN RICHARD LOGAN TO HIGH SCHOOL DEAN OF STUDENTS. WILL RETAIN SOME TEACHING DUTIES.**

**REASSIGN CALLIE THREADGILL TO MIDDLE SCHOOL DEAN OF STUDENTS. WILL RETAIN SOME TEACHING DUTIES.**

**REASSIGN CARRIE FLETCHER TO AFTER SCHOOL PROGRAM DIRECTOR.**

**REASSIGN BROOKE BOYD TO FULL TIME ADMINISTRATIVE ASSISTANT AT THE ADMINISTRATION OFFICE**

4. **PRINCIPALS/DIRECTORS REPORT  
SUPERINTENDENTS REPORT**
  
5. **VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING:**
  - A. **CHILD NUTRITION SPECIALIST LAURA BULLOCK AS PURCHASING AGENT FOR IDABEL INDEPENDENT SCHOOL DISTRICT, AUTHORIZED REPRESENTATIVE FOR CHILD NUTRITION.**
  - B. **LAURA BULLOCK, AS AUTHORIZED REPRESENTATIVE OF IDABEL PUBLIC SCHOOLS CHILD NUTRITION PROGRAM.**
  - C. **BROOKE BOYD, PAYROLL CLERK FOR THE IDABEL PUBLIC SCHOOLS, AND AUTHORIZED INVESTING OFFICER OF THE IDABEL PUBLIC SCHOOLS GENERAL, BUILDING, SINKING, CHILD NUTRITION, CO-OP AND BOND FUNDS AS DIRECTED BY THE SUPERINTENDENT OF SCHOOLS.**
  - D. **ALAN BRYANT, BROOKE BOYD AND VETA BURDINE AS CUSTODIANS OF THE SCHOOL'S ACTIVITY FUND AND CHILD NUTRITION FUND ACCOUNTS; ALAN BRYANT AS PURCHASING AGENT AND INVESTING OFFICER OF IDABEL PUBLIC SCHOOL ACCOUNTS.**
  
6. **OPEN AND AWARD BIDS TO HIGHEST BIDDER FOR STORAGE CONTAINERS AT PRIMARY SOUTH. CONTAINERS HAVE ALREADY BEEN SURPLUSED.**
  
7. **VOTE TO APPROVE OR DISAPPROVE THE CONTRACT FOR SPEECH THERAPY SERVICES FOR YEAR 2024-2025:**  
**LANA MCELROY**  
**KEN KLIEWER**  
**JULIE CLARK**
  
8. **VOTE TO APPROVE OR DISAPPROVE CONTRACT WITH 4M BUILDING SOLUTIONS FOR CUSTODIAL & FLOOR SERVICES FOR THE 2024-2025 FISCAL YEAR.**
  
9. **VOTE TO APPROVE OR DISAPPROVE AGREEMENT WITH HORIZON TO PROVIDE A/P COURSE OFFERINGS 2024-2025**
  
10. **VOTE TO APPROVE OR DISAPPROVE UPDATED ADMINISTRATIVE SALARY FACTORS. 2024-2025**
  
11. **VOTE TO APPROVE OR DISAPPROVE A PROFESSIONAL DEVELOPMENT STIPEND TO ALL STAFF MEMBERS WITH THE FOLLOWING GUIDLINES:**

**\$500.00 TO ANY RETURNING EMPLOYEE WHO WAS EMPLOYED BY THE DISTRICT AS OF MAY 17, 2024, WHO COMPLETES ALL GCN STATE MANDATED TRAINING BY SEPTEMBER 1ST, 2024 AND IS STILL EMPLOYED WITH THE DISTRICT ON NOVEMBER 22, 2024.  
\$250.00 TO ANY NEW HIRE EMPLOYEE HIRED AFTER MAY 17, 2024 BUT PRIOR TO SEPTEMBER 1, 2024, WHO COMPLETES ALL GCN STATE MANDATED TRAINING BY SEPTEMBER 1, 2024, AND IS STILL EMPLOYED BY THE DISTRICT ON NOVEMBER 22, 2024.**

12. **VOTE TO APPROVE OR DISAPPROVE PAYING STAFF MEMBERS ATTENDING K-20'S UPLIFTING CLASSROOMS PROGRAM A PROFESSIONAL DEVELOPMENT STIPEND OF \$200.00 FOR TWO DAYS OF ATTENDANCE OUTSIDE OF NORMAL CONTRACT DAYS.**
  
13. **VOTE TO APPROVE OR DISAPPROVE CAREER TECH NOTICE OF ALLOCATION & SECONDARY CONTRACT FOR 2024-2025.**
  
14. **VOTE TO APPROVE OR DISAPPROVE AN ADDITIONAL COMMUNICATION PLATFORM FOR NEW TECHNOLOGY-SCHOOL PERSONNEL DIGITAL AND ELECTRONIC COMMUNICATION WITH STUDENTS FOR YEAR 24-25.  
A. EDMENTUM**
  
15. **VOTE TO APPROVE OR DISAPPROVE CRYSTAL CANANT FOR ACTIVITY FUND CLERK TRAINING AT \$19.25 PER HOUR FOR AUGUST 2024**
  
16. **VOTE TO APPROVE OR DISAPPROVE TO HIRE SUMMER PAINTERS @ \$20.00 AN HOUR:  
JESSICA JACKSON-CENTRAL  
HAILIE GARGANO-CENTRAL**
  
17. **VOTE TO APPROVE OR DISAPPROVE MENTOR TEACHERS:  
  
JOHNNIE WRIGHT-MANDY STEAVESON-IMS  
LEON JORDAN-STEPHANIE ARMSTRONG-IMS  
ALYSSA STONE-SHANNON TISHO-IMS  
JADEN MORAN-MAYRA WILLISTON-PS**
  
18. **VOTE TO APPROVE OR DISAPPROVE THE MEMORANDUM OF UNDERSTANDING FOR SPECIAL EDUCATION SERVICES BETWEEN IDABEL PUBLIC SCHOOLS AND CHOCTAW NATION HEAD START FOR THE PERIOD OF JULY 1, 2023-JUNE 30, 2024.**
  
19. **VOTE TO APPROVE OR DISAPPROVE THE INTERAGENCY MEMORANDUM OF UNDERSTANDING FOR PRESCHOOL SERVICES BETWEEN IDABEL PUBLIC SCHOOLS AND CHOCTAW NATION HEAD START FOR THE PERIOD OF JULY 1, 2023-JUNE 30, 2024**
  
20. **VOTE TO APPROVE OR DISAPPROVE THE AGREEMENT WITH MCREL FOR THE USE OF THE PRINCIPAL EVALUATION PROGRAM.**

21. **VOTE TO APPROVE OR DISAPPROVE TEACHER TRAINER/TUTOR HIRE LIST FOR YEAR 24-25:**  
**MICHAEL SWAFFORD (HIGH SCHOOL) \$4,500.00**  
**STEPHANIE ARMSTRONG (MIDDLE SCHOOL) \$4,500.00**  
**KRYSTIN SMITH (CENTRAL ELEMENTARY) \$4,500.00**  
**CAMILLE CRANE (PRIMARY SOUTH) \$4,500.00**
  
22. **VOTE TO REMOVE BRENT BOLEN, DARRELL COURTNEY, DOUG BROWN AND DAWN BOURNE AS AGENTS ON THE IDABEL PUBLIC SCHOOLS GENERAL BANK ACCOUNT, AND ADD DONNY BUTLER, JAMES RALEY, ALAN BRYANT, AND BROOKE BOYD AS AGENTS ON THE IDABEL PUBLIC SCHOOLS GENERAL BANK ACCOUNT.**
  
23. **VOTE TO REMOVE DOUG BROWN AND KELLIE BYASSEE AS AGENTS ON THE IDABEL PUBLIC SCHOOLS ACTIVITY ACCOUNT AND ADD ALAN BRYANT AND VETA BURDINE AS AGENTS ON THE IDABEL PUBLIC SCHOOLS ACTIVITY ACCOUNT.**
  
24. **VOTE TO APPROVE OR DISAPPROVE MELISSA JONES TO BE PAID ON A TIMESHEET FOR HOURS WORKED DURING THE TRANSITION PHASE IN JULY 2024**
  
25. **VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS:**  
**AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1).**  
**EMPLOYMENT OF:**  
  
**NEW HIRES FOR 2024-2025**  
**MARY HELMS- PARAPROFESSIONAL- EVENSTART**  
**PATRICIA FRADY- PARAPROFESSIONAL- EVENSTART**  
**MELISSA BRIDGES- PARAPROFESSIONAL- CENTRAL**  
**CHEYENNE SIMPSON-PARAPROFESSIONAL-EVENSTART**  
**DEVON SANDERS-SPED PARARPROFESSIONAL-CENTRAL**  
**MARIA HOWARD-SPED PARAPROFESSIONAL-CENTRAL**  
**MIKE HUTCHINGS-TEACHER- CENTRAL**  
**JOHNNIE WRIGHT-TEACHER-MIDDLE SCHOOL**  
**LUCY CURTIS-SPED RESOURCE TEACHER-CENTRAL**  
**JADEN MORAN-KINDERGARTEN TEACHER-PS**  
  
**REHIRES FOR 2024-25**  
**JULA HARJO-TECH ASSISTANT-TECH DEPT**  
  
**NEW ADMIN HIRES FOR 2024-25**  
  
**MELISSA JONES-MIDDLE SCHOOL PRINCIPAL**
  
26. **ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.**
  
27. **EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF**
  
28. **VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:**

29. **CONSIDER AND POSSIBLE ACTION ON ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF PREPARATION OF THE AGENDA FOR THE REGULARLY SCHEDULED MEETING.**
  
30. **VOTE TO ADJOURN**

**NAME OF PERSON POSTING THIS NOTICE:**

CRYSTAL CANANT, MINUTES CLERK

**THIS AGENDA WAS POSTED ON THIS 12 DAY OF AUGUST, 2024 at 11:00 A.M. IN THE FOYER OF THE ADMINISTRATION BUILDING 200 NE AVE C, AND AT IDABEL HIGH SCHOOL, 901 NE LINCOLN RD, IDABEL OKLAHOMA**

**"Continuing Notice of Nondiscrimination"** Idabel Public Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:  
Alan Bryant, Superintendent, Idabel Public Schools, 200 Northeast Avenue C, Idabel, Oklahoma, 74745, telephone (580)286-7639

## Purchase Order Register

Options: Year: 2024-2025, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2024 - 6/30/2025, PO Range: 221 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
221	07/15/2024	277	OKLAHOMA ASBO	DISTRICT-FEES	825.00
222	07/15/2024	3501	MCCURTAIN COUNTY TREASURERS OFFICE	DISTRICT-FEES	48,637.31
223	07/22/2024	8265	MARTIN, NATHALIE IONA	DISTRICT-FESS	2,000.00
224	07/22/2024	93	COMFORT SUITES - IDABEL	DISTRICT-TRAVEL	900.00
225	07/22/2024	1936	CANON FINANCIAL SERVICES, INC.	DISTRICT-COPIERS	15,000.00
226	07/30/2024	8353	VISA-ARVEST	DISTRICT-FINGERPRINTS	2,500.00
227	07/30/2024	177	OSSBA	DISTRICT-FEES	20,000.00
228	08/01/2024	8464	ALLIED HEALTH CLINICS	DIISTRICT-TRAINING	2,000.00
229	08/02/2024	8353	VISA-ARVEST	DISTRICT-SUPPLIES	2,000.00
230	08/05/2024	228	SYLOGIST	DISTRICT-ACCOUNTING	35,000.00
231	08/06/2024	291	BULLOCK, LAURA	DISTRICT-TRAVEL	800.00
232	08/06/2024	8353	VISA-ARVEST	DISTRICT-L BULLOCK HOTELS	1,000.00
233	08/07/2024	8171	MOBY MAX	STUDENT CURRICULUM LICENSES SY 2024-25	1,662.00
234	08/07/2024	99998	IDABEL NAT DD	Reserve fix for Lang overpayment	0.00
235	08/08/2024	291	BULLOCK, LAURA	DISTRICT-SAFETY	100.00
236	08/08/2024	8465	4-M BUILDING SOLUTIONS, LLC	DISTRICT-CLEANING SERVICES	331,000.00
237	08/08/2024	8300	JAMES HODGE CHEVROLET	HS - AG TRUCK	60,000.00
238	08/08/2024	8353	VISA-ARVEST	AG-OSHA CERTS	3,500.00
239	08/08/2024	8353	VISA-ARVEST	HOTEL CHARGES FOR LITERACY CONFERENCE	660.00
240	08/08/2024	80531	MELISSA A. SHELTON	MEAL REIMBURSEMENT	112.00
241	08/08/2024	80132	IDA M. FABIAN	MEAL REIMBURSEMENT	112.00
242	08/08/2024	80075	CONNI C. LYNCH	MEAL REIMBUSEMENT	112.00
243	08/08/2024	198	HILLTOP HARDWARE AND LUMBER, LLC	PAINT AND SUPPLIES	500.00
244	08/08/2024	8154	OKLAHOMA LITERACY COALITION	LITERACY CONFERENCE	140.00
245	08/08/2024	8353	VISA-ARVEST	DIAPERS AND WIPES	135.00
246	08/08/2024	63	DATA RECOGNITION CORP	ADULT ED TESTS	1,000.00
247	08/08/2024	80531	MELISSA A. SHELTON	MILEAGE FOR ADULT EDUCATION TEACHER	2,000.00
248	08/08/2024	3703	AMAZON CAPITAL SERVICES	SCANNER FOR ADULT EDUCATION	800.00
249	08/08/2024	227	SCHOOL SPECIALTY	CUMALATIVE FOLDERS CENTRAL 2024/25YR	168.68
250	08/08/2024	1196	PLANK ROAD PUBLISHING INC.	MUSIC FOR PRIMARY SOUTH	132.95
251	08/08/2024	320	VARSITY SPIRIT FASHIONS	CHEER - HS	550.00
252	08/08/2024	3586	KATEDRIA MOSLEY	DISTRICT - HS	500.00
253	08/08/2024	2314	LOGAN, RICHARD	DISTRICT- HS	500.00
254	08/08/2024	3703	AMAZON CAPITAL SERVICES	DISTRICT - HS	200.00
255	08/08/2024	8463	KLIEWER, KENNETH	SPEECH LANGUAGE PATHOLOGIST SY 2024-2025	38,000.00
256	08/08/2024	3598	RIVERSIDE INSIGHTS	TESTING MATERIALS	2,530.13
257	08/08/2024	32	QUILL	SPED SUPPLIES	500.00
258	08/08/2024	8353	VISA-ARVEST	CPR TRAINING & RECERTIFICATION TRAINING	500.00
259	08/08/2024	8457	CLARK, JULIE	SPEECH LANGUAGE PATHOLOGIST SY 2024-2025	40,000.00

## Purchase Order Register

Options: Year: 2024-2025, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2024 - 6/30/2025, PO Range: 221 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
260	08/08/2024	3877	TEACHERS PAY TEACHERS	412-FACS CURRICULUM	600.00
261	08/08/2024	3703	AMAZON CAPITAL SERVICES	2024-2025 CLASSROOM SUPPLIES	2,000.00
262	08/08/2024	8353	VISA-ARVEST	2024-2025 FCS CLASSROOM SUPPLIES WALMART	2,000.00
263	08/08/2024	3642	FCCLA OF AMERICA	2024-2025 FCCLA AFFILIATION DUES	1,000.00
264	08/08/2024	8353	VISA-ARVEST	MAGIC SCHOOL AI SERVICES IHS FCS	115.00
265	08/09/2024	2586	BSN SPORTS	DISTRICT-ATHLETICS-FOOTBALL	1,369.43
266	08/09/2024	2586	BSN SPORTS	BOYS BASKETBALL - HS	2,242.52
267	08/09/2024	8353	VISA-ARVEST	DISTRICT - HS	179.00
268	08/09/2024	205	MCCURTAIN AUTO SUPPLY	DISTRICT - PRATT	300.00
269	08/09/2024	1816	SMITH EQUIPMENT	DISTRICT - PRATT	300.00
270	08/09/2024	560	OKLAHOMA FFA ASSOCIATION	412-FFA	2,439.00
271	08/09/2024	198	HILLTOP HARDWARE AND LUMBER, LLC	DISTRICT - PRATT	300.00
272	08/09/2024	8353	VISA-ARVEST	DISTRICT - HS	500.00
273	08/09/2024	8353	VISA-ARVEST	DISTRICT-JOM	4,150.00
274	08/09/2024	75	WEEKS INSURANCE	DISTRICT-HS-NOTARY	135.00
275	08/09/2024	2586	BSN SPORTS	HS-SOFTBALL	2,984.92
276	08/09/2024	2586	BSN SPORTS	CROSS COUNTRY - HS	750.00
277	08/09/2024	8353	VISA-ARVEST	JOM	7,500.00
278	08/09/2024	8353	VISA-ARVEST	412-FFA-DISTRICT	1,700.00
279	08/09/2024	2517	HAMPTON INN - STILLWATER	DISTRICT - HS	145.00
280	08/09/2024	8353	VISA-ARVEST	HS OFFICE - DISTRICT	200.00
281	08/09/2024	80733	LORI D. REESING	DISTRICT HS	82.00
282	08/09/2024	8353	VISA-ARVEST	DISTRICT - HS	500.00
283	08/09/2024	8353	VISA-ARVEST	LOTTERY GRANT	15,000.00
284	08/09/2024	8353	VISA-ARVEST	LOTTERY GRANT	15,000.00
285	08/09/2024	75	WEEKS INSURANCE	HS - NOTARY	135.00

<b>Non-Payroll Total:</b>	<b>\$677,703.94</b>
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<b>Payroll Total:</b>	<b>\$0.00</b>
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<b>Report Total:</b>	<b>\$677,703.94</b>
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## Purchase Order Register

Options: Year: 2024-2025, Fund(s): 5 MILL BUILDING FUND, Date Range: 7/1/2024 - 6/30/2025, PO Range: 29 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
29	07/15/2024	342	UMB BANK	DISTRICT-BOND INTEREST	1,500.00
30	07/30/2024	384	IDABEL NATIONAL BANK	BOND PAYMENT	102,643.91
31	08/07/2024	99998	IDABEL NAT DD	Reserve fix for Lang overpayment	0.00
32	08/07/2024	99998	IDABEL NAT DD	Reserve fix for Lang overpayment	0.00
33	08/07/2024	8438	KIRKPATRICK HAULING & DIRT WORK	DISTRICT-DIRT WORK	20,297.00
34	08/08/2024	8343	RIVERA, ANA	STUMP GRINDING	350.00
35	08/08/2024	8438	KIRKPATRICK HAULING & DIRT WORK	DIRT WORK	21,500.00
36	08/08/2024	1823	ROUTH ENTERPRISES, INC.	OFFICE REMODEL	5,000.00
37	08/08/2024	3891	IDABEL SANITATION DEPARTMENT	DUMPSTER RENTAL	5,000.00
38	08/08/2024	8244	UNION VALLEY SERVICES, LLC	ELECTRICAL REPAIRS	5,000.00
<b>Non-Payroll Total:</b>					<b>\$161,290.91</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$161,290.91</b>

## Purchase Order Register

**Options:** Year: 2024-2025, Fund(s): CHILD NUTRITION FUND, Date Range: 7/1/2024 - 6/30/2025, PO Range: 16 - 500

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
16	08/06/2024	291	BULLOCK, LAURA	CNP-TRAVEL	300.00
17	08/06/2024	8353	VISA-ARVEST	CNP-TRAVEL	500.00
18	08/07/2024	8115	AVTECH SOFTWARE	CNP-TEMP MONITOR	449.95
19	08/07/2024	32	QUILL	OFFICE SUPPLIES	2,000.00
<b>Non-Payroll Total:</b>					<b>\$3,249.95</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$3,249.95</b>

**Purchase Order Register**

**Options:** Year: 2024-2025, Fund(s): FUND 39 BUILDING BOND 2022, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1 - 50

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1	07/15/2024	2738	BANC FIRST	BOND SERIES 2020	682,800.00
2	07/15/2024	1490	STEPHEN MCDONALD & ASSOCIATES, INC.	BOND FEES	12,200.00

<b>Non-Payroll Total:</b>	<u>\$695,000.00</u>
<b>Payroll Total:</b>	<u>\$0.00</u>
<b>Report Total:</b>	<u><u>\$695,000.00</u></u>

# IDABEL PUBLIC SCHOOLS

## Purchase Order Register

**Options:** Year: 2024-2025, Fund(s): SINKING FUND, Date Range: 7/1/2024 - 6/30/2025, PO Range: 1 - 50

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
1	07/15/2024	342	UMB BANK	BOND 2022 INTEREST	4,800.00
<b>Non-Payroll Total:</b>					<b>\$4,800.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$4,800.00</b>

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2024 - 6/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
802 ANNUAL - HS	\$0.00	\$0.00	\$5,026.26	\$0.00	\$5,026.26	\$0.00	\$5,026.26
803 ALUMNI ASSOCIATION - HS	\$0.00	\$0.00	\$1,575.14	\$0.00	\$1,575.14	\$0.00	\$1,575.14
804 ART - HS	\$0.00	\$0.00	\$3.12	\$0.00	\$3.12	\$0.00	\$3.12
805 LEO CLUB - HS	\$0.00	\$0.00	\$702.76	\$0.00	\$702.76	\$0.00	\$702.76
806 BASEBALL FIELD PRO-HS	\$0.00	\$0.00	\$750.17	\$0.00	\$750.17	\$0.00	\$750.17
807 SPIRIT CLUB - HS	\$0.00	\$0.00	\$166.00	\$0.00	\$166.00	\$0.00	\$166.00
808 SPECIAL OLYMPICS- HS	\$0.00	\$0.00	\$835.54	\$0.00	\$835.54	\$0.00	\$835.54
809 BAND UNIFORMS - HS	\$0.00	\$0.00	\$0.34	\$0.00	\$0.34	\$0.00	\$0.34
810 ATHLETICS - HS	\$0.00	\$3,955.26	\$31,847.55	\$2,517.60	\$33,285.21	\$5,727.74	\$27,557.47
811 FOOTBALL LOCKERS - HS	\$0.00	\$0.00	\$541.83	\$0.00	\$541.83	\$0.00	\$541.83
812 BAND - HS	\$0.00	\$0.00	\$1,320.89	\$0.00	\$1,320.89	\$1,300.00	\$20.89
813 TRACK SURFACE - HS	\$0.00	\$0.00	\$8,170.00	\$0.00	\$8,170.00	\$0.00	\$8,170.00
815 ATHLETIC TRAINING-NFL GRANT - HS	\$0.00	\$0.00	\$9,886.22	\$0.00	\$9,886.22	\$0.00	\$9,886.22
818 CHEERLEADERS - HS	\$0.00	\$0.00	\$602.75	\$0.00	\$602.75	\$727.18	(\$124.43)
820 DANCE TEAM - HS	\$0.00	\$900.00	\$1,028.47	\$0.00	\$1,928.47	\$1,524.89	\$403.58
822 FACULTY CONCESSIONS - HS	\$0.00	\$35.36	\$233.49	\$0.00	\$268.85	\$128.00	\$140.85
826 FBLA (BPA) - HS	\$0.00	\$0.00	\$4,562.68	\$0.00	\$4,562.68	\$0.00	\$4,562.68
828 FCA - HS	\$0.00	\$0.00	\$209.25	\$0.00	\$209.25	\$0.00	\$209.25
830 FFA - HS	\$0.00	\$0.00	\$1,892.62	\$0.00	\$1,892.62	\$0.00	\$1,892.62
832 FHA (FCCLA) - HS	\$0.00	\$0.00	\$5,536.37	\$0.00	\$5,536.37	\$442.00	\$5,094.37
833 GUIDANCE - HS	\$0.00	\$0.00	\$2,205.36	\$0.00	\$2,205.36	\$0.00	\$2,205.36
837 KEY CLUB - HIGH SCHOOL	\$0.00	\$0.00	\$756.63	\$0.00	\$756.63	\$0.00	\$756.63
839 IHS ACADEMIC TEAM - HS	\$0.00	\$0.00	\$532.31	\$0.00	\$532.31	\$0.00	\$532.31
840 LIBRARY - HS	\$0.00	\$0.00	\$1,923.77	\$0.00	\$1,923.77	\$0.00	\$1,923.77
842 NATIVE AM CLUB - HS	\$0.00	\$0.00	\$678.87	\$0.00	\$678.87	\$0.00	\$678.87
843 JACKETS - HS	\$0.00	\$0.00	\$160.85	\$0.00	\$160.85	\$0.00	\$160.85
846 NAT'L HONOR SOC - HS	\$0.00	\$0.00	\$539.22	\$0.00	\$539.22	\$0.00	\$539.22
851 MISS I.H.S. - HS	\$0.00	\$0.00	\$3,402.62	\$0.00	\$3,402.62	\$0.00	\$3,402.62
852 POPTIME - HS	\$0.00	\$0.00	\$3,999.35	\$0.00	\$3,999.35	\$0.00	\$3,999.35
854 SENIORS 2025- HS	\$0.00	\$0.00	\$1,262.37	\$0.00	\$1,262.37	\$0.00	\$1,262.37
856 SENIORS 2023- HS	\$0.00	\$0.00	\$1,085.59	\$0.00	\$1,085.59	\$0.00	\$1,085.59
858 SENIORS 2022 - HS	\$0.00	\$0.00	\$1.00	\$0.00	\$1.00	\$0.00	\$1.00
859 SPANISH CLUB - HS	\$0.00	\$0.00	\$903.02	\$0.00	\$903.02	\$0.00	\$903.02
862 STUDENT INCENTIVE - HS	\$0.00	\$80.00	\$2,481.68	\$0.00	\$2,561.68	\$320.00	\$2,241.68
866 STUDENT COUNCIL- HS	\$0.00	\$0.00	\$811.96	\$0.00	\$811.96	\$405.00	\$406.96
867 WARRIOR ACADEMY-HS	\$0.00	\$0.00	\$684.42	\$0.00	\$684.42	\$0.00	\$684.42
870 WARRIOR CLUB - HS	\$0.00	\$9,161.55	\$5,799.34	\$0.00	\$14,960.89	\$0.00	\$14,960.89
900 ART - MIDDLE SCHOOL	\$0.00	\$0.00	\$1.86	\$0.00	\$1.86	\$0.00	\$1.86
902 BAND - MIDDLE SCHOOL	\$0.00	\$0.00	\$579.18	\$0.00	\$579.18	\$0.00	\$579.18
903 CHEERLEADERS-MIDDLE SCHOOL	\$0.00	\$50.00	\$5,546.74	\$0.00	\$5,596.74	\$675.00	\$4,921.74
904 CHORAL MUSIC - MIDDLE SCHOOL	\$0.00	\$0.00	\$5,585.93	\$0.00	\$5,585.93	\$250.00	\$5,335.93
905 COMP SPORTS - MIDDLE SCHOOL	\$0.00	\$489.89	\$18,976.50	\$365.00	\$19,101.39	\$4,085.00	\$15,016.39
906 FACULTY ACCOUNT-MIDDLE SCHOOL	\$0.00	\$0.00	\$1,722.05	\$0.00	\$1,722.05	\$0.00	\$1,722.05
907 HONOR SOCIETY-MIDDLE SCHOOL	\$0.00	\$0.00	\$4,687.61	\$0.00	\$4,687.61	\$0.00	\$4,687.61
908 STEM - MIDDLE SCHOOL	\$0.00	\$0.00	\$3,161.21	\$0.00	\$3,161.21	\$0.00	\$3,161.21
909 LIBRARY MISC - MIDDLE SCHOOL	\$0.00	\$0.00	\$2,160.76	\$0.00	\$2,160.76	\$0.00	\$2,160.76
910 TIME TREKKERS - MIDDLE SCHOOL	\$0.00	\$0.00	\$23,366.11	\$0.00	\$23,366.11	\$2,500.00	\$20,866.11
911 COMP ACADEMICS-MIDDLE SCHOOL	\$0.00	\$0.00	\$362.44	\$0.00	\$362.44	\$0.00	\$362.44
913 SCIENCE DEPT - MIDDLE SCHOOL	\$0.00	\$0.00	\$1,465.65	\$0.00	\$1,465.65	\$0.00	\$1,465.65
915 SPORT JACKET - MIDDLE SCHOOL	\$0.00	\$0.00	\$35.29	\$0.00	\$35.29	\$0.00	\$35.29
916 STUDENT CO - MIDDLE SCHOOL	\$0.00	\$0.00	\$1,051.87	\$0.00	\$1,051.87	\$0.00	\$1,051.87
921 MIDDLE SCHOOL SPECIAL - MS	\$0.00	\$0.00	\$13,024.71	\$1,179.97	\$11,844.74	\$6,420.03	\$5,424.71
922 HISPANIC CLUB - MIDDLE SCHOOL	\$0.00	\$0.00	\$307.57	\$0.00	\$307.57	\$0.00	\$307.57
927 YEARBOOK - MIDDLE SCHOOL	\$0.00	\$0.00	\$272.88	\$0.00	\$272.88	\$0.00	\$272.88
930 GENERAL STUDENT - CENTRAL	\$0.00	\$4.20	\$30,020.38	\$0.00	\$30,024.58	\$500.00	\$29,524.58
931 BOOK FAIR - CENTRAL	\$0.00	\$0.00	\$8,678.27	\$0.00	\$8,678.27	\$0.00	\$8,678.27
932 COKE - CENTRAL	\$0.00	\$0.00	\$5,802.87	\$0.00	\$5,802.87	\$1,000.00	\$4,802.87

## Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2024 - 6/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
933 ARCHERY - CENTRAL	\$0.00	\$0.00	\$516.75	\$0.00	\$516.75	\$0.00	\$516.75
934 BROADWAY KIDS - CENTRAL	\$0.00	\$0.00	\$3,056.42	\$0.00	\$3,056.42	\$0.00	\$3,056.42
935 2ND GRADE - CENTRAL	\$0.00	\$0.00	\$889.12	\$0.00	\$889.12	\$0.00	\$889.12
936 5TH GRADE - CENTRAL	\$0.00	\$0.00	\$245.11	\$0.00	\$245.11	\$0.00	\$245.11
938 PTO - CENTRAL	\$0.00	\$0.00	\$5,151.98	\$0.00	\$5,151.98	\$0.00	\$5,151.98
939 MUSIC ED - CENTRAL	\$0.00	\$0.00	\$914.84	\$0.00	\$914.84	\$0.00	\$914.84
941 PSE LIBRARY - PRIMARY SOUTH	\$0.00	\$0.00	\$1,080.95	\$0.00	\$1,080.95	\$0.00	\$1,080.95
942 COKE - PRIMARY SOUTH	\$0.00	\$0.00	\$6,723.91	\$0.00	\$6,723.91	\$500.00	\$6,223.91
947 PTO - PRIMARY SOUTH	\$0.00	\$0.00	\$1,635.66	\$0.00	\$1,635.66	\$0.00	\$1,635.66
952 STUDENT SERV-PRIMARY SOUTH	\$0.00	\$0.00	\$1,947.27	\$0.00	\$1,947.27	\$500.00	\$1,447.27
953 SWEET SOUNDS-PRIMARY SOUTH	\$0.00	\$0.00	\$880.23	\$0.00	\$880.23	\$0.00	\$880.23
962 PRE K & K - PRIMARY SOUTH	\$0.00	\$0.00	\$18,935.06	\$404.59	\$18,530.47	\$2,395.41	\$16,135.06
980 GENERAL STUDENT - EVENSTART	\$0.00	\$0.00	\$1,567.97	\$0.00	\$1,567.97	\$0.00	\$1,567.97
983 GENERAL - ADMINISTRATION	\$0.00	\$440.58	\$1,557.05	\$60.34	\$1,937.29	\$0.00	\$1,937.29
984 DISTRICT TECH FEES - ADMINISTRATION	\$0.00	\$0.00	\$12,016.56	\$1,612.59	\$10,403.97	\$3,536.71	\$6,867.26
985 DRIVERS ED - ADMINISTRATION	\$0.00	\$1,650.00	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00
986 REFUND ACCT - ALL SCHOOLS	\$0.00	\$2,877.50	\$0.00	\$0.00	\$2,877.50	\$0.00	\$2,877.50
987 CAFETERIA - REFUND ACCT	\$0.00	\$34.25	\$0.00	\$0.00	\$34.25	\$0.00	\$34.25
988 EVEN START CACFP CAFETERIA	\$0.00	\$29.02	\$0.00	\$0.00	\$29.02	\$0.00	\$29.02
<b>Total</b>	<b>\$0.00</b>	<b>\$19,707.61</b>	<b>\$286,048.57</b>	<b>\$6,140.09</b>	<b>\$299,616.09</b>	<b>\$32,936.96</b>	<b>\$266,679.13</b>

8/2/24

I am formally resigning from the Administrative Assistant, Activity Fund Clerk and Minutes Board Clerk effective immediately as of 8/2/2024. I apologize for the inconvenience this will cause the office. I have enjoyed my time employed here at Idabel Public Schools, but I feel as of late that this is not the work environment for me. I again know this will be an inconvenience for this office and for the team, but I can no longer do this anymore. I hope that you understand, know this was not an easy discussion on my part. But I feel this is the better decision for my family currently.

Sincerely

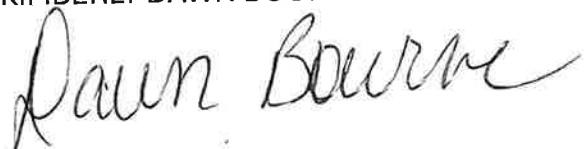
A handwritten signature in black ink, appearing to read 'Crystal Canant', written in a cursive style with a large initial 'C'.

Crystal Canant

8/5/24

I am resigning my position as of 8/5/24. I have enjoyed working for the Idabel Public School district for the last 14 years. The last year with transitions of several different employees has made it hard to do my job and train everyone else. It is in my best interest to move on to something else. Thanks for having me for so many years.

KIMBERLY DAWN BOURNE

A handwritten signature in black ink that reads "Dawn Bourne". The signature is written in a cursive style with a large initial "D" and a long, sweeping underline.

# FUND-RAISER REQUEST

The sponsor is to complete the fund-raiser request form in duplicate and submit it to the building principal.

TO: Katedria Mosley BUILDING: High School  
(Principal)

Student Council PLANS TO RAISE FUNDS  
(Club, Organization, Class, Activity)

Proposed Sales Project: Design of the Year Spirit Gear

Company and Address: Croc charms + pins + shirts

Representative: 1

Quantity to be Ordered: 100? - Will depend on sales

Cost per Unit: Unknown Proposed Sale Price per Unit: will depend on cost

1. Date of the fund raising is: ~~10/10/24~~ ~~10/11/24~~ ~~10/12/24~~
2. What are you going to use the money for? Stuco Activities (Sr. Sunrise/Sunset, 12 Days of Christmas, Halloween <sup>costume</sup> contest, suicide prevention activities, etc)
3. How much are you trying to raise (dollar figure)? As much as possible

Requested by:

Bethany J  
Sponsor Signature

Kat Moss  
Principal Signature

Date: 8/6/24

Board Action: Approved \_\_\_\_\_ Disapproved: \_\_\_\_\_

Signature: Kat Moss

# Speech Therapy Contract

This contract made and entered into as of the 25<sup>th</sup> day of July, 2024 by and between Idabel PS and McElroy Speech & Language Inc., Lana McElroy Speech Pathologist.

PURPOSE OF CONTRACT: The purpose of this contract is to provide indirect and/or direct services to the IEP team participant and/or special needs students of Idabel PS.

## I. TERMS

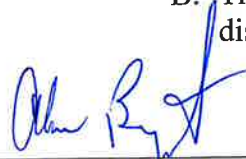
- A. The services will include screenings/evaluations, confidential file preparation/review, MEETS/IEP team meetings, consultations with teachers and/or parents, and monitoring/evaluation of student progress.
- B. The services will be provided for special needs students on an as Needed/as requested basis who present with delays/difficulties in the Areas of developmental delays in the areas of speech disorders, language disorders, oral motor deficits, fluency, voice, auditory processing disorders, and augmentative communication.
- C. The Speech Language Pathologist will be allotted zero (0) paid sick days per school year.


## II. COST OF SERVICES

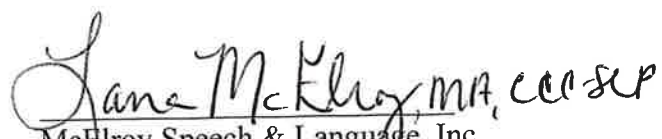
- A. The cost of services will be \$95 per hour paid by Idabel PS to the Speech Language Pathologist beginning August 1, 2024 and ending July 31, 2025.

## III. DURATION OF THE CONTRACT:

- A. The provisions of this contract are to become effective on the 1<sup>st</sup> day of August, 2024 and terminate on the 31<sup>st</sup> day of July, 2025.
- B. This contract is subject to termination upon thirty (30) day written disclosure by either party.

  
Alan Bryant, Superintendent  
Idabel PS

  
Laura Bullock, Special Education Director  
Idabel PS

  
McElroy Speech & Language, Inc  
Lana McElroy, M.A., CCC-SLP  
Speech-Language Pathologist

## Speech/Language Pathology Services Agreement

This agreement is made this 19<sup>th</sup> day of July, 2024 and between the SCHOOL DISTRICT OF IDABEL, OKLAHOMA (hereinafter "School District") and KEN KLIEWER as follows:

Ken Kliewer agrees to provide Speech/Language Pathology Services to the School District set forth in the terms and conditions listed below:

### Terms:

The school district agrees to pay KEN KLIEWER \$62.50 an hour, for 35 hours a week, for 172 days, for the 2024-25 school year.

Annual contracted rate includes 172 contract days (which includes New Teacher Training in August, 2024).

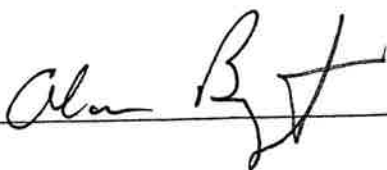
KEN KLIEWER will provide monthly invoices to the School District that reflect billed days as full days (\$437.50) and half days (\$218.75) only. Workday schedule 8:00 A.M. to 3:00 P.M. (exceptions include Parent/Teacher Conferences and Certified Professional Development Days).

These days are included within the 172 contracted days, that include 35 work hours, will be scheduled the same as other Certified Employees.

KEN KLIEWER will be responsible for all expenses associated with Professional Development that is NOT required by the School District.

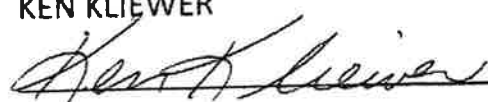
This agreement is approved by both parties listed below:


Idabel Public Schools

7/30/24, 

Superintendent

KEN KLIEWER



/07/19,2024 

## **SPEECH THERAPY SERVICE CONTRACT**

This Speech Therapy Service Contract ("Agreement") is made and entered into as of the 1st day of September, 2024 ("Execution Date") by and between Idabel Independent School District ("School") and Julie Clark ("Therapist").

### **AGREEMENT**

In consideration of the mutual covenants and obligations of this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **TERM.** The term of this Agreement shall commence on or around the beginning of the 2024/2025 school year and shall terminate on the last day of the 2024/2025 school year ("Term"). The term of this Agreement shall also include any Extended School Year services provided at the request of the School.

2. **AGREEMENT TERMS.** All services rendered by the Provider shall be rendered in a competent, efficient, and satisfactory manner and in strict accordance with currently approved methods and practices of the Provider's profession. The parties agree that the therapist shall be an independent contractor and not the School's employee, however the therapist shall be deemed to be School personnel for licensing purposes.

3. **THERAPIST'S QUALIFICATIONS.** All services provided by the Provider shall be performed by an Oklahoma licensed Speech-Language Pathologist Intern ("SLP-CF") holding a master's degree and an Oklahoma State Teaching Certificate. The school shall procure and maintain a state and American Speech-Language-Hearing Association (ASHA) CCC certified and qualified Speech Language Pathology Supervisor to be in compliance with local, state, and ASHA rules, regulations, and procedures throughout the course of the contract period. The supervisor shall be in compliance with supervision qualifications and duties per Oklahoma Board of Examiners for Speech-Language Pathology and Audiology (OBESPA) and ASHA at all times.

4. **SERVICES OF THERAPIST.** Services shall include Speech-Language Pathology Intern furnished in accordance with the plan of treatment/IEP. Therapist shall utilize best efforts to:

- a. Provide appropriate speech therapy services on a regular basis according to IEP specifications using the telepractice service model.
- b. Provide appropriate documentation required by the School.
- c. Develop and follow the IEP for the student's communication deficits or work with appropriate School staff to adjust IEP to meet the student's needs.
- d. Evaluate communication skills of students as requested.
- e. Communicate regularly with appropriate staff via email or phone.
- f. Participate in students' IEP meetings and appropriate conferences via computer or phone.

g. Re-schedule any missed sessions caused by the therapist. Missed sessions caused by the student/school may be re-scheduled if possible and will be billed at the regular rate.

h. Complete all documentation requested by the School for which the School is attempting to seek MA payment. The therapist does not directly bill MA, does not provide expert advice in MA billing, and does not determine which students, schools, or services may qualify for MA funding. It is the School's responsibility to determine what speech therapy services provided by the therapist are eligible to bill for MA funding.

**5. TECHNOLOGY.** Therapist shall provide and maintain their own technology to use the online speech therapy meeting room for the scheduled sessions. In the event that the therapist's technology is temporarily not functional, she will contact the School and the School will not be charged for the scheduled sessions. All attempts will be made to re-schedule those missed sessions.

The School shall be responsible to provide and maintain its own technology in order to adequately use the online speech therapy meeting room. This includes at minimum a Microsoft Windows or Mac based PC with an adequately sized monitor, webcam, a headset, a back-up phone (speaker phone or headset), printer, and reliable high-speed internet with adequate bandwidth for telepractice. Group therapy sessions may require additional technology such as Chrome books, headphones, etc. to be available at request of the therapist. Any missed sessions (without 24-hour notice) due to the school's non-functional technology will be billed at the regular rate. Reasonable efforts will be made to re-schedule those missed sessions and will be billed at the regular rate.

The School shall give the Provider full-administrative access to its telepractice computer via a remote management software package that is provided by the school that is HIPPA compliant such as ZOOM. The School shall allow internet access to online speech therapy resources through the telepractice computer's internet connection.

**6. OTHER ACCOMMODATIONS.** The School shall provide at its own expense, a "telepractice assistant" (usually a paraprofessional) to maintain the continuity of the telepractice services under the therapist's supervision and direction. The School shall also provide a quiet room or otherwise appropriate space that is adequate for telepractice speech therapy services.

**7. COMPENSATION.** Therapist shall be compensated by the School for speech therapy services rendered at the request of the School at the rate of \$55.00 per hour for services delivered using the telepractice delivery model and \$60.00 per hour for those delivered in-person at the discretion of the therapist. Speech therapy services include but are not limited to evaluation, direct time, indirect time, make-up sessions, preparation time, documentation time, meeting time, therapy-related communication, travel time and mileage if requested by the school. All scheduled appointments require a minimum of 24-hour notice for cancellation in order to avoid being charged at the regular rate. Therapist shall provide bi-weekly billing statements of services rendered, which shall be paid no later than 14 days after billing statements are submitted to School District.

**8. MISCELLANEOUS PROVISIONS.**

a. Nothing in this agreement shall be interpreted to be anything other than 'at will employment. Prior written notice of 10 days on the part of the therapist or School with or

without reason is acceptable as termination of the agreement and constitutes 'at will' employment.



## AGREEMENT

between

\_\_\_\_\_ School District and **HORIZON: Digitally Enhanced Campus**

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2024 between \_\_\_\_\_ School District ("District"), and Horizon: Digitally Enhanced Campus ("Horizon").

### I. INTRODUCTION

The Horizon Consortium is a network of school districts who provide access to online content and professional development through license agreements sponsored by Horizon.

Title 70, Section 1210.704 of the Oklahoma Statutes mandates the provision of a statewide online learning platform to provide high quality online learning opportunities for Oklahoma students that are aligned with the subject matter standards adopted by the State Board of Education. Additionally, Title 70, Section 3-145.3 of the Oklahoma Statutes mandates state negotiation with online vendors to provide a state rate price to school districts for supplemental online courses. Further, Oklahoma Administrative Code 777:15-1-4 requires that the price offered does not exceed the lowest price at which the course is offered by use or sale to any state, public school, or school district in the United States.

### II. ROLES AND RESPONSIBILITIES

District agrees to perform the following duties and responsibilities:

- a) Student access to curriculum content under the Concurrent License model will be shared by all consortium member schools through a licensing agreement with contracted vendors. Curriculum content under the Student License model is student-specific and linked uniquely to the respective district. District may make A La Carte purchases directly from the vendor or through Horizon reimbursement if purchasing through this Agreement.
- b) Compliance with all state/federal mandates will be the responsibility of District.
- c) District must provide, at its expense, server set up equipment (*if required*) and computers to be used by students when accessing content on-site.
- d) District will determine the individual students, their ages, and curriculum needs in providing access to virtual online content.
- e) District will participate in Professional Development and training required to ensure fidelity of program delivery. The training is provided to District by Horizon and online vendors at no cost.

modifications made throughout the school year. Individual student names will not be used in any reporting.

**V. EMPLOYMENT RELATIONSHIP**

This Agreement does not create an employment relationship between District and Horizon. At no time during the performance of this Agreement shall District have authority to obligate Horizon for payment of goods and services. District shall not make any promise of expenditure of funds by Horizon over the amount of funds Horizon has agreed to expend for this Agreement.

**VI. ASSIGNMENT**

The rights and obligations of Horizon and District may not be assigned or transferred to any other person, firm, or corporation without prior written consent of all parties.

**VII. DISPUTE RESOLUTION**

Any claims, disputes, or litigation arising from the Agreement shall be governed by the laws of the State of Oklahoma. Venue for any action shall be in the District Court for Oklahoma County, Oklahoma.

**VIII. AMENDMENTS**

Any change to this Agreement must be approved in writing by both parties.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have caused this Agreement to be executed as of the day and year first set forth above.

**DISTRICT**

**Horizon: Digitally Enhanced Campus**

*Rebecca Wilkinson*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION  
 NOTICE OF ALLOCATION  
 OF STATE PROGRAM ASSISTANCE & SALARY SUPPLEMENTS FOR FY 25

SUPERINTENDENT  
 IDABEL SCHOOL SYSTEM  
 200 NE C AVENUE  
 IDABEL, OK, 74745

TYPE OF AID	Project Code	Revenue Code	Amount
Program Assistance	412	3812	
3.00 AG EDUCATION			\$39,000.00
1.00 BUS & INFO TECH ED			\$13,000.00
1.00 FAM AND CONSUMER SCIENCES			\$8,000.00
Summer Salary	411	3811	
3.00 AG EDUCATION			\$23,760.00
State Teacher Supplement	411	3811	
3.00 AG EDUCATION			\$7,800.00
1.00 BUS & INFO TECH ED			\$2,200.00
1.00 FAM AND CONSUMER SCIENCES			\$2,200.00
		Total:	\$95,960.00

NOTE: Please provide a copy of this report to your business manager, local director, person responsible for OCAS coding and school principal where these programs are located

Questions regarding this Notice of Allocation should be directed to Valerie McBane at 405-743-5458

I hereby certify that the above allocations are made in accordance with the Oklahoma School Code.

Danielle Kipp,  
 Finance Manager  
 Oklahoma Department of Career and Technology Education

7/18/2024 2:38 PM  
 Date

**OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION  
CONTRACT FOR SECONDARY CAREER AND TECHNOLOGY EDUCATION PROGRAM(S) FOR SCHOOL YEAR 2024-2025**

It is understood and agreed that Oklahoma Career and Technology Education funds will be used to assist in the development and maintenance of a Career and Technology Education program that meets the standards, provisions, and requirements contained in the State Plan for Career and Technology Education, the CareerTech state rules and regulations, and policies pertaining to Career and Technology Education, state laws, and federal policies pertaining to Career and Technology Education. The aforementioned district will provide the funds necessary for quality programs and report such expenditures to the Oklahoma Department of Career and Technology Education (ODCTE). All programs supported under this contract have been coordinated with other training agencies and institutions in the area.

It is also understood and agreed that necessary records shall be kept, and all reports required by the State Board shall be submitted to the appropriate area of ODCTE by the established due date. The Salary and Teaching Schedule, **due by September 30, 2024** is one of these reports and is considered a part of this contract in addition to CESI Enrollment and Follow-Up reports. Those programs delinquent in submitting accurate reports are subject to having reimbursement withheld or withdrawn by ODCTE.

The program(s) on the listed attachment shall have an established local advisory committee to assist in their development and/or direction.

The teacher(s) of the program(s) listed herein shall have a valid teaching certificate in the specific subject matter area. Other Career and Technology Education personnel involved in the delivery of the programs listed shall meet the minimum requirements for the duties and responsibilities for which funds are requested.

It is understood that program(s) provided for in this contract, as indicated on the list of programs included with this contract, and the Salary and Teaching Schedule, shall be operated for ten or twelve calendar months. Ag Education is a twelve (12) month program. All other CTE programs follow the school calendar. Should any program(s) not be operational for the entire period and led by a certified instructor(s) as indicated on this contract, it is understood that funding will be reduced proportionately.

Program assistance funds received from ODCTE shall be spent on CareerTech programs and will be coded to 412. Salary supplement received from ODCTE shall be coded to 411.


Furthermore, the aforementioned school district certifies that all such program(s) listed in this contract are open with respect to equal access to males and females and that disabled students who, under the direction of a planning committee apply for admission, are provided Career and Technology Education as specified in the Individual Education Plan (IEP) as appropriate.

This contract, once signed and completed, should be returned to [renae.burke@careertech.ok.gov](mailto:renae.burke@careertech.ok.gov) **no later than September 30, 2024.**

**Approved:**

\_\_\_\_\_  
Brent Haken, State Director

Date

_____ President, Board of Education	_____ Date
	7-23-24
_____ Superintendent of Schools	_____ Date

\_\_\_\_\_  
Idabel School System  
District Name (please print)

**CHOCTAW NATION OF OKLAHOMA  
PO BOX 1210  
Durant, Ok 74702**



**MEMORANDUM OF UNDERSTANDING FOR SPECIAL EDUCATION SERVICES**

This Memorandum of Understanding is between Idabel Public School and the Choctaw Nation of Oklahoma Head Start Program for the establishment of a mutual commitment to serve children who have been identified as having a disability for the period of **July 1, 2023 to June 30, 2024**.

**PURPOSE:**

The purpose of this Memorandum of Understanding is to improve service delivery to children eligible for services under the Individuals with Disabilities Education Act (IDEA), including the referral and evaluation process, service coordination, promotion of service provision in the least restrictive appropriate community-based setting and reduction in dual enrollment which causes reduced time less restrictive setting, and transition services as children move from services provided under part C of IDEA to services under Part B of IDEA and from preschool to Kindergarten. This agreement will establish working procedures, roles and responsibilities, and to provide the guidance for collaboration and cooperation between the agencies in accordance with procedures established by the Oklahoma State Department of Education (OSDE), the Individuals with Disabilities Education Act (IDEA), and by the Head Start Program Performance Standards (45 CFR 1308).

It is the intent of this Agreement to:

1. Define what services will be provided by each Agency for preschool children who are eligible for special education services between the ages of three (3) and five (5).
2. Ensure that children eligible for preschool special education services receive appropriate public education in the least restrictive environment.
3. Ensure that each Agency cooperatively maintains communications and shares leadership responsibilities at the local level to ensure that available resources are utilized in the most effective manner.
4. Ensure that cooperative arrangements between the Agencies are developed, implemented and preserved.

## **RESPONSIBILITIES:**

### **LOCAL HEAD START RESPONSIBILITIES:**

1. Recruit, enroll and serve eligible children age three (3) to five (5).
2. Participate in Child Find activities. Contact Local Education Agencies (LEA) and local Sooner Start Agencies.
3. Conduct Vision, Auditory, Articulation, Behavioral Health and a Devereux Early Childhood Assessment (DECA) on all enrolled children, within forty-five (45) calendar days of the child's first day of school as required by Head Start Program Performance Standards 45 CFR 1304 and 1308.
4. If a referral to the Local Education Agency (LEA) for additional evaluation is needed, with parental consent, Head Start will complete a Review of Existing Data form, a Parent Consent for Evaluation form, and a Release of Confidentiality form. The parent/guardian will receive a copy of their Parental Rights.
5. Head Start shall work with the LEA for assurance of collaboration and coordination of services to preschool children with disabilities
6. The Head Start will provide a support system for families and children with disabilities through training, information and involvement in the program, as well as collaboration with the LEA and other community services.
7. Head Start agrees to provide and participate with the LEA or the Oklahoma State Department of Education (OSDE) regional representatives training of staff and parents, as needed.
8. The Head Start and LEA will conduct an Individual Education Program (IEP) reevaluation if the child accomplishes the IEP goals or when a change of program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start staff or the LEA Special Education program staff.
9. All information received by the Head Start from the LEA will be kept in a secure manner, which will prevent unauthorized access, and is in a central location adhering to confidentiality requirements under the Family Educational Rights and Privacy Act (FERPA) and state laws.
10. Head Start will work cooperatively to provide a smooth and orderly transition of children to Public School.

### **LOCAL EDUCATION AGENCY (LEA) RESPONSIBILITIES:**

1. Upon referral from the Head Start Center Supervisor, the LEA will conduct a comprehensive evaluation for determination of the need for special education and related services in accordance with State and Federal regulations governing Special Education.
2. If the LEA requires their own Parental Consent for Evaluation form rather than using the forms the Head Start has obtained, it is their responsibility to obtain the forms to meet their requirements. Head Start will assist as needed.

3. The LEA will compile the evaluation information utilizing the Multidisciplinary Evaluation Plan and Eligibility Group Summary (MEEGS) form within 60 calendar days of the Parent/Guardian completion of the Parent Consent for Evaluation form.
4. The LEA will assemble a MEEGS team, through prior written notice of meeting, which will include parents, Head Start representatives (Disabilities Coordinator, Center Supervisor, etc.) in accordance with State and Federal regulations governing Special Education.

The MEEGS team will explain the valuation procedures, the results and decision as to whether the child has a disability which requires special education and related services or other educational intervention and services. The team will utilize the IDEA Part B Eligibility Criteria for the determination.

5. If the MEEGS team determines the child needs services, the LEA will develop an Individual Education Program (IEP) and determine placement and related services. All services will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
6. Provide for transportation to and from the Head Start Center as determined by the IEP for attainment of special education and related services. Head Start will assist as needed.
7. Provide or contract for the services required by the child's IEP.
8. Provide special equipment, furniture, materials, and technical assistance as determined by the IEP. Head Start will assist as needed.
9. Provide a paraprofessional if the IEP/MEEGS team decides that it is needed.
10. The LEA, with parental verbal consent, will release copies of the IEP, MEEGS team evaluation forms, all necessary special education records and documentation of services at the time of the MEEGS team meeting.
11. The LEA and Head Start will conduct an IEP review if the child accomplishes the IEP goals or when a change of program or placement of a child is being considered. A meeting may be requested by the parent, the Head Start staff or the LEA Special Education program staff.
12. Maintain the confidentiality of records according to the Oklahoma State Department of Education and Head Start Policies and Procedures.

#### **RESOLUTION OF DISPUTE:**

In the event of disputes between the Parents, the Head Start and the LEA, the following process will be followed for resolution:

1. The dispute will be brought to the attention of the LEA, the Head Start Director and the Head Start Disabilities Coordinator to seek resolution of the dispute.
2. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director, the Disabilities Coordinator, the LEA, and the LEA's Regional Education Services Director.
3. If the issue is not resolved, as described above, then the matter will be submitted in writing to the Oklahoma State Department of Education (OSDE).

**SIGNATURES:**

Alan Byrd  
**LOCAL EDUCATION REPRESENTATIVE**

7-26-2023  
**DATE**

Sarah Snow  
**HEAD START DIRECTOR**

7-20-23  
**DATE**

Mandi Marshall-Must  
**HEAD START DISABILITIES COORDINATOR**

7-20-23  
**DATE**

**To assist Choctaw Nation Head Start in this collaboration effort, please complete the following information:**

**NAME OF SCHOOL:** Idabel Public Schools

**MAILING ADDRESS:** 200 NE Ave C  
Idabel, OK 74745

**PRINCIPAL:** Stephanie Ratcliff

**PHONE NUMBER:** (580) 286-4400

**SPECIAL EDUCATION DIRECTOR:** Sterrette Coffman

**PHONE NUMBER:** (580) 286-7639



# Choctaw Nation of Oklahoma

## Head Start

P.O. Box 1210 \* Durant, OK 74702  
(580) 924-8280 \* Fax (580) 920-4963

Gary Batton  
Chief

Jack Austin Jr.  
Assistant Chief

## Interagency Memorandum of Understanding for Preschool Services

This agreement is between **Idabel Public School District** and **Choctaw Nation Head Start** for the period of **July 1, 2023** through **June 30, 2024**. This agreement is binding on the staff members of both agencies and will be reviewed at least annually. Either agency may revoke this agreement with a notice of at least 30 days.

The purpose of this agreement is to establish working procedures between **Idabel Public School District** and **Choctaw Nation Head Start** in the provision of services to preschool children, in compliance with federal and state laws and regulations.

### It is the intent of this agreement to:

1. Define which services will be provided by each agency.
2. Ensure that children who are eligible for preschool services receive such services as required by federal and state laws and regulations that will improve their readiness for school.
3. Ensure that each agency cooperatively maintains communication and share leadership responsibilities at the local level to ensure that available resources are utilized in the most effective manner.
4. Ensure that cooperative arrangements between **Idabel Public School District** and **Choctaw Nation Head Start** are developed, implemented, and maintained.

**This agreement applies only to preschool children three-years-old to kindergarten eligible, inclusive, who are eligible for preschool services.**

### I. PURPOSE

The purpose of this agreement is to provide collaboration and coordination activities for eligible children.

### II. DURATION

This agreement shall cover the period from **July 1, 2023** through **June 30, 2024**.

### III. GENERAL PROVISIONS OF THE AGREEMENT

All parties agree:

Preschool children are best served in environments that provide instruction in their home language and culture.

### IV. AGENCY RESPONSIBILITIES

#### **Choctaw Nation Head Start agrees to:**

1. Collaborate and coordinate with **Idabel Public School District** to improve the availability and quality of services to Head Start children and families.
2. Participate in outreach efforts to identify eligible children.
  - a. Receive parent permission to share information about such children.
  - b. Collaborate with **Idabel Public School District** teachers regarding professional development and instructional strategies.
  - c. Ensure a smooth transition to school for eligible children.

**4. Funding and Financial Responsibility**

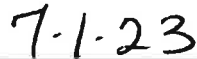
It is specifically agreed that neither party shall be responsible for costs or expenditures incurred by the other, other than those expenses defined in any separate agreements in writing that may be between the parties cooperating in this program.

**5. Modification of the Agreement**

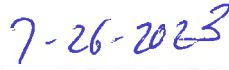
Modification of the agreement shall be made by mutual consent of all parties. Written notification of changes to this document must be presented to all parties 30 days prior to any changes, and all parties must agree to the modification. Termination of the agreement may occur by any party upon a 60-day written notification.

It is agreed that the **Idabel Public School District** and **Choctaw Nation Head Start** do understand and intend to abide by the terms outlined in this agreement. This agreement shall become effective when signed.

  
\_\_\_\_\_  
Choctaw Nation Head Start Director

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Idabel Public School District  
Representative

  
\_\_\_\_\_  
Date

This is an agreement (Agreement) between McREL International (McREL), 4601 DTC Boulevard, Suite 500, Denver, CO 80237 and Idabel Public Schools (District), 200 NE Ave C, Idabel, OK 74745. It shall become effective on the last of the signature dates provided below (Effective Date).

RECITALS:

- A. McREL is the owner of principal and teacher evaluation rubrics described in Exhibit A attached hereto (Evaluation Rubrics).
- B. District desires to use the Evaluation Rubrics in connection with its operations and McREL is willing to license the use of the Evaluation Rubrics to District according to the terms and conditions of this Agreement.

AGREEMENT:

1. License

- 1.1 Grant. McREL hereby grants to District a world-wide, non-exclusive, non-transferable license to use the Evaluation Rubrics, as described in Exhibit A, in connection with principal and teacher evaluations for the principals and teachers associated with the District, during the term of this Agreement. District may use the Evaluation Rubrics in printed form and may post the Evaluation Rubrics on an internal secure computer network, if there is no public access to the network.
  - 1.2 Mandatory Training. Prior to **beginning** use of the Evaluation Rubrics, District must purchase and receive a one-time, two day McREL training on the use of the Evaluation Rubrics. The process of purchasing and receiving this training is set forth in Exhibit B. After purchasing and receiving the McREL training, the use of the Evaluation Rubrics during the term of this Agreement is without further cost to District.
  - 1.3 Limitations.
    - 1.3.1 District may not use the Evaluation Rubrics before completing the McREL training.
    - 1.3.2 District may not modify the Evaluation Rubrics in any way, unless authorized in writing by McREL.
    - 1.3.3 District may not use the Evaluation Rubrics for any commercial purpose or any purpose other than principal and teacher evaluations for the principals and teachers associated with the District. In particular, District may not share the Evaluation Rubrics with anyone that is not associated with the District.
    - 1.3.4 District may not distribute or disclose the Evaluation Rubrics to the public or to persons outside the District. District may not post or publish the Evaluation Rubrics on the Internet or any computer or computer network that may be accessed
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by the public or otherwise make the Evaluation Rubrics available to the public or any persons outside of the District in any form.

1.3.5 McREL and its suppliers retain all right, title and interest, including, but not limited to, all copyright and intellectual property rights, in and to the Evaluation Rubrics. All rights not specifically granted in this Agreement are reserved by McREL and its suppliers. District shall have no right, title, or interest with respect to the Evaluation Rubrics except the rights specifically granted by this Agreement.

1.4 Scope. The licensee granted herein covers only the Evaluation Rubrics in hardcopy form and electronic copies of such documents as described in Exhibit A. The license does not extend to or include the full web-based McREL evaluation and professional development planning system. If the District wishes to use the full McREL system, it must obtain a separate license from McREL.

## 2. Disclaimer: Limitation of Liability

2.1 Disclaimer. McREL and its suppliers do not make, and hereby disclaim, any and all express, implied, or statutory warranties, including but not limited to, warranties of merchantability, fitness for a particular purpose, title and non-infringement, and any warranties arising from course of dealing, course of performance, or trade usage. District acknowledges and agrees that the evaluation rubrics are provided “as-is.”

2.2 Limitation of Liability. Under no circumstances shall McREL or its suppliers be liable for any type of damages related to the evaluation rubrics, including but not limited to, incidental, special, punitive, indirect or consequential damages. neither McREL nor its suppliers shall be liable to district or any third party for any damages or claims arising out of or relating to the use of the evaluation rubrics or any information resulting therefrom, regardless of the theory of liability or the form of the claim or action, even if McREL or its representatives have been advised of the possibility of such damages or claims.

2.3 Survival. The terms of Section 2.1, 2.2, and 2.3 shall survive any termination or expiration of this Agreement.

## 3. Ownership, Copyright, and Infringement

3.1 District hereby acknowledges the validity of McREL's full and exclusive rights in and to the Evaluation Rubrics, as well as McREL's ownership thereof. Copyright in the Evaluation Rubrics remains the property of McREL.

3.2 Except as required by law or as otherwise permitted herein, District shall not directly or indirectly permit, license, sublicense, or attempt to license or sublicense, whether orally or in writing, any other firm or person to use or copy the Evaluation Rubrics without first obtaining written permission from McREL. (NOTE see section 1.1)

#### 4. Term and Termination

- 4.1 The initial term of this Agreement shall commence on the Effective Date, and end on August 31, 2024 unless terminated earlier as provided in this Agreement. The agreement may be renewed annually thereafter by mutual consent of both parties, provided that, said agreement is approved and ratified by the District's Board of Education on or before August 31<sup>st</sup> of the renewal year.
- 4.2 Upon written notice thereof, this Agreement may be terminated by either party for material breach of any obligation hereunder by the other party, and if such other party fails to cure such breach within thirty (30) days after receipt of written notice thereof.
- 4.3 Upon expiration or termination of this Agreement, District shall discontinue all use and reproduction or other use of the Evaluation Rubrics.

#### 5. Entire Agreement

This Agreement shall constitute the entire Agreement between McREL and District with respect to the subject matter hereof; shall supersede all other previous negotiations, commitments and writings; and shall not be modified and altered in any manner except by a written instrument duly executed by the parties hereto.

#### 6. Assignment

This Agreement and the licensed rights herein granted shall not be assigned, sublicensed or transferred by District without McREL's prior written consent. McREL may freely assign this Agreement.

#### 7. Enforceability and Waiver

Failure of either District or McREL to enforce any of the provisions of this Agreement at any time shall not in any way be construed to be a waiver of such provisions or of any other provision of this Agreement. Waiver of any breach of this Agreement shall not be held to be a waiver of any other or subsequent breach.

#### 8. Severability

District and McREL acknowledge and agree that, should any provision of this Agreement be determined by a court of competent jurisdiction to violate or contravene any law, such provision shall be severed and modified to the extent necessary to comply with the applicable law, and such modified provision and the remainder of the provision hereof shall continue in full force and effect.

9. Notice

Any notice required to be given pursuant to this Agreement shall be in writing and delivered personally to the other party, or mailed by certified or registered mail, return receipt requested or delivered by a recognized national overnight courier service to the addresses and individuals as follows:

If to District: Name: <del>Doug Brown</del> <u>Alan Bryant</u>	If to McREL: Attn: <u>Chief Marketing &amp; Innovation Officer</u>
Title: <u>Superintendent</u>	McREL
Address: <u>200 NE Ave C</u>	4601 DTC Boulevard, Suite 500
<u>Idabel, OK 74745</u>	Denver, CO 80237

10. No Partnership

Nothing contained in this Agreement shall be construed as forming a joint venture or partnership between the parties, or making one party the agent of the other party, nor shall either party be construed to be a subcontractor of the other.

IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be duly executed in duplicate as follows:

Signature: <u>Alan Bryant</u>	Signature: _____
Date: <u>8-9-2023</u>	Date: _____
Name: <u>Doug Brown</u>	Name: <u>Ron Miletta</u>
Title: <u>Superintendent</u>	Title: <u>Chief Marketing &amp; Innovation Officer</u>
District: <u>Idabel Public Schools</u>	Company: <u>McREL International</u>
Email: <u>doug.brown@idabelps.org</u> <u>abryant@idabelps.org</u>	Email: <u>rmiletta@mcrel.org</u>

**Exhibit A: Description of the Evaluation Rubrics**

The McREL Balanced Leadership® principal evaluation rubrics are based on McREL’s meta-analytic research of effective principals, which identified 21 leadership responsibilities and 66 related practices linked to higher levels of student achievement. The intended purpose of McREL’s Principal Evaluation System is to assess the principal’s performance in relation to the research-based strategies that have been proven to be effective. The following table lists the 21 responsibilities evaluated by the McREL Balanced Leadership principal evaluation rubrics.

Element	Responsibilities
Managing Change	<ul style="list-style-type: none"> <li>A. Change Agent: Is willing to and actively challenges the status quo.</li> <li>B. Flexibility: Adapts his or her leadership behavior to the needs of the current situation and is comfortable with dissent.</li> <li>C. Ideals and Beliefs: Communicates and operates from strong ideals and beliefs about school and schooling.</li> <li>D. Intellectual Stimulation: Ensures that the faculty and staff are aware of the most current theories and practices and makes the discussion of these a regular aspect of the school culture.</li> <li>E. Knowledge of Curriculum, Instruction, and Assessment: Is knowledgeable about the current curriculum, instruction, and assessment practices.</li> <li>F. Monitor and Evaluate: Monitors the effectiveness of school practices and their impact on student learning.</li> <li>G. Optimize: Inspires and leads new and challenging innovations.</li> </ul>
Focus of Leadership	<ul style="list-style-type: none"> <li>A. Contingent Rewards: Recognizes and rewards individual accomplishments.</li> <li>B. Discipline: Protects teachers from issues and influences that would detract from their time or focus.</li> <li>C. Focus: Establishes clear goals and keeps those goals in the forefront of the school’s attention.</li> <li>D. Involvement in Curriculum, Instruction, and Assessment: Is directly involved in helping teachers design curricular activities and address assessment and instructional issues.</li> <li>E. Order: Establishes a set of standard operating procedures and routines.</li> <li>F. Outreach: Is an advocate and spokesperson of the school to all stakeholders.</li> <li>G. Resources: Provides teachers with material and professional development for the necessary execution of their jobs.</li> </ul>
Purposeful Community	<ul style="list-style-type: none"> <li>A. Affirmation: Recognizes and celebrates school accomplishment and acknowledges failures.</li> <li>B. Communication: Establishes strong lines of communication with teachers and among students.</li> <li>C. Culture: Fosters shared beliefs and a sense of community and cooperation.</li> <li>D. Input: Involves teachers in the design and implementation of important decisions.</li> <li>E. Relationships: Demonstrates awareness of the personal aspects of teachers and staff.</li> <li>F. Situational Awareness: Is aware of the details and the undercurrents in the running of the school and uses this information to address current and potential problems.</li> <li>G. Visibility: Has quality contacts and interactions with teachers and students.</li> </ul>

## **Exhibit B: McREL Training on Evaluation Rubrics**

Effective implementation of McREL's personnel evaluation rubrics must be supported by McREL professional development and technical assistance provided by McREL and/or the Cooperative Council for School Administration. This professional development addresses the content of the instruments and the implications adopting a new personnel evaluation system will have for the educators involved. Overall, the required professional development is designed to foster a district's ability to implement with fidelity.

The initial implementation professional development includes:

- a two-day professional development session for up to 50 participants,
- copies of user guides and technical support documents for participants,
- PDFs of user guides and technical support documents,
- three follow-up technical support webinars, and
- access to a McREL consultant for implementation questions that may arise during the initial year of implementation.

ADMINISTRATIVE WRITTEN DISCLOSURE STATEMENT FOR OFFER OF  
TEMPORARY TEACHING CONTRACT

On the 1<sup>st</sup> day of AUGUST, Larry M. Hutchings ("Applicant") was potentially offered a position by TAKA JACKSON ("Administrator"). Having applied for a position of employment, Applicant was provided with this written disclosure regarding the terms and conditions of the temporary contract. Pursuant to 70 O.S. § 6-101.23 (G), the administration is required to provide a full written disclosure of the terms and conditions of the temporary contract at the time a temporary teaching position is offered. This statement is intended solely to satisfy that statutory requirement, and is not in any way intended to be interpreted as the temporary teaching contract itself.

It is expressly understood by the Applicant that:

1. Applicant has been offered employment, and has accepted employment only as a temporary teacher.
2. Applicant understands that the term of employment under the proposed contract shall be for the 24-25 school year only. Applicant understands that no continuing employment rights exist to future employment by the school district.
3. Applicant understands the dismissal and suspension provisions of the Teacher Due Process Act of 1990 apply to Applicant as far as any proposed dismissal or suspension during the time period specified in the temporary contract.
4. Applicant understands that the evaluation provisions in Sections 6-101.10 and 6-101.11 of Title 70 and in the Teacher Due Process Act of 1990 apply to Applicant during the time period specified in the temporary contract.
5. If Applicant works a complete school year under the temporary contract, Applicant will receive one year of service credit toward career status in the school district.
6. Applicant will receive compensation in an amount to be established by the board of education as per district policy.
7. Applicant understands that the temporary teaching position will automatically terminate on the 16<sup>th</sup> day of May, 2024.
8. Applicant will not receive any additional notification from the board of education regarding the fact that the temporary teaching contract will not continue beyond the 16<sup>th</sup> day of May 2024.

Having read and being offered the opportunity to discuss the above-referenced provisions with Administrator, Applicant hereby acknowledge that a full, written disclosure of the above-referenced terms has occurred.

Date this 1<sup>st</sup> day of AUGUST, 2024

Larry M. Hutchings  
Applicant

Acknowledged:

Taka Jackson  
Administrator

August Melissa B. Biggs - Applicant

Applicant was provided with a full written disclosure of the terms and conditions of the temporary contract. Pursuant to 70 O.S. § 6-101.23 (G), the administration is required to disclose the terms and conditions of the temporary contract at the time a temporary support position is offered. This statement is intended solely to satisfy that statutory requirement and is not in any way intended to be interpreted as the temporary support contract itself.

It is expected and understood by the Applicant that:

- 1. Applicant has been offered employment, and has accepted employment only as temporary support.
- 2. Applicant understands that the term of employment under the proposed contract shall be for the 24-25 school year only. Applicant understands that no continuing employment rights exist to future employment by the school district.
- 3. If Applicant works a complete school year under the temporary contract, Applicant will receive one year of service credit toward career status in the school district.
- 4. Applicant will receive compensation in an amount to be established by the board of education as per district policy.
- 5. Applicant understands that the temporary support position will automatically terminate on the 16th day of May, 2024.
- 6. Applicant will not receive any additional notification from the board of education regarding the fact that the temporary teaching contract will not continue beyond the 16th day of May, 2024.

After read and being offered the opportunity to discuss the above-referenced provisions with a representative, Applicant hereby acknowledge that a full, written disclosure of the above-referenced terms has been provided.

Date: 17 day of August 2024

*Melissa B. Biggs*  
Applicant

*[Signature]*  
Administrator

ADMINISTRATIVE WRITTEN DISCLOSURE STATEMENT FOR OFFER OF  
TEMPORARY TEACHING CONTRACT

On the 2<sup>nd</sup> day of AUGUST, Lucy Curtis ("Applicant") was potentially offered a position by JAKE JACKSON ("Administrator"). Having applied for a position of employment, Applicant was provided with this written disclosure regarding the terms and conditions of the temporary contract. Pursuant to 70 O.S. § 6-101.23 (G), the administration is required to provide a full written disclosure of the terms and conditions of the temporary contract at the time a temporary teaching position is offered. This statement is intended solely to satisfy that statutory requirement, and is not in any way intended to be interpreted as the temporary teaching contract itself.

It is expressly understood by the Applicant that:

1. Applicant has been offered employment, and has accepted employment only as a temporary teacher.
2. Applicant understands that the term of employment under the proposed contract shall be for the 24/25 school year only. Applicant understands that no continuing employment rights exist to future employment by the school district.
3. Applicant understands the dismissal and suspension provisions of the Teacher Due Process Act of 1990 apply to Applicant as far as any proposed dismissal or suspension during the time period specified in the temporary contract.
4. Applicant understands that the evaluation provisions in Sections 6-101.10 and 1-101.11 of Title 70 and in the Teacher Due Process Act of 1990 apply to Applicant during the time period specified in the temporary contract.
5. If Applicant works a complete school year under the temporary contract, Applicant will receive one year of service credit toward career status in the school district.
6. Applicant will receive compensation in an amount to be established by the board of education as per district policy.
7. Applicant understands that the temporary teaching position will automatically terminate on the 16<sup>th</sup> day of May, 2024.
8. Applicant will not receive any additional notification from the board of education regarding the fact that the temporary teaching contract will not continue beyond the 16<sup>th</sup> day of May, 2024.

Having read and being offered the opportunity to discuss the above-referenced provisions with Administrator, Applicant hereby acknowledge that a full, written disclosure of the above-referenced terms has occurred.

Date this 2<sup>nd</sup> day of AUGUST, 2024

Lucy Curtis  
Applicant

Acknowledged:

J. Jackson  
Administrator