



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 11, 2025 AT 5:30 PM WITH THE FOLLOWING ITEMS TO BE CONSIDERED:

AGENDA
REGULAR MEETING OF THE BOARD OF EDUCATION
August 11, 2025

1. **OPENING: CALL TO ORDER AND ROLL CALL OF MEMBERS.**
 - A. **PRESIDENT: DONNY BUTLER**
 - B. **VICE PRESIDENT: JAMES RALEY**
 - C. **CLERK: ERIC NUBER**
 - D. **MEMBER: MADDIE BRILEY**
 - E. **MEMBER: SHARON HILL-WOOTEN**

2. **CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING ITEMS:
MINUTES OF 7-14-25 REGULAR MEETING**

TREASURER'S REPORT
ENCUMBRANCES

FUND NUMBERS:
GENERAL FUND 11 - #175-241
5 MIL BUILDING FUND 21- #16-25
CHILD NUTRITION FUND 22- #18-21
BUILDING BOND 36 - #1-2

ACTIVITY FUND BALANCES

TRANSFERS
\$80.00 FROM DANCE TO CHEER FOR BAKE SALE

RESIGNATIONS AND RETIREMENTS:

3. **PRINCIPALS/DIRECTORS REPORT**
SUPERINTENDENTS REPORT

4. **APPROVE OR DISAPPROVE THE RECOMMENDED ANNUAL UPDATE TO THE BOARD POLICY MANUAL, AS ADVISED BY SCHOOL ATTORNEYS RFR, TO ENSURE ALIGNMENT WITH CURRENT STATE LAW.**
 - **School Board Meetings**
 - **Length of School Year**
 - **Strong Readers Act**
 - **Flag Protocol**
 - **Abuse, Neglect, Exploitation and Trafficking**
 - **Criminal Records Searches**
 - **Pregnant Workers Fairness Act**
 - **Certified Leave**
 - **Suspension, Dismissal and Nonreemployment of Teachers**
 - **Support Leave**
 - **Open Records**
 - **Student Behavior**
 - **Student Transfers**
 - **Discrimination, Harassment and Retaliation**
 - **Including Students with Disabilities in Assessments**
 - **Whistleblower form (RFR Form Manual Appendix)**
 - **Abuse, Neglect, Exploitation and Trafficking (RFR Form Manual Appendix)**
 - **Suspension, Dismissal and Nonreemployment of ADMINISTRATORS**
 - **Title IX**

5. **VOTE TO APPROVE OR DISAPPROVE THE AMENDED KIAMICHI TECH TRANSPORTATION CONTRACT FOR 2025-26 SCHOOL YEAR.**

6. **VOTE TO APPROVE OR DISAPPROVE THE 4M BUILDING SOLUTIONS CONTRACT FOR 2025-26 SCHOOL YEAR.**

7. **VOTE TO APPROVE OR DISAPPROVE THE MEMORANDUM OF UNDERSTANDING FOR SPECIAL SERVICES BETWEEN IDABEL PUBLIC SCHOOLS AND CHOCTAW NATION HEAD START FOR THE PERIOD OF JULY 1, 2025-JUNE 30, 2026.**

8. **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, 2025-JUNE 30, 2026.**

9. VOTE TO APPROVE OR DISAPPROVE CAREER TECH NOTICE OF ALLOCATION AND SECONDARY CONTRACT FOR 2025-26.

10. VOTE TO APPROVE OR DISAPPROVE THE MEMORANDUM OF UNDERSTANDING WITH SOUTHEASTERN OKLAHOMA STATE UNIVERSITY FOR THE PURPOSE OF PLACEMENT OF STUDENT TEACHERS WITHIN THE DISTRICT.

11. APPROVE OR DISAPPROVE THE MIDDLE SCHOOL'S TIME TREKKER BOOK CLUB TRIP TO TRAVEL TO WACO, SAN ANTONIO AND DALLAS ON JUNE 3-6, 2026.

12. VOTE TO APPROVE OR DISAPPROVE PAYING NEWLY HIRED SUPPORT STAFF A \$50 STIPEND FOR PARTICIPATING IN A HALF-DAY OF PROFESSIONAL DEVELOPMENT OUTSIDE OF CONTRACT HOURS ON AUGUST 8, 2025.
PARTICIPANTS:
ANDREA ALLEN
CASTLE BRAXTON
KILEY COX
YASHMEIA DAVIS
JENNY HOLLEY
HAYLEE JAMES
TAMIERA JONES

13. VOTE TO APPROVE OR DISAPPROVE A \$250 STIPEND FOR NEWLY HIRED TEACHERS WHO PARTICIPATED IN PROFESSIONAL DEVELOPMENT OUTSIDE OF CONTRACT HOURS ON AUGUST 6-8, 2025.
MATTIE WINE
KATIE SMITH
MYKEE BATTLES
ABIGAIL WENDT
GINA LANGSTON
KYSTIN CUNNINGHAM
DANIEL RIDENOUR
MICHAEL MASON
KELSIE MARTIN
TYRONE HOWELL
KAYLA THREADGILL
ELIZABETH SURRETT
JA'LON FREEMAN

14. VOTE TO APPROVE OR DISAPPROVE MENTOR TEACHERS FOR THE 2025-26 SCHOOL YEAR.
PRIMARY SOUTH
KELSIE MARTIN/RACHEL SURRETT
ELIZABETH SURRETT/CARRIE ROBBINS

CENTRAL
TEACHER/MENTOR
GINA LANGSTON/KATHY GARRISON
MYKEE BATTLES/BEATRICE ROYAL

MIDDLE SCHOOL
GLENDELL THREAT/STEPHANIE ARMSTRONG
KATIE SMITH/TERESA BELL

HIGH SCHOOL

**JALON FREEMAN/MARCUS WHARRY
KAYLA THREADGILL/CARLA TATUM
KAITLYN SMITH/TERESA BELL
MICHAEL MASON/RICHARD LOGAN
KRYSTIN CUNNINGHAM/LINDA WILLIAMS
ABIGAIL WENDT/CASSIE EDMONDSON
DAVID RIDENOUR/WHIT KENT
MATTIE WINE/DUSTIN CLARDY**

15. **VOTE TO APPROVE OR DISAPPROVE HIRING THE FOLLOWING FOR EXTRA DUTY AS COORDINATORS IN THE AFTER-SCHOOL PROGRAM.
TRUDY PROCELL
STEPHANIE RATCLIFF
JESSICA JACKSON
SHANNON POND
MELISSA JONES
CALLIE THREADGILL
KATEDRIA MOSLEY
CHRIS GAMMON**

16. **VOTE TO APPROVE OR DISAPPROVE HIRING THE FOLLOWING FOR EXTRA DUTY AS TEACHER TRAINERS AT \$4500.00 EACH:
CAMILLE CRAIN-PRIMARY SOUTH
KRYSTIN SMITH-CENTRAL
STEPHANIE ARMSTRONG-MIDDLE SCHOOL
MICHAEL SWAFFORD-HIGH SCHOOL**

17. **VOTE TO APPROVE OR DISAPPROVE EMPLOYING JEAN WARHOP ON AN AS-NEEDED BASIS WITH THE TRANSPORTATION DEPARTMENT, AT AN HOURLY RATE OF \$20.00, TO ASSIST THE OPERATIONS DIRECTOR AND SECRETARY IN COMPLETING STATE RECORDS AND MEETING STATE REQUIREMENTS.**

18. **VOTE TO APPROVE OR DISAPPROVE OSWELL CONSTRUCTION TO COMPLETE THE SIDING REPAIR AND REPLACEMENT IN THE NORTH END OF THE MIDDLE SCHOOL TO BE PAID FROM THE FACILITIES IMPROVEMENT FUND.**

19. **VOTE TO APPROVE OR DISAPPROVE UTILIZING FUNDS PROVIDED BY AN OUTSIDE SOURCE TO COMPLETE UPGRADES TO THE BATTING FACILITY.**

20. **VOTE TO APPROVE OR DISAPPROVE KEVIN WOODALL AS AN ADJUNCT TEACHER FOR SECONDARY ENGLISH FOR THE 2025-26 SCHOOL YEAR.**

21. **VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS:
AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1).
EMPLOYMENT OF:
KILEY COX-PARA-PS
ANDREA ALLEN-PARA-CE**

JENNY HOLLEY-PARA-MS
CASTLE BRAXTON-PARA-MS
GLENDA AUSTIN-PARA-HS
TYRONE HOWELL-TEACHER/COACH-HS

22. **ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.**
23. **EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF THE FOLLOWING: EMPLOYMENT OF:**
KILEY COX-PARA-PS
ANDREA ALLEN-PARA-CE
JENNY HOLLEY-PARA-MS
CASTLE BRAXTON-PARA-MS
GLENDA AUSTIN-PARA-HS
TYRONE HOWELL-TEACHER/COACH-HS
24. **VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:**
KILEY COX-PARA-PS
ANDREA ALLEN-PARA-CE
JENNY HOLLEY-PARA-MS
CASTLE BRAXTON-PARA-MS
GLENDA AUSTIN-PARA-HS
TYRONE HOWELL-TEACHER/COACH-HS
25. **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.**
26. **VOTE TO ADJOURN**

NAME OF PERSON POSTING THIS NOTICE:

VETA BURDINE, MINUTES CLERK

THIS AGENDA WAS POSTED ON THIS __ DAY OF ____, ____ 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



**MINUTES OF
Idabel Public Schools
REGULAR MEETING OF THE BOARD OF EDUCATION
July 14, 2025**

THE Idabel Public Schools, IDABEL INDEPENDENT SCHOOL DISTRICT NUMBER FIVE,
IDABEL, OKLAHOMA MET July 14, 2025 AT 5:30 PM WITH THE FOLLOWING
MEMBERS PRESENT:

Attendance Taken at 12:58 AM.

Maddie Briley: Present
Donny Butler: Present
Sharon Hill-Wooten: Present
Eric Nuber: Absent
James Raley: Present

MADDIE BRILEY WAS LATE. SHE ARRIVED AT 5:35

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

- A. PRESIDENT: DONNY BUTLER**
- B. VICE PRESIDENT: JAMES RALEY**
- C. CLERK: ERIC NUBER**
- D. MEMBER: MADDIE BRILEY**
- E. MEMBER: SHARON HILL-WOOTEN**

**2. CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING
ITEMS:**

MINUTES OF 6-9-2025 REGULAR & SPECIAL MEETING

**TREASURER 'S REPORT
ENCUMBRANCES**

FUND NUMBERS:

GENERAL FUND 11 - #1-174

5 MIL BUILDING FUND 21- #1-15

CHILD NUTRITION FUND 22- #1-17

ACTIVITY FUND BALANCES/TRANSFERS

RESIGNATIONS:

LANCE WYRICK-TEACHER-HS

ALYSSA STONE-TEACHER-MS

JENNIFER BURRELL-PARAPROFESSIONAL-CE

MADDIE BRILEY DID NOT VOTE ON THIS ITEM. SHE WAS LATE TO THE MEETING. SHE ARRIVED AT 5:35

MOTION TO APPROVE THE CONSENT AGENDA Passed with a motion by James Raley and a second by Sharon Hill-Wooten.

Maddie Briley:	Absent
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 3, Nay: 0, Absent: 2

**3. PRINCIPALS/DIRECTORS REPORT
SUPERINTENDENTS REPORT**

4. VOTE TO APPROVE OR DISAPPROVE THE DATA SHARING AGREEMENT WITH THE CHOCTAW NATION OF OKLAHOMA FOR FY 2025-26.

MOTION TO APPROVE THE DATA SHARING AGREEMENT WITH THE CHOCTAW NATION OF OKLAHOMA FOR FY 2025-26. Passed with a motion by James Raley and a second by Maddie Briley.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

5. VOTE TO APPROVE OR DISAPPROVE THE 2025-26 PERSON WIRELESS DEVICE AND ELECTRONIC ACCOUNTS POLICY.

MOTION TO APPROVE THE 2025-26 PERSON WIRELESS DEVICE AND ELECTRONIC ACCOUNTS POLICY. Passed with a motion by Maddie Briley and a second by Sharon Hill-Wooten.

Maddie Briley:	Yea
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Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

6. BOARD TO CONSIDER AND TAKE ACTION ON A MOTION APPROVING THE RENEWAL OF A LEASE-PURCHASE FOR THE FISCAL YEAR ENDING JUNE 30, 2026 AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT LEASE/PURCHASE AGREEMENT DATED OCTOBER 1, 2020 BETWEEN THE DISTRICT AND MR, INC.

MOTION TO APPROVE THE RENEWAL OF A LEASE-PURCHASE FOR THE FISCAL YEAR ENDING JUNE 30, 2026 AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT LEASE/PURCHASE AGREEMENT DATED OCTOBER 1, 2020 BETWEEN THE DISTRICT AND MR, INC. Passed with a motion by Maddie Briley and a second by James Raley.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

7. BOARD TO CONSIDER AND TAKE ACTION ON A MOTION APPROVING THE RENEWAL OF THE SUBLEASE AGREEMENT DATED JULY 1, 2020 BETWEEN THE DISTRICT AND IDABEL PUBLIC WORKS AUTHORITY FOR THE FISCAL YEAR ENDING JUNE 30, 2026 AS REQUIRED UNDER THE PROVISIONS OF THE AGREEMENT.

MOTION TO APPROVE THE RENEWAL OF THE SUBLEASE AGREEMENT DATED JULY 1, 2020 BETWEEN THE DISTRICT AND IDABEL PUBLIC WORKS AUTHORITY FOR THE FISCAL YEAR ENDING JUNE 30, 2026 AS REQUIRED UNDER THE PROVISIONS OF THE AGREEMENT. Passed with a motion by Sharon Hill-Wooten and a second by James Raley.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

8. VOTE TO APPROVE OR DISAPPROVE ENTERING INTO A CONTRACT WITH KEYSTONE FOOD SERVICE FOR THE OPERATION OF IDABEL PUBLIC SCHOOLS' FOOD SERVICE PROGRAM.

MOTION TO APPROVE ENTERING INTO A CONTRACT WITH KEYSTONE FOOD SERVICE FOR THE OPERATION OF IDABEL PUBLIC SCHOOLS' FOOD SERVICE PROGRAM.
Passed with a motion by Maddie Briley and a second by Sharon Hill-Wooten.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

9. VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING:

A. SUPERINTENDENT ALAN BRYANT AS PURCHASING AGENT FOR IDABEL INDEPENDENT SCHOOL DISTRICT, AUTHORIZED REPRESENTATIVE FOR ALL FEDERAL PROGRAMS INCLUDING E-RATE, AND CHILD NUTRITION, AND DESIGNATED CUSTODIAN FOR THE GENERAL FUND, BUILDING FUND, CHILD NUTRITION FUND, CO-OP FUND, BOND FUND, ACTIVITY FUND, AND ALL FEDERAL PROGRAMS INCLUDING E-RATE, ALL STATE PROGRAMS AND ALL OTHER SCHOOL PROGRAMS AND ACTIVITIES NOT LISTED FOR THE 2025-26 SCHOOL YEAR.

B. LAURA BULLOCK AS AN AUTHORIZED REPRESENTATIVE OF IDABEL PUBLIC SCHOOLS CHILD NUTRITION PROGRAM.

C. BROOKE BOYD, PAYROLL CLERK FOR IDABEL PUBLIC SCHOOLS, AS THE SCHOOL'S TREASURE 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, VETA BURDINE, BROOKE BOYD AS CUSTODIANS OF THE SCHOOLS' ACTIVITY FUND AND CHILD NUTRITION FUND ACCOUNTS; ALAN BRYANT AS PURCHASING AGENT AND INVESTING OFFICER OF IDABEL PUBLIC SCHOOL ACCOUNTS.

E. VETA BURDINE, AS THE MINUTES CLERK FOR THE IDABEL PUBLIC SCHOOLS.

F. KRISTIN GREEN, AS THE ENCUMBRANCE CLERK FOR THE IDABEL PUBLIC SCHOOLS.

MOTION TO APPROVE THE FOLLOWING:

A. SUPERINTENDENT ALAN BRYANT AS PURCHASING AGENT FOR IDABEL INDEPENDENT SCHOOL DISTRICT, AUTHORIZED REPRESENTATIVE FOR ALL FEDERAL PROGRAMS INCLUDING E-RATE, AND CHILD NUTRITION, AND DESIGNATED CUSTODIAN FOR THE GENERAL FUND, BUILDING FUND, CHILD

NUTRITION FUND, CO-OP FUND, BOND FUND, ACTIVITY FUND, AND ALL FEDERAL PROGRAMS INCLUDING E-RATE, ALL STATE PROGRAMS AND ALL OTHER SCHOOL PROGRAMS AND ACTIVITIES NOT LISTED FOR THE 2025-26 SCHOOL YEAR.

B. LAURA BULLOCK AS AN AUTHORIZED REPRESENTATIVE OF IDABEL PUBLIC SCHOOLS CHILD NUTRITION PROGRAM.

C. BROOKE BOYD, PAYROLL CLERK FOR IDABEL PUBLIC SCHOOLS, AS THE SCHOOL'S TREASURE 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, VETA BURDINE, BROOKE BOYD AS CUSTODIANS OF THE SCHOOLS' ACTIVITY FUND AND CHILD NUTRITION FUND ACCOUNTS; ALAN BRYANT AS PURCHASING AGENT AND INVESTING OFFICER OF IDABEL PUBLIC SCHOOL ACCOUNTS.

E. VETA BURDINE, AS THE MINUTES CLERK FOR THE IDABEL PUBLIC SCHOOLS.

F. KRISTIN GREEN, AS THE ENCUMBRANCE CLERK FOR THE IDABEL PUBLIC SCHOOLS. Passed with a motion by Sharon Hill-Wooten and a second by Maddie Briley.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

10. VOTE TO APPROVE OR DISAPPROVE GAS SALES AGREEMENT BETWEEN CLEARWATER ENTERPRISES, LLC AND IDABEL PUBLIC SCHOOLS FOR YEAR 2025-26.

MOTION TO APPROVE GAS SALES AGREEMENT BETWEEN CLEARWATER ENTERPRISES, LLC AND IDABEL PUBLIC SCHOOLS FOR YEAR 2025-26. Passed with a motion by Maddie Briley and a second by Sharon Hill-Wooten.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

11. VOTE TO APPROVE OR DISAPPROVE THE 2025-26 STUDENT HANDBOOK FOR PRIMARY SOUTH.

MOTION TO APPROVE THE 2025-26 STUDENT HANDBOOK FOR PRIMARY SOUTH. Passed with a motion by Maddie Briley and a second by Sharon Hill-Wooten.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

12. VOTE TO APPROVE OR DISAPPROVE THE 2025-26 STUDENT HANDBOOK FOR CENTRAL ELEMENTARY.

MOTION TO APPROVE THE 2025-26 STUDENT HANDBOOK FOR CENTRAL ELEMENTARY. Passed with a motion by James Raley and a second by Maddie Briley.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

13. VOTE TO APPROVE OR DISAPPROVE THE 2025-26 STUDENT HANDBOOK FOR MIDDLE SCHOOL.

MOTION TO APPROVE THE 2025-26 STUDENT HANDBOOK FOR MIDDLE SCHOOL. Passed with a motion by Maddie Briley and a second by James Raley.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent
James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

14. VOTE TO APPROVE OR DISAPPROVE THE 2025-26 STUDENT HANDBOOK FOR HIGH SCHOOL.

MOTION TO APPROVE THE 2025-26 STUDENT HANDBOOK FOR HIGH SCHOOL. Passed with a motion by James Raley and a second by Maddie Briley.

Maddie Briley: Yea
Donny Butler: Yea
Sharon Hill-Wooten: Yea
Eric Nuber: Absent

James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

15. VOTE TO APPROVE OR DISAPPROVE THE IDABEL PUBLIC SCHOOL CERTIFIED PAY SCHEDULE.

MOTION TO APPROVE THE IDABEL PUBLIC SCHOOL CERTIFIED PAY SCHEDULE. Passed with a motion by James Raley and a second by Maddie Briley.

Maddie Briley: Yea

Donny Butler: Yea

Sharon Hill-Wooten: Yea

Eric Nuber: Absent

James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

16. VOTE TO APPROVE OR DISAPPROVE THE IDABEL PUBLIC SCHOOLS SUPPORT SALARY SCHEDULE.

MOTION TO APPROVE THE IDABEL PUBLIC SCHOOLS SUPPORT SALARY SCHEDULE. Passed with a motion by Maddie Briley and a second by Sharon Hill-Wooten.

Maddie Briley: Yea

Donny Butler: Yea

Sharon Hill-Wooten: Yea

Eric Nuber: Absent

James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

17. VOTE TO APPROVE OR DISAPPROVE KIRAH HARJO FOR SUMMER WORK IN THE TECH DEPARTMENT AT \$15 AN HOUR.

MOTION TO APPROVE KIRAH HARJO FOR SUMMER WORK IN THE TECH DEPARTMENT AT \$15 AN HOUR. Passed with a motion by James Raley and a second by Maddie Briley.

Maddie Briley: Yea

Donny Butler: Yea

Sharon Hill-Wooten: Yea

Eric Nuber: Absent

James Raley: Yea

Yea: 4, Nay: 0, Absent: 1

18. VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1).

EMPLOYMENT OF:

**CYDNEE BENSON-LIBRARY/INTERVENTION MONITOR-PS
SHELLEY BRYANT-ADJUNCT-ART-HS
JEFF JONES-TEACHER-MS
DANIEL RIDENOUR-TEACHER-HS
ELIZABETH SURRATT-TEACHER-PS
YASHMEIA DAVIS-PARA-PS
KELSIE MARTIN-SPED TEACHER-PS
MYKEE BATTLES-ADJUNCT- 4TH ELA-CE
PAIGE POWELL-SECRETARY OF OPERATIONS-MAINTANCE
KENNEY RICHARDSON-MAINTANCE PROFESSIONAL-MAINTANCE**

MOTION TO NOT GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1)

EMPLOYMENT OF:

**CYDNEE BENSON-LIBRARY/INTERVENTION MONITOR-PS
SHELLEY BRYANT-ADJUNCT-ART-HS
JEFF JONES-TEACHER-MS
DANIEL RIDENOUR-TEACHER-HS
ELIZABETH SURRATT-TEACHER-PS
YASHMEIA DAVIS-PARA-PS
KELSIE MARTIN-SPED TEACHER-PS
MYKEE BATTLES-ADJUNCT- 4TH ELA-CE
PAIGE POWELL-SECRETARY OF OPERATIONS-MAINTENANCE
KENNEY RICHARDSON-MAINTANCE PROFESSIONAL-MAINTENANCE** Passed with a motion by Maddie Briley and a second by James Raley.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

19. ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.

20. EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF THE FOLLOWING:

EMPLOYMENT OF:

**CYDNEE BENSON-LIBRARY/INTERVENTION MONITOR-PS
SHELLEY BRYANT-ADJUNCT-ART-HS
JEFF JONES-TEACHER-MS
DANIEL RIDENOUR-TEACHER-HS**

**ELIZABETH SURRETT-TEACHER-PS
YASHMEIA DAVIS-PARA-PS
KELSIE MARTIN-SPED TEACHER-PS
MYKEE BATTLES-ADJUNCT- 4TH ELA-CE
PAIGE POWELL-SECRETARY OF OPERATIONS-MAINTANCE
KENNEY RICHARDSON-MAINTANCE PROFESSIONAL-MAINTANCE**

THE BOARD DID NOT GO INTO EXECUTIVE SESSION

**21. VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:
CYDNEE BENSON-LIBRARY/INTERVENTION MONITOR-PS
SHELLEY BRYANT-ADJUNCT-ART-HS
JEFF JONES-TEACHER-MS
DANIEL RIDENOUR-TEACHER-HS
ELIZABETH SURRETT-TEACHER-PS
YASHMEIA DAVIS-PARA-PS
KELSIE MARTIN-SPED TEACHER-PS
MYKEE BATTLES-ADJUNCT- 4TH ELA-CE
PAIGE POWELL-SECRETARY OF OPERATIONS-MAINTANCE
KENNEY RICHARDSON-MAINTANCE PROFESSIONAL-MAINTANCE**

Motion to approve the hiring of CYDNEE BENSON-LIBRARY/INTERVENTION MONITOR-PS

SHELLEY BRYANT-ADJUNCT-ART-HS
JEFF JONES-TEACHER-MS
DANIEL RIDENOUR-TEACHER-HS
ELIZABETH SURRETT-TEACHER-PS
YASHMEIA DAVIS-PARA-PS
KELSIE MARTIN-SPED TEACHER-PS
MYKEE BATTLES-ADJUNCT- 4TH ELA-CE
PAIGE POWELL-SECRETARY OF OPERATIONS-MAINTANCE
KENNEY RICHARDSON-MAINTANCE PROFESSIONAL-MAINTANCE Passed with a motion by Maddie Briley and a second by James Raley.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

22. 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.

23. VOTE TO ADJOURN

Motion to adjourn at 6:13 PM Passed with a motion by James Raley and a second by Sharon Hill-Wooten.

Maddie Briley:	Yea
Donny Butler:	Yea
Sharon Hill-Wooten:	Yea
Eric Nuber:	Absent
James Raley:	Yea

Yea: 4, Nay: 0, Absent: 1

DONNY BUTLER, PRESIDENT

VETA BURDINE, MINUTES CLERK

Purchase Order Register

Options: Year: 2025-2026, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2025 - 6/30/2026, PO Range: 175 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
175	07/31/2025	177	OSSBA	DISTRICT-REGISTRATIONS	2,000.00
176	07/31/2025	3418	NORTHEAST RURAL SERVICES, INC.	TECH-CHROMEBOOKS	22,933.60
177	07/31/2025	8593	INTERNAL REVENUE SERVICE	IRS-TAXES	15,878.21
178	07/31/2025	8568	BRYANT, JUDITH	DISTRICT-FEES	5,000.00
179	08/04/2025	8326	WARREN, COURTLAND	DISTRICT-TEACHER IN SERVICE	3,500.00
180	08/04/2025	1084	JAMES HODGE FORD	DISTRICT-VEHICLE	50,000.00
181	08/04/2025	3609	PLANBOOK, INC.	DISTRICT-PLANNING	1,600.00
182	08/05/2025	1220	EDMENTUM	HS-TECHNOLOGY	7,500.00
183	08/05/2025	3598	RIVERSIDE INSIGHTS	TESTING MATERIAL	1,656.00
184	08/05/2025	2788	PEARSON ASSESSMENT	TESTING MATERIAL	1,928.00
185	08/05/2025	8353	VISA-ARVEST	SYANORA MATERIALS FOR SENIORS	2,000.00
186	08/05/2025	2586	BSN SPORTS	FOOTBALL-HS	3,252.00
187	08/05/2025	8353	VISA-ARVEST	GENERAL-MS	2,500.00
188	08/05/2025	3664	UNIVERSITY OF OKLA-K20 CENTER	GENERAL-MS	600.00
189	08/05/2025	34	PENDER'S MUSIC COMPANY	POPTIME	500.00
190	08/05/2025	8583	WINE, MATTIE	412-AG	500.00
191	08/06/2025	8484	WILLIAMS, SHANE	DISTRICT-HOUSEKEEPING	500.00
192	08/06/2025	8417	HEGGERTY	READING SUFFICIENCY	1,958.00
193	08/06/2025	8312	SOUTHERN NAZARENE UNIVERSITY	MAASE BOOTCAMP	1,200.00
194	08/06/2025	3384	OKLAHOMA BANDMASTERS ASSOCIATION	BAND-HS	250.00
195	08/06/2025	3078	JW PEPPER	BAND-HS	500.00
196	08/06/2025	34	PENDER'S MUSIC COMPANY	MUSIC FOR ALL BANDS GRADES 6-12	500.00
197	08/06/2025	3740	MORNING TIDE MUSIC	BAND-HS	3,100.00
198	08/06/2025	294	SAIED MUSIC COMPANY	BAND-HS	3,000.00
199	08/06/2025	1874	ADA MUSIC CENTER	BAND-HS	3,000.00
200	08/06/2025	440	OSSAA	BAND-HS	1,250.00
201	08/06/2025	3732	LIMINEX, INC.	services renewal	19,712.00
202	08/06/2025	52	APPLE COMPUTER	Macbooks for new teachers	7,500.00
203	08/06/2025	8584	KNOWBE4, INC	Phishing awareness and prevention training	12,888.00
204	08/06/2025	3418	NORTHEAST RURAL SERVICES, INC.	sophos endpoint protection	2,000.00
205	08/06/2025	8353	VISA-ARVEST	HOTEL CHARGES	460.00
206	08/06/2025	80075	CONNI C. LYNCH	MEALS TO ATTEND OK LITERACY CONFERENCE	67.00
207	08/06/2025	80531	MELISSA A. SHELTON	MEALS TO ATTEND OK LITERACY CONFERENCE	67.00
208	08/06/2025	8154	OKLAHOMA LITERACY COALITION	REGISTRATION FEE	100.00
209	08/06/2025	227	SCHOOL SPECIALTY	EVEN START SUPPLIES	310.00
210	08/06/2025	1806	SCHOOL OUTFITTERS	THREE COMPASS CHAIRS FOR SPECIAL NEEDS	2,141.06
211	08/06/2025	604	LAKESHORE LEARNING MATERIALS	LEARNING MATERIALS FOR EVEN START	1,100.00
212	08/06/2025	8353	VISA-ARVEST	WALMART SUPPLIES FOR FY 26	1,000.00

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2025-2026, Fund(s): GENERAL FUND FOR OP, Date Range: 7/1/2025 - 6/30/2026, PO Range: 175 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
213	08/06/2025	32	QUILL	OFFICE SUPPLIES FOR FY 26, COMB BINDER	1,000.00
214	08/06/2025	3703	AMAZON CAPITAL SERVICES	LEARNING MATERIALS	300.00
215	08/06/2025	80531	MELISSA A. SHELTON	MILEAGE REIMBURSEMENT	2,500.00
216	08/06/2025	80075	CONNIE C. LYNCH	MILEAGE REIMBURSEMENT	1,000.00
217	08/06/2025	32	QUILL	ADULT ED SUPPLIES FOR STUDENT USE	1,000.00
218	08/07/2025	8353	VISA-ARVEST	DISTRICT-STAFF DEVELOPMENT	2,500.00
219	08/07/2025	3703	AMAZON CAPITAL SERVICES	#539 - OCLSD	3,200.00
220	08/07/2025	8353	VISA-ARVEST	REFRESHMENTS, DOOR PRIZES SEPTEMBER EVENT	1,500.00
221	08/07/2025	8594	ESP TEK SOLUTIONS, LLC	ALARM SYSTEM	1,000.00
222	08/07/2025	2793	STARFALL EDUCATION	RENEWAL FOR PRIMARY SOUTH 25-26	355.00
223	08/07/2025	3801	LEFLORE FFA	412-AG	1,500.00
224	08/07/2025	198	HILLTOP HARDWARE AND LUMBER, LLC	412-AG	1,500.00
225	08/07/2025	8382	WESTEL GREENHOUSE LLC	412-AG	1,000.00
226	08/07/2025	3459	B-5 ENTERPRISES	412-AG	500.00
227	08/07/2025	1684	SULLIVAN SUPPLY	412-AG	500.00
228	08/07/2025	3703	AMAZON CAPITAL SERVICES	412-AG	1,500.00
229	08/07/2025	317	NATIONAL FFA ORGANIZATION	412-AG	2,500.00
230	08/07/2025	8353	VISA-ARVEST	POPTIME-HS	1,199.99
231	08/07/2025	320	VARSITY SPIRIT FASHIONS	CHEER-HS	6,991.05
232	08/07/2025	2081	RIDDELL ALL AMERICAN SPORTS CORP	FOOTBALL-HS	3,672.65
233	08/07/2025	2586	BSN SPORTS	BOYS BB - HS	809.00
234	08/07/2025	2586	BSN SPORTS	BOYS BB-HS	1,020.60
235	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	2,154.98
236	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	3,755.70
237	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	1,097.24
238	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	777.78
239	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	2,781.00
240	08/07/2025	2586	BSN SPORTS	FOOTBALL-HS	1,700.00
241	08/08/2025	3418	NORTHEAST RURAL SERVICES, INC.	PHONE HARDWARE FOR LIBRARY AT PRIMARY SOUTH	208.00

Non-Payroll Total:	\$233,473.86
Payroll Total:	\$0.00
Report Total:	\$233,473.86

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2025-2026, Fund(s): 5 MILL BUILDING FUND, Date Range: 7/1/2025 - 6/30/2026, PO Range: 16 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
16	07/23/2025	2738	BANC FIRST	DISTRICT-BOND FEE	1,500.00
17	07/23/2025	384	IDABEL NATIONAL BANK	FINAL LOAN PYMNT	102,643.01
18	08/07/2025	3342	NEW VIEW WINDSHIELD	WINDSHIELD REPAIRS	1,500.00
19	08/07/2025	8587	RUSH TRUCK CENTERS OF OK, INC.	BUS REPAIR	2,500.00
20	08/07/2025	1112	FLOORING OUTFITTERS	FLOORING	6,800.00
21	08/07/2025	8163	PARKERSON, MICHAEL	BRUSH CLEANUP	6,600.00
22	08/07/2025	828	DISCOUNT WHEEL & TIRE	TIRES	2,500.00
23	08/07/2025	8436	FRADY, JAMES	SUMMER WORKER	2,500.00
24	08/07/2025	8445	JACKSON, CASE	SUMMER WORKER	1,750.00
25	08/07/2025	8598	DIESEL TECHNOLOGIES, INC.	TRANSPORTATION REPAIR	5,000.00
Non-Payroll Total:					\$133,293.01
Payroll Total:					\$0.00
Report Total:					\$133,293.01

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2025-2026, Fund(s): CHILD NUTRITION FUND, Date Range: 7/1/2025 - 6/30/2026, PO Range: 18 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
18	07/16/2025	3830	ON SITE SANITATION, INC	CNP-GREASE TRAP	2,500.00
19	07/16/2025	8115	AVTECH SOFTWARE	CNP-MONITERING	500.00
20	07/16/2025	2076	EXPRESS TIRE	CNP-TIRES	1,000.00
21	07/31/2025	3376	D & P CONTRACTORS	CNP-MAINTENANCE	10,000.00
Non-Payroll Total:					\$14,000.00
Payroll Total:					\$0.00
Report Total:					\$14,000.00

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2025-2026, Fund(s): FUND 39 BUILDING BOND 2022, Date Range: 7/1/2025 - 6/30/2026, PO Range: 1 - 500

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/23/2025	2738	BANC FIRST	BOND PYMNT	682,800.00
2	07/31/2025	1490	STEPHEN MCDONALD & ASSOCIATES, INC.	BOND FEES	12,200.00

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

IDABEL PUBLIC SCHOOLS Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 802 ANNUAL - HS							
000-710	\$0.00	\$0.00	\$4,642.13	\$0.00	\$4,642.13	\$0.00	\$4,642.13
900-710	\$0.00	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00
Total Project - 802 ANNUAL - HS	\$0.00	\$65.00	\$4,642.13	\$0.00	\$4,707.13	\$0.00	\$4,707.13
Project - 803 ALUMNI ASSOCIATION - HS							
000-710	\$0.00	\$0.00	\$1,249.98	\$0.00	\$1,249.98	\$0.00	\$1,249.98
900-710	\$0.00	\$185.00	\$0.00	\$0.00	\$185.00	\$0.00	\$185.00
Total Project - 803 ALUMNI ASSOCIATION - HS	\$0.00	\$185.00	\$1,249.98	\$0.00	\$1,434.98	\$0.00	\$1,434.98
Project - 804 ART - HS							
000-710	\$0.00	\$0.00	\$3.12	\$0.00	\$3.12	\$0.00	\$3.12
Total Project - 804 ART - HS	\$0.00	\$0.00	\$3.12	\$0.00	\$3.12	\$0.00	\$3.12
Project - 805 LEO CLUB - HS							
000-710	\$0.00	\$0.00	\$702.76	\$0.00	\$702.76	\$0.00	\$702.76
Total Project - 805 LEO CLUB - HS	\$0.00	\$0.00	\$702.76	\$0.00	\$702.76	\$0.00	\$702.76
Project - 806 BASEBALL FIELD PRO-HS							
000-710	\$0.00	\$0.00	\$750.17	\$0.00	\$750.17	\$0.00	\$750.17
Total Project - 806 BASEBALL FIELD PRO-HS	\$0.00	\$0.00	\$750.17	\$0.00	\$750.17	\$0.00	\$750.17
Project - 807 SPIRIT CLUB - HS							
000-710	\$0.00	\$0.00	\$166.00	\$0.00	\$166.00	\$0.00	\$166.00
Total Project - 807 SPIRIT CLUB - HS	\$0.00	\$0.00	\$166.00	\$0.00	\$166.00	\$0.00	\$166.00
Project - 808 SPECIAL OLYMPICS- HS							
000-710	\$0.00	\$0.00	\$4,275.06	\$0.00	\$4,275.06	\$0.00	\$4,275.06
900-710	\$0.00	\$1,995.00	\$0.00	\$0.00	\$1,995.00	\$0.00	\$1,995.00
Total Project - 808 SPECIAL OLYMPICS- HS	\$0.00	\$1,995.00	\$4,275.06	\$0.00	\$6,270.06	\$0.00	\$6,270.06
Project - 809 COLOR GUARD - HS							
000-710	\$0.00	\$0.00	\$385.34	\$0.00	\$385.34	\$0.00	\$385.34
900-710	\$0.00	\$576.00	\$0.00	\$0.00	\$576.00	\$0.00	\$576.00
Total Project - 809 COLOR GUARD - HS	\$0.00	\$576.00	\$385.34	\$0.00	\$961.34	\$0.00	\$961.34
Project - 810 ATHLETICS - HS							
800-710	\$0.00	\$1,509.03	\$8,457.11	\$0.00	\$9,966.14	\$0.00	\$9,966.14
805-710	\$0.00	\$3,360.00	\$3,581.09	\$716.00	\$6,225.09	\$1,377.75	\$4,847.34
820-710	\$0.00	\$0.00	\$412.50	\$0.00	\$412.50	\$0.00	\$412.50
825-710	\$0.00	\$0.00	\$923.42	\$0.00	\$923.42	\$0.00	\$923.42
830-710	\$0.00	\$8,025.00	\$1,361.44	\$8,025.00	\$1,361.44	\$0.00	\$1,361.44
835-710	\$0.00	\$0.00	\$988.47	\$0.00	\$988.47	\$0.00	\$988.47
840-710	\$0.00	\$0.00	(\$237.99)	\$0.00	(\$237.99)	\$0.00	(\$237.99)
845-710	\$0.00	\$0.00	\$432.82	\$0.00	\$432.82	\$0.00	\$432.82
850-710	\$0.00	\$175.00	\$881.71	\$0.00	\$1,056.71	\$0.00	\$1,056.71
855-710	\$0.00	\$0.00	\$1,562.96	\$0.00	\$1,562.96	\$0.00	\$1,562.96
865-710	\$0.00	\$0.00	\$98.31	\$0.00	\$98.31	\$0.00	\$98.31
876-710	\$0.00	\$0.00	\$1,475.83	\$0.00	\$1,475.83	\$0.00	\$1,475.83
Total Project - 810 ATHLETICS - HS	\$0.00	\$13,069.03	\$19,937.67	\$8,741.00	\$24,265.70	\$1,377.75	\$22,887.95
Project - 811 FOOTBALL LOCKERS - HS							
000-710	\$0.00	\$0.00	\$541.83	\$0.00	\$541.83	\$0.00	\$541.83
Total Project - 811 FOOTBALL LOCKERS - HS	\$0.00	\$0.00	\$541.83	\$0.00	\$541.83	\$0.00	\$541.83
Project - 812 BAND - HS							
000-710	\$0.00	\$0.00	\$3,557.38	\$0.00	\$3,557.38	\$0.00	\$3,557.38
900-710	\$0.00	\$280.00	\$0.00	\$364.62	(\$84.62)	\$1,500.00	(\$1,584.62)
Total Project - 812 BAND - HS	\$0.00	\$280.00	\$3,557.38	\$364.62	\$3,472.76	\$1,500.00	\$1,972.76
Project - 813 TRACK SURFACE - HS							
000-710	\$0.00	\$0.00	\$3,713.43	\$0.00	\$3,713.43	\$0.00	\$3,713.43
Total Project - 813 TRACK SURFACE - HS	\$0.00	\$0.00	\$3,713.43	\$0.00	\$3,713.43	\$0.00	\$3,713.43
Project - 815 ATHLETIC TRAINING-NFL GRANT - HS							
000-710	\$0.00	\$0.00	\$8,042.76	\$0.00	\$8,042.76	\$0.00	\$8,042.76
Total Project - 815 ATHLETIC TRAINING-NFL GRANT - HS	\$0.00	\$0.00	\$8,042.76	\$0.00	\$8,042.76	\$0.00	\$8,042.76
Project - 818 CHEERLEADERS - HS							

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 818 CHEERLEADERS - HS							
000-710	\$0.00	\$0.00	\$10,830.21	\$0.00	\$10,830.21	\$0.00	\$10,830.21
900-710	\$0.00	\$3,853.00	\$0.00	\$7,413.15	(\$3,560.15)	\$0.00	(\$3,560.15)
Total Project - 818 CHEERLEADERS - HS	\$0.00	\$3,853.00	\$10,830.21	\$7,413.15	\$7,270.06	\$0.00	\$7,270.06
Project - 820 DANCE TEAM - HS							
000-710	\$0.00	\$0.00	\$3,503.36	\$0.00	\$3,503.36	\$0.00	\$3,503.36
900-710	\$0.00	\$471.00	\$0.00	\$0.00	\$471.00	\$2,326.16	(\$1,855.16)
Total Project - 820 DANCE TEAM - HS	\$0.00	\$471.00	\$3,503.36	\$0.00	\$3,974.36	\$2,326.16	\$1,648.20
Project - 822 FACULTY CONCESSIONS - HS							
000-710	\$0.00	\$0.00	\$82.12	\$0.00	\$82.12	\$0.00	\$82.12
Total Project - 822 FACULTY CONCESSIONS - HS	\$0.00	\$0.00	\$82.12	\$0.00	\$82.12	\$0.00	\$82.12
Project - 826 FBLA (BPA) - HS							
000-710	\$0.00	\$0.00	\$4,660.58	\$0.00	\$4,660.58	\$0.00	\$4,660.58
Total Project - 826 FBLA (BPA) - HS	\$0.00	\$0.00	\$4,660.58	\$0.00	\$4,660.58	\$0.00	\$4,660.58
Project - 828 FCA - HS							
000-710	\$0.00	\$0.00	\$209.25	\$0.00	\$209.25	\$0.00	\$209.25
Total Project - 828 FCA - HS	\$0.00	\$0.00	\$209.25	\$0.00	\$209.25	\$0.00	\$209.25
Project - 830 FFA - HS							
000-710	\$0.00	\$0.00	\$15,165.03	\$0.00	\$15,165.03	\$0.00	\$15,165.03
320-710	\$0.00	\$535.50	\$0.00	\$0.00	\$535.50	\$0.00	\$535.50
900-710	\$0.00	\$1,180.00	\$0.00	\$999.77	\$180.23	\$650.00	(\$469.77)
Total Project - 830 FFA - HS	\$0.00	\$1,715.50	\$15,165.03	\$999.77	\$15,880.76	\$650.00	\$15,230.76
Project - 832 FHA (FCCLA) - HS							
000-710	\$0.00	\$0.00	\$3,756.36	\$0.00	\$3,756.36	\$0.00	\$3,756.36
900-710	\$0.00	\$0.00	\$0.00	\$24.00	(\$24.00)	\$0.00	(\$24.00)
Total Project - 832 FHA (FCCLA) - HS	\$0.00	\$0.00	\$3,756.36	\$24.00	\$3,732.36	\$0.00	\$3,732.36
Project - 833 GUIDANCE - HS							
000-710	\$0.00	\$0.00	\$2,505.22	\$0.00	\$2,505.22	\$0.00	\$2,505.22
900-710	\$0.00	\$45.00	\$0.00	\$0.00	\$45.00	\$99.00	(\$54.00)
Total Project - 833 GUIDANCE - HS	\$0.00	\$45.00	\$2,505.22	\$0.00	\$2,550.22	\$99.00	\$2,451.22
Project - 837 KEY CLUB - HIGH SCHOOL							
000-710	\$0.00	\$0.00	\$1,488.31	\$0.00	\$1,488.31	\$0.00	\$1,488.31
900-710	\$0.00	\$0.00	\$0.00	\$737.17	(\$737.17)	\$216.00	(\$953.17)
Total Project - 837 KEY CLUB - HIGH SCHOOL	\$0.00	\$0.00	\$1,488.31	\$737.17	\$751.14	\$216.00	\$535.14
Project - 839 IHS ACADEMIC TEAM - HS							
000-710	\$0.00	\$0.00	\$736.81	\$0.00	\$736.81	\$0.00	\$736.81
Total Project - 839 IHS ACADEMIC TEAM - HS	\$0.00	\$0.00	\$736.81	\$0.00	\$736.81	\$0.00	\$736.81
Project - 840 LIBRARY - HS							
000-710	\$0.00	\$0.00	\$1,893.78	\$0.00	\$1,893.78	\$0.00	\$1,893.78
Total Project - 840 LIBRARY - HS	\$0.00	\$0.00	\$1,893.78	\$0.00	\$1,893.78	\$0.00	\$1,893.78
Project - 842 NATIVE AM CLUB - HS							
000-710	\$0.00	\$0.00	\$497.63	\$0.00	\$497.63	\$0.00	\$497.63
Total Project - 842 NATIVE AM CLUB - HS	\$0.00	\$0.00	\$497.63	\$0.00	\$497.63	\$0.00	\$497.63
Project - 843 JACKETS - HS							
000-710	\$0.00	\$0.00	\$160.85	\$0.00	\$160.85	\$0.00	\$160.85
Total Project - 843 JACKETS - HS	\$0.00	\$0.00	\$160.85	\$0.00	\$160.85	\$0.00	\$160.85
Project - 846 NAT'L HONOR SOC - HS							
000-710	\$0.00	\$0.00	\$616.22	\$0.00	\$616.22	\$0.00	\$616.22
Total Project - 846 NAT'L HONOR SOC - HS	\$0.00	\$0.00	\$616.22	\$0.00	\$616.22	\$0.00	\$616.22
Project - 851 MISS I.H.S. - HS							
000-710	\$0.00	\$0.00	\$2,204.49	\$0.00	\$2,204.49	\$0.00	\$2,204.49
Total Project - 851 MISS I.H.S. - HS	\$0.00	\$0.00	\$2,204.49	\$0.00	\$2,204.49	\$0.00	\$2,204.49
Project - 852 POPTIME - HS							
000-710	\$0.00	\$0.00	\$3,105.14	\$0.00	\$3,105.14	\$0.00	\$3,105.14
900-710	\$0.00	\$621.60	\$0.00	\$0.00	\$621.60	\$0.00	\$621.60
Total Project - 852 POPTIME - HS	\$0.00	\$621.60	\$3,105.14	\$0.00	\$3,726.74	\$0.00	\$3,726.74

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 856 SENIORS 2023- HS							
000-710	\$0.00	\$0.00	\$1,573.59	\$0.00	\$1,573.59	\$0.00	\$1,573.59
Total Project - 856 SENIORS 2023- HS	\$0.00	\$0.00	\$1,573.59	\$0.00	\$1,573.59	\$0.00	\$1,573.59
Project - 858 SENIORS 2022 - HS							
000-710	\$0.00	\$0.00	\$2,423.55	\$0.00	\$2,423.55	\$0.00	\$2,423.55
Total Project - 858 SENIORS 2022 - HS	\$0.00	\$0.00	\$2,423.55	\$0.00	\$2,423.55	\$0.00	\$2,423.55
Project - 859 SPANISH CLUB - HS							
000-710	\$0.00	\$0.00	\$2,504.02	\$0.00	\$2,504.02	\$0.00	\$2,504.02
Total Project - 859 SPANISH CLUB - HS	\$0.00	\$0.00	\$2,504.02	\$0.00	\$2,504.02	\$0.00	\$2,504.02
Project - 861 SENIORS 2024 - HS							
000-710	\$0.00	\$0.00	\$263.00	\$0.00	\$263.00	\$0.00	\$263.00
Total Project - 861 SENIORS 2024 - HS	\$0.00	\$0.00	\$263.00	\$0.00	\$263.00	\$0.00	\$263.00
Project - 862 STUDENT INCENTIVE - HS							
000-710	\$0.00	\$0.00	\$2,743.10	\$0.00	\$2,743.10	\$0.00	\$2,743.10
900-710	\$0.00	\$1,030.00	\$0.00	\$188.34	\$841.66	\$2,119.41	(\$1,277.75)
Total Project - 862 STUDENT INCENTIVE - HS	\$0.00	\$1,030.00	\$2,743.10	\$188.34	\$3,584.76	\$2,119.41	\$1,465.35
Project - 866 STUDENT COUNCIL- HS							
000-710	\$0.00	\$0.00	\$2.60	\$0.00	\$2.60	\$0.00	\$2.60
Total Project - 866 STUDENT COUNCIL- HS	\$0.00	\$0.00	\$2.60	\$0.00	\$2.60	\$0.00	\$2.60
Project - 867 WARRIOR ACADEMY-HS							
000-710	\$0.00	\$0.00	\$645.59	\$0.00	\$645.59	\$0.00	\$645.59
Total Project - 867 WARRIOR ACADEMY-HS	\$0.00	\$0.00	\$645.59	\$0.00	\$645.59	\$0.00	\$645.59
Project - 870 WARRIOR CLUB - HS							
000-710	\$0.00	\$0.00	\$18,551.62	\$0.00	\$18,551.62	\$0.00	\$18,551.62
800-710	\$0.00	\$14,850.00	\$0.00	\$0.00	\$14,850.00	\$0.00	\$14,850.00
900-710	\$0.00	\$0.00	\$0.00	\$4,363.51	(\$4,363.51)	\$10,612.60	(\$14,976.11)
Total Project - 870 WARRIOR CLUB - HS	\$0.00	\$14,850.00	\$18,551.62	\$4,363.51	\$29,038.11	\$10,612.60	\$18,425.51
Project - 900 ART - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$1.86	\$0.00	\$1.86	\$0.00	\$1.86
Total Project - 900 ART - MIDDLE SCHOOL	\$0.00	\$0.00	\$1.86	\$0.00	\$1.86	\$0.00	\$1.86
Project - 902 BAND - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$441.92	\$0.00	\$441.92	\$0.00	\$441.92
Total Project - 902 BAND - MIDDLE SCHOOL	\$0.00	\$0.00	\$441.92	\$0.00	\$441.92	\$0.00	\$441.92
Project - 903 CHEERLEADERS-MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$1,125.06	\$0.00	\$1,125.06	\$0.00	\$1,125.06
900-505	\$0.00	\$546.00	\$0.00	\$230.28	\$315.72	\$500.00	(\$184.28)
Total Project - 903 CHEERLEADERS-MIDDLE SCHOOL	\$0.00	\$546.00	\$1,125.06	\$230.28	\$1,440.78	\$500.00	\$940.78
Project - 904 CHOIR - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$4,032.74	\$0.00	\$4,032.74	\$0.00	\$4,032.74
Total Project - 904 CHOIR - MIDDLE SCHOOL	\$0.00	\$0.00	\$4,032.74	\$0.00	\$4,032.74	\$0.00	\$4,032.74
Project - 905 COMP ATHLETICS - MIDDLE SCHOOL							
800-505	\$0.00	\$0.00	\$13,111.25	\$260.68	\$12,850.57	\$3,100.00	\$9,750.57
820-505	\$0.00	\$0.00	\$45.70	\$0.00	\$45.70	\$0.00	\$45.70
825-505	\$0.00	\$0.00	\$2,223.06	\$0.00	\$2,223.06	\$0.00	\$2,223.06
830-505	\$0.00	\$0.00	\$8.89	\$0.00	\$8.89	\$0.00	\$8.89
835-505	\$0.00	\$0.00	\$765.64	\$320.00	\$445.64	\$0.00	\$445.64
840-505	\$0.00	\$0.00	\$374.00	\$0.00	\$374.00	\$0.00	\$374.00
880-505	\$0.00	\$0.00	\$820.34	\$0.00	\$820.34	\$0.00	\$820.34
Total Project - 905 COMP ATHLETICS - MIDDLE SCHOOL	\$0.00	\$0.00	\$17,348.88	\$580.68	\$16,768.20	\$3,100.00	\$13,668.20
Project - 906 FACULTY ACCOUNT-MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$369.00	\$0.00	\$369.00	\$0.00	\$369.00
Total Project - 906 FACULTY ACCOUNT-MIDDLE SCHOOL	\$0.00	\$0.00	\$369.00	\$0.00	\$369.00	\$0.00	\$369.00
Project - 907 NJ HONOR SOCIETY-MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$4,572.98	\$0.00	\$4,572.98	\$0.00	\$4,572.98

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 907 NJ HONOR SOCIETY-MIDDLE SCHOOL							
Total Project - 907 NJ HONOR SOCIETY-MIDDLE SCHOOL	\$0.00	\$0.00	\$4,572.98	\$0.00	\$4,572.98	\$0.00	\$4,572.98
Project - 908 STEM - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$3,320.21	\$0.00	\$3,320.21	\$0.00	\$3,320.21
Total Project - 908 STEM - MIDDLE SCHOOL	\$0.00	\$0.00	\$3,320.21	\$0.00	\$3,320.21	\$0.00	\$3,320.21
Project - 909 LIBRARY MISC - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$2,141.06	\$0.00	\$2,141.06	\$0.00	\$2,141.06
Total Project - 909 LIBRARY MISC - MIDDLE SCHOOL	\$0.00	\$0.00	\$2,141.06	\$0.00	\$2,141.06	\$0.00	\$2,141.06
Project - 910 TIME TREKKERS - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$20,597.30	\$0.00	\$20,597.30	\$0.00	\$20,597.30
900-505	\$0.00	\$0.00	\$0.00	\$1,092.26	(\$1,092.26)	\$1,907.74	(\$3,000.00)
Total Project - 910 TIME TREKKERS - MIDDLE SCHOOL	\$0.00	\$0.00	\$20,597.30	\$1,092.26	\$19,505.04	\$1,907.74	\$17,597.30
Project - 911 QUIZ BOWL - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$272.44	\$0.00	\$272.44	\$0.00	\$272.44
Total Project - 911 QUIZ BOWL - MIDDLE SCHOOL	\$0.00	\$0.00	\$272.44	\$0.00	\$272.44	\$0.00	\$272.44
Project - 913 SCIENCE DEPT - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$782.08	\$0.00	\$782.08	\$0.00	\$782.08
Total Project - 913 SCIENCE DEPT - MIDDLE SCHOOL	\$0.00	\$0.00	\$782.08	\$0.00	\$782.08	\$0.00	\$782.08
Project - 915 SPORT JACKET - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$35.29	\$0.00	\$35.29	\$0.00	\$35.29
Total Project - 915 SPORT JACKET - MIDDLE SCHOOL	\$0.00	\$0.00	\$35.29	\$0.00	\$35.29	\$0.00	\$35.29
Project - 916 STUDENT CO - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$1,483.38	\$0.00	\$1,483.38	\$0.00	\$1,483.38
Total Project - 916 STUDENT CO - MIDDLE SCHOOL	\$0.00	\$0.00	\$1,483.38	\$0.00	\$1,483.38	\$0.00	\$1,483.38
Project - 921 MIDDLE SCHOOL SPECIAL - MS							
000-505	\$0.00	\$0.00	\$8,006.37	\$0.00	\$8,006.37	\$0.00	\$8,006.37
900-505	\$0.00	\$0.09	\$0.00	\$819.39	(\$819.30)	\$5,180.61	(\$5,999.91)
Total Project - 921 MIDDLE SCHOOL SPECIAL - MS	\$0.00	\$0.09	\$8,006.37	\$819.39	\$7,187.07	\$5,180.61	\$2,006.46
Project - 922 HISPANIC CLUB - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$307.57	\$0.00	\$307.57	\$0.00	\$307.57
Total Project - 922 HISPANIC CLUB - MIDDLE SCHOOL	\$0.00	\$0.00	\$307.57	\$0.00	\$307.57	\$0.00	\$307.57
Project - 927 YEARBOOK - MIDDLE SCHOOL							
000-505	\$0.00	\$0.00	\$272.88	\$0.00	\$272.88	\$0.00	\$272.88
Total Project - 927 YEARBOOK - MIDDLE SCHOOL	\$0.00	\$0.00	\$272.88	\$0.00	\$272.88	\$0.00	\$272.88
Project - 930 STUDENT ACTIVITY/YEARBOOK - CENTRAL							
000-110	\$0.00	\$0.00	\$74,157.87	\$0.00	\$74,157.87	\$0.00	\$74,157.87
900-110	\$0.00	\$560.00	\$0.00	\$18,467.00	(\$17,907.00)	\$24,850.00	(\$42,757.00)
Total Project - 930 STUDENT ACTIVITY/YEARBOOK - CENTRAL	\$0.00	\$560.00	\$74,157.87	\$18,467.00	\$56,250.87	\$24,850.00	\$31,400.87
Project - 931 BOOK FAIR - CENTRAL							
000-110	\$0.00	\$0.00	\$9,147.29	\$0.00	\$9,147.29	\$0.00	\$9,147.29
900-110	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	(\$2,000.00)
Total Project - 931 BOOK FAIR - CENTRAL	\$0.00	\$0.00	\$9,147.29	\$0.00	\$9,147.29	\$2,000.00	\$7,147.29
Project - 932 COKE - CENTRAL							
000-110	\$0.00	\$0.00	\$6,174.54	\$0.00	\$6,174.54	\$0.00	\$6,174.54
900-110	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)
Total Project - 932 COKE - CENTRAL	\$0.00	\$0.00	\$6,174.54	\$0.00	\$6,174.54	\$1,000.00	\$5,174.54
Project - 933 ARCHERY - CENTRAL							
000-110	\$0.00	\$0.00	\$516.75	\$0.00	\$516.75	\$0.00	\$516.75

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 933 ARCHERY - CENTRAL							
Total Project - 933 ARCHERY - CENTRAL	\$0.00	\$0.00	\$516.75	\$0.00	\$516.75	\$0.00	\$516.75
Project - 934 BROADWAY KIDS - CENTRAL							
000-110	\$0.00	\$0.00	\$3,497.56	\$0.00	\$3,497.56	\$0.00	\$3,497.56
Total Project - 934 BROADWAY KIDS - CENTRAL	\$0.00	\$0.00	\$3,497.56	\$0.00	\$3,497.56	\$0.00	\$3,497.56
Project - 935 2ND GRADE - CENTRAL							
000-110	\$0.00	\$0.00	\$489.12	\$0.00	\$489.12	\$0.00	\$489.12
Total Project - 935 2ND GRADE - CENTRAL	\$0.00	\$0.00	\$489.12	\$0.00	\$489.12	\$0.00	\$489.12
Project - 936 5TH GRADE - CENTRAL							
000-110	\$0.00	\$0.00	\$5.11	\$0.00	\$5.11	\$0.00	\$5.11
Total Project - 936 5TH GRADE - CENTRAL	\$0.00	\$0.00	\$5.11	\$0.00	\$5.11	\$0.00	\$5.11
Project - 938 PTO - CENTRAL							
000-110	\$0.00	\$0.00	\$8,694.33	\$0.00	\$8,694.33	\$0.00	\$8,694.33
900-110	\$0.00	\$0.00	\$0.00	\$382.57	(\$382.57)	\$617.43	(\$1,000.00)
Total Project - 938 PTO - CENTRAL	\$0.00	\$0.00	\$8,694.33	\$382.57	\$8,311.76	\$617.43	\$7,694.33
Project - 939 MUSIC ED - CENTRAL							
000-110	\$0.00	\$0.00	\$652.86	\$0.00	\$652.86	\$0.00	\$652.86
Total Project - 939 MUSIC ED - CENTRAL	\$0.00	\$0.00	\$652.86	\$0.00	\$652.86	\$0.00	\$652.86
Project - 941 PSE LIBRARY - PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$1,280.05	\$0.00	\$1,280.05	\$0.00	\$1,280.05
Total Project - 941 PSE LIBRARY - PRIMARY SOUTH	\$0.00	\$0.00	\$1,280.05	\$0.00	\$1,280.05	\$0.00	\$1,280.05
Project - 942 COKE - PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$6,343.91	\$0.00	\$6,343.91	\$0.00	\$6,343.91
900-120	\$0.00	\$0.00	\$0.00	\$190.00	(\$190.00)	\$310.00	(\$500.00)
Total Project - 942 COKE - PRIMARY SOUTH	\$0.00	\$0.00	\$6,343.91	\$190.00	\$6,153.91	\$310.00	\$5,843.91
Project - 947 PTO - PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$4.62	\$0.00	\$4.62	\$0.00	\$4.62
Total Project - 947 PTO - PRIMARY SOUTH	\$0.00	\$0.00	\$4.62	\$0.00	\$4.62	\$0.00	\$4.62
Project - 952 STUDENT SERV-PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$2,237.96	\$0.00	\$2,237.96	\$0.00	\$2,237.96
900-120	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	(\$500.00)
Total Project - 952 STUDENT SERV-PRIMARY SOUTH	\$0.00	\$0.00	\$2,237.96	\$0.00	\$2,237.96	\$500.00	\$1,737.96
Project - 953 SWEET SOUNDS-PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$1,410.47	\$0.00	\$1,410.47	\$0.00	\$1,410.47
Total Project - 953 SWEET SOUNDS-PRIMARY SOUTH	\$0.00	\$0.00	\$1,410.47	\$0.00	\$1,410.47	\$0.00	\$1,410.47
Project - 962 PRE K & K - PRIMARY SOUTH							
000-120	\$0.00	\$0.00	\$19,274.26	\$0.00	\$19,274.26	\$0.00	\$19,274.26
900-120	\$0.00	\$375.00	\$0.00	\$411.44	(\$36.44)	\$3,250.20	(\$3,286.64)
Total Project - 962 PRE K & K - PRIMARY SOUTH	\$0.00	\$375.00	\$19,274.26	\$411.44	\$19,237.82	\$3,250.20	\$15,987.62
Project - 980 GENERAL STUDENT - EVENSTART							
000-120	\$0.00	\$0.00	\$611.52	\$0.00	\$611.52	\$0.00	\$611.52
Total Project - 980 GENERAL STUDENT - EVENSTART	\$0.00	\$0.00	\$611.52	\$0.00	\$611.52	\$0.00	\$611.52
Project - 983 GENERAL - ADMINISTRATION							
000-050	\$0.00	\$0.00	\$5,344.30	\$0.00	\$5,344.30	\$0.00	\$5,344.30
900-050	\$0.00	\$735.12	\$0.00	\$80.99	\$654.13	\$4,119.01	(\$3,464.88)
Total Project - 983 GENERAL - ADMINISTRATION	\$0.00	\$735.12	\$5,344.30	\$80.99	\$5,998.43	\$4,119.01	\$1,879.42
Project - 984 DISTRICT TECH FEES - ADMINISTRATION							
000-050	\$0.00	\$0.00	\$8,900.16	\$0.00	\$8,900.16	\$0.00	\$8,900.16
900-050	\$0.00	\$3,290.00	\$0.00	\$981.41	\$2,308.59	\$7,018.59	(\$4,710.00)
Total Project - 984 DISTRICT TECH FEES - ADMINISTRATION	\$0.00	\$3,290.00	\$8,900.16	\$981.41	\$11,208.75	\$7,018.59	\$4,190.16

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2025 - 6/30/2026

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 985 DRIVERS ED - ADMINISTRATION							
900-050	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$1,425.00
Total Project - 985 DRIVERS ED - ADMINISTRATION	\$0.00	\$1,425.00	\$0.00	\$0.00	\$1,425.00	\$0.00	\$1,425.00
Project - 986 REFUND ACCT - ALL SCHOOLS							
900-050	\$0.00	\$3,378.75	\$0.00	\$0.00	\$3,378.75	\$0.00	\$3,378.75
Total Project - 986 REFUND ACCT - ALL SCHOOLS	\$0.00	\$3,378.75	\$0.00	\$0.00	\$3,378.75	\$0.00	\$3,378.75
Total	\$0.00	\$49,066.09	\$341,943.76	\$46,067.58	\$344,942.27	\$73,254.50	\$271,687.77



TO: THE BOARD OF EDUCATION
SCHOOL DISTRICT #5
IDABEL, OKLAHOMA

**REQUEST TO TRANSFER
ACTIVITY ACCOUNTS**

THE FOLLOWING REQUEST TO TRANSFER ACTIVITY FUNDS IS MADE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE SCHOOL DISTRICT BOARD OF EDUCATION.

SCHOOL: IHS SITE: 710 DATE: 7/28/25
SCHOOL: _____ SITE: _____

<u>TRANSFER TO:</u>	<u>TRANSFER FROM:</u>	<u>REASON:</u>	<u>AMOUNT:</u>
<u>818</u>	<u>820</u>	<u>Bake Sale</u>	<u>80.00</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Kas Mos
APPROVED BY: PRINCIPAL

7/28/25
DATE

Janie Clark
FINANCIAL SECRETARY:

7/28/25
DATE

Carla Bottom
SPONSOR

07/28/2025
DATE

APPROVED BY THE BOARD OF EDUCATION DATE: _____
UPDATED:2020

SCHOOL BOARD MEETINGS

The board of education shall transact all business at official meetings of the board. These may be regular, continued or reconvened, special or emergency meetings, defined as follows:

1. Regular Meeting – the usual, official legal action meeting held regularly.
2. Continued or Reconvened Meeting – a meeting assembled for the purpose of finishing business appearing on an agenda of a previous meeting.
3. Special Meeting – an official legal action meeting called between scheduled regular meetings to consider specific topics.
4. Emergency Meeting – an official legal action meeting held only for dealing with situations involving either injury to persons or injury or damage to public or personal property or immediate financial loss so severe that the 48-hour notice period for a special meeting would be impractical and increase the likelihood of injury or damage or immediate financial loss.

A “meeting” is defined as the gathering of a quorum of members of the school district to propose or take legal action, including any deliberations with respect to such action. The proceedings of all board meetings shall be recorded in written minutes.

No meetings will be held by teleconference. However, meetings may be held by videoconference as long as the meeting conforms to the requirements of Oklahoma’s Open Meeting Act. Accordingly, any meeting conducted by videoconference must meet the following requirements:

- A quorum must be present in person at the physical meeting site as posted on the meeting notice and agenda.
- The meeting notice and agenda prepared in advance of the meeting shall indicate that the meeting will include videoconferencing locations and shall state the location, address and telephone number of each available videoconference site, the identity of each member of the body and the specific site from which each member of the body shall be physically present and participating in the meeting.
- After the meeting notice and agenda are prepared and posted, no member of the public body shall be allowed to participate in the meeting from any location other than the specific location posted on the agenda in advance of the meeting.
- The method of meeting described in the meeting notice shall not be modified prior to the meeting, and the board shall conduct the meeting according to

the methods described in the notice. If a code or password is required to access the videoconference meeting, the code or password shall be included in the public notice.

- In order to allow the public to attend and observe each board member carrying out their duties, a member of the board desiring to participate in a meeting by videoconference shall participate from a site and room located within the district or political subdivision from which they are elected, appointed or are sworn to represent. Each site or room where a member of the board is present for a meeting that includes videoconference, shall be open and accessible to the public, and the public shall be allowed into that site or room.
- Public bodies may provide additional videoconference sites as a convenience to the public, but additional sites shall not be used to exclude or discourage public attendance at any video at any videoconference site.
- The public shall be allowed to participate and speak, as allowed by rule or policy set by the public body.
- Any materials shared electronically between members of the public body, before or during the videoconference, shall also be immediately available to the public, unless confidential or privileged under applicable law, in the same form and manner as shared with members of the public body.
- All votes occurring during any meeting conducted using videoconferencing shall occur and be recorded by roll call vote.
- *Executive sessions by videoconference are prohibited.*

The regular meeting of the board of education shall be the 2nd Monday of each month at 5:30 p.m. at the location indicated in the annual letter to the McCurtain County Clerk. The regular meeting may be changed in accordance with the provisions of the Open Meeting Act.

Special meetings of the board may be called by the president at any time, and he/she shall call special meetings whenever so requested, in writing, by any member of the board. Business transacted at any special meeting may be for either a specific or a general purpose.

Unless otherwise provided by law, any officer of the board of education may, if required, cause an Affidavit of Board Action to be signed and submitted to the State Department of Education in lieu of approved board minutes to provide proof of an action approved or taken at a board meeting. The Affidavit of Board Action shall include:

- a. the county or district code,
- b. the name of the school district,
- c. the date of the board meeting,
- d. the agenda item number approved,

- e. a summary of the action approved,
- f. an affirming signature representing the district from the district superintendent or the assistant superintendent, and
- g. an affirming signature representing the district board from the board president or chair, or from a board officer.

The State Department of Education shall accept a signed Affidavit of Board Action as certification that the board has approved or taken a specific action at a board meeting. The submission of a signed Affidavit of Board Action shall not exempt the board of education from keeping minutes of a meeting in accordance with OKLA. STAT. tit. 25 § 312.

Reference: OKLA. STAT. tit. 25 , §§ 304, 307.1, 312 (2021); OKLA. STAT. tit. 70, § 5-118 (2025)

~~Reference: OKLA. STAT. tit. 25 , §§304, 307.1 (2021).~~

LENGTH OF THE SCHOOL YEAR

Minimum Length of School Year: School shall actually be in session and classroom instruction offered for not less than 1,086~~0~~ hours with a minimum of 166~~5~~ days of instruction each school year, unless the district applies for a waiver from the State Board of Education authorizing the district to implement a school year calendar for one or more site(s) that includes fewer than 166~~5~~ days of classroom instruction. Only where conditions beyond the control of school authorities make the maintenance of the term impossible, and the State Board of Education has been apprised and has expressed concurrence in writing, may school be maintained for less than a full year.

Notification of School-Hours Policy: Prior to October 15th of the applicable school year, the superintendent or their designee, shall notify the State Board of Education, in writing, that the district has adopted a school-hours policy and provide the State Board of Education with a copy of the school calendar as approved by the district's board of education.

Rationale for Alternate Length School Year and Application for Waiver: In certain school years, the district may determine an alternate length school year (less than 166~~5~~ days of instruction) would benefit students at one or more school sites and apply for a waiver from the State Department of Education authorizing an alternate length school year. In such case, no earlier than the district's receipt of student performance data and federal *Every Student Succeeds Act* status designations and no later than June 30 prior to the school year for which the waiver is requested, the superintendent or their designee shall submit an application for waiver authorizing an alternate length school year, including the most recent Estimate of Needs, a narrative detailing how the proposed calendar is intended to benefit students and evidence that the district meets the student performance and financial criteria requirements for an alternate length school year. In any year in which the district applies for a waiver, the district must meet or exceed the minimum guidelines for student performance and school district cost savings established by the State Board of Education.

Professional Development: No more than five days or 30 hours of classroom instruction time per school year may be used for professional development meetings.

Parent-Teacher Conferences: If parent-teacher conferences are held during a regular school day, as authorized by the district, the parent-teacher conferences shall be counted as classroom instruction time for no more than 6 hours per semester, for a total of 12 hours per school year.

Virtual Instruction: Beginning with the 2026-2027 school year, the district may only count up to 12 hours of virtual instruction toward the 1,086 hours of required instruction time. Virtual instruction, as defined by OKLA. STAT. tit. 70 § 1-109, may only be counted toward total instruction time if 1) this district's virtual instruction plan, in compliance with OKLA. STAT. tit. 70 § 1-109, has received approval from the Superintendent of Public Instruction; 2) a state of emergency or proclamation has been issued by the governor for a specific reason

relating to school district operations; and 3) the board of education approves the use of virtual instruction.

Reference: OKLA. STAT. tit. 70, § 1-109
OAC §210:10-1-4

STRONG READERS ACT

It is essential for children enrolled in the district to read early and well in elementary school. To facilitate proficient reading skills for its students, the district employs scientifically-based and researched methodology in reading instruction in addition to regular and periodic measurements of elementary school reading improvement, and accountability in each level of the educational system to increase the number of students reading at or above grade level.

District students will receive a well-rounded education that is focused on building deep foundations in reading, writing, and mathematics with all district teachers of reading in kindergarten through third grade incorporating into instruction the five elements of reading instruction which are phonological awareness, decoding, fluency, vocabulary, and comprehension.

In order for the District to identify students who have ~~a reading deficiency including identifying students with~~ characteristics of dyslexia ~~that lead to or cause reading difficulty~~, each student enrolled in kindergarten and first, second, and third grade at the district shall be screened at the beginning, middle, and end of each school year for reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension. A screening instrument approved by the State Board of Education, in consultation with the Commission for Educational Quality and Accountability and the Secretary of Education, shall be utilized.

An exemption to the screening requirement may be provided to students who have documented evidence that they meet at least one of the following criteria as related to the provision of classroom instruction:

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

For any student granted an exemption from the screening requirement, the district shall maintain ongoing evidence of student progression toward English language acquisition with the same frequency as administration of screening assessments. Evidence may include, but not be limited to, student progression toward OAAP reading essential elements,

proficiency in sign language and reading comprehension, and proficiency in Braille and reading comprehension.

Any student administered a screening instrument and found not to be meeting grade-level targets shall be provided a program of reading instruction designed to enable the student to acquire the appropriate grade-level reading skills. The program of reading instruction shall be based on scientific reading research and align with the subject matter standards adopted by the State Board of Education. A program of reading instruction shall include:

- a. sufficient additional in-school instructional time for the acquisition of phonological awareness, decoding, fluency, vocabulary, and comprehension,
- b. if necessary and if funding is available, tutorial instruction after regular school hours, on Saturdays, and during summer; however, such instruction may not be counted toward the one-hundred-eighty-day or one-thousand-eighty-hour school year,
- c. assessments identified for diagnostic purposes and periodic monitoring to measure the acquisition of reading skills including, but not limited to, phonological awareness, decoding, fluency, vocabulary, and comprehension, as identified in the student's program of reading instruction,
- d. high-quality instructional materials grounded in scientifically based reading research, and
- e. a means of providing every family of a student in prekindergarten, kindergarten, and first, second, and third grade access to free online evidence-based literacy instruction resources to support the student's literacy development at home.

A student enrolled in kindergarten or first, second, or third grade who exhibits a deficiency in reading at any time based on the screening instrument shall receive an individual reading intervention plan no later than thirty (30) days after the identification of the deficiency in reading. The reading intervention plan shall be provided in addition to core reading instruction that is provided to all students. The reading intervention plan shall:

- a. describe the research-based reading intervention services the student will receive to remedy the deficiency in reading,
- b. provide explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension, as applicable,
- c. monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to the student's needs, and
- d. continue until the student is determined to be meeting grade-level targets in reading based on screening instruments or assessments administered under this policy.

The reading intervention plan for each student identified with a deficiency in reading shall be developed by a Student Reading Proficiency Team and shall include supplemental instructional services and supports. Each team shall be composed of:

- a. the parent or legal guardian of the student,
- b. the teacher assigned to the student who had responsibility for reading instruction in that academic year,
- c. a teacher who is responsible for reading instruction and is assigned to teach in the next grade level of the student, and
- d. a certified reading specialist or an individual with advanced training or specialization in literacy instruction, if one is available.

The district shall notify the parent or legal guardian of any student in kindergarten or first, second, or third grade who exhibits a deficiency in reading at any time based on the screening instrument administered pursuant to this policy. The notification shall occur no later than thirty (30) days after the identification of the deficiency in reading.

District Strong Readers Plan:

The district shall adopt and implement a strong readers plan with input from school administrators, teachers, and parents and legal guardians and, if possible, a reading specialist. The plan shall be submitted electronically to, and approved by, the State Board of Education. The plan shall be updated annually. The district is not required to electronically submit the annual updates to the State Board if the last plan submitted to the State Board was approved and expenditures for the program include only expenses relating to individual and small group tutoring, purchase of and training in the use of screening and assessment measures, summer school programs and Saturday school programs. If any expenditure for the program is deleted or changed or any other type of expenditure for the program is implemented, the district shall submit the latest annual update to the State Board for approval.

The district strong readers plan shall include a plan for each site which includes an analysis of the data provided by the Oklahoma School Testing Program and other reading assessments utilized as required under this policy, and which outlines how each school site will comply with the provisions of the Strong Readers Act.

Students Demonstrating Proficiency:

Any first-grade, second-grade, or third-grade student who demonstrates proficiency in reading through a grade-level appropriate screening instrument approved pursuant to this policy shall not require a program of reading instruction or an individual reading intervention plan. After a student has demonstrated proficiency through a screening instrument, the district shall provide notification to the parent or legal guardian of the student that the student has satisfied the requirements of the Strong Readers Act. The district shall continue to monitor the student in the next successive grade level to ensure he or she maintains proficiency.

Intensive Intervention Services:

Beginning with the 2025-2026 school year, if a third-grade student is identified at any point of the academic year as having a significant reading deficiency, which shall be defined as not meeting grade-level targets on a screening instrument administered pursuant to this policy, the district shall provide the student with intensive intervention services for the appropriate amount of the instructional day consistent with the individual reading intervention plan developed pursuant to this policy and as determined by the Student Reading Proficiency Team. Intensive intervention services shall continue until the student demonstrates proficiency at the student's grade level based on a screening instrument administered pursuant to this policy.

The district shall annually report in an electronic format to the State Department of Education, the Office of Educational Quality and Accountability, and the Secretary of Education the number of students in kindergarten through third grade per grade level who exhibit grade-level reading proficiency, the number of students per grade level who received intensive intervention services pursuant to this policy, the number of students per grade level who attended a summer academy as provided for in Section 1210.508E of Title 70, the number of students per grade level who exhibited improved reading proficiency after completion of intensive intervention services, and the number of students per grade level who are still in need of intensive intervention services.

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

1. That the student has been identified as having a substantial deficiency in reading;
2. A description of the current services that are provided to the student;
3. A description of the proposed intensive intervention services and supports that will be provided to the student that are designed to remediate the identified area of reading deficiency;
4. That a student who is promoted to the fourth grade shall receive supplemental intensive intervention services;
5. Strategies for parents to use in helping their child succeed in reading proficiency;
and
6. The grade-level performance scores of the student.

No student may be assigned to a grade level based solely on age or other factors that constitute social promotion.

Reporting Requirements:

The district shall annually publish on the school website, and report electronically to the State Department of Education, the Office of Educational Quality and Accountability, and the Secretary of Education by **September 1** of each year the following information on the prior school year:

- a. expenditures related to implementing the provisions of this policy, the number of staff implementing the provisions of this policy, and average daily classroom time devoted to implementing the provisions of this policy,
- b. by grade, the number and percentage of all students in kindergarten through third grade who did not meet grade-level targets based on a screening instrument administered pursuant to this policy,
- c. by grade, the number and percentage of all students in kindergarten through third grade who have been enrolled in the district for fewer than two (2) years,
- d. by grade, the number and percentage of students in kindergarten through third grade who demonstrated grade-level proficiency based on a screening instrument administered pursuant to this policy, and
- e. by grade, the number and percentage of students in kindergarten through third grade who are on an individualized education program (IEP) in accordance with the Individuals with Disabilities Education Act (IDEA) and who demonstrated grade-level proficiency based on a screening instrument administered pursuant to this policy or an alternative assessment prescribed by the student's IEP.

Copies of the results of the screening instruments administered shall be made a part of the permanent record of each student.

Professional Development:

If the district receives more than Two Thousand Five Hundred Dollars (\$2,500.00) in funds allocated to provide remediation and intervention in reading prekindergarten through grade five, the district shall spend no less than ten percent (10%) to provide professional development for teachers teaching prekindergarten through grade five. The professional development shall include training in the science of reading including how students learn to read; training in providing explicit and systematic instruction in phonological awareness, decoding, fluency, vocabulary, and comprehension; implementing reading strategies that research has shown to be successful in improving reading among students with reading difficulties; and instructional materials required for implementation.

Summer Academy:

If a teacher determines that a student in kindergarten or first through third grade is not reading at grade level by the end of the second quarter of the school year, the parent or legal guardian of the student shall be notified of:

1. The reading level of the student;
2. The program of reading instruction for the student as required pursuant to the Strong Readers Act; and
3. The potential need for the student to participate in a summer academy or other program designed to assist the student in attaining grade-level reading skills.

A teacher who determines a student in kindergarten or first through third grade is not meeting grade-level targets for reading may, after consultation with the parent or legal guardian of the student, recommend that the student participate in and complete a summer academy or other program.

The district's summer academy program shall be designed to ensure that participating students successfully complete grade-level competencies in reading to enhance next-grade readiness. A summer academy reading program shall incorporate the content of a scientifically research-based professional development program administered by the Commission for Educational Quality and Accountability or a scientifically research-based reading program administered by the State Board of Education and is taught by teachers who have successfully completed professional development in the reading program or who are certified as reading specialists.

The district may approve an option for students who are unable to attend a summer academy. The optional program may include, but is not limited to, an approved private provider of instruction, approved computer-based or Internet-based instruction, or an approved program of reading instruction monitored by the parent or legal guardian. The district shall not be required to pay for the optional program, but shall clearly communicate to the parent or legal guardian the expectations of the program and any costs that may be involved.

Subject to the availability of funds, the requirements of this section may be expanded to apply to students in fourth through eighth grades.

Dyslexia Screening:

Any student enrolled in kindergarten, first, second, or third grade who is assessed through the Strong Readers Act and who is not meeting grade-level targets in reading after the beginning-of-the-year assessment shall be screened for dyslexia. Screening also may be requested for a student by his or her parent or legal guardian, teacher, counselor, speech-language pathologist, or school psychologist.

Screening shall be conducted in accordance with the policies developed by the State Board of Education and the Oklahoma Dyslexia Handbook, including policies and information

developed relating to universal screening of kindergarten students for characteristics of dyslexia.

The district shall provide the following data to the State Department of Education by June 30 each year:

1. The number of students by grade level in kindergarten through grade three who were screened for dyslexia in a school year;
2. The number of students by grade level in kindergarten through grade three who were newly identified as having characteristics of dyslexia in a school year;
3. The process or tools used to evaluate student progress;
4. The number of trained school system personnel or licensed professionals used to administer the qualified dyslexia screening tool;
5. The number of students in kindergarten through grade three who were participating in interventions within the school setting and the number of students participating in interventions outside the school setting; and
6. The programs used by districts for intervention within the school setting.

Reference: OKLA. STAT. tit. 70, § 1210.508A, et seq.

OKLA. STAT. tit. 70, § 1210.520

Reference: 70 O.S. § 1210.508A, et seq.

70 O.S. § 1210.520

FLAG PROTOCOL

In accordance with Oklahoma law, every board of education shall be required to provide, own and display, either inside or outside each classroom building in the district, a United States Flag, and cause the flag to be displayed during every school day either from a flagstaff or pole, and in inclement weather, within the school building. Further, students are allowed to display the United States Flag.

The district shall provide instruction in the history and etiquette relating to the United States Flag in one or more grades in district schools. Students are authorized to recite, at the beginning of each school day, the pledge of allegiance to the flag of the United States of America as enumerated at 36 U.S.C. §172; however, students *shall* recite the pledge of allegiance to the flag of the United States of America *once every school week*. Each student shall be informed by posting a notice in a conspicuous place that students not wishing to participate in the pledge shall not be required to do so.

Oklahoma law provides that any person who shall contemptuously or maliciously tear down, burn, trample upon, mutilate, deface, defile, defy, treat with indignity, wantonly destroy, or cast contempt, either by word or act, upon any flag, standard, colors or ensign of the United States of America, shall be guilty of a felony.

Reference: OKLA. STAT. tit. 21, §372
OKLA. STAT. tit. 25, §153
OKLA. STAT. tit. 70, §24-106
OAC § 210:35-3-5

ABUSE, NEGLECT, EXPLOITATION AND TRAFFICKING

Introduction

Under Oklahoma law, district employees have varying legal obligations to report abuse and neglect. The purpose of this policy is to provide directives and guidelines to assist district employees in fulfilling their legal responsibility.

Definitions

1. "Abuse and neglect" shall include, but is not limited to, the following:

a. "Abuse" is defined as:

- i. harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child's health safety or welfare, including but not limited to nonaccidental physical or mental injury, sexual abuse, or sexual exploitation. (10A OKLA. STAT. § 1-1-105);
- ii. willful or malicious harm or threatened harm or failure to protect from harm or threatened harm to the health, safety, or welfare of a child under eighteen (18) years of age by a person responsible for a child's health, safety, or welfare, or the act of willfully or maliciously injuring, torturing or maiming a child under eighteen (18) years of age by any person. (21 OKLA. STAT. § 843.5); or
- iii. the intentional infliction of physical pain, injury, or mental anguish or the deprivation of food, clothing, shelter, or medical care to an incapacitated person, partially incapacitated person, or a minor by a guardian or other person responsible for providing these services. (30 OKLA. STAT. § 1-111).

b. "Neglect" is defined as any of the following:

- i. the failure or omission to provide any of the following:
 1. adequate nurturance and affection, food, clothing, shelter, sanitation, hygiene, or appropriate education,
 2. medical, dental, or behavioral health care,
 3. supervision or appropriate caretakers, or
 4. special care made necessary by the physical or mental condition of the child,
- ii. the failure or omission to protect a child from exposure to any of the following:
 1. the use, possession, sale, or manufacture of illegal drugs,
 2. illegal activities, or
 3. sexual acts or materials that are not age-appropriate;
- iii. abandonment. (10A Okla. Stat. § 1-1-105); or
- iv. the failure to provide protection, adequate shelter or clothing; or the harming or threatening with harm through action or inaction by either another individual or through the person's own action or inaction because

of a lack of awareness, incompetence, or incapacity, which has resulted or may result in physical or mental injury. (30 OKLA. STAT. § 1-111).

- c. “Sexual abuse” is defined as behavior that includes but is not limited to rape, incest and lewd or indecent acts or proposals, made to a child, as defined by law, by a person responsible for the health, safety, or welfare of the child. (10A OKLA. STAT. § 1-1-105).
- d. “Sexual exploitation” is defined as behavior that includes but is not limited to allowing, permitting, encouraging, or forcing a child to engage in prostitution, as defined by law, by any person eighteen (18) years of age or older or by a person responsible for the health, safety, or welfare of a child, or allowing, permitting, encouraging or engaging in the lewd, obscene or pornographic photographing, filming or depicting of a child in those acts by a person responsible for the health, safety, and welfare of the child (10A Okla. Stat. § 1-1-105).
- e. “Contributing to the delinquency of a minor” is defined as behavior that knowingly or willfully causes, aids, abets or encourages a minor to be, to remain, or to become a delinquent child or a runaway child. (21 OKLA. STAT. § 856).
- f. “Incest” is defined as marrying, committing adultery or fornicating with a person within the degrees of consanguinity within which marriages are by the laws of the state declared incestuous and void. (21 OKLA. STAT. § 885).
- g. “Forcible Sodomy” is defined as sodomy committed:
 - i. By a person over eighteen (18) years of age upon a person under sixteen (16) years of age;
 - ii. Upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
 - iii. With any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;
 - iv. By a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;
 - v. Upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;
 - vi. Upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or
 - vii. Upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit (21 OKLA. STAT. § 888).

- h. "Maliciously, forcibly or fraudulently taking or enticing a child away" is defined as maliciously, forcibly or fraudulently taking or enticing away any child under the age of sixteen (16) years, with intent to detain or conceal such child from its parent, guardian or other person having the lawful charge of such child or to transport such child from the jurisdiction of this state or the United States without the consent of the person having lawful charge of such child. (21 OKLA. STAT. § 891).
- i. "Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child pornography" is defined as:
- i. Willfully and knowingly solicits or aids a minor child to perform any of the following actions:
1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
 2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
 3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
 4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material; or
- ii. Shows, exhibits, loans, or distributes to a minor child any obscene material or child sexual abuse material for the purpose of inducing said minor to participate in:
1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;
 2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;
 3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child sexual abuse material; or
 4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child sexual abuse material (21 Okla. Stat. § 1021).
- j. "Procuring or causing the participation of any minor child in any child sexual abuse material or knowingly possessing, procuring or manufacturing child

pornography” is defined as procuring or causing the participation of any minor under the age of eighteen (18) years in any child sexual abuse material or who knowingly possesses, procures, or manufactures, or causes to be sold or distributed any child sexual abuse material. (21 OKLA. STAT. § 1021.2).

k. “Permitting or consenting the participation of a minor child in any child pornography” is defined as a parent, guardian or individual having custody of a minor under the age of eighteen (18) years who knowingly permits or consents to the participation of a minor in any child pornography. (21 OKLA. STAT. § 1021.3).

l. “Facilitating, encouraging, offering or soliciting sexual conduct with a minor” is defined as facilitating, encouraging, offering or soliciting sexual conduct with a minor, or other individual the person believes to be a minor, by use of any technology, or engaging in any communication for sexual or prurient interest with any minor, or other individual the person believes to be a minor, by use of any technology. (21 OKLA. STAT. § 1040.13a).

m. “Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act” is defined as:

i. Offering, or offering to secure, a child under eighteen (18) years of age for the purpose of child sex trafficking, or for any other lewd or indecent act, or procure or offer to procure a child for, or a place for a child as an inmate in, a house of prostitution or other place where prostitution is practiced;

ii. Receiving or offering or agreeing to receive any child under eighteen (18) years of age into any house, place, building, other structure, vehicle, trailer, or other conveyance for the purpose of child sex trafficking, lewdness, or assignation, or to permit any person to remain there for such purpose; or

iii. Directing, taking, or transporting, or offering or agreeing to take or transport, or aid or assist in transporting, any child under eighteen (18) years of age to any house, place, building, other structure, vehicle, trailer, or other conveyance, or to any other person with knowledge or having reasonable cause to believe that the purpose of such directing, taking, or transporting is child sex trafficking, lewdness, or assignation. (21 OKLA. STAT. § 1087).

n. “Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution” is defined as:

i. By promise, threats, violence, or by any device or scheme, including but not limited to the use of any prohibited controlled dangerous substance causing, inducing, persuading, or encouraging a child under eighteen (18) years of age to engage or continue to engage in child sex trafficking or to become or remain an inmate of a house of prostitution or other place where prostitution is practiced;

ii. Keeping, holding, detaining, restraining, or compelling against his or her will, any child under eighteen (18) years of age to engage in the practice of child sex trafficking or in a house of child sex trafficking or other place where prostitution is practiced or allowed; or

iii. Directly or indirectly keeping, holding, detaining, restraining, or compelling or attempting to keep, hold, detain, restrain, or compel a child under eighteen (18) years of age to engage in the practice of child sex

trafficking or in a house of prostitution or any place where prostitution is practiced or allowed for the purpose of compelling such child to directly or indirectly pay, liquidate, or cancel any debt, dues, or obligations incurred, or said to have been incurred by such child. (21 OKLA. STAT. § 1088).

o. "Rape" is defined as sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:

- i. Where the victim is under eighteen (18) years of age;
- ii. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
- iii. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
- iv. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
- v. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
- vi. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;
- vii. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;
- viii. Where the victim is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of a school system, including employed and contracted school resource officers and security guards; or
- ix. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant. (21 OKLA. STAT. § 1111).

q. "Rape by instrumentation" is defined as an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another

person without his or her consent and penetration of the anus or vagina occurs to that person. Provided further that one of the following circumstances exists:

- i. where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or
 - ii. where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime; or
 - iii. where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant;
 - iv. where the victim is a student at a secondary school, is concurrently enrolled at an institution of higher education, and engages in acts as defined above with a perpetrator who is an employee of the institution of higher education of which the student is enrolled (21 OKLA. STAT. § 1111.1).
- r. “Making any oral, written or electronically or computer-generated lewd or indecent proposals to a minor child under the age of sixteen (16)” is defined as making any oral, written or electronically or computer-generated lewd or indecent proposal to any child under sixteen (16) years of age, or other individual the person believes to be a child under sixteen (16) years of age, for the child to have unlawful sexual relations or sexual intercourse with any person. (21 OKLA. STAT. § 1123).
- s. “Exploitation” is defined as an unjust or improper use of the resources of an incapacitated person, a partially incapacitated person, or a minor for the profit or advantage, pecuniary or otherwise, of a person other than an incapacitated person, a partially incapacitated person, or a minor through the use of undue influence, coercion, harassment, duress, deception, false representation or false pretenses (30 OKLA. STAT. § 1-111).
- t. “Child Trafficking” as defined below.
- u. “Sexual battery” is considered child abuse and neglect when committed upon a person who is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or in the legal custody or supervision of any public or private elementary or secondary school, or technology center school, by a person who is eighteen (18) years of age or older and is an employee of a private school or public school system.
2. “Child Trafficking” includes, but is not limited to behavior that consists of the acceptance, solicitation, offer, payment or transfer of any compensation, in money, property or other thing of value, at any time, by any person in connection with the

acquisition or transfer of the legal or physical custody or adoption of a minor child, except as ordered by the court or except as otherwise provided by Section 7505-3.2 of Title 10 of the Oklahoma Statutes. (21 OKLA. STAT. § 866).

3. A “person responsible for a child's health, safety or welfare” includes a parent, a legal guardian, a custodian, a foster parent, a person 18 years of age or older with whom the child's parent cohabitates or any other adult residing in the home of the child, an agent or employee of a public or private residential home, institution or facility, or an owner, operator or employee of a child care facility as defined by OKLA. STAT. tit. 10 § 402.

4. “Parent” refers to parents, guardians or others who have legal responsibilities for specific children.

Reporting Suspected Abuse, Neglect Exploitation or Trafficking

Any district employee having reasonable cause to believe that any student **under the age of eighteen (18) years is a victim of abuse, neglect or exploitation** shall immediately report this matter to:

- (1) Oklahoma Department of Human Services (“DHS”) through the hotline designated for this purpose (1-800-522-3511), AND
- (2) local law enforcement.

Any district employee having reasonable cause to believe that any student **eighteen (18) years or older is a victim of abuse, neglect or exploitation** shall immediately report this matter to local law enforcement.

Additionally, any district employee must report **suspected child trafficking** to:

- (1) Oklahoma Bureau of Narcotics and Dangerous Drugs Control (“OBNDCC”) at 1-855-617-2288,
- (2) DHS through the hotline designated for this purpose (1-800-522-3511), AND
- (3) local law enforcement.

After a report is made to DHS or OBNDCC via the hotline, or to law enforcement, the reporting party will prepare a written report which contains the confirmation number of the report (if applicable), the date and time of the telephone contact, the name of the person to whom the district employee made the oral report, the names and addresses of the student, the parents, and any other responsible persons, the student's age, the nature and extent of injuries, any previous incidents, and any other helpful information. A copy of this report will be furnished to the principal or, if the reporter believes the principal is not an appropriate individual, to the superintendent.

Local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report made to DHS and/or local law enforcement shall not disclose

information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or DHS.

Investigating Abuse, Neglect or Exploitation

At the request of appropriately identified investigators of DHS, OBNDCC or the district attorney's office or local law enforcement, the superintendent, principal or other school official shall permit the investigators access to the student about whom the agency received a report. The interview will be arranged in a manner that minimizes embarrassment to the student. The superintendent will not contact the parent, guardian or other person responsible for the student's health or welfare prior to or following the interview, unless permission for parent contact is provided by DHS, OBNDCC or the district attorney's office or law enforcement authorities. No district employee will be present during the interview.

Reports to Principal or Other School Officials

Suspected instances of abuse, neglect, exploitation or trafficking, whether the result of circumstances at home, school or at other locations, affects the student while he or she is at school or participating in school activities. Consequently, employees are required to report any suspicion of abuse, neglect, exploitation or trafficking by any individual, whether the identity is known or unknown, to the principal or other school official. This reporting obligation exists in all instances, including circumstances suggestive of this conduct at school or connected with school activities. Accordingly, this policy includes an obligation to notify the principal or other school official, if for any reason the employee has a reasonable belief that the principal should not be notified, in any instance involving suspected abuse, neglect, exploitation or trafficking of a student.

Immunity for Good Faith Reports

Oklahoma law provides that any district employee who in good faith and exercising due care makes a report to DHS or another appropriate law enforcement office, allows access to a student by persons authorized to investigate a report concerning the student or participates in any judicial proceeding resulting from a report, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.

Neither the board of education nor any district employee will discharge or in any manner discriminate or retaliate against the person who in good faith provides such reports or information, testifies, or is about to testify in any proceeding involving abuse, neglect, exploitation, or trafficking, provided that the person did not perpetrate or inflict the abuse, neglect, exploitation or trafficking.

Information Concerning Abuse, Neglect or Exploitation

In any instance in which the district receives a report from DHS regarding any confirmed report of sexual abuse or severe physical abuse concerning the student, the superintendent will forward to a subsequent school in which the student enrolls all confirmed reports of sexual abuse and severe physical abuse received from DHS, and the superintendent will notify DHS of the student's new school and address, if known.

All information or documents generated or received by the district in regard to the matter are confidential and shall not be disclosed except to investigators of DHS, the district's

attorneys, the district attorney's office, a subsequent district in which the student enrolls, a person designated to assist in the treatment of or with services provided to the student or other state or federal officials in connection with the performance of their official duties. The information or documents shall be maintained and transmitted by the district in the same manner as special education records. Such records shall be destroyed when the child reaches the age of 18.

Attestation

In addition, every district employee must annually sign an attestation form acknowledging his or her responsibility to report suspected child abuse or neglect.

Training on Child Abuse and Neglect

A program, which includes the following information, shall be completed the first year a certified teacher is employed by a school district, and then once every fifth academic year:

1. Training on recognition of child abuse and neglect;
2. Recognition of child sexual abuse;
3. Proper reporting of suspected abuse; and
4. Available resources.

Reference: 10A OKLA. STAT. §1-2-101 et seq.
30 OKLA. STAT. § 4-903
70 OKLA. STAT. § 1210.163
70 OKLA. STAT. § 6-194

ABUSE, NEGLECT, EXPLOITATION AND TRAFFICKING

Introduction

~~Under Oklahoma law, District employees have varying legal obligations to report abuse, neglect and exploitation. In addition, district employees have an obligation to report suspected abuse, neglect, exploitation or trafficking affecting students to principals or other school officials to ensure the student's safety and welfare while at school or participating in school activities. The purpose of this policy is to provide directives and guidelines to assist district employees in fulfilling their legal responsibility.~~

Definitions

Certain terms used in this policy have the following definitions:

- ~~1. "Abuse, neglect or exploitation" shall include, but is not limited to all of the following:~~
 - ~~a. "Abuse" is defined as:~~
 - ~~i. harm or threatened harm through action or inaction to a child's health, welfare (including non-accidental physical pain or injury, or mental injury), or safety, sexual abuse, sexual exploitation, or negligent treatment~~

~~or maltreatment, including but not limited to the failure or omission to provide adequate food, clothing, shelter or medical care or protection from harm or threatened harm, by a person responsible for the child's health or welfare. (10A OKLA. STAT. § 1-1-105);~~

~~ii. willful or malicious harm or threatened harm or failure to protect from harm or threatened harm to the health, safety, or welfare of a child under eighteen (18) years of age by another, or the act of willfully or maliciously injuring, torturing or maiming a child under eighteen (18) years of age by another. (21 OKLA. STAT. § 843.5); or~~

~~iii. the intentional infliction of physical pain, injury, or mental anguish or the deprivation of food, clothing, shelter, or medical care to an incapacitated person, partially incapacitated person, or a minor by a guardian or other person responsible for providing these services. (30 OKLA. STAT. § 1-111).~~

~~b. "Neglect" is defined as any of the following:~~

~~i. the failure or omission to provide any of the following:~~

- ~~1. adequate nurturance and affection, food, clothing, shelter, sanitation, hygiene, or appropriate education,~~
- ~~2. medical, dental, or behavioral health care,~~
- ~~3. supervision or appropriate caretakers, or~~
- ~~4. special care made necessary by the physical or mental condition of the child,~~

~~ii. the failure or omission to protect a child from exposure to any of the following:~~

- ~~1. the use, possession, sale, or manufacture of illegal drugs,~~
- ~~2. illegal activities, or~~
- ~~3. sexual acts or materials that are not age appropriate;~~

~~iii. abandonment. (10A Okla. Stat. § 1-1-105); or~~

~~iv. the failure to provide protection, adequate shelter or clothing; or the harming or threatening with harm through action or inaction by either another individual or through the person's own action or inaction because of a lack of awareness, incompetence, or incapacity, which has resulted or may result in physical or mental injury. (30 Okla. Stat. § 1-111).~~

~~e. "Sexual abuse" is defined as behavior that includes but is not limited to rape, incest and lewd or indecent acts or proposals, made to a child, as defined by law, by a person responsible for the health, safety, or welfare of the child. (10A OKLA. STAT. § 1-1-105).~~

~~d. "Sexual exploitation" is defined as behavior that includes but is not limited to allowing, permitting, encouraging, or forcing a child to engage in prostitution, as defined by law, by any person eighteen (18) years of age or older or by a person responsible for the health, safety, or welfare of a child, or allowing, permitting, encouraging or engaging in the lewd, obscene or pornographic photographing, filming or depicting of a child in those acts by a person responsible for the health, safety, and welfare of the child (10A Okla. Stat. § 1-1-105).~~

~~e. "Contributing to the delinquency of a minor" is defined as behavior that knowingly or willfully causes, aids, abets or encourages a minor to be, to remain, or to become a delinquent child or a runaway child. (21 OKLA. STAT. § 856).~~

- f. ~~“Incest” is defined as marrying, committing adultery or fornicating with a person within the degrees of consanguinity within which marriages are by the laws of the state declared incestuous and void. (21 OKLA. STAT. § 885).~~
- g. ~~“Forcible Sodomy” is defined as sodomy committed:~~
- ~~i. By a person over eighteen (18) years of age upon a person under sixteen (16) years of age;~~
 - ~~ii. Upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;~~
 - ~~iii. With any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;~~
 - ~~iv. By a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;~~
 - ~~v. Upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;~~
 - ~~vi. Upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused;~~
 - ~~vii. Upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit; or~~
 - ~~viii. Upon a person who is at least sixteen (16) years of age but less than eighteen (18) years of age by a person responsible for the child's health, safety or welfare. (21 OKLA. STAT. § 888).~~
- h. ~~“Maliciously, forcibly or fraudulently taking or enticing a child away” is defined as maliciously, forcibly or fraudulently taking or enticing away any child under the age of sixteen (16) years, with intent to detain or conceal such child from its parent, guardian or other person having the lawful charge of such child or to transport such child from the jurisdiction of this state or the United States without the consent of the person having lawful charge of such child. (21 OKLA. STAT. § 891).~~
- i. ~~“Soliciting or aiding a minor child to perform or showing, exhibiting, loaning or distributing obscene material or child pornography” is defined as:~~
- ~~i. Willfully solicits or aids a minor child to perform any of the following actions:
 - ~~1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;~~
 - ~~2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public~~~~

- ~~view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;~~
- ~~3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child pornography; or~~
 - ~~4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child pornography; or~~
- ii. ~~Shows, exhibits, loans, or distributes to a minor child any obscene material or child pornography for the purpose of inducing said minor to participate in:~~
- ~~1. Lewdly exposing his or her person or genitals in any public place, or in any place where there are present other persons to be offended or annoyed thereby;~~
 - ~~2. Procuring, counseling, or assisting any person to expose such person, or to make any other exhibition of such person to public view or to the view of any number of persons, for the purpose of sexual stimulation of the viewer;~~
 - ~~3. Writing, composing, stereotyping, printing, photographing, designing, copying, drawing, engraving, painting, molding, cutting, or otherwise preparing, publishing, selling, distributing, keeping for sale, knowingly downloading on a computer, or exhibiting any obscene material or child pornography; or~~
 - ~~4. Making, preparing, cutting, selling, giving, loaning, distributing, keeping for sale, or exhibiting any disc record, metal, plastic, or wax, wire or tape recording, or any type of obscene material or child pornography. (21 OKLA. STAT. § 1021).~~
- j. ~~“Procuring or causing the participation of any minor child in any child pornography or knowingly possessing, procuring or manufacturing child pornography” is defined as procuring or causing the participation of any minor under the age of eighteen (18) years in any child pornography or who knowingly possesses, procures, or manufactures, or causes to be sold or distributed any child pornography. (21 OKLA. STAT. § 1021.2).~~
- k. ~~“Permitting or consenting the participation of a minor child in any child pornography” is defined as a parent, guardian or individual having custody of a minor under the age of eighteen (18) years who knowingly permits or consents to the participation of a minor in any child pornography. (21 Okla. Stat. § 1021.3).~~
- l. ~~“Facilitating, encouraging, offering or soliciting sexual conduct with a minor” is defined as facilitating, encouraging, offering or soliciting sexual conduct with a minor, or other individual the person believes to be a minor, by use of any technology, or engaging in any communication for sexual or prurient interest with any minor, or other individual the person believes to be a minor, by use of any technology. (21 Okla. Stat. § 1040.13a).~~

- m. ~~“Offering or offering to secure a minor child for the purposes of prostitution or any other lewd or indecent act” is defined as:~~
- ~~i. Offering, or offering to secure, a child under eighteen (18) years of age for the purpose of prostitution, or for any other lewd or indecent act, or procure or offer to procure a child for, or a place for a child as an inmate in, a house of prostitution or other place where prostitution is practiced;~~
 - ~~ii. Receiving or offering or agreeing to receive any child under eighteen (18) years of age into any house, place, building, other structure, vehicle, trailer, or other conveyance for the purpose of prostitution, lewdness, or assignation, or to permit any person to remain there for such purpose; or~~
 - ~~iii. Directing, taking, or transporting, or offering or agreeing to take or transport, or aid or assist in transporting, any child under eighteen (18) years of age to any house, place, building, other structure, vehicle, trailer, or other conveyance, or to any other person with knowledge or having reasonable cause to believe that the purpose of such directing, taking, or transporting is prostitution, lewdness, or assignation. (21 Okla. Stat. § 1087).~~
- n. ~~“Causing, inducing, persuading or encouraging a minor child to engage or continue to engage in prostitution” is defined as:~~
- ~~i. By promise, threats, violence, or by any device or scheme, including but not limited to the use of any prohibited controlled dangerous substance causing, inducing, persuading, or encouraging a child under eighteen (18) years of age to engage or continue to engage in prostitution or to become or remain an inmate of a house of prostitution or other place where prostitution is practiced;~~
 - ~~ii. Keeping, holding, detaining, restraining, or compelling against his or her will, any child under eighteen (18) years of age to engage in the practice of prostitution or in a house of prostitution or other place where prostitution is practiced or allowed; or~~
 - ~~iii. Directly or indirectly keeping, holding, detaining, restraining, or compelling or attempting to keep, hold, detain, restrain, or compel a child under eighteen (18) years of age to engage in the practice of prostitution or in a house of prostitution or any place where prostitution is practiced or allowed for the purpose of compelling such child to directly or indirectly pay, liquidate, or cancel any debt, dues, or obligations incurred, or said to have been incurred by such child. (21 Okla. Stat. § 1088).~~
- o. ~~“Rape” is defined as sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:~~
- ~~i. Where the victim is under sixteen (16) years of age;~~
 - ~~ii. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;~~
 - ~~iii. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;~~
 - ~~iv. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;~~

- v. ~~Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;~~
 - vi. ~~Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;~~
 - vii. ~~Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;~~
 - viii. ~~Where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system; or~~
 - ix. ~~Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant. (21 Okla. Stat. § 1111).~~
- p. ~~“Rape” is defined as an act of sexual intercourse accomplished with a male or female who is the spouse of the perpetrator if force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person. (21 Okla. Stat. § 1111).~~
- q. ~~“Rape by instrumentation” is defined as an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided further that (1) where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or (2) where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in~~

conduct prohibited by this section of law with a foster parent or foster parent applicant, consent is not an element. (21 Okla. Stat. § 1111.1).

r. ~~“Making any oral, written or electronically or computer generated lewd or indecent proposals to a minor child under the age of sixteen (16)” is defined as making any oral, written or electronically or computer generated lewd or indecent proposal to any child under sixteen (16) years of age, or other individual the person believes to be a child under sixteen (16) years of age, for the child to have unlawful sexual relations or sexual intercourse with any person. (21 Okla. Stat. § 1123).~~

s. ~~“Exploitation” is defined as an unjust or improper use of the resources of an incapacitated person, a partially incapacitated person, or a minor for the profit or advantage, pecuniary or otherwise, of a person other than an incapacitated person, a partially incapacitated person, or a minor through the use of undue influence, coercion, harassment, duress, deception, false representation or false pretenses (30 OKLA. STAT. § 1-111).~~

t. ~~“Child Trafficking” as defined below.~~

2. ~~“Child Trafficking” includes, but is not limited to behavior that consists of the acceptance, solicitation, offer, payment or transfer of any compensation, in money, property or other thing of value, at any time, by any person in connection with the acquisition or transfer of the legal or physical custody or adoption of a minor child, except as ordered by the court or except as otherwise provided by Section 7505-3.2 of Title 10 of the Oklahoma Statutes. (21 Okla. Stat. § 866).~~

3. ~~A “person responsible for a child's health, safety or welfare” includes a parent, a legal guardian, a custodian, a foster parent, a person 18 years of age or older with whom the child's parent cohabitates or any other adult residing in the home of the child, an agent or employee of a public or private residential home, institution or facility, or an owner, operator or employee of a child care facility as defined by OKLA. STAT. tit. 10 § 402.~~

4. ~~“Parent” refers to parents, guardians or others who have legal responsibilities for specific children.~~

Reporting Suspected Abuse, Neglect Exploitation or Trafficking

~~Any district employee having reasonable cause to believe that any student **under the age of eighteen (18) years is a victim of abuse, neglect or exploitation** shall immediately report this matter to:~~

~~(1) — Oklahoma Department of Human Services (“DHS”) through the hotline designated for this purpose (1-800-522-3511), AND~~

~~(2) — local law enforcement.~~

~~Any district employee having reasonable cause to believe that any student **eighteen (18) years or older is a victim of abuse, neglect or exploitation** shall immediately report this matter to local law enforcement.~~

Additionally, any district employee must report **suspected child trafficking** to:

- (1) — Oklahoma Bureau of Narcotics and Dangerous Drugs Control (“OBNDCC”) at 1-800-522-8031,
- (2) — DHS through the hotline designated for this purpose (1-800-522-3511), AND
- (3) — local law enforcement.

~~After a report is made to DHS or OBNDCC via the hotline, or to law enforcement, the reporting party will prepare a written report which contains the confirmation number of the report (if applicable), the date and time of the telephone contact, the name of the person to whom the district employee made the oral report, the names and addresses of the student, the parents, and any other responsible persons, the student's age, the nature and extent of injuries, any previous incidents, and any other helpful information. A copy of this report will be furnished to the principal or, if the reporter believes the principal is not an appropriate individual, to the superintendent.~~

~~Local law enforcement shall keep confidential and redact any information identifying the reporting district employee unless otherwise ordered by the court. A district employee with knowledge of a report made to DHS and/or local law enforcement shall not disclose information identifying the reporting district employee unless otherwise ordered by the court or as part of an investigation by local law enforcement or DHS.~~

Investigating Abuse, Neglect or Exploitation

~~At the request of appropriately identified investigators of DHS, OBNDCC or the district attorney's office or local law enforcement, the superintendent, principal or other school official shall permit the investigators access to the student about whom the agency received a report. The interview will be arranged in a manner that minimizes embarrassment to the student. The superintendent will not contact the parent, guardian or other person responsible for the student's health or welfare prior to or following the interview, unless permission for parent contact is provided by DHS, OBNDCC or the district attorney's office or law enforcement authorities. No district employee will be present during the interview.~~

Reports to Principal or Other School Officials

~~Suspected instances of abuse, neglect, exploitation or trafficking, whether the result of circumstances at home, school or at other locations, affects the student while he or she is at school or participating in school activities. Consequently, employees are required to report any suspicion of abuse, neglect, exploitation or trafficking by any individual, whether the identity is known or unknown, to the principal or other school official. This reporting obligation exists in all instances, including circumstances suggestive of this conduct at school or connected with school activities. Accordingly, this policy includes an obligation to notify the principal or other school official, if for any reason the employee has a reasonable belief that the principal should not be notified, in any instance involving suspected abuse, neglect, exploitation or trafficking of a student.~~

Immunity for Good Faith Reports

~~10A OKLA. STAT. § 1-6-103(B)(3)(b)~~

~~Oklahoma law provides that any district employee who in good faith and exercising due care makes a report to DHS or another appropriate law enforcement office, allows access to a student by persons authorized to investigate a report concerning the student or participates in any judicial proceeding resulting from a report, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed.~~

~~Neither the board of education nor any district employee will discharge or in any manner discriminate or retaliate against the person who in good faith provides such reports or information, testifies, or is about to testify in any proceeding involving abuse, neglect, exploitation, or trafficking, provided that the person did not perpetrate or inflict the abuse, neglect, exploitation or trafficking.~~

~~Information Concerning Abuse, Neglect or Exploitation~~

~~In any instance in which the district receives a report from DHS regarding any confirmed report of sexual abuse or severe physical abuse concerning the student, the superintendent will forward to a subsequent school in which the student enrolls all confirmed reports of sexual abuse and severe physical abuse received from DHS, and the superintendent will notify DHS of the student's new school and address, if known.~~

~~All information or documents generated or received by the district in regard to the matter are confidential and shall not be disclosed except to investigators of DHS, the district's attorneys, the district attorney's office, a subsequent district in which the student enrolls, a person designated to assist in the treatment of or with services provided to the student or other state or federal officials in connection with the performance of their official duties. The information or documents shall be maintained and transmitted by the district in the same manner as special education records. Such records shall be destroyed when the child reaches the age of 18.~~

~~Training on Child Abuse and Neglect~~

~~A program, which includes the following information, shall be completed the first year a certified teacher is employed by a school district, and then once every fifth academic year:~~

- ~~1. Training on recognition of child abuse and neglect;~~
- ~~2. Recognition of child sexual abuse;~~
- ~~3. Proper reporting of suspected abuse; and~~
- ~~4. Available resources.~~

~~Reference: 10A OKLA. STAT. §1-2-101 et seq.~~

~~30 OKLA. STAT. §4-903~~

~~70 OKLA. STAT. §1210.163~~

~~70 OKLA. STAT. §6-194~~

CRIMINAL RECORDS SEARCHES

It shall be the policy of the district that it will obtain the results of a national criminal history record check, as defined by OKLA. STAT. tit. 74, §150.9, of every prospective school district employee and conduct an annual search of the Oklahoma Sex Offender and Mary Rippy Violent Crime Offender Registries with respect to all employees who offer or provide services to children, including but not limited to secondary students. The results of any records search will be kept on file by the district.

~~The district shall also obtain an Oklahoma criminal history record check from the Oklahoma State Bureau of Investigation for all prospective teachers.~~

~~The provisions of this policy shall not apply to school district employees hired on a part-time or temporary basis for the instruction of adult students only.~~

National Felony Record Search of Prospective Employees

During the first interview with each employment applicant, school district will advise the applicant that:

1. The district requires a national criminal record check of every prospective employee as a condition of employment. The district also requires an Oklahoma criminal history record check for every prospective teacher;
2. To enable the district to request the search and obtain the results, the applicant must complete and sign authorization and release form(s) provided by the district;
3. The district will only request a felony record search if the superintendent recommends employment of the applicant;
4. If the superintendent recommends employment of the applicant, the applicant must pay the search fee(s);
5. The district will reimburse the applicant for the search fee unless the search discloses a prior felony offense conviction;
6. If the superintendent recommends employment of the applicant, the applicant must permit himself/herself to be fingerprinted, if applicable, provide a social security number and provide any other information necessary to facilitate the national criminal history record check and/or the Oklahoma criminal history record check; and
7. The Board of Education shall not have the authority to employ any person who does not have a criminal history record check on file with the district. No person shall be permitted to perform work or render services to the district without such record check on file.

8. The applicant, if placed on duty prior to receipt of the criminal history record check results, will be classified as a temporary employee until the district is notified that the search is clear of any felony conviction(s) within the past ten (10) years, or at any time if the conviction shows a tendency to be a danger to the health/safety of students or if the conviction indicates a potential conflict with the duties to be performed by the applicant. All criminal history record searches will be made in compliance with the Federal Fair Credit Reporting Act.
- ~~1. The district requires a national criminal record check of every prospective employee as a condition of employment. The district also requires an Oklahoma criminal history record check for every prospective teacher;~~
 - ~~2. To enable the district to request the search and obtain the results, the applicant must complete and sign authorization and release form(s) provided by the district;~~
 - ~~3. The district will only request a felony record search if the superintendent recommends employment of the applicant;~~
 - ~~4. If the superintendent recommends employment of the applicant, the applicant must pay the search fee(s);~~
 - ~~5. The district will reimburse the applicant for the search fee unless the search discloses a prior felony offense conviction;~~
 - ~~6. If the superintendent recommends employment of the applicant, the applicant must permit himself/herself to be fingerprinted, if applicable, provide a social security number and provide any other information necessary to facilitate the national criminal history record check and/or the Oklahoma criminal history record check; and~~
 - ~~7. The Board of Education shall not have the authority to enter into any written contract with a prospective teacher who does not have an Oklahoma criminal history record check on file with the district. No prospective teacher shall be permitted to perform work or render services to the district without such record check on file. A prospective teacher who has an Oklahoma criminal history record check on file with the district, but is awaiting the results of the national criminal history record check, may perform services for the district subject to the provisions of paragraph 8 below.~~
 - ~~8. The applicant, if placed on duty prior to receipt of the national criminal history record check results, will be classified as a temporary employee until the district is notified that the search is clear of any felony conviction(s) within the past ten (10) years, or at any time if the conviction shows a tendency to be a danger to the health/safety of students or if the conviction indicates a potential conflict with the duties to be performed by the applicant. All criminal history record searches will be made in compliance with the Federal Fair Credit Reporting Act.~~

If the results of the national criminal history record check are not received by the district within sixty (60) days, if the record check reveals a prior felony offense conviction(s) within the past ten (10) years, or at any time if the conviction shows a tendency to be a danger to the health/safety of students or if the conviction indicates a potential conflict with the duties to be performed by the applicant, or if the record check reveals a false response to one or

more of the questions on the authorization and release, the applicant shall be deemed to have resigned his or her employment. The administration will review the facts and circumstances of each situation and decide whether to recommend the resignation be accepted. Such resignation may be accepted by the board of education at any time. Under these circumstances, the applicant waives any due process procedures which might be available under federal and state law and school district policies and procedures. The sixty (60) day temporary employment period shall begin on the first day the prospective employee reports for duty at the district.

The district may waive the requirement to obtain an initial national criminal record check for any prospective employee who has obtained certification from the Oklahoma State Department of Education within the past twelve (12) months.

The district may waive the requirement to obtain a new record search if the applicant for a full-time teaching position has been employed as a full-time or substitute teacher in another Oklahoma school district, produces a copy of an existing national criminal history record check from within the past five (5) years, and produces an original letter from the former district stating that the employee left in good standing and whether the teacher was the subject of any allegation of inappropriate behavior with a student.

Felony Record Searches of Current Employees

The district will request a criminal history record check regarding any current school district employee if the board of education or superintendent requests a search of that employee's felony record.

The following rules apply to requests for record checks regarding current employees of the district:

A. — General Rules

When the district seeks to obtain a record check regarding a current district employee pursuant to the terms of this policy, the employee who is the subject of that record check must complete and sign an authorization and release form provided by the district. The employee shall permit himself/herself to be fingerprinted, if applicable, provide a social security number and provide any other information necessary to facilitate the record check. The district shall be responsible for the payment of fees associated with records checks regarding current district employees.

B. ~~Current Teachers Not Eligible for Retirement~~

~~The district will review the personnel records of all certified teachers currently employed by the district who (1) were employed by the district as of May 19, 2020, and (2) are not eligible for retirement through the Oklahoma Teachers' Retirement System, in order to determine whether the district has both an Oklahoma criminal history record check from the Oklahoma State Bureau of Investigation (the "OSBI") and a national criminal history record check on file for each teacher. In the event that the district does not have both of the above-referenced record checks on file regarding a teacher, the district will obtain the record check(s) it did not previously have on file for that teacher prior to the deadline for that teacher to renew his or her teaching certificate.~~

C. ~~Current Teachers Eligible for Retirement~~

~~The district will review the personnel records of all certified teachers currently employed by the district who (1) were employed by the district as of May 19, 2020, and (2) are eligible for retirement through the Oklahoma Teachers' Retirement System, in order to determine whether the district has both an Oklahoma criminal history record check from the OSBI and a national criminal history record check on file for each teacher. In the event that the district does not have both of the above-referenced record checks on file regarding a teacher, the district will obtain the record check(s) it did not previously have on file for that teacher no later than the earlier of (1) July 1, 2022, or (2) the deadline for the renewal of the teacher's teaching certificate.~~

D. ~~Other Employees~~

~~The district will review the personnel records of all other current employees of the district who were employed by the district as of May 19, 2020, in order to determine whether the district has both an Oklahoma criminal history record check from the OSBI and a national criminal history record check on file for each employee. In the event that the district does not have both of the above-referenced record checks on file regarding an employee, the district will obtain the record check(s) it did not previously have on file for that employee no later than July 1, 2022.~~

E. ~~Record Checks Upon Request of the Board or Superintendent.~~

~~The district will request an Oklahoma criminal history record check and/or national criminal history record check regarding any current school district employee if the board of education or superintendent requests a search of that employee's felony record.~~

Felony Record Searches of Substitutes

The district may, in its discretion, require a national criminal history record search for substitutes of the same type and using the same standards applicable to prospective employees, or it may obtain a current records search, if available, from a school district that employed the substitute in the year preceding prospective employment by school district. Likewise, any person seeking employment as a substitute who has been employed as a full-time teacher by a school district in the State of Oklahoma in the five (5) years immediately preceding application for employment as a substitute, is not required to obtain 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. Similarly, any person seeking employment as a substitute who has been employed as a full-time teacher by school district for ten (10) or more consecutive years immediately preceding application for employment as a substitute and who left full-time employment with school district in good standing is not be required to have a national criminal history record check for as long as the person remains employed as a substitute for consecutive years by school district.

Felony Record Searches of Volunteers

The district shall require a national criminal history record search for any volunteer, who has substantive contact with minor students, of the same type and using the same standards applicable to prospective employees or some other national criminal history records search that uses social security numbers instead of fingerprints. All felony record searches will be made in compliance with the Federal Fair Credit Reporting Act.

Annual Search of Sex Offender and Violent Crime Offender Registries

Pursuant to OKLA. STAT. tit. 57, § 589, the district shall conduct an annual name search against the Oklahoma Sex Offenders Registry and the Mary Rippy Violent Crime Offenders Registry of all district employees who provide or offer services to secondary students and children.

Reference: OKLA. STAT. tit. 70, § 5-142; OKLA. STAT. tit. 74, § 150.9; OKLA. STAT. tit. 57, § 589.

PREGNANT WORKERS FAIRNESS ACT

The Pregnant Workers Fairness Act (PWFA) requires employers to provide reasonable accommodations to qualified applicants and employees for known conditions and limitations related to, affected by, or arising out of pregnancy, childbirth, or related medical conditions unless the accommodations will cause the employer an undue hardship. Unlike the Family and Medical Leave Act (FMLA) or paid maternity leave under state law, there is no waiting period for eligibility or hours worked requirement.

Requesting an Accommodation

Applicants/employees may request leave verbally or in writing by informing Human Resources, if available, their immediate supervisor, or, alternatively, the Superintendent or designee. Examples of reasonable accommodations may include, but are not limited to, longer or more flexible breaks, change in food and drink policies, workstation adaptation, dress code modification, work schedule changes, appointment leave, and light duty.

Documentation

Documentation from a health care provider may be requested, if reasonable, to confirm the physical or mental condition of the applicant/employee (e.g., back injury, swollen ankles, lifting restrictions, nausea, sensitivity to smells), confirm that the physical or mental condition is related to, affected by, or arising out of pregnancy, childbirth, or related medical conditions, and to describe the adjustment or change at work that is needed due to the limitation. Any medical documentation will be kept confidential.

Definitions

A “qualified applicant/employee” is an individual who, with or without reasonable accommodation, can perform the essential functions of the employment position. Under the PWFA, an applicant/employee is considered qualified even if they are unable to perform an essential function for a temporary period so long as it can be performed in the near future and the inability to perform the essential function can be reasonably accommodated.

“Known limitation” means a physical or mental condition related to, affected by, or arising out of pregnancy, childbirth, or related medical conditions that the applicant/employee or applicant’s/employee’s representative has communicated to the District or of which the District should be aware given the circumstances.

“Undue hardship” means significant difficulty or expense. The District will consider the following factors when determining undue hardship:

- The nature and cost of the accommodation.
- The overall financial resources of the impacted campus and the District.
- Number of employees employed.

- Number, type, and location of campuses.
- The District's operations, including the composition, structure, and functions of staff, and the geographic separateness and administrative or fiscal relationship of the campus or campuses in question to the District.

Typically, it will not be an undue hardship to allow an employee:

- To carry and keep near water and drink.
- To take additional restroom breaks, as needed.
- To stand instead of sitting, or to sit instead of standing.
- To take breaks to eat and drink, as needed.

References: 42 U.S.C. § 1211, 42 U.S.C. § 2000gg

CERTIFIED EMPLOYEE LEAVE

Sick Leave

The board of education grants sick leave with full pay to all full-time, certified employees. This is to give an employee financial protection in case of personal illness and to protect the welfare of the children. Any absence for illness shall be certified by the superintendent, who shall be responsible for its validity.

Certified personnel on ten-month contracts will receive ten (10) days sick leave. Certified personnel on eleven-month contracts will receive eleven (11) days sick leave and certified personnel on twelve-month contracts will receive twelve (12) days sick leave. Sick leave will be vested at the beginning of each school year, cumulative to seventy (70) days.

Sick leave is interpreted as the time when personal illness, accidental injury or pregnancy or personal illness in the immediate family keeps an employee from being present to conduct his/her regular daily work. Immediate family is defined as parent, sibling, spouse, child, grandparent, or grandchild. This also includes dental, physical and eye examinations for employee and dependents in the immediate family. Any misuse or use of sick leave for other purposes may result in disciplinary action or termination.

When sick leave is exhausted, the teacher shall receive full contract pay for an additional twenty (20) days less either:

- the amount actually paid his/her substitute teacher, if a certified substitute teacher is hired; or
- the amount normally paid for a certified substitute teacher, if a certified substitute teacher is not hired.

When the employee severs connection with the district for any reason, all his/her accumulated sick leave is cancelled. If he/she is employed by another school district his/her accumulated sick leave may be transferred to the receiving district up to sixty (60) days.

Civic Duty Leave

The district shall grant a certified employee leave for jury duty and shall pay him or her during such service the full current salary. The district shall also grant a certified employee leave with full pay to serve as a witness in a legal proceeding in which he or she is not a party if the witness has been lawfully subpoenaed. The district may deduct any compensation or witness fee received for services from the employee's salary during such service.

Emergency Leave

Full-time certified personnel will be allowed two (2) days emergency leave per school year. Part-time personnel will be allowed two (2) day emergency leave per school year.

Emergency leave is interpreted as a sudden, generally unexpected occurrence or unavoidable set of circumstances demanding immediate action which takes the employee from his/her duties. Emergency leave will be determined by the superintendent. Emergency leave is non-cumulative.

Employee Association Leave

A certified employee may request a leave of absence to hold office as an officer, director, trustee, or agent of a national, statewide, or school district employee association. The certified employee requesting employee association leave must provide the district superintendent, or their designee, with proof of election and proof of the term of office for the national, statewide, or school district employee association. Proof of election must include certification by the employee association of the date of the election and the results of the election.

The board of education may, in its sole discretion, grant a request for leave of absence under this section, but such leave will be without pay and without benefits granted by the district, regardless of whether the benefit is paid by the employee on leave or the association for which the employee is serving as an officer, director, trustee, or agent. If the request for employee association leave is granted, the board of education will provide definitive beginning and end dates for the approved leave of absence.

During the employee association leave period, the employee's position with the district will be maintained without advancement on the minimum salary schedule and without accrual of sick leave, personal business leave, or personal leave. Furthermore, the employee on leave will not accumulate service credit within the Teacher's Retirement System of Oklahoma. Following the conclusion of a leave of absence approved by the board of education under this section, the employee may return to their former position or a comparable position.

During the leave of absence, the employee granted leave will be prohibited from accessing district office space.

Personal Business Leave

The district shall provide for all full-time certified personnel three (3) personal business leave days per school year. The district shall provide four (4) personal business leave days per school year for those full-time certified personnel with 15 or more years of service. Such leave shall be limited to personal business matters that cannot be conducted after school hours or on the weekend. The district will charge the employee the average salary cost of a substitute for each day of personal leave the employee takes.

Requests for personal leave shall be made in writing three days in advance of time needed, to the superintendent.

Types of situations that may qualify for personal business are varied and numerous. The following examples serve as guidelines:

1. Family illness other than immediate family
2. Urgent business transactions
 - A. Loan closings
 - B. Other banking matters
 - C. IRS reviews
3. Legal matters
 - A. Meetings with attorney for personal, spouse or children's business
 - B. Court appearances when subpoenaed as a witness
 - C. Settling of estates
4. Miscellaneous
 - A. Attend business convention with spouse

Bereavement Leave

1. The district provides for all certified district employees up to five (5) days per year funeral leave for immediate family members without loss of pay.
2. Immediate family members are defined as follows: husband or wife, son or daughter, father or mother, brother or sister, father-in-law or mother-in-law, son-in-law or daughter-in-law, brother-in-law or sister-in-law, grandparent or grandchild.
3. Substitute teachers for certified personnel will be paid by the employee for funeral leave for immediate family members exceeding five (5) days.
4. Arrangements for funeral leave not considered as immediate family will be approved or disapproved by the building principals.

Military Leave

It is the policy of the district to provide leave for teachers who are a component of the armed forces in the United States including the members of the National Guard, when that teacher is ordered by proper authorities to active duty or service. Military leave shall be without loss of status, efficiency rating pay or benefits during the first thirty (30) working days of such leave. The district will also comply with all other rights guaranteed under state and federal law.

Maternity Leave

Full-time employees of the district who have been employed by the district for at least one year 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 this policye new-law shall not be deprived of any compensation or other benefits to which the employee is otherwise entitled. Any paid maternity leave taken pursuant to this policy will be designated as FMLA leave, if applicable, and will run concurrently with FMLA-protected leave.

Eligible employees using maternity leave under this policy may use up to six weeks of accrued sick leave to extend their maternity leave provided the eligible employee has sufficient sick leave to cover the extended duration. This additional maternity leave time shall not exceed six weeks unless a licensed medical professional provides written certification recommending additional leave for medical necessity related to the employee's recovery from childbirth or care for a newborn. Eligible employees seeking to use sick leave to extend the duration of their maternity leave shall notify the district in accordance with FMLA.

The district shall file claims with the State Board of Education for reimbursement of expenses related to providing eligible employees with paid maternity leave.

With regard to any shared sick leave program which is currently offered or which may be offered in the future by the district, provided maternity leave must be used prior to any shared sick leave available under the district's program.

Vacations/Annual Leaves

Twelve-month employees under contract with the board of education will be granted an annual vacation with pay under these terms:

1. Two weeks of vacation with pay will be granted when an employee has completed at least eleven and one-half months of continuous employment before such vacation is granted.
2. The amount of vacation with pay granted to twelve (12) month employees as stated above shall be calculated as of June 30. No part of any unused vacation shall be considered accumulative from year to year.
3. Employees eligible for a vacation shall take their vacation at a time approved by the superintendent.

Epidemics/Pandemics

District teachers and administrators shall be entitled to pay for any time lost when school is closed on account of epidemics or otherwise when an order for such closing has been issued by a health officer authorized by law to issue the order. Teachers and Administrators are not required to use leave for time lost in these circumstances if the campus is closed and no work is assigned.

This provision does not prevent the District from requiring teachers and administrators to telework from home or another site when the school campus is closed due to an epidemic. Teachers or administrators who have been directed to telework who are unable to work from home or another site due to illness or another reason should utilize their accrued leave to cover their absence.

Reference: 70 OKLA. STAT. §6-101, 70 OKLA. STAT. §6-104, 70 OKLA. STAT. §6-104.1, 70 OKLA. STAT. §6-104.5, 70 OKLA. STAT. §6-105, OKLA. STAT. tit. 70, § 509.12; Atty. Gen. Op. No. 76-161, OKLA. STAT. tit. 70, § 6-104.1, et seq.

**SUSPENSION, DISMISSAL
AND NONREEMPLOYMENT OF TEACHERS**

1. Definitions and Scope

- A. "Teacher" means a duly certified or licensed person who is employed to serve as a counselor, librarian, school nurse, or any instructional capacity. An administrator shall be considered a "teacher" only with regard to service in an instructional, nonadministrative capacity.
- B. "Dismissal" means the discontinuance of the teaching service of a teacher during the term of a written contract.
- C. "Nonreemployment" means the nonrenewal of a teacher's contract upon expiration of the contract.
- D. "Suspension" means the temporary discontinuance of a teacher's services during the term of a contract pending dismissal or nonreemployment.
- E. "Career teacher" means a teacher who:
- i. was employed by the district prior to the 2017-2018 school year and has completed three (3) or more consecutive complete school years in such capacity in the district under a written teaching contract; or
 - ii. was first employed by the district during or after the 2017-2018 school year under a written teaching contract and:
 - completed three (3) consecutive, complete school years in the district and has an evaluation rating of "superior" for at least two (2) of those years; or
 - completed four (4) consecutive, complete school years in the district with averaged rating of "effective" or higher for the four (4) year period with ratings of at least "effective" for the last two (2) of the four (4) years; or
 - Although the law permits an employee to establish career status after completing four (4) consecutive, complete school years in the district with a board approved principal and superintendent recommendation, the board will not approve any of these recommendations.
- F. "Probationary teacher" means a teacher who:

- i. was employed by the district prior to the 2017-2018 school year and has completed fewer than three (3) consecutive, complete school years in such capacity in the district under a written teaching contract; or
 - ii. was employed by the district during or after the 2017-2018 school year under a written teaching contract and has not met the requirements to be a career teacher as described above.
- G. "Abandonment of contract" means a teacher's failure to report at the beginning of the contract term or otherwise perform the assigned duties when the teacher has accepted other employment or is performing work for another employer that prevents the teacher from fulfilling the obligations of the employment contract.
- H. This policy does not apply to:
- i. substitute teachers,
 - ii. adult education teachers or instructors,
 - iii. nonrenewal of teachers employed on temporary contracts for a complete year;
 - iv. nonrenewal and dismissal of teachers employed on temporary contracts for less than a complete school year.
 - v. administrators, except with regard to service in an instructional, non-administrative position.
- I. This policy does apply to teachers employed in positions *fully funded* by federal or private categorical grants in regard to dismissals or suspensions during the term of employment under the grant, but not in regard to "nonreemployment" at the expiration of the grant.

2. Grounds for Dismissal or Nonreemployment

- A. A career teacher may be dismissed or not reemployed for:
- i. willful neglect of duty,
 - ii. repeated negligence in performance of duty,
 - iii. incompetency,
 - iv. unsatisfactory teaching performance,
 - v. instructional ineffectiveness (starting in 2017-1018 this includes but is not limited to being evaluated as "needs improvement" or lower for 3 consecutive years),
 - vi. mental or physical abuse to a child,

- vii. commission of an act of moral turpitude,
- viii. abandonment of contract,
- ix. criminal sexual activity or sexual misconduct (as those terms are defined by law) which has impeded the effectiveness of the teacher's performance of school duties,
- x. failure to meet local school board staff development requirements (non-reemployment only),
- xi. engaging in acts which could form the basis of criminal charges sufficient to result in denial/revocation of a teaching certificate, ~~or~~
- xii. knowing and willful failure to report suspected child abuse or neglect, or
- xiii. any other grounds hereafter allowed by law.

B. A career teacher shall be dismissed or not reemployed for

- i. conviction of a felony,
- ii. conviction of any sex offense subject to Oklahoma's Sex Offenders Registration Act or another state's or the Federal Sex Offender Registration Provisions, or
- iii. instructional ineffectiveness. Starting in 2017-2018, this includes teachers with an ineffective rating for 2 consecutive school years.

Although the law permits the board to approve a superintendent's recommendation that ineffective teachers be retained, the board will not approve such recommendations.

iv. Knowingly and willfully failing to report suspected abuse or neglect of a child in violation of Okla. Stat. tit. 10A § 1-2-101.

C. A probationary teacher may be dismissed or not reemployed for cause, including but not limited to engaging in acts which could form the basis of criminal charges sufficient to result in denial/revocation of a teaching certificate. Starting in 2017-2018, cause includes, but is not limited to, an ineffective rating for 2 consecutive school years or failure to obtain career status in 4 years.

D. A probationary teacher shall be dismissed or not reemployed for

- i. conviction of a felony,
- ii. conviction of any sex offense subject to Oklahoma's Sex Offenders Registration Act or another state's or the Federal Sex Offender Registration Provisions,

- E. A cause listed 2A(i) - (v) for a career teacher, or any cause related to inadequate teaching performance for a probationary teacher, shall not be a basis for a recommendation to dismiss or not reemploy a teacher unless corrective action procedures involving admonishment / plan for improvement have been followed. Dismissal or nonreemployment for any cause not listed in 2A(i) - (v) for a career teacher, or not related to inadequate teaching performance for a probationary teacher, shall not require corrective action procedures (i.e. admonishment) to be followed.
- F. Corrective Action – Admonishment / Plan for Improvement
- i. When an evaluator who has evaluated a teacher pursuant to district policy identifies poor performance, conduct or an evaluation rating which the evaluator believes may lead to a recommendation for the teacher's dismissal or nonreemployment, the evaluator shall:
 - admonish the teacher, in writing, and make a reasonable effort to assist the teacher in correcting the poor performance or conduct; and
 - establish a reasonable time for improvement, not to exceed two (2) months, taking into consideration the rating on the evaluation or the nature and gravity of the teacher's performance or conduct.
 - ii. Whenever a member of the board of education, superintendent, or other administrator identifies poor performance or conduct that may lead to a recommendation for dismissal or nonreemployment of a teacher, the evaluator who has responsibility for evaluation of the teacher shall be informed and shall admonish the teacher as described above. If the evaluator fails or refuses to admonish the teacher within ten (10) days after being informed of the problem, the board, superintendent or other administrator who identified the problem shall admonish the teacher.
 - iii. If the teacher does not correct the poor performance or conduct cited in the admonishment within the time specified, the admonishing official shall make a recommendation to the superintendent for the teacher's dismissal or nonreemployment. The superintendent shall furnish a copy of the recommendation to the board of education.
 - iv. The District will not prohibit, or take disciplinary action against, a teacher for:
 - a. Disclosing public information to correct what the teacher reasonably believes evidences a violation of the Oklahoma Constitution or law or rule promulgated pursuant to law;
 - b. Reporting a violation of the Oklahoma Constitution, or state or federal law; or
 - c. Taking any of the above actions without giving prior notice to the teacher's supervisor or anyone else in the teacher's chain of command.

Reporting means providing a spoken or written account to a supervising teacher, administrator, school board member, representative from the State Department of Education, law enforcement official, district attorney and/or parent or legal guardian of a student directly impacted by the actions.

The District may discipline any teacher who violates a student or parent/legal guardian's confidentiality rights and protections pursuant to the Family Educational Rights and Privacy Act (FERPA) and any other state or federal law which requires confidentiality of information concerning students.

3. Procedures for Dismissal or Nonreemployment

A. Commencement of Action

- i. Whenever the superintendent determines that cause exists for a district teacher's dismissal or nonreemployment, the superintendent shall submit a written recommendation to the board of education. The recommendation shall state the specific ground(s) (statutory grounds, in the case of a career teacher) and specify the underlying facts on which the recommendation is based.
- ii. In the absence of a recommendation from the superintendent pursuant to this section, or when the board of education chooses not to accept the superintendent's recommendation as to reemployment of a teacher, the board may initiate dismissal or nonreemployment action without a recommendation provided that it adheres to the other provisions of this policy and that the corrective action procedures, if applicable, have been followed.

B. Suspension

Whenever the superintendent believes cause exists for a teacher's dismissal and that the immediate suspension of the teacher would be in the best interests of students, the superintendent, or the board of education on the recommendation of the superintendent, may suspend the teacher without notice or hearing. The suspension shall not deprive the teacher of any teaching compensation or other benefits to which he/she would otherwise be entitled under the teaching contract or law. Within ten (10) days after the suspension becomes effective, the board of education shall initiate a hearing for dismissal pursuant to this policy. However, in a case involving a criminal charge or indictment, such suspension may extend to such time as the teacher's case is finally adjudicated, except such extension shall not include any appeal process.

C. Notice and Hearing

- i. Prior to taking action to dismiss or nonreemploy a teacher, the board clerk or designee shall deliver a copy of the recommendation (or comparable statement of the grounds and underlying facts if the board is acting on its own volition) and notice of hearing rights to the affected

teacher. The notice shall contain the date, time, and location of the hearing and shall be delivered by (i) certified mail, restricted delivery, return receipt requested; (ii) personal delivery, with a signed acknowledgment of receipt from the teacher; or (iii) process server. Delivery must be made to the teacher prior to the first Monday in June for a nonreemployment. The hearing shall be held between 20 and 60 days from the teacher's receipt of the hearing notice.

- ii. The teacher hearing before the board of education shall be conducted pursuant to procedures established by the State Department of Education. In the absence of or to the extent not inconsistent with those procedures, the hearing shall be conducted as prescribed in the paragraphs below.
- iii. The hearing shall commence with a statement to the teacher of the teacher's rights at the hearing. Following this statement, the school administration shall present facts showing the cause for the teacher's dismissal or nonreemployment. The teacher shall then have the right to present the teacher's side of the matter. After both the school administration and the teacher have fully presented their respective positions, the board of education shall deliberate on the evidence regarding the teacher's dismissal or nonreemployment in executive session.
- iv. At the hearing, the teacher shall be entitled to be represented by counsel, to cross-examine witnesses presented by the school administration, to present witnesses on the teacher's behalf and to present any relevant evidence or statement which the teacher desires to offer. The burden of proof for any dismissal or nonreemployment shall be on the superintendent (or designee), and the standard of proof shall be a preponderance of the evidence.
- v. After due consideration of the evidence and testimony presented at the teacher's hearing, the board shall vote, in open session, on the following: (1) findings of fact based on the evidence submitted and (2) whether to dismiss or nonreemploy the teacher. The decision shall be made by a majority of the board of education members present at the meeting and shall be final and nonappealable

The motion to dismiss or nonreemploy the teacher should state the specific cause for dismissal or nonreemployment, although such cause need not be a statutory cause for a probationary teacher.
- vi. The teacher shall be sent notice of the board's decision by certified mail, restricted delivery, return receipt requested, or substitute process. The notice shall state the basis for the board's decision.
- vii. The teacher shall receive any compensation or benefits to which the teacher is entitled until such time as the board's decision is final. If the teacher's hearing is for nonreemployment, and not for dismissal, the teacher's compensation and benefits may continue only until the end of the teacher's current contract.

D. Criminal Matters

Whenever the superintendent (or board) makes a recommendation for a teacher's termination based on conduct which could form the basis of criminal charges sufficient to warrant the denial or revocation of the teacher's certificate for a reason set forth in 70 OKLA. STAT. § 3-104(6)(a), the district shall forward a copy of the recommendation to the Oklahoma State Board of Education and the teacher at the time the recommendation is made, regardless of whether the teacher resigns before or after the resignation is made. If a teacher resigns prior to due process proceedings, a report of such resignation, including any investigatory findings of the school district, shall be forwarded to the State Board of Education.

~~Whenever the superintendent (or board) makes a recommendation for a teacher's termination based on conduct which could form the basis of criminal charges sufficient to warrant revocation of the teacher's certificate, the superintendent shall forward a copy of the recommendation to the Oklahoma State Board of Education and the teacher at the conclusion of any due process provided to the teacher or upon acceptance of the teacher's resignation.~~

4. Teachers with a Suspended Certificate

A teacher whose certificate has been suspended by the State Board of Education pursuant OKLA. STAT. tit. 70, Section 3-104 and OKLA. STAT. tit. 75, Sections 314 and 314.1 shall be placed on paid suspension while proceedings for revocation or other action are pending before the State Board of Education. During the time the teacher's certificate is suspended, the District may initiate due process procedures in accordance with OKLA. STAT. tit. 70, Section 6-101.20 *et. seq.*

Reference: 70 OKLA. STAT. § 6-101 et seq., OAC 210-1-5-8

SUPPORT PERSONNEL LEAVE

Sick Leave

The board of education grants sick leave with full pay to all support employees. This is to give an employee financial protection in case of personal illness and to protect the welfare of the children. Any absence for illness shall be certified by the superintendent, who shall be responsible for its validity.

Support employees will accrue one (1) day of sick leave per month of employment, depending on the length of their contract, cumulative to 70 days. For example, a support employee on a ten-month contract will accrue one (1) day of sick leave per month, for a total of ten (10) days sick leave accrued over the fiscal year. Pay for sick leave for support personnel is limited to the number of hours per day for which the employee is regularly employed. For example, a bus driver who works four hours per day will be paid for a maximum of four hours of sick leave per day and that four hours will constitute one day of sick leave for that employee.

Sick leave is interpreted as the time when personal illness, accidental injury or pregnancy or personal illness in the immediate family keeps an employee from being present to conduct his/her regular daily work. Immediate family is defined as father, mother, brother, sister, husband, wife, child, grandparent, or grandchild. This also includes dental, physical and eye examinations for employee and dependents in the immediate family. Any misuse or use of sick leave for other purposes may result in disciplinary action or termination.

When the employee severs connection with the district for any reason, all his/her accumulated sick leave is cancelled. If he/she is employed by another school district, his/her accumulated sick leave may be transferred to the receiving district up to sixty (60) days.

Emergency Leave

Full-time support personnel (those non-teaching employees who work five (5) or more hours per day) will be allowed two (2) days emergency leave per school year. Part-time (bus drivers) will be allowed two (2) day emergency leave per school year. Emergency leave is non-cumulative.

Emergency leave is interpreted as a sudden, generally unexpected occurrence or unavoidable set of circumstances demanding immediate action which takes the employee from his/her duties. Emergency leave will be determined by the superintendent.

Personal Business Leave

The district shall provide for all support personnel one (1) non-deductible personal business leave day per school year and two (2) deductible personal business days per school year at

\$15/day. Such leave shall be limited to personal business matters that cannot be conducted after school hours or on the weekend.

Requests for personal leave shall be made in writing three days in advance of time needed.

Types of situations that may qualify as personal business are varied and numerous. The following examples serve as guidelines:

1. Family illness other than immediate family
2. Urgent business transactions
 - A. Loan closings
 - B. Other banking matters
 - C. IRS reviews
3. Legal matters
 - A. Meeting with attorney for personal, spouse or children's business
 - B. Court appearances when subpoenaed as a witness
 - C. Settling of estates
4. Miscellaneous
 - A. Attend business convention with spouse

Personal business leave is non-cumulative.

Bereavement Leave

The district will provide for support employees up to five (5) days per year bereavement leave for immediate family members without loss of pay.

Immediate family members are defined as follows: husband or wife, son or daughter, father or mother, brother or sister, father-in-law or mother-in-law, son-in-law or daughter-in-law, brother-in-law or sister-in-law, grandparent or grandchild.

Bereavement leave of immediate family members exceeding five (5) days will be counted as loss of pay for support personnel.

Arrangements for bereavement leave not considered as immediate family will be approved or disapproved by the superintendent.

Military Leave

It is the policy of the district to provide leave for support employees who are a component of the armed forces in the United States including members of the National Guard, when that support employee is ordered by proper authorities to active duty or service. Military leave shall be without loss of status, efficiency rating pay or benefits during the first thirty (30) calendar days or the first thirty (3) regularly scheduled work days for support employees, or not to exceed two hundred forty (240) hours, of such leave of absence in any federal fiscal

year. The district will also comply with all other rights guaranteed under state and federal law.

Maternity Leave

Full-time employees of the district who have been employed by the district for at least one year 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 school district employee taking maternity leave pursuant to ~~this policy~~ ~~new law~~ shall not be deprived of any compensation or other benefits to which the employee is otherwise entitled. Any paid maternity leave taken pursuant to this policy will be designated as FMLA leave, if applicable, and will run concurrently with FMLA-protected leave.

Eligible employees using maternity leave under this policy may use up to six weeks of accrued sick leave to extend their maternity leave provided the eligible employee has sufficient sick leave to cover the extended duration. This additional maternity leave time shall not exceed six weeks unless a licensed medical professional provides written certification recommending additional leave for medical necessity related to the employee's recovery from childbirth or care for a newborn. Eligible employees seeking to use sick leave to extend the duration of their maternity leave shall notify the district in accordance with FMLA.

The district shall file claims with the State Board of Education for reimbursement of expenses related to providing eligible employees with paid maternity leave.

With regard to any shared sick leave program which is currently offered or which may be offered in the future by the district, maternity leave provided must be used prior to any shared sick leave available under the district's program.

Vacations/Annual Leaves

Twelve-month employees under contract with the board of education will be granted an annual vacation with pay under these terms:

1. Two weeks of vacation with pay will be granted when an employee has completed at least eleven and one-half months of continuous employment before such vacation is granted.
2. The amount of vacation with pay granted to twelve (12) month employees as stated above shall be calculated as of June 30th. No part of any unused vacation shall be considered accumulative from year to year.
3. Employees eligible for a vacation shall take their vacation at a time approved by the superintendent.

Epidemic Leave

Support employees who are full-time employees of the District, as determined by the standard period of labor which is customarily understood to constitute full-time employment

for the type of services performed by the employee, and who are also employed a minimum of one hundred seventy-two (172) days, shall be entitled to pay for any time lost when school is closed on account of epidemics or otherwise when an order for such closing has been issued by a health officer authorized by law to issue the order.

Reference: OKLA. STAT. tit. 44, § 209; OKLA. STAT. TIT. 72, § 48; OKLA. STAT. tit. 70, § 6-104; OKLA. STAT. tit. 70, § 6-101.40; OKLA. STAT. tit. 70, § 509.12; Atty. Gen. Op. No. 73-297; Atty. Gen. Op. No. 76-161, OKLA. STAT. tit. 70, § 6-104.1, et seq.

OPEN RECORDS

The board of education adopts this policy in connection with the Oklahoma Open Records Act (the "Act").

District's Philosophy

The school district, as a tax supported institution, recognizes that the public has a right to be fully informed concerning its operations. The school district strongly believes that informed citizens are vital to the successful functioning of the democratic government process which this school district desires to exemplify to its students.

In order to achieve these goals, the board of education hereby states that all records of the school district, except those records designated as confidential in this policy, or, otherwise, as required by federal or state law, shall be open to any person for inspection, copying and/or mechanical reproduction during regular business hours. All persons requesting the right to inspect non-confidential records of the school district shall be accorded prompt access to those records.

Confidential Records Not Available for Inspection

As permitted by the Act, the school district hereby designates the following records as confidential and not open for public inspection:

1. Records which can be kept confidential under federal or state law.
2. Personnel records which relate to internal personnel investigations including examination and selection material for employment, hiring, appointment, promotion, demotion, discipline or resignation.
3. Personnel records where disclosure would constitute a clearly unwarranted invasion of personal privacy such as employee evaluations, payroll deductions, and employment applications submitted by persons not hired, and transcripts from institutions of higher education.
4. Bid specifications for competitive bidding prior to publication; contents of sealed bids prior to bid opening; computer programs or software (but not the data thereon); and appraisals relating to the sale or acquisition of real estate prior to the award of a contract – if disclosure would give an unfair advantage to competitors or bidders.
5. Personal communications received from a person exercising rights secured by the Oklahoma or United States Constitution, except for the fact that a communication has been received and that it is or is not a complaint. Any response to such personal communications shall be confidential only to the extent necessary to protect the identity of the person exercising the right.

6. Individual student records, except for: (a) statistical information not identified with a particular student if such information is maintained in a composite form and (b) directory information as defined in the Act, if, pursuant to the Family Educational Rights and Privacy Act that information (i) has been designated by the school district as directory information and (ii) parents have been notified of and have not exercised their non-release rights.
7. Instructor lesson plans, tests and other teaching materials.
8. Personal communications concerning individual students.
9. Personal notes and personally created materials, when made prior to taking action, making a recommendation or issuing a report. Confidentiality does not extend to departmental budget requests prepared as an aid to memory or research leading to the adoption of a public policy or the implementation of a public project.
10. The home address of any person employed or formerly employed by the school district.
11. The home telephone number of any person employed or formerly employed by the school district, where disclosure would constitute a clearly unwarranted invasion of personal privacy.
12. Any contract for use of a student athlete's name, image, or likeness disclosed to a postsecondary institution pursuant to the Student Athlete Name, Image and Likeness Rights Act.

Records Custodian

The board of education hereby designates it's the Superintendent's Secretary or if such person is not available during regular business hours, then its Human Resources Director as the person authorized to release non-confidential public records for inspection, copying or mechanical reproduction.

Under Oklahoma law, the board clerk is the custodian of the district's copy of required school board election related filings.

The clerk has authorized the posting of these filings on the district's website and copies can be obtained at www.idabelps.org.

Fees for Records and for Search for Records

The following fees shall be charged for records reproduction and any compensable search for records:

<i>Paper Production:</i>	
8 ½" x 11"	\$.25 per copy
8 ½" x 14"	\$.25 per copy
11" x 17"	\$.50 per copy

Electronic Production:

Document conversion (TIFF or PDF)

\$.25 per page

In addition to the costs noted above, when a request for public records would clearly cause excessive disruption of the district's essential functions or is solely for commercial purpose the district will charge a reasonable search fee equaling the actual hourly cost to the district. This cost may include the base salary, benefits, taxes, burdens, and retirement contributions paid by the district for the employee(s) involved in the search. The requestor will be charged this hourly rate for all search time, review time, and, if necessary, time spent redacting records prior to production.

~~In addition to the costs noted above, when a request for public records would clearly cause excessive disruption of the district's essential functions or is solely for commercial purpose the district will charge a reasonable search fee equaling the actual hourly cost to the district. The requestor will be charged this hourly rate for all search time, review time, and, if necessary, time spent redacting records prior to production.~~

The district does not consider publication in a newspaper or broadcast by news media as resale or use of data for trade or commercial purpose. However, the district shall charge the news media and others the direct cost of copying electronic data.

A search fee shall not be charged when the release of documents is in the public interest, including, but not limited to, release to the news media, scholars, authors and taxpayers seeking to determine whether those entrusted with the affairs of the government are honestly, faithfully, and competently performing their duties as public servants.

Costs associated with reproduction of public records shall be paid by, or on behalf of the requestor, at the time documents requested are to be picked up. In the event of a large records request or a request that involves an outside cost to the district, the district may request a deposit, to be set by the records custodian, to be made at the time of the request.

The district may require advance payment of the estimated fees when the estimated cost exceeds \$75.00 or if the requestor has outstanding fees from previous requests. Any portion of an advance payment that exceeds the costs of responding to the request shall be returned to the requestor.

Request for Records

Requests for public records shall be made to the attention of the superintendent or the district's records custodian. The request shall identify with specificity the record or records sought. Where the request for records is unclear or confusing, the records custodian may request that the requestor provide a more precise explanation or description of the records requested. The district shall produce records requested promptly, taking into consideration the accessibility of the record, the number and type of records requested, and the press of school district business.

~~An individual requesting public records, pursuant to the Act, is requested to use the district's request form to expedite the processing of the request.~~

An individual requesting public records, may be required to use the district's request form. If a records request does not describe the requested records with reasonable specificity, the

district will require the requestor to clarify the request. To have reasonable specificity, a request shall:

- a. specify a general time frame within which the requested records would have been created or transmitted,
- b. seek identifiable records, rather than general information without any qualifiers or other specifications, and
- c. include search terms that are sufficiently specific to assist the public body in identifying the requested records.

If the district has engaged with the requestor to seek the information needed to fulfill the request and to identify the records sought by the requestor, including providing the requestor with general topics or a specific list of records related to the request, the request may be denied if it is still not reasonably specific.

Appeal of Denial of Records

If inspection of documents designated as confidential is denied, the person requesting access to such documents shall have a right to appeal the denial to the superintendent of schools.

Reference: OKLA. STAT. tit. 51, §§ 24A.16, 24A.5 ~~Reference: 51 O.S. § 24A.16~~

STUDENT BEHAVIOR

Discipline Code

The following behaviors at school, while on school vehicles or going to or from or attending school events will result in disciplinary action, which may include in-school placement options or out-of-school suspension:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making or transmitting or causing or allowing to be transmitted, any telephonic, computerized or electronic message
5. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by broadcasting, publishing or distributing or causing or allowing to be broadcast, published or distributed, any message or material
6. Academic Misconduct, including, but not limited to, cheating, plagiarism, unauthorized collaboration, alteration of academic materials or other academic misbehavior
7. Complicity in misconduct by others, including, but not limited to, attempting to or encouraging others to commit prohibited conduct. Apathy or acquiescence in the presence of prohibited conduct is violative of this policy.
8. Conduct that threatens or jeopardizes the safety of others
9. Cutting class or sleeping, eating or refusing to work in class
10. Disorderly conduct, including behaving in a disorderly, lewd, indecent manner or breaching the peace on school property or in school-sponsored activities. Examples include, but are not limited to, obscene language, profanity, inappropriate behavior or gestures, indecent exposure, nonconsensual photography, video, or audio recording of another person on

school premises or at school-sponsored events when recording causes or is likely to cause injury or distress

11. Disruption of the educational process or operation of the school — as to disruptive behavior in the classroom specifically, engaging in behavior that a reasonable person would view as substantial or repeated interference with the instructor's ability to teach the class or the ability of other students to benefit from instruction
12. Extortion
13. Failure to attend assigned detention, alternative school or other disciplinary assignment without approval
14. Failure to comply with state immunization records
15. False reports or false calls
16. Fighting
17. Forgery, fraud, or embezzlement
18. Gambling
19. Gang related activity or action
20. Harassment, intimidation, and bullying, including gestures, written or verbal expression, electronic communication or physical acts
21. Hazing (whether involving initiations, admission into, affiliations with, or as a continued involvement in a group or organization or not) in connection with any school activity, regardless of location Hazing, includes, but is not limited to, any activity that recklessly or intentionally endangers the mental or physical health or safety of a student. Likewise, engaging in any action or activity that causes or is likely to cause physical or mental discomfort or distress that may demean, degrade, or disgrace any person, regardless of location, intent or consent of participants is violative of this policy.
22. Immorality
23. Inappropriate attire, including violation of dress code
24. Intimidation or harassment because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)

25. Physical or verbal abuse, including, but not limited to, physically restraining or transporting someone against their will.
26. Possession or distribution of a caustic substance
27. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
28. Possession of synthetic urine, a warmer or any other item with the intent to use that item to tamper with a drug or alcohol test
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon¹ and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, claimed possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession or claimed possession of illegal and/or drug related paraphernalia
33. Possession, claimed possession, distribution, or claimed distribution of supplements, prescription medicine, and/or non-prescription medicine while at school and school related functions without prior district approval
34. Purchasing, selling and/or attempting to purchase or sell prescription and non-prescription medicine while at school and school related functions
35. School Bus or Transportation Misconduct – While riding on any district school bus or other district-provided mode of transportation, engaging in any of the following acts is prohibited: (i) throwing any object; (ii) placing any part of one's body out of a window (bus moving or stationary); (iii) eating, drinking, and/or possessing food or drink while on a bus (lunches taken to school are excluded provided they are packed in a container and the container is not opened on the bus); (iv) failure to remain seated (feet on floor, facing front); (v) disrespectful words, comments or actions toward the driver or other passengers; (vi) blocking the aisle; (vii) pushing while loading/unloading or

¹ Students who are members of JROTC and are participating in an authorized school program may, with prior approval from the principal, bring an inoperable weapon to school for the sole and exclusive purpose of participating in the program. Students may only possess the inoperable weapon in a manner consistent with the authorization to participate in the program.

while bus is approaching; (viii) transporting unauthorized items; (ix) any type of harassment; (x) excessive noise; and (xi) improper street crossing during loading or unloading.

36. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, claimed possession, distribution or selling marijuana or marijuana related products in any form. "Marijuana" is defined as provided for in the district's policy on *Medical Marijuana, Hemp & Cannabidiol (CBD)*
41. Use, possession, claimed possession, distribution or selling tobacco, or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing tobacco, snuff, matches and lighters, and vapor products which includes noncombustible products that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. A vapor product also includes any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device. Vapor products not included are any products regulated by the United States Food and Drug Administration under Chapter V of the Food, Drug and Cosmetic Act.
42. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee, or the school
43. Using racial, religious, ethnic, sexual, gender or disability-related epithets
44. Use of the school's resources (i.e., computers, electronic mail, internet, and similar resources) in a manner prohibited by policies, in any manner not authorized by school officials, or in violation of law
45. Vandalism
46. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property

47. Vulgarity
48. Willful damage to school property
49. Willful disobedience of a directive of any school official

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action, which may include in-school placement options or out-of-school suspension. This includes but is not limited to electronic communication, whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation or bullying at school.

School Safety and Bullying Prevention Act (OKLA. STAT. tit. 70, § 24-100.2)

The Oklahoma Legislature established the *School Safety and Bullying Prevention Act* with the express intent of prohibiting bullying in all schools. In addition to the prohibition listed in the student discipline code above, the board has adopted a separate policy prohibiting bullying and outlining the district's plan to address it.

Sample Disciplinary Options

- *Instructor or Administrator Intervention*

May include, but is not limited to: warning conference with student, parent conference, referral to counselor, behavioral contract, restriction of privileges, requirement of corrective action by student, changing student's seat or class assignment, involvement of local authorities or agencies, or other appropriate action as required or indicated by the circumstances.
- *Detention or In-School Intervention*

Detention is a correctional measure used when it is deemed appropriate. Students are to report to the appropriate teacher/principal at the specified time with class work to be studied. Detention may be assigned on a week-day or on a Saturday, as deemed appropriate.
- *Alternative In-School Placement*

Alternative in-school placement is an optional correctional measure that may be used by the school when deemed appropriate. It involves assignment to a school site, designated by the school, for a prescribed course of education as determined by school representatives. Any such placement will be made in accordance with applicable special education procedural safeguards.
- *Alternative Out-of-School Placement*

Alternative out-of-school placement is an optional correctional measure specifically authorized in cases when a student has made electronic communications intended to terrify, intimidate, harass, or threaten injury or harm to faculty or students. Any such

placement will be made in accordance with applicable special education procedural safeguards.

- *School Service*

School service may be required of students when an administrator believes that it would allow the student to understand the logical consequences of his/her conduct. Examples include, but are not limited to, cleaning after vandalism or littering, helping a teacher after disrupting a class, etc. School service will not be utilized to augment the district's workforce, in ways which are likely to endanger a student, or in a manner which is designed to unduly embarrass a student.

- *Corporal Punishment*

Corporal punishment may be administered at the discretion of the school administration. Prior to administering corporal punishment, the administrator will explain to the student the offense he/she is alleged to have committed and allow the student to explain his/her version of events.

Corporal punishment must be administered by a school administrator in a private office area with another certified employee serving as a witness. If possible, the witness will be the same gender as the student. Corporal punishment will only be administered to a student's buttocks with a finished wooden paddle after the student has emptied his/her pockets. No student will receive more than 3 swats per incident, and no more than 3 swats per day. The corporal punishment must be reasonable in force considering the student's age, sex, physical and mental condition, whether the force was degrading and the likelihood of permanent harm to the student.

~~Corporal punishment will not be administered to any student identified with a disability in accordance with the federal Individuals with Disabilities Education Act (IDEA). Corporal punishment will not be administered to special education students with the most severe cognitive disabilities unless the student's parents have signed a written waiver permitting corporal punishment. As to any other special education students, the person administering the corporal punishment must first determine that such punishment is not prohibited by the student's IEP or 504 plan.~~

A report must be completed by the administrator and signed by both the administrator and the witness. The report will specify the infraction, the number of swats given, the date, time and location of the corporal punishment and the name and position of the witness.

Parents who object to the use of corporal punishment for their student must notify the school principal, in writing, at the beginning of each school year.

- *Out of School Student Suspension*

Students may be suspended out of school pursuant to the district's policy regarding student suspension.

Student Privileges While Under Suspension

Participation in the extracurricular activities of the school is a privilege and not a right. Accordingly, when a student's behavior results in a determination by the principal to impose disciplinary or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student.

"Extracurricular activities" include, but are not limited to, all school sponsored teams, clubs, organizations, ceremonies, student government, band, athletics and all other school sponsored activities and organizations.

STUDENT TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or refused in accordance with this policy.

A.

Inter-District Transfer Application Requests

1. Applications for transfer shall be processed in the order in which they are received and must be completed by the parent of a student on a properly completed application form specified by the State Board of Education, which can be downloaded here: <https://sde.ok.gov/student-transfers>. The term "parent" means the parent of a student or person having custody of the student as provided for in OKLA. STAT. tit. 70, § 1-113(A)(1). Upon receipt of the application, the District shall stamp the application with the time and date on which it was received to ensure that the District can review applications in the order in which they are received. The application shall also be filed with the superintendent of the District if the receiving school district is within this state or with the State Board of Education for transfers to school districts in another state.

2. Subject to the special considerations applicable to a student on an Individualized Education Program ("IEP") pursuant to the Individuals with Disabilities Education Act (20 U.S.C. §§ 1400 et seq.) ("IDEA") as set forth below, a transfer shall be automatically approved if a student's resident district does not offer the grade level the student is entitled to pursue.

3. A transferring student from another school district that offers the grade the student is entitled to pursue may seek a transfer to the same grade offered by the District. The transferring student will be allowed to attend a District school site that has not exceeded its capacity of the transferring student's grade level. If there are more than one District school sites available for the transferring student, the District retains the sole discretion to determine the school site the transferring student will attend.

4. Any child in the custody of the Oklahoma Department of Human Services in foster care who is living in the home of a student who transfers, may attend the District of the transferred student as long as the District has capacity and the child does not meet a basis for denial as set forth in this policy. Except for a student in the custody of the Oklahoma Department of Human Services in foster care, a student shall not transfer more than two (2) times per school year to one or more school districts in which the student does not reside, provided that the student may always reenroll at any time in his or her school district of residence.

5. A student who is deaf or hearing-impaired and who wishes to transfer to a school district with a specialized deaf education program may submit a transfer application

at any time and may transfer to the receiving school district at any time during the school year.

6. In the event the District exceeds its capacity at all school sites for the grade level sought by the transferring student, transfer requests shall be awarded to those students whose properly completed transfer request applications were received by the District in the order in which they were received.

7. Students approved for transfer into the district in accordance with this policy shall be granted one-year transfers. Transfer students shall automatically continue to attend the district in subsequent school years unless the district denies the continued transfer in accordance with Section D of this policy. At the end of each school year, the district shall review the records of transfer students for compliance with Section D of this policy. Written notice of the district's intention to deny the continued transfer shall be given to the parent or legal guardian of the student no later than July 15.

87. A transfer shall be automatically approved if a student's parent or legal guardian is employed by the District, regardless of District capacity, and so long as the student does not meet one or more of the bases for a transfer denial as set forth in this policy.

98. Any brother or sister of a student who transfers into the District may also attend the District regardless of capacity, so long as the brother or sister of the transferred student does not meet one or more of the bases for a transfer denial as set forth in this policy.

109. A student who has attended the District as a resident student for at least three (3) years prior to then becoming eligible to apply as a transfer student shall be allowed to transfer into the District regardless of capacity, and so long as the student does not meet one or more of the bases for a transfer denial as set forth in this policy.

B.

Special Considerations as to Transferring Student on an IEP

Prior to approving an application for a transfer student who is a child with a disability, as defined in 34 C.F.R. § 300.8, the District will establish (a) the availability of the appropriate program, staff, and services for the transferring student, and (b) conduct a joint conference with the IEP team at the transferring student's current school. The purpose of conducting these activities is to determine whether—at the time the transferring student's application is received—the District can provide the transferring student with a free appropriate public education in the least restrictive environment as required by the IDEA. In the event the District exceeds its capacity at all school sites for the grade level of a transferring child with a disability, the District shall "hold" a place for the transferring student in the order in which the transferring student submitted his or her properly completed application. In the event an opening occurs, a decision on the transfer will be made after consideration of the factors above.

Transfers made for the purpose of providing a free appropriate public education (FAPE) to special education students pursuant to OKLA. STAT. tit. 70, § 18-110(E) and OKLA. STAT. tit. 70, § 13-101 are not considered Open Transfers subject to this policy.

If a request to transfer a student with disabilities to a school district other than the school district of residence of the student pursuant to the Education Open Transfer Act is denied, the following provisions shall apply:

1. The parent or legal guardian of a student with disabilities or an adult student with disabilities who is age eighteen (18) or older but under the age of twenty-two (22) may appeal the denial within ten (10) days of notification of the denial to the receiving school district board of education. The receiving school district board of education shall consider the appeal at its next regularly scheduled board meeting; and

2. If the receiving school district board of education denies the appeal, the parent or legal guardian of the student with disabilities or an adult student with disabilities who is age eighteen (18) or older but under the age of twenty-two (22) may appeal the denial within ten (10) days of notification of the appeal denial to the State Board of Education. The parent or legal guardian of the student with disabilities or the adult student with disabilities shall submit to the State Board of Education and the superintendent of the receiving school district a notice of appeal on a form prescribed by the State Board of Education. The appeal shall be considered by the State Board of Education at its next regularly scheduled meeting, where the parent or legal guardian of the student with disabilities or the adult student with disabilities and a representative from the receiving school district may address the Board. The State Board of Education shall promulgate rules to establish the appeals process authorized by this subsection which shall align with rules promulgated pursuant to 70, § 8-101.2.

The district's board of education shall annually submit to the State Department of Education the number of transfer requests for students with disabilities approved and denied and whether each denial was based on availability of programs, staff, or services.

having an individualized education program or an individualized family service plan under the Individuals with Disabilities Education Act, 29 U.S.C., Section 1400 et seq.,

(2) receiving or qualifying for special education courses or services, or

(3) receiving or qualifying for accommodations or services under the Rehabilitation Act of 1973, 29 U.S.C., Section 504.

If the enrolling student is transferring with an individualized education program, an individualized family service plan, or a Section 504 plan, the district board of education shall take the necessary steps including, but not limited to, the transfer of records and any prior evaluations, the performance of reevaluations, if necessary, and meetings to ensure that comparable services are in place prior to the student's first day of school in the state.

C.

Special Considerations as to Inter-District Transfer~~Transferring~~ Students who are Dependent Children of an Active U.S. Military Member

1. For purposes of this Section (C):

- a. "Active military duty" means full-time military duty status in the active uniformed service of the United States including members of the National Guard and Military Reserve on active duty orders; and
- b. "Military installation" means a base, camp, post, station, yard, center, homeport facility for any ship or other installation under the jurisdiction of the Department of Defense or the United States Coast Guard.

2. Students who are dependent children of a member of the active uniformed military services of the United States on full-time active duty status ~~and for whom Oklahoma is the home of record~~ and students who are the dependent children of a member of the military reserve on active duty orders ~~and for whom Oklahoma is the home of record~~, shall be approved for transfer into the District regardless of capacity if:

- a. At least one parent of the student has a Department of Defense-issued identification card; and
- b. The student will be residing with a relative of the student who lives in the receiving school district or who will be living in the receiving school district within six (6) months of the filing of the application for transfer.
- ~~b. At least one parent can provide evidence that he or she will be on active duty status or active duty orders, meaning the parent will be temporarily transferred in compliance with the official orders to another location in support of combat, contingency operation or a natural disaster requiring the use of orders for more than thirty (30) consecutive days.~~

3. A student is in compliance with the residency provisions of this policy if he or she is a student whose parent or legal guardian is transferred or is pending transfer to a military installation within Oklahoma while on active military duty pursuant to an official military order. A parent or legal guardian of such student must provide proof of residency in the District within ten (10) days after the published arrival date provided on official documentation. A parent or legal guardian may use the following addresses as proof of residence:

- a. A temporary on-base billeting facility,
- b. A purchased or leased home or apartment, or
- c. Federal government or public-private venture off-base military housing.

D.

Denial/Revocation of a Transfer Request

1. A transferring student's application may be denied/~~revoked~~ if the transferring student is or has been subject to discipline for any of the acts and reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(A)-(C) & (E). A transferring student's application shall be denied/~~revoked~~ for any of the acts and reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(F)(1) until such time as the District determines that the transferring student no longer poses a threat to self, other students, or District faculty or employees.

2. A transferring student's application may be denied/~~revoked~~ if the transferring student has ten or more absences in one semester that are not excused due to illness or for the reasons provided for in OKLA. STAT. tit. 70, § 10-105(B).

3. An IDEA-qualified transferring student's application will be denied/~~revoked~~ if—as of the time of the transferring student's application is received—the District determines that it cannot provide the transferring student with a free appropriate public education in the least restrictive environment as required by the IDEA.

~~4. A student may be granted a one-year transfer and may automatically continue to attend the District each school year with the approval of the District. At the end of each school year, the District may deny the continued transfer of the student for the reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(A) (C) & (E), or if the student has ten or more absences in one semester that are not excused due to illness or for the reasons provided for in OKLA. STAT. tit. 70, § 10-105(B). Written notice of the District's intention to deny the continued transfer shall be given to the parent or legal guardian of the student no later than July 15.~~

54. A transferring student's application will not be considered if incomplete and will be denied/~~revoked~~ if the parent makes a fraudulent, intentional, or material misrepresentation on the application.

56. The denial/~~revocation~~ of a transfer request from a student seeking a transfer shall be communicated in writing to the parent, as defined in OKLA. STAT. tit. 70, § 1-113(A)(1). Proof of the date of mailing or transmission of the denial/~~revoked~~ by electronic means shall constitute proof of communication of the denial to the parent.

67. The District shall not accept, ~~or deny,~~ or revoke any transfer application based on the student's race, color, sex, pregnancy, gender, gender expression, national origin, religion, disability, veteran status, sexual orientation, age, genetic information, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude, or athletic ability. Failure to be approved for a transfer as set forth in this policy shall not be deemed to be rejection for a discriminatory reason.

E.

Transfer Application Request Notifications

1. The District will prominently post on its website the dates on which it will begin accepting transfer applications for the current and upcoming school year.

2. The District shall approve or deny the transfer application and notify the parent or legal guardian of the student within thirty (30) days of receiving an application.

3. If the District accepts a transfer application, the parent or legal guardian of the student must provide written notification to the District that the student will be enrolling within ten (10) days of receiving notice that the transfer application was approved. Failure of the parent or legal guardian to notify the District may result in the loss of the student's right to enroll in the District for that year only. If the parent or legal guardian fails to notify the District that the student will be enrolling, and the District chooses to cancel the transfer, the District shall provide written notice of the cancellation to the parent or legal guardian of the student immediately upon cancellation.

4. If the District receives notice that a student will be transferring, the District shall notify the student's resident school district within ten (10) days of receiving notice of the acceptance of the transfer.

F.

Determination of Grade Level Capacity

The superintendent of schools, or his/her designee, shall determine the criteria to be used in determining grade capacities for each school site offered by the District, including the capacity for any full-time virtual education program should one be offered in future years by the District. The District does not currently offer a full-time virtual education program. The District's capacity determinations are attached hereto as Exhibit A. Each school site's grade level capacity offered by the District shall be (a) approved by the board of education prior to the first day of January, April, July and October of each school year, and (b) published in a prominent place on the District's website and reported to the State Department of Education.

G.

District Level Appeal of Denial of Transfer

A parent may appeal the denial of a transfer request so long as the appeal is made within ten (10) calendar days of the notification of the written denial. If a timely appeal is made, the appeal shall be considered by the District's board of education at its next regularly scheduled meeting. The appeal shall be considered by the board of education upon the written submissions of the District and the parent, and a verbal presentation by the District and the parent, each not to exceed ten (10) minutes of length. Any written submissions shall state, at the minimum, the following in a statement not exceeding two pages in length:

- a. The date of the parent's transfer request application;
- b. The reasons for the denial by the District of the transfer request;
- c. The factual reason(s) of the District or parent as to why the transfer request was/was not properly denied; and
- d. The criteria set forth in this policy as to propriety of the denial of the transfer request.

The board of education will meet in executive session to review the appeal and to hear the verbal presentations from the District and the parent to protect the privacy of the student. While the board of education deliberates the appeal, the District and the parent will be excused from the executive session. The board of education will then return to open session to conduct its vote on whether to deny or accept the appeal.

If the District denies the parent's appeal for an inter-district transfer request, the parent may appeal the board of education's decision to the Oklahoma State Board of Education within ten (10) calendar days of notification of the denial. The parent shall submit

to the State Board of Education and the superintendent of the District a notice of appeal on a form prescribed by the State Board of Education. The appeal shall be considered by the State Board of Education at its next regularly scheduled meeting, where the parent and a representative from the District may address the Board. ~~The State Board of Education shall promulgate rules to establish the appeals process authorized by this subsection.~~

H.

District Reporting to the Oklahoma State Department of Education

1. Prior to the first day of January, April, July and October of each school year, the District shall report to the State Department of Education the capacity of the grade level of each District school site.

2. Prior to the first day of January, April, July and October of each school year, the superintendent of schools of the District shall report to the State Department of Education a statement showing the names of the students granted transfers to the District, the resident school district of the transferred students, and the transfer student's grade level.

3. At the frequency required by the Oklahoma State Department of Education, the District shall also submit to it (a) the number of student transfers approved and denied, and (b) whether each denial was based on capacity, the acts and reasons outlined in OKLA. STAT. 70, § 24-101.3, or a history of absences in the last full school semester that were not excused due to illness or for the reasons provided for in OKLA. STAT. 70, § 10-105(B).

I.

Athletic and Other Competitions

A transfer student granted enrollment in a school district in which the student is not a resident shall not be eligible to participate in school-related interscholastic competitions governed by the Oklahoma Secondary School Activities Association ("Association") for a period of one (1) year from the first day of attendance at the District, unless the transfer is from a school district not offering the grade the student is entitled to pursue. Whether a student granted a transfer under this policy will be eligible to participate in school-related interscholastic competitions shall be determined by the Association.

J.

Intra-District Transfers

Beginning July 1, 2024, a student *may* transfer between school sites within the district at any time during the year unless the student's grade level has reached capacity at the receiving site. The district's capacity determinations are attached hereto as Exhibit A.

Students who receive approval for an intra-district site transfer in accordance with this policy shall be granted one-year transfers. Transfer students shall automatically continue to attend their chosen school site in subsequent school years unless the district denies the continued transfer (i.e., revokes the transfer) in accordance with Section D of this policy. At the end of each school year, the district shall review the records of intra-district

transfer students for compliance with Section D of this policy.

Excepting a student in Department of Human Services foster care, a student shall not transfer more than two times per school year, but a student may always re-enroll at any time at the student's site of residence.

For grade levels with limited capacity, the district shall give preference and reserve capacity to the following students submitting an intra-district transfer request. Following the acceptance of these students, the district will approve transfer requests in the order they were received.

1. Students who reside in the school site boundary.
2. Students who attended the school site the prior year.
3. Siblings of students who are already enrolled at the school site.
4. Children of school district employees who wish to attend a different school site within the school district.
5. Students who change residence within a school district and who wish to attend the same school site.

The District will approve an intra-district transfer request at any time during the school year for any child in the custody of the Department of Human Services and living in foster care who resides in the home of another student who transfers intra-district may attend the school site to which the student transferred.

~~Notwithstanding any of the foregoing, an intra-district transfer request may be denied if the requesting student has ten or more absences in one semester not excused due to illness or for reasons provided in OKLA. STAT. tit. 70, § 10-105(B).~~ A student's intra-district transfer request may ~~likewise~~ be denied/revoked for any reason outlined in Section D of this policy (Denial of Transfer Request).

Notwithstanding any of the foregoing, the district shall allow students who are the dependent children of a member of the active uniformed military services of the United States on full-time active duty status, and students who are the dependent children of a member of the military reserve on active duty orders, provisional eligibility for intra-district transfers regardless of capacity. The number of intra-district transfers specific to military dependents shall be set as follows:

- two (2) military dependents per one hundred (100) enrolled students at the kindergarten through fifth grade level;
- four (4) military dependents per one hundred (100) students at the sixth through eighth grade level; and
- six (6) military dependents at the ninth through twelfth grade level.

The denial by the district of an intra-district transfer request ~~by the district~~ shall be final and not appealable.

Reference: OKLA. STAT. tit. 70, §§ 8-101.1, 8-101.2, 8-103, 8-103.1, 8-103.2
OKLA. STAT. tit. 70, § 18-110(E)
OKLA. STAT. tit. 70, § 8-113
OKLA. STAT. tit. 70, § 13-103(B)
OKLA. STAT. tit. 70, § 13-101
O.A.C. §210: 10-1-18
OKLA. STAT. tit. 70, § 1-114

Exhibit A

INTRA-DISTRICT AND INTER-DISTRICT CLASS CAPACITIES

June 25, 2024			
IDABEL PUBLIC SCHOOLS CLASS CAPACITY 2024-2025			
IDABEL HIGH	CAPACITY	ENROLLED	AVAILABLE
12TH	100		
11TH	130		
10TH	135		
9TH	135		
IDABEL MIDDLE	CAPACITY	ENROLLED	AVAILABLE
8TH	115		
7TH	125		
6TH	125		
CENTRAL ES	CAPACITY	ENROLLED	AVAILABLE
5TH	80		
4TH	80		
3RD	100		
2ND	80		
PRIMARY ES	CAPACITY	ENROLLED	AVAILABLE
1ST	100		
K	80		
PRE - K	80		
TOTAL	1465		

DISCRIMINATION, HARASSMENT, AND RETALIATION

The school district is committed to providing all students and employees with a safe and respectful school environment. Both state and federal law specifically prohibit harassment of or by employees and students in connection with the district.

The district prohibits discrimination, harassment or retaliation based on real or perceived race, color, sex, pregnancy, gender, gender identity or expression, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information. This prohibition applies to students, employees and board members in any aspect of the district's programs, including during school hours, extracurricular activities, school sponsored events, or outside of school hours if the conduct affects the education or working environment.

[In accordance with OKLA. STAT. tit. 70 § 24-163, the district uses the International Holocaust Remembrance Alliance's Working Definition of Antisemitism, as adopted May 26, 2016, to evaluate harassment and discrimination against Jews.](#)

Definitions

"Employee" for purposes of this policy, includes all district employees, board members and volunteers.

"Student" refers to any person who is enrolled in any district school or program.

"Discrimination" means unfair treatment which is based on a person's real or perceived race, color, sex, pregnancy, gender, gender identity or expression, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information.

Examples of discrimination include, but are not limited to: Refusing to consider a person for a position or declining to enroll a student in a program based on legally discriminatory factors. Harassment can be a specific form of legally prohibited discrimination.

"Harassment" means repetitive, unwelcome conduct which is based on a person's real or perceived race, color, sex, pregnancy, gender, gender identity or expression, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information.

Examples of harassment include, but are not limited to: slurs, epithets, insults, jokes or derogatory comments; verbal or physical abuse; intimidation (physical, verbal or psychological); impeding or blocking a person's movement; unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, pressure for sexual activity whether written, verbal or through physical gestures, display or sending of pornographic pictures or objects, obscene graffiti, and spreading rumors related to a person's alleged sexual activities. Demeaning comments about a student's ability to excel in a class historically considered a "boy's" or a "girl's" subject may also constitute harassment.

“Sexual harassment” is a type of harassment which includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature which:

- is made an explicit or implicit term or condition of an employee’s employment or a student’s ability to obtain an education; or
- is used as a basis for decisions impacting either an employee’s employment or a student’s education; or
- has the purpose or effect of unreasonably or substantially interfering with an employee’s work performance or a student’s educational performance, or creating an intimidating, hostile, or offensive environment.

In order to constitute sexual harassment, the conduct at issue must be unwelcome. Sexual conduct between minor students and employees will always be considered unwelcome. Sexual harassment also includes conduct such as rape, sexual assault, stalking, and any other form of sexual violence.

Sexual harassment may occur between persons of the same gender or sex.

Nothing in this policy precludes legitimate, nonsexual physical contact to avoid physical harm to persons or property.

“Retaliation” is any negative conduct which is taken in response to an individual’s complaint of harassment or discrimination, or participation in any investigation of a harassment or discrimination complaint.

Reporting

Students who have been harassed or discriminated against, or who witness such conduct, are encouraged to report the offensive conduct to any teacher, counselor, administrator, or board member.

Employees who witness, suspect or receive a report of harassment or discrimination must immediately report the incident to the superintendent or a board member – even if that report must be made after hours to the superintendent or board members home or cell phone.

Any employee who receives a harassment, discrimination or retaliation report will immediately refer the matter to the superintendent or the Title IX coordinator, unless the superintendent or Title IX coordinator is the alleged malfeasant. In such circumstances, the complaint will be referred to the board president or the district’s legal counsel. To ensure impartiality, no person who is the subject of a complaint shall conduct any investigation into the improper conduct.

If possible, reports should be made in person and/or in writing, and be signed by the reporting party. However, in order to encourage full, complete and immediate reporting, any person may report such incidents anonymously in writing by mailing the report to the personal attention of either the superintendent or a board member. All reports should state:

- the name of the alleged harasser;

- the person(s) being harassed;
- the nature, context and extent of the prohibited activity;
- the dates of the prohibited activity, and;
- any other information necessary to a full report and investigation of the matter.

Any employee who is subjected to job related sexual harassment is entitled to protection under Title VII of the Civil Rights Act of 1964 and the Oklahoma Anti-Discrimination Act. Individuals may simultaneously report an allegation of this type of misconduct to school officials and to the United States Equal Employment Opportunity Commission, the Oklahoma Human Rights Commission, or local law enforcement.

In compliance with OKLA. STAT. tit. 70 § 24-163(D)(1), the district shall electronically report all incidents and complaints of antisemitic discrimination and harassment to the Oklahoma Department of Education's Title VI Coordinator.

Administrative Response

The district will promptly, thoroughly and impartially investigate all reports of harassment and discrimination. This process will include:

- A statement from the individual who was allegedly harassed;
- Appropriate and reasonable steps to separate and protect both the alleged victim and alleged harasser pending conclusion of the investigation and necessary remedial action;
- Reasonable updates to the alleged victim of the investigation's progress, subject to federal and state laws and regulations;
- Interviews with the alleged harasser, alleged victim and witnesses; and
- Review of relevant documents, including district files and records.

The district will review all relevant facts and take into account the totality of the circumstances - including the nature, extent, context and gravity of the activities. At the conclusion of this process, the superintendent, in conjunction with the Title IX coordinator, will issue findings based on the preponderance of the evidence and take appropriate measures, including but not limited to: education, information on available outside resources, training and counseling, transfer, suspension, and any other appropriate remedy under the circumstances. Employees may also be terminated for engaging in harassment, discrimination or retaliation.

Confidentiality shall be maintained during and after the investigation to the extent reasonably possible. However, public disclosure of personal or confidential employee information may be made during the course of any suspension, dismissal, non-renewal hearing or resulting litigation.

Penalties

Penalties shall be imposed based on the facts taken as a whole and the totality of the circumstances such as the nature, extent, context and gravity of such activities or incidents. Any disciplinary decision will be made as a proportional response to the violation.

Any employee or student engaging in harassment, discrimination or retaliation will be subject to any and all disciplinary action allowed by school policy and Oklahoma law.

Reference: OKLA. STAT. tit. 70, § 24-162 (2025); OKLA. STAT. tit. 70, § 24-163 (2025).

INCLUDING STUDENTS WITH DISABILITIES
IN ASSESSMENTS

School districts are required to assess students with disabilities as frequently and in the same manner as they do students without disabilities. Therefore, to the extent the district or state requires student participation in assessments, students with disabilities will be included in the assessment or provided an alternative method of assessment.

The Section 504/Title II team for each student with a disability (collectively referred to as the "Team") will make the decision regarding his or her participation in regular districtwide assessment on an individual basis, considering his or her unique needs.

Generally, an IEP Team shall meet to make such a determination after providing notification to the student's parent/guardian at least five days in advance (or earlier if mutually agreed by the district and parent/guardian). Such notification must indicate the purpose, date, time and location of the meeting and who, by title or position, will attend the meeting. The determination is based on criteria determined by the Oklahoma State Department of Education (OSDE).

Regular Districtwide Assessment

To make these determinations, Team members will be knowledgeable about the child's present level of educational performance and measurable annual goals; the general or alternate curriculum; the format and content of the; and the alignment between the curriculum and the academic content standards assessed by the assessment.

Based on a review of relevant information, the members of the Team will determine whether and how the student will participate in the assessment. For those students who are identified as needing accommodations, the Team will document in either the IEP or Section 504/Title II Plan which accommodations are necessary for the child to participate in the assessment. The Team may determine that the student can participate in some portions of the assessment without accommodations and identify accommodations for other portions of the assessment.

Alternate Assessment

The Team will not determine that participation in an alternate assessment is necessary based primarily upon poor attendance; English language learner status; social, cultural or economic differences; disruptive behavior; student reading level; expectations of poor performance; amount of time receiving special education services; low achievement in general education; categorical disability label; performance tied solely to a level, label or cut score; or the location where the child receives services. If the Team determines that student participation in an alternate assessment is necessary, the team will specifically identify the alternate assessment to be utilized on the IEP or Section 504/Title II Plan. The Team will select a mode of alternate assessment that measures the same content area(s) as the districtwide assessment.

A parent has the right to opt out of the Oklahoma Alternate Assessment Program (OAAP) by declining parent consent on an OSDE form. In such an event, the student will not be assessed using the OAAP, and the student will be administered the assessment given to regular education students for that grade level.

Students will not be required to participate in OAAP without a completed parental consent form as adopted by the Oklahoma State Department of Education. The district may proceed in requiring the student to participate in OAAP without parental consent in the following cases:

1. After documenting reasonable efforts to obtain parent/guardian consent and the parent/guardian has failed to respond; or
2. The district obtains approval through a due process hearing in accordance with 34 CFR § 300.506 et seq.

Reference: OKLA. STAT. tit, 70, § 16-114.6.

INCLUDING STUDENTS WITH DISABILITIES IN DISTRICTWIDE ASSESSMENTS

~~School districts must assess students with disabilities as frequently and in the same manner as they do students without disabilities. Therefore, to the extent the district requires student participation in districtwide assessments, students with disabilities will be included in the assessment or provided an alternative method of assessment.~~

~~The IEP or Section 504/Title II team for each student with a disability (collectively referred to as the "Team") will make the decision regarding his or her participation in regular districtwide assessment on an individual basis, considering his or her unique needs. To make appropriate decisions regarding the student's need for accommodation and/or alternate assessment, the Team will:~~

- ~~1. Begin with the assumption that all students with disabilities will participate in all regular districtwide assessments.~~
- ~~2. Assess the need for accommodation and/or alternate assessment based on the student's present level of educational performance, educational goals and the content and format of the districtwide assessment(s) under consideration.~~
- ~~3. Allow for alternate assessment only if a student would not be able to demonstrate some of the knowledge and skills on the regular districtwide assessment with appropriate accommodations.~~

~~To make these determinations, Team members will be knowledgeable about the child's present level of educational performance and measurable annual goals; the general curriculum; the format and content of the regular districtwide assessment; and the alignment between the curriculum and the academic content standards assessed by the districtwide assessment system.~~

~~Based on a review of relevant information, the members of the Team will determine whether and how the student will participate in the regular districtwide assessment. For those students who are identified as needing accommodations, the Team will document in either~~

~~the IEP or Section 504/Title II Plan which accommodations are necessary for the child to participate in the regular assessment. The Team may determine that the student can participate in some portions of the assessment without accommodations and identify accommodations for other portions of the assessment.~~

~~The Team may determine that, even with accommodations, a student with a disability would be unable to demonstrate at least some of the knowledge and skills tested through the regular districtwide assessment, and as a result, that the student's performance must be assessed through alternate assessment. The Team will not determine that participation in an alternative assessment is necessary based primarily upon poor attendance; English language learner status; social, cultural or economic differences; disruptive behavior; student reading level; expectations of poor performance; amount of time receiving special education services; low achievement in general education; categorical disability label; performance tied solely to a level, label or cut score; or the location where the child receives services. If the Team determines that student participation in an alternate assessment is necessary, the team will specifically identify the alternate assessment to be utilized on the IEP or Section 504/Title II Plan. The Team will select a mode of alternate assessment that measures the same content area(s) as the districtwide assessment.~~

Notice:
Whistleblower Protection for Teachers and Support Employees

Under 70 O.S. § 6-101.6b, school districts cannot prohibit or discipline a teacher or support employee for (1) disclosing public information to correct what the teacher or support employee reasonably believes evidences a violation of the Oklahoma Constitution or law or a rule promulgated pursuant to law or (2) reporting a violation of the Oklahoma Constitution or state or federal law. Teachers and support employees are not required to give prior notice of any disclosures they intend to make.

This law does not permit a teacher or support employee to violate students' or parents' rights to confidentiality and protections under the Family and Educational Rights and Privacy Act of 1974 (FERPA).

70 O.S. § 6-101.6b reads as follows:

A. For purposes of this section, "teacher" means the term as defined in paragraph 1 of Section 1-116 of Title 70 of the Oklahoma Statutes.

B. For purposes of this section, "support employee" means the term as defined in paragraph 9 of Section 1-116 of Title 70 of the Oklahoma Statutes.

C. No school district shall prohibit or take disciplinary action against teachers or support employees for:

1. Disclosing public information to correct what the teacher or support employee reasonably believes evidences a violation of the Oklahoma Constitution or law or a rule promulgated pursuant to law;
2. Reporting a violation of the Oklahoma Constitution or state or federal law; or
3. Taking any of the above actions without giving prior notice to the teacher's or support employee's supervisor or anyone else in the relevant chain of command.

D. For the purposes of this section, "reporting" means providing a spoken or written account to a supervising teacher, administrator, school board member, representative from the State Department of Education, law enforcement official, district attorney and/or parent or legal guardian of a student directly impacted by the actions.

E. Each school district shall prominently post or publish a copy of this section of law in locations where it can reasonably be expected to come to the attention of all teachers and support employees.

F. Nothing in this section shall be construed to allow a teacher or support employee to violate students' or parents' rights to confidentiality and protection under the Family Educational Rights and Privacy Act of 1974 (FERPA).

This notice is posted in compliance with 70 O.S. § 6-101.6b.

Child Abuse Attestation

I hereby acknowledge my responsibility to report suspected child abuse or neglect pursuant to OKLA. STAT. tit. 70, § 1210.163 and OKLA. STAT. tit. 10A, § 1-2-101. If I have reason to believe that a student under the age of 18 is a victim of abuse or neglect, I will immediately report this matter to the Oklahoma Department of Human Services hotline (1-800-522-3511) and law enforcement. If I have reason to believe that a student over the age of 18 is a victim of abuse or neglect, I will immediately report this matter to law enforcement. I further acknowledge that failure to abide by my obligations regarding reporting child abuse may result in criminal penalties as well as employment sanctions up to and including termination.

Employee Name:

Employee Signature:

Date:

SUSPENSION, DISMISSAL
AND NONREEMPLOYMENT OF ADMINISTRATORS

1. Definitions and Scope

- A. "Administrator" means a duly certified person who devotes a majority of time to service as a superintendent, elementary superintendent, principal, supervisor, vice principal or in any other administrative or supervisory capacity in the school district (Okla. Stat. tit. 70, . § 6-101.3)
- B. "Dismissal" means the discontinuance of the service of an administrator during the term of a written contract.
- C. "Nonreemployment" means the nonrenewal of an administrator's contract upon expiration of the contract.
- D. "Suspension" means the temporary discontinuance of a administrator's services during the term of a contract pending dismissal or nonreemployment.

2. Procedures for Dismissal or Nonreemployment

A. Commencement of Action

- i. Whenever the superintendent determines that cause exists for a district administrator's dismissal, nonreemployment, or demotion, the superintendent shall submit a written recommendation to the board of education. The recommendation shall state the proposed action, the reasons for effecting the action, and his/her right to request a hearing before the board of education.
- ii. In the absence of a recommendation from the superintendent pursuant to this section, or when the board of education chooses not to accept the superintendent's recommendation as to reemployment of an administrator, the board may initiate dismissal, nonreemployment, or demotion action without a recommendation provided that it adheres to the other provisions of this policy.

B. Suspension

Whenever the superintendent or the board of education believes cause exists for an administrator's dismissal and that the immediate suspension of the administrator would be in the best interests of the children in the district, the board of education or superintendent may suspend the administrator without notice or hearing. The suspension shall not deprive the administrator of any

compensation or other benefits, excluding extra duty compensation, to which he/she would otherwise be entitled under a contract or law. Within ten (10) days after the suspension becomes effective, the board of education shall initiate a hearing for dismissal or demotion pursuant to this policy. However, in a case involving a criminal charge or indictment, such suspension may extend to such time as the administrator's case is finally adjudicated, except such extension shall not include any appeal process.

C. Notice and Hearing

- i. Prior to taking action to dismiss, nonreemploy, or demote an administrator, the board clerk or designee shall deliver a copy of the recommendation (or comparable statement of the reasons effecting the action if the board is acting on its own volition) and notice of his/her right to request a hearing before the board of education.
- ii. The administrator shall have 10 days to request a hearing before the board of education. Failure to request a hearing within this time frame shall constitute a waiver of the right to a hearing.
- iii. The hearing shall commence with a statement to the administrator of the administrator's rights at the hearing. Following this statement, the school administration or a designee for the board of education shall present facts showing the cause for the administrator's dismissal, nonreemployment, or demotion. The administrator shall then have the right to present their side of the matter. After both parties have fully presented their respective positions, the board of education shall deliberate on the evidence regarding the administrator's dismissal, nonreemployment, or demotion in executive session.
- iv. At the hearing, the administrator shall be entitled to be represented by counsel, and to present witnesses and cross-examine any witnesses presented by the other side. The burden of proof for any dismissal, nonreemployment, or demotion shall be on the superintendent (or designee), and the standard of proof shall be a preponderance of the evidence.
- v. After due consideration of the evidence and testimony presented at the hearing, the board shall vote, in open session, on the following: (1) findings of fact based on the evidence submitted and (2) whether to dismiss, nonreemploy, or demote the administrator. The decision shall be made by a majority of the board of education members present at the meeting and shall be final and nonappealable
- vi. The administrator shall be sent notice of the board's decision by certified mail, restricted delivery, return receipt requested, or substitute process.

D. Criminal Matters

Whenever the superintendent (or board) makes a recommendation for a administrator's termination based on conduct which could form the basis of criminal charges sufficient to warrant the denial or revocation of the

administrator's certificate for a reason set forth in 70 OKLA. STAT. § 3-104(6)(a), the district shall forward a copy of the recommendation to the State Board of Education and the administrator at the time the recommendation is made regardless of whether the administrator resigns before or after the recommendation is made. A report of such resignation, including any investigatory findings of the school district, shall be forwarded to the State Board of Education.

Reference: 70 OKLA. STAT. § 6-101.25; 70 OKLA. STAT. § 6-101.14; 70 OKLA. STAT. § 6-101.13

TITLE IX—SEX DISCRIMINATION AND SEXUAL HARASSMENT

Introduction and Policy

Title IX prohibits discrimination on the basis of sex in education programs and activities that receives federal financial assistance. Title IX applies to employees and students. The policy establishes procedures for reporting sex discrimination, sexual harassment, and related retaliation, provides the grievance process procedure for a Title IX formal complaint for sexual harassment, sets forth supportive measures for a complainant and, as appropriate, a respondent, and a range of possible sanctions should a respondent be found responsible for sexual harassment.

The district condemns discrimination in its education programs and activities based on sex. Any district employee with actual knowledge of conduct that constitutes sex discrimination and/or sexual harassment is directed to notify the Title IX Coordinator as soon as possible.

Scope of the Policy

This policy applies to individuals working or participating in the district's education programs and activities in locations where the district exercises substantial control over both the respondent and the context in which discrimination or harassment occurred. Title IX may apply to any of the district's education programs or activities in the United States, whether such programs or activities occur on-campus or off-campus, including online instruction, admissions, recruiting, financial aid, academic programs, student services, counseling and guidance, discipline, class assignment, grading, recreation, athletics, and employment. Reports of violations of this policy may be made in person, by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. **Such a report may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address listed for the Title IX Coordinator.**

Individuals are responsible for immediately reporting any knowledge or information concerning sexual harassment to the district's Title IX Coordinator.

Definitions

- A. **Actual Knowledge:** Notice of sexual harassment or allegations of sexual harassment to the Title IX Coordinator or to any district employee. This standard is not met when the only official of the district with actual knowledge is the respondent.
- B. **Advisor:** A person who has agreed to assist a complainant or respondent during the Title IX process. The advisor may be a person of the student's choosing, including but not limited to a district faculty or staff member, a friend, or an attorney.

- C. Complainant: An individual who is alleged to be the victim of conduct that could constitute sexual harassment.
- D. Title IX Coordinator(s): Employee(s) of the district who has/have primary responsibility for overseeing the process of coordinating the district's compliance efforts, receiving complaints, conducting investigations, imposing sanctions, facilitating appeals, and providing education and training associated with this policy. The Title IX Coordinator(s) will further monitor the district's education programs and activities for barriers to reporting information about conduct that constitutes sex discrimination and take steps reasonably calculated to address such barriers. The Coordinator should not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent that may affect the outcome of the grievance process.
- E. Deputy Coordinator: If desired by the district, this is a district employee designated by the Title IX Coordinator or the district to serve as the Coordinator where appropriate and to assist with the duties of the Title IX Coordinator. The Deputy Coordinator should not have a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that may affect the outcome of the grievance process.
- F. Formal complaint: A written document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation(s) of sexual harassment and stating the date, time, place, name(s) of person(s) involved (e.g., the accused, witnesses) and sufficient detail to satisfy the basic elements of a Title IX claim under this policy. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the district.
- G. Respondent: An individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- H. Sex Discrimination: Sex discrimination includes sexual harassment and is defined as conduct directed at a specific individual or a group of identifiable individuals that subjects the individual or group to treatment that adversely affects their education, employment, or school-related benefits, on account of sex or gender (including on the basis of a student's pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom). This may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature.
- I. Sexual Harassment: Conduct on the basis of sex that satisfies one or more of the following:
- a. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct ("quid pro quo");
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity ("hostile environment");
- or

- c. Sexual assault, dating violence, domestic violence, or stalking as defined by federal law.

Whether conduct creates a hostile environment is a fact-based inquiry that includes, but is not limited to, the following:

- The degree to which the conduct affected the complainant's ability to access the district's education program or activity;
- The type, frequency, and duration of the conduct;
- The parties' ages, roles within the district's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
- The location of the conduct and the context in which the conduct occurred;
and
- other sexual harassment in the district's education program or activity.

J. Supportive measures: Individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment.

Examples of Supportive Measures:

- Counseling
- Extension of deadlines and other course-related adjustments
- Campus escort services
- Restrictions on contact applied to one or more parties
- Leaves of absence
- Increased security measures and monitoring of district premises
- Training and education programs related to sexual harassment

K. Title IX Hearing Officer (decisionmaker): The individual may be a district administrator, legal counsel, or a specially trained officer but cannot be the Coordinator or Investigator. The primary responsibility of the Hearing Officer is to ensure both parties receive due process in the event allegations of a Title IX policy violation are directed to a hearing by the Title IX Coordinator. The Hearing Officer should not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent that may affect the outcome of the grievance process.

L. Title IX Investigators: An individual charged with collecting statements and any evidence directly related to any allegations, as directed by the Title IX Coordinator. Investigators may include but not be limited to district administration. The Investigator should not have a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that may affect the outcome of the grievance process.

M. Working days: Days on which the district administration's office is open.

Reporting

All forms of sex discrimination, including sexual harassment, may be reported to the Title IX Coordinator, any Deputy Title Coordinator, any district employee, or to law enforcement, no matter the severity. A report of sex discrimination and/or sexual harassment should be made as soon as possible but may be made at any time, regardless of length of time between alleged sex discrimination and/or sexual harassment, and the decision to report it. However, a delay in reporting may compromise subsequent investigation. The district will take reasonable steps to protect the privacy of the parties and witnesses during the pendency of the grievance process, provided that the steps do not restrict the ability of the parties to obtain and present evidence, consult with family members or other advisors, or otherwise prepare for or participate in the grievance procedures;

Although anyone may report sexual harassment, only alleged victims of sexual harassment or their parent or guardian may file a formal complaint.

No employee or student may discourage an individual from reporting alleged sex discrimination, including sexual harassment.

All district employees are mandatory reporters and are required to immediately report to the Title IX Coordinator any allegations of sexual harassment. Failure to do so may result in disciplinary action up to and including termination of employment.

Pre-Investigation / Initial Response

Unless the Title IX Coordinator reasonably determines the conduct alleged could not constitute sex discrimination and/or sexual harassment, after receiving notice allegations involving purported sex discrimination and/or sexual harassment, the Title IX Coordinator will promptly contact the complainant, if known or identifiable, to notify them of receipt of the allegations of sex discrimination and/or sexual harassment.

The district will treat complainant and respondent equitably and offer supportive measures as appropriate. For complainants, this means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge before or after the filing of a formal complaint or where no formal complaint has been filed. For a respondent, this means at a minimum following the grievance procedure for sexual harassment before the imposition of disciplinary sanctions or other actions that are not supportive measures.

The district will promptly take necessary steps to protect the complainant and ensure safety as necessary, including taking interim steps before the final outcome of any investigation once a report or knowledge of sexual harassment has been reported.

Emergency Removal. In some instances, the district may implement an emergency removal of a student when an individualized safety and risk analysis indicates that an immediate threat exists to the physical health or safety of an individual arising from the allegations of sexual harassment. A party subject to an emergency removal shall have an opportunity to challenge the decision immediately following the removal. By no means does this provision modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Administrative Leave. A non-student employee may be placed on administrative leave during the pendency of the grievance process. By no means does this provision modify any

rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

Periodic updates on the status of the investigation will be provided to both the complainant and respondent.

Sex Discrimination without Harassment

If the allegations involve conduct that could constitute sex discrimination but not sexual harassment, the Title IX Coordinator will initiate an investigation in compliance with district policy.

Sexual Harassment

If the allegations involve conduct that could constitute sexual harassment, the Coordinator will contact the complainant to confidentially discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. A complainant's wishes regarding whether the district investigates will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

Written Notice of Complaint

Upon receipt of a formal complaint, the Title IX Coordinator will provide written notice to all known parties in sufficient time and with sufficient detail to give the respondent time to prepare a response before an initial interview. Written notice includes:

- a. Notice of the grievance process, including any informal resolution process;
- b. Notice of the allegations of sexual harassment, including sufficient details (i.e., names of known parties, the conduct alleged to be sexual harassment, and the date and location of the conduct, if known);
- c. A statement that the respondent is presumed not responsible for the conduct and that responsibility will be determined at the conclusion of the grievance process;
- d. Notice of the parties' right to have an advisor (who may be, but is not required to be, an attorney) and to inspect and review evidence;
- e. A statement that retaliation by the parties or district is prohibited;
- f. A statement that the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of the evidence; and
- g. Notice that knowingly making false statements or providing false information in the grievance process is a violation of the code of conduct of students or a violation of performance and conduct standards for employees.

Dismissal of a Formal Complaint

The district must investigate the allegations in a formal complaint.

Mandatory Dismissal. A formal complaint must be dismissed when it is determined the conduct alleged in the formal complaint: 1) would not constitute sexual harassment as

defined herein even if proved; 2) did not occur in the district's program or activity; or 3) did not occur against a person within the United States.

Permissive Dismissal. A formal complaint may be dismissed if, during the investigation or hearing, 1) a complainant notifies the Coordinator in writing that they would like to withdraw the formal complaint or any allegations therein; 2) the respondent is no longer enrolled or employed by the district; or 3) specific circumstances prevent the district from gathering sufficient evidence to reach a determination as to the formal complaint or the allegations therein.

Upon either a mandatory or permissive dismissal, the district will promptly notify the complainant of the basis for the dismissal and provide the procedures to appeal the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the district will also promptly notify the respondent of the dismissal, the basis for the dismissal and the complainant's opportunity to appeal. Notification of dismissal should be in writing and delivered simultaneously to the parties.

Dismissal of a formal complaint does not prevent the district from addressing allegations or taking action under another district policy, including but not limited to a different provision of the district code(s) of conduct.

Investigation

An investigator will be designated to investigate the allegations contained in the formal complaint or which are developed in the course of the investigation. In the event the district decides to investigate allegations about the complainant or respondent that are not included in the written notice, the district must provide notice of additional allegations to the parties and give them a reasonable opportunity to respond in writing to the new information or evidence.

The burden of gathering evidence and burden of proof must remain on the district—not on the parties. The following evidence will not be considered by the district and excluded as impermissible:

- Evidence that is protected under a privilege as recognized by federal or state law unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the district obtains that party's or witness's voluntary, written consent for use in the district's grievance procedures; and
- Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless the evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sexual harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sexual harassment or preclude determination that sexual harassment occurred.

The Investigator will endeavor to complete the investigation within 60 days. This timeline can be affected by one or both parties' right to have at least 10 days to review and respond to evidence and the draft investigative report or other good cause such as the unavailability of parties, party advisors, witnesses and evidence, concurrent law enforcement activity, or the need for language assistance or accommodation of disabilities.

In the investigation process, the Investigator will:

- Provide a party who is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings with sufficient time for the party to prepare to participate.
- Meet personally with the complainant (unless extraordinary circumstances prevent a personal meeting).
- Meet personally with the respondent (unless extraordinary circumstances prevent a personal meeting).
- Presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made.
- Provide an equal opportunity for the parties to present fact witnesses and other relevant evidence that is not otherwise impermissible.
- Not restrict either party's ability to discuss the allegations or to gather and present evidence.
- Provide the parties with the same opportunities to have others present during interviews or related proceedings to have others present during interviews or related proceedings, including an advisor.
- Collect any physical evidence.
- Meet personally with any witnesses (unless extraordinary circumstances prevent a personal meeting with one or more witnesses).
- Review any documentary evidence.
- Prepare a written report of the investigation that fairly summarizes the relevant evidence.

Party Review of Evidence and Report.

Parties and advisors will have an equal opportunity to review all evidence directly related to the allegations in the formal complaint (both exculpatory and inculpatory), including evidence upon which the district does not intend to rely in reaching a determination, and will be given at least **10 calendar days** prior to the completion of the final investigation to meaningfully respond.

Parties and advisors will have the opportunity to review the investigative report and to issue a written response at least **10 calendar days** before a hearing or determination of responsibility.

Hearing

Absent extraordinary circumstances, a non-live hearing will be held. After the district has sent the investigative report to the parties and before reaching a determination regarding responsibility, the Hearing Officer must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not

relevant unless such questions and evidence about the complainants prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concerns specific incidents of the complainants prior sexual behavior with respect to the respondent and are offered to prove consent. The Hearing Officer must explain to the party proposing questions any decision to exclude a question as not relevant.

Determination

Within five working days of the conclusion of the hearing, the Hearing Officer will issue a written determination regarding responsibility, applying the preponderance of evidence standard (whether it is more likely than not a violation occurred), to the parties simultaneously by mailing the determination by certified mail or other agreed form of notice. Preponderance of evidence requires significantly less proof than beyond a reasonable doubt, which is required for a criminal prosecution.

The written determination will include:

- Identification of the allegations potentially constituting sexual harassment;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings of facts supporting the determination for each individual allegation;
- Conclusions regarding the application of the district's code of conduct to the facts;
- A statement of, and rational for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore preserve equal access to the district's education program or activity will be provided to the complainant;
- The district's procedures and permissible basis or bases for the complainant and respondent to appeal.

The determination becomes final either on the date that the district provides the parties the written determination of the result of the appeal if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Appeal Procedures

A complainant or respondent may appeal the determination for any of the following reasons:

- Procedural irregularity that affected the outcome.
- New evidence that was not reasonably available at the time the determination or dismissal was made that could affect the outcome of the matter.
- The Coordinator, Investigator, or Hearing Officer had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

Appeals must be submitted in writing to the Superintendent within five (5) working days of receiving the decision and reference the reason(s) for the appeal as identified above with

supporting argument(s). Failure to file an appeal within the prescribed time constitutes a waiver of any right to an appeal.

When an appeal is filed, the district will notify the non-appealing party in writing.

The Superintendent, or designee if Superintendent was Hearing Officer, Investigator, or Coordinator, will review the record of the original hearing, including documentary evidence and give each party a reasonable, equal opportunity to submit a written statement in support of or challenging, the outcome.

It is the Superintendent's (or designee's) discretion to affirm, overturn, or modify the determination. The Superintendent/designee may convert any sanction imposed to a lesser sanction, to rescind any previous sanction, or to return a recommended sanction to the original Hearing Officer for review/or reconsideration. If there is new evidence (unavailable at the time of the hearing through no fault of the parties) which is believed to substantially affect the outcome, or evidence presented at the previous hearing was "insufficient" to justify a decision, or a finding that a substantial procedural error resulting in prejudice occurred, the matter may be remanded for either a rehearing of the entire matter or reconsideration of specific issues. If remanded to the original Hearing Officer, either or both parties may appeal the Hearing Officer's decision to the Superintendent/designees and the procedures set out above shall control the appeal.

Appeal Decision. The final decision will be communicated in writing by the Superintendent to both parties describing the result of the appeal and the rationale for the result. The decision will be communicated to both parties simultaneously within ten (10) working days of receiving the appeal request.

The decision of the Superintendent or designee on appeal shall be final.

Informal Resolution

An informal resolution to a complaint is available in some circumstances. Informal resolutions are unavailable unless a formal complaint of sexual harassment is filed. Informal resolutions may be entered into any time prior to determining whether sexual harassment occurred. Informal resolution may include conflict resolution or a restorative agreement between the parties with a trained Title IX Officer presiding over the informal resolution conference. Participation in informal resolution is never mandatory and will only take place with the full written consent of both parties involved. The district may, in its sole discretion, decline to offer an informal resolution in certain circumstances.

Before informal resolution may be commenced written notice to the parties must be provided, disclosing the allegations and the requirements of the informal resolution process including when an informal complaint would preclude the parties from resuming a formal complaint arising from the same allegations.

No appeal is available from an informal resolution, but at any time prior to agreeing to a resolution, any party has a right to withdraw from the formal resolution process and resume the grievance process, and any consequences resulting from participating in the informal resolution process including the records that will be maintained or could be shared. Further,

if the parties are unable to agree on a voluntary resolution, the matter will be referred by the Title IX Coordinator to a Title IX Hearing. No offers to resolve the conflict that were made or discussed during the informal voluntary resolution process may be introduced during the Title IX Hearing.

Outcomes

If it is determined under the preponderance of evidence standard (more likely than not to have occurred) that the respondent is not responsible for a violation of this policy, the complaint will be dismissed.

If it is determined under the preponderance of evidence standard that a respondent is responsible for sexual harassment under the jurisdiction of this policy, the Title IX Coordinator will 1) coordinate remedies to complainant and other persons identified having had equal access limited by the discrimination; 2) coordinate disciplinary sanctions on the respondent including notification to complainant; and 3) take other appropriate, prompt and effective steps to ensure sex harassment does not continue or reoccur.

The following sanctions may be considered where a respondent is found responsible for sexual harassment. The sanctions below are not intended to be exclusive; actions may be imposed singularly or in combination when a violation of this policy is found.

Student Respondent.

- Restriction – A limitation on privileges for a period of time and may include but not be limited to, the denial of the use of facilities or access to parts of campus, denial of the right to represent the district, or denial of participation in extracurricular activities.
- Service Project – Community service or an education class or project beneficial to the individual and campus or community.
- Probation – A specified period of time during which the student is placed on formal notice that he/she is not in good social standing with the district and that further violations of district policies will subject the student to suspension from school.
Suspension – If warranted by the severity of the incident, removal from classes and other privileges or activities for a definite period of time not to exceed the remainder of the semester in which the incident occurred and the following semester and until the conditions which are set forth in the hearing outcome letter are met. Students who are suspended from the district are not permitted on campus or in campus buildings, facilities or activities at any time for any reason during the period of suspension, unless otherwise directed by Superintendent or designee. Conditions to conclude a suspension and reinstatement process will be stated in the written notification. Notation on the student's transcript will not be made; however, a permanent record of the action will be maintained in the student's record.
- Long-term Suspension – Suspension of student for an indefinite period not to exceed the maximum period permitted by law, typically reserved for a sexual violence/assault finding. The conditions for readmission, if any, shall be stated in the hearing outcome letter. In addition, a student, though readmitted to the school by operation of law, may be denied the opportunity to participate in extracurricular activities for as long as the student is enrolled in the district. Notation on the student's transcript will not be made; however, a permanent record of the action will be maintained in the student's record. Removal should be reserved and used only in cases involving the most severe instances of misconduct.

Employee Respondent.

Employees found to have violated this policy will be subject to sanctions up to and including dismissal from employment.

Retaliation

Retaliation against an individual for reporting or participating in the Title IX grievance process is strictly prohibited. Retaliation in this context means intimidation, threats, coercion or discrimination for the purpose of interfering with any right or privilege secured by Title IX. Retaliatory conduct includes filing a charge against an individual for code of conduct violations that arise out of the same facts or circumstances or a report or formal complaint of sexual harassment if done so in bad faith. Complaints alleging retaliation may be filed pursuant to the grievance process included herein, and sanctions may be imposed against an individual determined responsible for retaliation in accordance with this policy.

Nothing in this definition or this policy precludes the district from requiring an employee to participate as a witness in, or otherwise assist with, an investigation, proceeding, or hearing under this policy.

Designees

The designation of a district official responsible for prescribed actions under this policy shall automatically include the official's designee in instances where an official is unable, unavailable or it appears that the official may have a conflict of interest that causes the official to recuse from involvement in the matter. The official's designee shall have the same authority as the official in matters involving this policy.

Availability of other Complaint Procedures

In addition to seeking criminal charges through local law enforcement, members of the district community may also file complaints with the following entities regardless of whether they choose to file a complaint under this procedure:

Office for Civil Rights
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline: (800) 421-3481
Email: OCR@ed.gov

Office for Civil Rights:
Kansas City Field Office: OCR.KansasCity@ed.gov, (816) 268-0550;
Washington D.C.: OCR@ed.gov 1-800-421-3481

Equal Employment Opportunity Commission:
Oklahoma City Field Office: 1-800-669-4000;
Washington D.C.: 1-800-669-4000, Eeoc.gov/contact

Distribution

The district shall: prominently display on its website the required contact information for the Title IX Coordinator; post training materials used to train Title IX Coordinators and related Title IX Officials, Investigators, and Hearing Officers on its website; and notify applicants for employment, parents or legal guardians of elementary and secondary school students, and employee organizations—of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator.

COMPREHENSIVE POLICY CHANGE OUTLINE (Ordered by Topic)

I. School Board Meetings

1. **Videoconference Meetings** (*New Addition*)
 - Videoconferencing now permitted (not teleconferencing), with strict compliance to the **Oklahoma Open Meeting Act**.
 - Quorum must be physically present.
 - Agenda must include locations, contact info, and public access rules.
 - No executive sessions allowed remotely; roll call votes required.
 2. **Affidavit of Board Action** (*New Addition*)
 - Districts may submit an affidavit to OSDE in place of approved minutes temporarily.
 - Must include meeting date, item summary, and administrator/board signatures.
-

II. Academic Calendar & Curriculum

3. **Length of School Year**
 - Updated minimum requirements:
 - **1,086 hours** (was 1,080)
 - **166 days** (was 165)
 - Beginning 2026–2027:
 - Max of **12 hours** of virtual instruction allowed if:
 1. State-approved virtual plan is in place
 2. Governor declares state of emergency
 3. Board approves virtual days
 4. **Strong Readers Act**
 - K–3 students screened **3 times/year**.
 - IRIPs required for students below target, developed by a team.
 - Annual **Strong Readers Plan** by site.
 - **Intensive daily intervention** starting in 3rd grade (2025–26).
 - Parent notifications, dyslexia screening, and public reporting requirements.
 - 10% of certain remediation funds must go to teacher PD.
-

III. Protocols & Safety

5. **Flag Protocol**

- Summarized earlier separately (please reupload or confirm if you'd like it added back here).
 - 6. **Abuse, Neglect, Exploitation and Trafficking** (*Rescind & Replace*)
 - Updated definitions of abuse/neglect.
 - Mandatory reporting to DHS, law enforcement, and OBNDDC.
 - New requirements for:
 - Annual employee attestation
 - Mandatory training every 5 years
 - Record transfer rules
 - Criminal reporting protocols
-

IV. Employment Policies

- 7. **Criminal Records Searches**
 - Requires comprehensive checks before employment and at specified intervals.
 - Addresses self-reporting obligations and OSDE notification rules.
 - 8. **Pregnant Workers Fairness Act**
 - Staff entitled to reasonable accommodations.
 - Cannot be forced to take leave if accommodations suffice.
 - Prohibits retaliation for pregnancy-related requests.
 - 9. **Certified Leave**
 - Adds 6 weeks of **paid maternity leave** plus 6 weeks of accrued sick leave.
 - Maternity leave must precede use of **shared sick leave**.
 - Must comply with FMLA timelines and notification.
 - 10. **Suspension, Dismissal and Nonreemployment of Teachers**
 - Expanded due process procedures.
 - Clarifies timelines, grounds for dismissal, and appeals process.
 - 11. **Support Leave**
 - Adds paid **epidemic leave** and maternity leave (same structure as certified).
 - Clarifies personal business leave options, military leave, and school service.
-

V. Transparency, Public Access & Records

- 12. **Open Records**
 - NIL contracts are **exempt from public access**.
 - Introduces stricter rules on **commercial requests**, fee schedules, and reasons for denial.
 - Form-based request process added.

VI. Student Conduct & Rights

13. Student Behavior

- New offenses added: hate content, tampering with drug tests, hazing, non-consensual recording.
- Clarifies corporal punishment and discipline tools.
- Restricts extracurricular participation during discipline.

14. Student Transfers

- Guarantees placement for:
 - Military dependents
 - Long-term residents
 - Children of employees
 - Siblings of current transfer students
- Adds **intra-district transfer rules**, appeals, and IEP-specific procedures.

VII. Civil Rights, Inclusion & Anti-Discrimination

15. Discrimination, Harassment and Retaliation

- Expands protections: gender identity, veteran status, genetic info, etc.
- Defines and prohibits retaliation.
- Requires state reporting of **antisemitic complaints**.
- Includes expanded definitions and investigative guidance.

16. Including Students with Disabilities in Assessments (*Rescind & Replace*)

- Requires IEP/504 team to decide assessment type and accommodations.
- Clarifies rules around alternate assessments and parent opt-out options.

VIII. Forms and Mandatory Notices (Appendix)

17. Whistleblower Form (*RFR Manual Appendix*)

- Required posting of notice to staff.
- Details rights under 70 O.S. § 6-101.6b.
- Lists where reports can be submitted and what protections apply.

18. Abuse, Neglect, Exploitation and Trafficking (Form Appendix)

- Attestation form updated to align with law.
 - Requires staff to sign acknowledgment of reporting responsibilities.
 - New statutory citations added to form.
-

IX. Optional Governance & Technology Policies

19. Suspension, Dismissal and Nonreemployment of Administrators (*NEW – Optional*)

- Full due process protections for certified administrators.
- Defines timelines, hearing structure, and appeal procedures.

20. Title IX – Sex Discrimination and Sexual Harassment (*NEW – Optional*)

- Federally compliant grievance process for all Title IX cases.
- Defines roles (Coordinator, Investigator, etc.)
- Covers hearings, appeals, and informal resolutions.
- Mandatory training and posting of coordinator info.

~~21. Artificial Intelligence (*NEW – Optional*)~~

- ~~• Requires student use of AI tools to be approved by teachers.~~
- ~~• Prohibits AI in high-stakes decisions (grades, discipline).~~
- ~~• Staff must review AI tools for bias and privacy risks.~~
- ~~• Includes ethical use guidelines and professional responsibility.~~

TRANSPORTATION CONTRACT – 2025-2026

This contract, made this 1st day of July, 2025, by and between Independent School District No. I-005, Idabel Public School of McCurtain County, Oklahoma, herein referred to as “Independent School District”, and Kiamichi Technology Center School District No. 7, Latimer County, Oklahoma, hereinafter referred to as “KTC”

WITNESSETH:

Whereas, KTC is to furnish career tech education to certain of the Independent School District’s students at KTC’s campus located at Idabel, Oklahoma; and

Whereas, said students require transportation from the Independent School District’s high school to the KTC campus; and

Whereas, the Independent School District is willing to furnish such transportation if compensated, and KTC is willing to make such compensation;

In consideration of the covenants and agreements hereinafter set forth, it is mutually agreed between the parties hereto, as follows:

That this contract is only for services rendered during the 2025-2026 school year.

That Independent School District agrees to furnish legal transportation for its students who are also enrolled in KTC classes. Said students are to be transported from the Independent School District’s high school to the KTC campus in time for classes in which they are enrolled and are to be transported back to the Independent School District’s high school at the end of class.

That the Independent School District also agrees to furnish transportation for students of N/A Independent School District No. N/A of McCurtain County, Oklahoma, who are enrolled in KTC classes. This transportation is on the schedule set out for the Independent School District’s own students, except that the students of I-005 Independent School District No. N/A, are to be picked up at that School District’s high school and returned to said high school.

That KTC agrees to pay the Independent School District the sum of \$4,752.00 as consideration for such transportation, said sum to be paid as follows:

December 2025	<u>\$2,376.00</u>
June 2026	<u>\$2,376.00</u>

In witness wherefore, the parties hereto have set their hands the day and year first above written.

ATTEST:

Kiamichi Technology Center

Caitlin Harper
CLERK



By [Signature]
PRESIDENT

Will Lynch
NOTARY

My Commission Expires: 9-22-26
Commission Number: 270179109

Idabel Public School Independent SD I-005

CLERK

By _____
PRESIDENT

NOTARY

My Commission Expires: _____
Commission Number: _____

COMPUTATION:

<u>2,112</u>	X	<u>\$2.25</u>	=	<u>\$4,752.00</u>
Mileage		Rate/Mile		Total Contract



4M

Building Solutions
PRECISION-GRADE CLEAN™

Idabel Public Schools
Idabel, OK
June 2025

ABOUT 4M

WE'RE BRINGING NEW MEANING TO CLEANING

At 4M, our objective is to take you out of the cleaning business so you can focus on your business. We're creating a new standard of clean that starts with a precision plan for your unique needs, down to the smallest detail — combining the right people and processes to ensure your satisfaction throughout our partnership. Our belief in strong partnerships begins with providing the absolute best service and delivering unparalleled results for our partners, starting from day one.

7 BUSINESS SEGMENTS SERVED

- Industrial Manufacturing
- Logistics/Distribution
- Education
- Corporate Owner Occupied
- Medical Healthcare
(Offices, Clinics & Other Healthcare Facilities)
- Senior Living Healthcare
(Independent, Assisted, Nursing, Continuing Care/Retirement Facilities)
- Multi-tenant Office Buildings

11 CORE SERVICE OFFERINGS

- Cleaning & Janitorial
- Disinfection
- Porter Services
- Carpet Cleaning
- Hard-Surface Floor Care
- Healthcare Housekeeping/Laundry
- Pressure Washing
- Window Cleaning
- Upholstery Cleaning
- Construction Clean Up
- Casual Labor (non-skilled) & Selector Support Labor

PRECISION GRADE CLEAN™

DOWN TO THE DETAILS

46 YEARS
IN BUSINESS

186MM SQUARE FEET
CLEANED DAILY

6,200+
TEAM MEMBERS

27 STATES
ACROSS AMERICA
AND GROWING

97% ANNUAL
CUSTOMER RETENTION



CORPORATE PROFILE

4M Building Solutions, a privately held and founder-operated janitorial service company, is one of the nation's largest. Since its inception in 1978, 4M has maintained a steadfast commitment to quality and meticulous service. Currently, we serve most states east of Kansas, operating in numerous markets with thousands of Team Members who work closely with customers as extensions of their teams.

CULTURE

Far more than a team, 4M is an exceptional family of passionate individuals who are "All In and Driven to Win." Each and every Team Member is devoted to the success of our customers and their organizations. We find our successes in your everyday wins from day one.

CORE VALUES

Integrity: "Right's right; wrong's wrong" - Mitch Murch Sr., Founder, as taught to his family and his Team.

Innovation: Continuously improving and innovating to deliver leading-edge, safe and sustainable service solutions.

360° Teamwork: Doing whatever it takes to get the job done.

Customer Intimacy: Developing and sustaining relationships by listening, understanding and delivering innovative solutions.

MISSION

To provide world-class, innovative Building Solutions to world-class partners with energy, enthusiasm and excitement by Team Members who share in the success of 4M.

VISION

We Are the Absolute Best Building Solutions Partner

**WE CLEAN.
YOU SHINE.™**

OUR CUSTOMERS



RAYMOND JAMES



PRECISION GRADE CLEAN

HOW 4M IS BRINGING NEW MEANING TO CLEANING



Proprietary Engineered Processes

We plan to ensure every square foot gets cleaned and nothing gets overlooked. Working hard to hit every performance metric, we provide optimal service results while eliminating costly labor using our Lean Six Sigma protocols and proprietary CleanPathSM workflow strategies. Combining these powerful process models ensures the most streamlined, efficient, and effective clean possible.



Sustainable Practices for Healthy Spaces

At 4M, we're bringing new meaning to cleaning, including how we enact and maintain the most environmentally friendly practices across our business. That includes greener-choice chemicals, water conservation through materials and equipment requiring less or no water for cleaning, 4X HEPA Filtration in vacuums for cleaner indoor air quality, and our use of recycled fibers (RCF) made from post-consumer waste materials.



Industry Leading Safety Protocols

At 4M, safety is our top priority, and we are always working to educate our Team Members on creating a safe workplace for themselves and for our customers every day. This commitment is deeply ingrained in our culture, and 4M has received the industry's top safety award, the BSCAI Safety Award, 27 out of the last 28 years.

4M CULTURE & FAMILY

99.9% OF 4M's more than 6,200 Team Members are employed directly by 4M. We go to great lengths to select the best candidates who are qualified to care for your facility every day. We devote countless hours of training and continued education of every 4M Team Member, with an emphasis on developing, rewarding, and creating opportunities in an uplifting environment.





PRICING

We believe there is no one way to propose a janitorial solution. We understand the relationship between wage rates, turnover rates, a consistent responsible on-site team, and complaints. Our objective is to provide the best level of consistent service, using our proactive processes and innovative site-specific solutions to eliminate complaints.

The following is our pricing on both a Monthly and Annual basis along with the wage rates used for each of the Team Member categories:

	Option 1*	Option 2**	Option 3***
(10 Months)	\$30,770.22	\$31,500.00	\$33,829.00
(2 Months)	\$16,954.83	\$17,741.28	\$18,912.78
Annual Total	\$346,611.86	\$350,482.56	\$376,115.56

* Pricing includes all labor, payroll taxes, insurance, uniforms, and phones

**Pricing includes all labor, payroll taxes, insurance, uniforms, phones, cleaning chemicals and supplies.

***Pricing includes all labor, payroll taxes, insurance, uniforms, phones, cleaning chemicals and supplies, and consumables (paper towels, toilet paper, and the like)

**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, 2025 to June 30, 2026.

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

7-31-25
DATE

Sarah Snow
HEAD START DIRECTOR

7-22-25
DATE

Mandi M. West
HEAD START DISABILITIES COORDINATOR

7-22-25
DATE

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

NAME OF SCHOOL: Primary South

MAILING ADDRESS: 1212 SE Tyler
Idabel, OK 74745

PRINCIPAL: Stephanie Ratcliff

PHONE NUMBER: 580-286-4400

SPECIAL EDUCATION DIRECTOR: Laura Bullock

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, 2025 through June 30, 2026. 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, 2025 through June 30, 2026.

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.

3. Coordinate activities with Idabel Public School District including:
 - a. Collaboration on shared use of transportation and facilities, in appropriate cases.
 - b. Collaboration to reduce duplication of services.
 - c. Collaboration to enhance the efficiency of services and increase program participation of underserved populations of eligible children.
 - d. Exchange information on the provision of non-educational services to such children.
4. Plan, coordinate and biennially review each of the following activities:
 - a. Educational activities, curricular objectives, and instruction.
 - b. Public information dissemination and access to programs for families contacting any of the preschool programs.
 - c. Selection priorities for eligible children to be served by the preschool programs.
 - d. Service areas.
 - e. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development.
 - f. Program technical assistance.
 - g. Provision of additional services to meet the needs of working parents, as applicable.
 - h. Communications and parent outreach for smooth transitions to kindergarten.
 - i. Provision and use of facilities, transportation, and other program elements.
 - j. Other elements mutually agreed to by the parties to the memorandum.

Idabel Public School District agrees to:

1. Collaborate and coordinate with Choctaw Nation Head Start to improve the availability and quality of services to Head Start children and families.
2. Participate in outreach efforts to identify eligible children.
 - a. Collaborate with Choctaw Nation Head Start teaching staff regarding professional development and instructional strategies.
 - b. Collaborate on shared use of transportation and facilities, in appropriate cases.
 - c. Collaborate to reduce duplication of services.
 - d. Collaborate to enhance the efficiency of services and increase program participation of underserved populations of eligible children.
 - e. Exchange information on the provision of non-educational services to such children.
3. Participate biennially in coordination and review of each of the following activities:
 - a. Educational activities, curricular objectives, and instruction.
 - b. Public information dissemination and access to programs for families contacting any of the preschool programs.
 - c. Selection priorities for eligible children to be served by the preschool programs.
 - d. Service areas.
 - e. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development.
 - f. Program technical assistance.
 - g. Provision of additional services to meet the needs of working parents, as applicable.
 - h. Communications and parent outreach for smooth transitions to kindergarten.
 - i. Provision and use of facilities, transportation, and other program elements.
 - j. Other elements mutually agreed to by the parties to the memorandum.

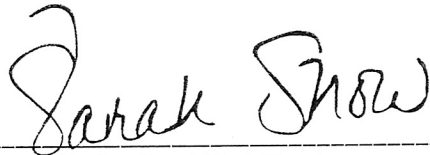
4. **Funding and Financial Responsibility**

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.

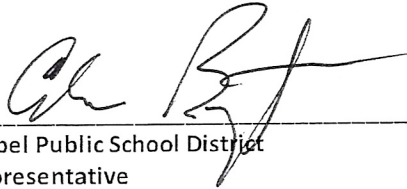
It is agreed that the **Idabel Public School District** and **Choctaw Nation Head Start** do understand and intend to abide by the terms outlined in this agreement. This agreement shall become effective when signed.



Choctaw Nation Head Start Director

7-11-25

Date



Idabel Public School District
Representative

7-23-25

Date

OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION
 NOTICE OF ALLOCATION
 OF STATE PROGRAM ASSISTANCE & SALARY SUPPLEMENTS FOR FY 26

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

7/22/2025 3:56 PM
 Date

**OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION
CONTRACT FOR SECONDARY CAREER AND TECHNOLOGY EDUCATION PROGRAM(S) FOR SCHOOL YEAR 2025-2026**

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 September 30** is one of these reports and is considered a part of this contract in addition to **CESI Enrollment due October 31** and the **Follow-Up Reports due November 30**. 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 secondarycontracts@careertech.ok.gov no later than **September 30**.

Approved:

President, Board of Education **Date**

Superintendent of Schools **Date**

Idabel School System

District Name (please print)

Brent Haken, State Director **Date**



Memorandum of Understanding

This memorandum of understanding (MOU) is written in the spirit of cooperation between **Idabel Public Schools** (hereinafter “the district”) and Southeastern Oklahoma State University (hereinafter “the Institution”) for the purpose of completing student teaching experience during the Fall 2025 and Spring 2026 semesters required by Southeastern Oklahoma State University.

The District agrees to:

1. Provide a placement that meets all Institution and certification requirements.
2. Select a highly qualified cooperating teacher with appropriate certification and at least 3 years of experience to be a professional role model and Mentor Teacher.
3. Provide opportunities for student teachers to experience district orientations, trainings, and other campus functions.
4. Provide access to appropriate district resources including but not limited to curriculum documents, online resources, libraries, and forms.
5. Serve as a liaison with the school site and Institution.

The Mentor agrees to:

1. Attend an Institution provided mentor training. (if it has been three years or more since your last training)
2. Maintain communication with Institution.
3. Provide opportunities of increasing responsibility for candidates working with students.
4. Based on program expectations, conduct observations, and provide continual and timely feedback and documentation of candidate progress.
5. Observe candidates and provide continual and timely feedback and support to facilitate professional growth and assist candidates in meeting expected outcomes.
6. Model professional dispositions for candidates and explain rationale for professional dispositions to candidates.
7. Engage candidates in critical thinking and problem solving to determine strategies for an effective classroom experience and assist candidates in becoming reflective professionals who are ready to assume responsibility.

Institution Supervisor/Liaison

1. Clearly communicate objectives, requirements and policies to candidates and school site mentors.
2. Clearly communicate timelines for candidate expectations.
3. Work effectively one on one to foster growth and development of knowledge, skills and professional dispositions for student learning.
4. Based on program expectations, conduct observations, and provide timely feedback and documentation of candidate progress.

Institution agrees to:

1. Recommend for placement in the student teacher program only those students who have a satisfactory record and have met the requirements established by the institution.
2. Provide the district the right to refuse placement to any student based on information obtained during the application process, lack of mentors that meet institution requirements or any other reason that the district sees fit.
3. Cooperate with the district in any case where the student teacher needs redirection, or removal from the site.
4. Assign a single point of contact to work with the District regarding all student teacher placements.

Jennifer Arnold
Coordinator, Teacher Education
Jarnold@se.edu
580-745-2652

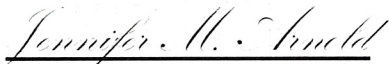
Candidates are expected to exhibit professional dispositions and behaviors, actively participate in school district professional development activities as appropriate and demonstrate commitment to professional goals.



Administrator/Designee

7-21-25

Date



Jennifer M. Arnold
Southeastern Oklahoma State University
Coordinator, Teacher Education
jarnold@se.edu
580-745-2652



Oswell Construction Co., Inc.

1616 West Martin Luther King Drive, Idabel, OK 74745
Jerry Oswell - **580.286.8100** T.J. Rogers - **580.212.0954**
www.oswellsteelbuildings.com tj@oswellconstruction.com

June 25, 2025

To: Kody Donaldson - Idabel Public Schools

Re: Idabel Middle School North Wall

Work Scope:

Labor, Materials and Equipment to cover existing brick with metal wall panels to specifically include:

- Steel hat channel furring strips attached to existing brick
- Install new 26 ga PBR panels
- Color to match existing
- New panels will start below current wall panels and will be flashed accordingly with transition trim
- Minor dirt work to pull dirt away from brick on NE corner
- Re-work downspouts to accommodate new panels
- Includes metal and trim to cover the North and West canopies
- New door jambs and trim for existing overhead door
- Electrical meter to remain exposed and accessible
- New 6'x7' canopy over IT entry door

Exclusions:

- Costs associated with pumping down A/C lines and reinstalling
- Plumbing costs
- Doors and Windows
- Tree removal(by school)

Note: See attached layout of areas included in work scope.

Base Bid Amount: \$76,873.00

Audit trail


Details

FILE NAME Idabel Middle School North Wall Project Estimate - 6/25/25, 1:18 PM

STATUS ● Signed

STATUS TIMESTAMP 2025/06/25
 18:21:02 UTC

Activity

 SENT	jennifer@oswellconstruction.com sent a signature request to: <ul style="list-style-type: none">• TJ Rogers (tj@oswellconstruction.com)	2025/06/25 18:19:01 UTC
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