

Newcastle Board of Education Regular Meeting
June 9, 2020 6:00 PM
Administrative Office Board Room
101 North Main

1. Call to Order and Roll Call of Members.
2. Outstanding Service or Achievement Awards
3. Discussion and possible action on the Consent Agenda:
 - A. Agenda of Regular Meeting of June 9, 2020
 - B. Minutes of Special Meeting of May 12, 2020.
 - C. Newcastle Early Childhood and Elementary 2020-2021 Handbook
 - D. Newcastle Middle School 2020-2021 Handbook
4. Public Input
5. Discussion and possible action regarding Newcastle's Continuous School Improvement Strategic Plan
6. Superintendent and Staff Updates:
 - A. Cafeteria Summary - Meals served during Closure
 - B. Parent & Teacher Distance Learning Survey Results
7. Board Reports
8. Discussion and possible action regarding Before, After School and Friday Programs for our students and parents.
9. Discussion and possible action regarding Financial Consent Agenda
 - A. General Fund 11 Encumbrances and Change Orders
 - B. Building Fund 21 Encumbrances and Change Orders
 - C. Bond Fund 39 Encumbrances and Change Orders
 - D. Monthly payroll and extra duty disbursement
 - E. Revenue Analysis-General Fund
 - F. Revenue Expenditure Summary-Athletic
 - G. Revenue-Expenditure Summary-Non Athletic
 - H. Treasurer's Report
 - I. Request for Transfer of Activity Funds
10. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated March 22, 2010 between the District and Newcastle Educational Facilities Authority for the fiscal year ending July 30, 2021 as required under the provisions of the agreement.
11. Board to consider and take action on a motion approving the renewal of the Sublease Agreement dated April 1, 2010 between the District and Newcastle Educational Facilities Authority for the fiscal year ending June 30, 2021 as required under the provisions of the agreement.
12. Discussion and possible action on the Contract Consent Agenda
 - A. BSN Sports Rewards/Nike ASD Agreement
 - B. Clearwater Natural Gas Agreement

- C. Delta Head Start Memorandum
 - D. Employee Evaluation Systems (OKTLE)
 - E. Municipal Accounting (Wengage)
 - F. Norman Regional Health System Sports Medicine and Athletic Training Services Subscription Agreement
 - G. Occupational Therapist Contract - Tyler Garling
 - H. OSSBA Membership
 - I. OSSBA Policy Service
 - J. Physical Therapist Contract (Carla Garling)
 - K. Title III Consortium 2020-2021 Cooperative Agreement
13. New Business
 14. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A and Schedule B, pursuant to 25 O.S. Section 307 (B)(1);
Proposed executive session to discuss negotiations with Newcastle Association of Support Personnel, pursuant to 25 O.S. Section 307 (B)(2).
 15. Vote to convene or not to convene in executive session
 16. Return to Open Session.
 17. Discussion and possible action to approve employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A and Schedule B
 18. Discussion and possible action to approve Newcastle Association of Support Personnel negotiations
 19. Adjournment

This agenda was posted on June 8, 2020, at 3:30 pm on the front door of the Administration Building

Minutes

Newcastle Public Schools
Special Virtual and Physical Meeting
Administrative Office Board Room
101 North Main
Newcastle, OK 73065
Tuesday, May 12, 2020 at 6:00 PM

This meeting was conducted via teleconferencing, via videoconferencing, and at a physical location.

Via Videoconferencing: Gary Knowles, President; John Maker, Vice President; Valory Dalton, Clerk; Jeff Dingee, Member; Tiffany Elczyn, Member.

Via Physical Site: Melonie Hau, Superintendent, Darla Allen, Minutes Clerk

There is not a link to this meeting as Patrons may attend.

1. Call to Order and Roll Call of Members.

Recessed at 6:13pm for technical difficulties and reconvened at 6:25pm.

Motion to recess for 10 minutes to work on technical difficulties passed with a motion by Ms. Valory Dalton and a second by Tiffany Elczyn.

Tiffany Elczyn: Yea, Mr. Jeff Dingee: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

2. Outstanding Service or Achievement Awards

Ms. Hau wanted to recognize the Volunteers and Child Nutrition Employees for their hard work and dedication in serving our students during this time. She thanked them for all the time and effort they had put into taking care of our community and students.

3. Receive bids, consider, and award the District's \$5,570,000 General Obligation Building Bonds, Federally Taxable Series 2020, to the successful purchaser.

Mr. Robinson reported on Bonds being rated by S&P as A+ and thanked Jeff for his efforts in helping this happen. He received three bids and the board awarded the bond to the lowest bidder - The Baker Group.

Motion to award to The Baker Group as the low bidder passed with a motion by Mr. John Maker and a second by Ms. Valory Dalton.

Tiffany Elczyn: Yea, Mr. Jeff Dingee: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

4. Possible consideration and vote to approve a resolution providing for the issuance of the \$5,570,000 General Obligation Building Bonds, Federally Taxable Series 2020, by Independent School District Number 1 of McClain County, Oklahoma, authorized at an election duly called and held for such purposes; prescribing form of bonds and providing for registration thereof,

providing for a levy of an annual tax for payment of principal and interest on the same; approving a continuing disclosure agreement; approving and deeming final the official statement pertaining to the bonds; and fixing other details.

Action to approve resolution providing for the issuance of the \$5,570,000 General Obligation Building Bonds, Federally Taxable Series 2020, by Independent School District Number 1 of McClain County, Oklahoma, authorized at an election duly called and held for such purposes; prescribing form of bonds and providing for registration thereof, providing for a levy of an annual tax for payment of principal and interest on the same; approving a continuing disclosure agreement; approving and deeming final the official statement pertaining to the bonds; and fixing other details passed with a motion by Mr. Jeff Dingee and a second by Ms. Valory Dalton.

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

5. Discussion and possible action on the Consent Agenda:

Action to approve consent agenda 5A, with change of Dingee instead of Diffie on 5B and 5C passed with a motion by Tiffany Elczyn and a second by Ms. Valory Dalton.

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

A. Agenda of Regular Meeting of May, 12, 2020

B. Minutes of Special Meeting of May 4, 2020

C. Minutes of Special Meeting of April 14, 2020

6. Public Input

No public input.

7. Superintendent and Staff Updates: Before and After School Update; Budget Update; and COVID 19 Update

Before and After School Update: Ms. Hau reported that they have been looking at the YMCA; Latch Key and possibly doing it ourselves. Would like to bring proposals to the June Board Meeting. She has also visited with neighboring districts and they are not looking at partnering, and doing various things.

Budget Update: She also discussed the anticipation of budget cuts do to gross production shortfall. She has discussed with principals regarding reassigning staff and trying not to replace employees as they resign. Ms. Hau also discussed stimulus funds and trying to keep staff whole and maintain current services for the district. Activity funds have been frozen and we are looking at all requests.

COVID-19: Ms. Hau reported on next year and that there are many possibilities regarding what that will look like, from distance learning days to regular classes and any combination. She will keep the board updated as she continues to have conversations with the state department and various entities. She would like to continue to have parent chats and all work together to help our community. Ms. Hau will continue to research liability issues with the pandemic and report back to the board.

8. Board Reports

Mr. Dingee wanted to thank everyone from all areas of the district for their efforts and the continual smile on their faces through this time. Mr. Knowles reported on CSI and how they are continuing to make progress and excited for the report to come before the board. He also wanted to lift up Ms. Hau and her leadership team and the quick response they are giving patrons. He appreciated Mr. Landes' work on the bond ratings and Ms. Ferguson's efforts on distant learning, along with the other duties they continue to do.

9. Discussion and possible action regarding Financial Consent Agenda

Action to approve the Financial Consent Agenda passed with a motion by Ms. Valory Dalton and a second by Mr. John Maker.

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

Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

A. General Fund 11 Encumbrances and Change Orders

B. Building Fund 21 Encumbrances and Change Orders

C. Bond Fund 39 Encumbrances and Change Orders

D. Monthly payroll and extra duty disbursement

E. Purpose of Activity Fund Accounts

F. Revenue Analysis-General Fund

G. Revenue Expenditure Summary-Athletic

H. Revenue-Expenditure Summary-Non Athletic

I. Treasurer's Report

J. 2020-2021 Temporary Appropriations

10. New Business

No new business

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

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

Action to convene in Executive Session at 7:54 pm passed with a motion by Tiffany Elczyn and a second by Mr. Jeff Dingee.

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

Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

13. Return to Open Session.

Returned to Open Session at 9:04 pm. Ms. Hau, Mr. Dingee, Ms. Elczyn, Ms. Dalton, Mr. Maker and Mr. Knowles were present and no votes were taken.

14. Discussion and possible action to approve employment of personnel; retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on attached Schedule A, inclusive

Action to approve employment of personnel; retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective District employees as outlined on attached Schedule A with the amendment of reassignments, passed with a motion by Mr. Jeff Dingee and a second by Ms. Valory Dalton.

Tiffany Elczyn: Yea, Mr. Jeff Dingee: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

15. Adjournment

Parade for graduates will be on Thursday and the board has an opportunity to be present and have their photo taken with the Seniors at 6:00 pm.

Action to adjourn at 9:09pm passed with a motion by Tiffany Elczyn and a second by Mr. Jeff Dingee.

Tiffany Elczyn: Yea, Mr. Jeff Dingee: Yea, Ms. Valory Dalton: Yea, Mr. John Maker: Yea, Mr. Gary Knowles: Yea

Yea: 5, Nay: 0

President

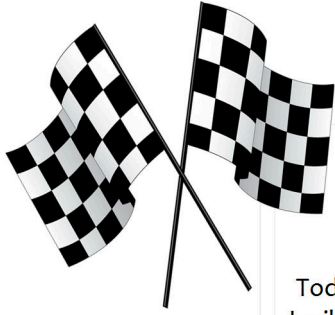
Vice President

Clerk

Member

Member

This agenda was posted on the 11th day of May, 2020, at 5:00p.m. on the front door of the Administration Building and on the website.



The Racer Creed

I am a Newcastle Racer.
I have great expectations for myself.
There is no limit to what I can achieve.
Today, I accept the challenge to be the best I can be.
I will encourage the learning and well-being of others.
I believe I can accomplish anything.
This is my time and my place.
RACERS!

NEWCASTLE EARLY CHILDHOOD CENTER

Principal-Jennifer Rosenbloom

Assistant Principal-Cathy Moore

251 NE 2nd

Phone: (405)387-6200

Fax- 405 387-3482

Website-newcastle.k12.ok.us

NEWCASTLE ELEMENTARY SCHOOL

Principal-Terri Scott

Assistant Principal-Angie Ritter

400 NW 10th

Phone: **Lower.** 405-387-6388 **Upper** 405-387-6474

Fax: 405- 387-3482

Website: newcastle.k12.ok.us

NEWCASTLE ELEMENTARY/EARLY CHILDHOOD CENTER STUDENT HANDBOOK

HANDBOOK VERIFICATION FORM

Please read and discuss the information contained in this handbook with your child. The handbook contains important information, rules and regulations for students attending Newcastle Public Schools. This verification form is to be returned by all students, complete with parent/guardian signatures. This signed form is an agreement, indicating that parents and students understand the rules and regulations printed in this handbook. Signed parent/student verifications are due by **Thursday, August 20, 2020** or during your first week of school if you enroll after August 15th. If you should have any questions after reading this handbook, please call either office and we will be glad to assist you.

Parent/Guardian Agreement:

We have read and discussed the material in this handbook and agree to follow the guidelines therein:

Parent/Guardian Signature

Student Signature (1st – 5th Grades-PreK/K if able) Date

Computer/INTERNET AGREEMENT

STUDENT AGREEMENT:

I have read and understand Newcastle Public Schools' Internet Access and Acceptable Use Policy (located within the handbook). I understand that if I violate the rules, my account can be terminated, and I may face other disciplinary measures consistent with the present handbook policy.

Student Signature (1st – 5th Grades-Pre-K/K if able)

Date

PARENT/GUARDIAN AGREEMENT

I have read and understand Newcastle Public School District's Internet Access and Acceptable Use Policy. I hereby release the district, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, Newcastle Public School District's Internet access system and other computerized resources. This includes, but is not limited to, claims that may arise from the unauthorized use of the Internet to purchase products or services. **(If you wish to not have your child's picture in the yearbook and/or on the website, please send a letter for us to keep on file.)**

Parent/Guardian Signature

Date

PERMISSION SLIP

The classes will be taking several trips during the school year. You will be notified of each trip in advance. If you do not want your child to go on a particular trip, please notify your child's teacher. NO CHILD will be

allowed to attend any field trip without the signature below. (This is school policy.) Also, beginning this year the child must ride the bus to the trip to be counted present in the attendance system.

Parent/Guardian Signature

Date

**Tear out this page and return it to your child’s teacher by
Thursday, August 20th.**

WELCOME

We would like to extend a warm welcome to all students and families of Newcastle Elementary School. The policies and information in this student handbook are an effort on behalf of the board, administration, and faculty to provide elementary students and their families with guidelines relating to school life. This information has been carefully prepared and presented in order to clarify rules as they apply to elementary students and their families, so that it will be of great value in helping you as a student/parent to adjust to our school and become an integral part of it. If you have any questions or would like to visit our school, you are always welcome. Remember, your success in school will be directly proportional to your efforts.

NEWCASTLE BOARD OF EDUCATION	ADMINISTRATION
President- Gary Knowles Vice President- John Maker Clerk-Valory Dalton Member-Tiffany Elczyn Member- Jeff Dingee	Superintendent-Melonie Hau Assistant Superintendent - Kristi Ferguson High School Principal-Jennifer Beer High School Assistant Principal-Adam Hull Middle School Principal-John Harris Middle School Assistant Principal-Jeremy Reynolds Elementary Principal-Terri Scott Elementary Assistant Principal – Angie Ritter Early Childhood Center Principal-Jennifer Rosenbloom Early Childhood Center Assistant Principal- Cathy Moore Director of Special Education -Stacey Gray

NOTICE OF NON-DISCRIMINATION

Applicants for admission or employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Newcastle Public School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, treatment or employment in its programs and activities. Any person having inquiries concerning Newcastle Public School District's compliance with the regulations is directed to contact Stacey Gray, 101 North Main, Newcastle, OK 73065. Telephone (405) 387-2890.

VISITORS TO CAMPUS

All visitors to campus must check in at the main office. After you have registered your visit, you will be given a visitor’s badge that will allow you to be easily visible to faculty and staff. If you plan to eat lunch with your child in the cafeteria, you will need to check in at the main office and receive a visitor’s badge. Upon completion of your visit at the ECC, you will need to go back to the main office to check-out. This process allows the school to monitor traffic and ensure the safety of students and staff. We work very hard to teach all that we can in the amount of time we have with your child. In order to protect instructional time, it is asked that all classroom visits be pre-arranged with the teacher. If you have a destination change or non-emergency, we will be glad to get a message to the teacher for your child.

LEGAL CUSTODIANSHIP

We need copies of all legal documents regarding student guardianship. Special arrangements or concerns should be discussed with the principal and your child's teacher. A parent can only be held from their child with appropriate court ordered documentation.

ARRIVAL AND DISMISSAL- all times are subject to change

Students may be dropped off at the cafeteria starting at 7:25 for ECC and 7:35 for Elementary (Middle School and High School students may be dropped off earlier than 7:40).

ELEMENTARY all times subject to change

7:35-8:00 – Students eating breakfast go to the cafeteria- all others go to their buildings and sit by their classroom doors

8:00 – FIRST BELL

8:05 – TARDY BELL

3:40 - DISMISSAL BELL

EARLY CHILDHOOD

7:25-7:50 – Pre-K go to Cafeteria, K and 1st go to Gym, unless student is eating breakfast

7:50 – FIRST BELL

7:55 – TARDY BELL All doors are locked at this time. The only access to the buildings is through the main office.

3:30 – DISMISSAL BELL

STUDENT CHECK-IN/OUT PROCEDURES

If a student arrives late, **parents must walk the student into the office and check him/her in** with the secretary before he/she proceeds to class. When checking a student out early, the Parent/Guardian (stated in file) will be required to provide identification before the student will be released. Remember- 3 early pick-ups and/or 3 tardies will equal one absence.

ECC – Students will NOT be checked out after 3:15; elementary students will NOT be checked out after 3:25. If you arrive after this time, you will be asked to remain in the office until 3:45 before leaving the building. This is a policy in place for the safety of our students and staff.

No students will be called out of class prior to the arrival of the parent/guardian.

PARKING

Please find a designated parking place any time you plan to exit your vehicle. Parking in non-designated spaces creates traffic flow issues. Please do not park at the curbs if you plan to go inside the building.

DROP-OFF

For the safety of students, please drop-off according to procedures. **Parents must stay in their vehicles.** In order to move traffic efficiently, have your student ready to depart the vehicle once it has come to a complete stop. If you plan to walk your student to the door or classroom, you must park in a designated parking place.

Early Childhood Center

Pre-K -main/front loop with passenger door facing the school and curb. Students may only be let out curbside. Kindergarten/First- west side loop with the driver's side door facing the school and curb. Students may only be let out curbside.

Parents may walk children to the cafeteria and gym until 7:50, after signing in at the office.

All students eating breakfast go to the cafeteria. Pre-K students will walk in the cafeteria. Kinder and 1st will walk in the gym until the first bell. Teachers will then pick up their students to begin class.

Elementary

2nd grade students are dropped off in the 2nd grade loop at the curb in front of the lower elementary building.

3rd grade students are dropped off in the cafeteria loop at the curb in front of the cafeteria.

4th grade students are dropped off in the 4th grade loop, unless they are eating breakfast, then drop the student off at the cafeteria (3rd grade loop).

5th grade students are dropped off in front of the 5th grade building at the curb.

Please do not drop students off from the street or across the street in order to bypass the traffic in the loops.

Those having breakfast go directly to the cafeteria. Everyone else goes to the building to sit by their classroom door.

PICK-UP

Parents must stay in their vehicles. Please do not park at neighborhood businesses and walk across traffic to pick up your students. Cars are subject to being towed. Students will only be loaded at the curbs. Display your school issued name tag prominently in your front window. The duty teacher can call for your child before you reach the front and this will speed up the loading. Once you are at the front of the line the student will then be allowed to load. Students will not be allowed to walk through traffic to reach a parent. Students not picked up by 3:45- ECC and 3:55 - NES through the line will be taken to the appropriate office. These procedures will assist with safety and the flow of traffic into and out of the school. In the event of inclement weather, students will be kept inside until their parent reaches the front of the line.

Early Childhood Center

Pre-K - main/front loop with passenger door facing the school and curb.

Kindergarten/First- west side loop with driver's side door facing the school and curb.

Elementary-

2nd Grade - the 2nd grade loop in front of the lower elementary building

3rd Grade - the cafeteria loop at the curb

4th Grade - the 4th grade loop.

5th Grade - front doors of 5th grade building

Please do not park in the cafeteria parking lot and ask children to walk across traffic to the car. All car riders must be picked up through the loop.

DESTINATION CHANGES

If a student is to go somewhere other than their normal destination at the end of the school day, please send a note to the homeroom teacher. Please refrain from calling to leave a voicemail about destination changes since the teacher may not get the message in time or there could be a substitute who does not have access to a teacher's personal voicemail. **In order to keep your child safe, we cannot take the word of the student for a destination change.** We will make every effort possible to contact you for verification; however, they will have to go as usual if no contact can be made.

IMPORTANT- We cannot guarantee getting your child to the requested destination if we do not hear from you before 3:00. Students will not be removed from a bus once buses are loaded and ready to pull out.

ENROLLMENT

All students entering Pre-K must be 4 years old on or before September 1st.

All students entering Kindergarten must be 5 years old on or before September 1st.

All students enrolling must provide a current shot record or exemption form, 2 proofs of residency (1 being current utility bill), and have enrolled online. Any student wishing to enroll who has been home-schooled, will be evaluated for appropriate grade placement.

ATTENDANCE POLICY

Attendance at school is a very important issue for which our schools are held accountable. Our district loses state funding each time a child is absent. More importantly, any absence can cause a student to miss critical instruction. We all win if our children are in school!

A student may not have more than Four (4) absences each nine weeks. If a student is absent due to an illness, please turn in a doctor's note to the office upon return. By doing this the absences will be marked excused but will still count in the total number of absences per nine weeks. Three tardies will constitute one absence. Three early pick-ups will count as one absence. Arriving two and a half hours after classes have begun counts as a ½ day absence. A check-out two and a half hours before classes release will also constitute a ½ day absence. (These can be excused with doctor's notes as well.)

All work missed during a period of absence must be made up. Students are responsible for requesting make-up assignments. They will have one day for each day missed to make up their work.

Any student who is absent more than 8 days of school during the semester (two 9 weeks equals one semester) shall receive a notation on the attendance section of their report card of "Inadequate attendance". **Students receiving an IA are subject to retention.** A student must be in attendance at least ninety (90%) percent (no more than 8 absences) to participate in school activities and be eligible to advance to the next grade level. Hospitalization, contagious diseases or illness, which requires direct medical care by a physician, will constitute an exception. Parents' notes or telephone calls will NOT excuse students from school absences or tardies. ONLY notes from a physician or court representative will excuse the absence or tardy. Students will

have (5) five days after each semester to obtain a doctor's note or court representative's note to file in the registrar's office.

Attendance Review – Upon the 8th absence, parents will be notified and an Attendance Review Meeting will be held with the Principal (s), Teacher(s), and Counselor. The committee will make a decision as to whether the student receives a passing grade and/or grade advancement. The parent will need to speak with the principal or counselor with each additional absence at which time the committee will determine whether or not it is an issue that requires a referral to the District Attorney. No communication at all from the parent may result in immediate referral to the District Attorney.

Reporting Absences – If your child is going to be absent from school, please notify the school **by 9:00 a.m.** Please call the respective school office to report absences so they are not counted as truant.

RECORDS REQUEST

For any requested school records: attendance, birth certificate, immunizations, transcripts, etc..., parents/guardians may fill out a form available in the office, and records will be ready for pick-up the following day.

BAD WEATHER / EMERGENCY SCHOOL CLOSINGS

School may be dismissed early or cancelled due to bad weather conditions; **please do not call the school.** The school notification system will be activated as soon as the decision is made to close school. We **MUST** keep our phone lines open for emergency communication. If possible, the decision to close will be made before 10 P.M. or before 7 A.M and will be sent out through the school notification system. It will also be reported to the local news channels for broadcast. The following TV and radio stations will announce school closings or delayed start times: KFOR (Ch. 4), KOCO (Ch. 5), KWTW (Ch. 9), KOKH (Channel 25), KTOK 1000 AM, KOMA 1520 AM, KKNG 93.3 FM, and KATT 100.5 FM.

TORNADO EVACUATION

Elementary - During severe weather conditions, our administrative staff is in constant contact with Emergency Management, as well as the Police and Fire Departments. **When the decision is made to evacuate to the Tornado Shelter, we must do so very quickly to ensure student and staff safety.** Therefore, students will not be checked out through the office once evacuation procedures have begun. Parents are more than welcome to join their child at the shelter, but we cannot release any child during this time.

Early Childhood Center - All students will be evacuated to their designated safe room within the building.

COUNSELING SERVICES

Classroom Guidance Counseling – scheduled meetings with individual classrooms to teach relevant topics. Scheduled appointments with individual classes to meet and deal with issues that may arise throughout the school year.

Small Group Counseling – these groups are arranged and scheduled as the need arises and may include divorce, friendship, grief, conflict-resolution, self-esteem groups.

Individual Counseling – may be arranged by students (through their teachers), teachers, and/or parents. Parents are encouraged to communicate and seek additional help for their child by contacting the counselor and scheduling appointments through the elementary office. All counseling is handled in a confidential environment.

PERSONALLY IDENTIFIABLE INFORMATION

Addressed in board Policy-EG Directory information www.newcastle.k12.ok.us

If you do not want Newcastle Public Schools to disclose any or all of the types of directory information from your child's education records without your prior written consent, you must notify Newcastle Public Schools in writing by September 1.

CLASS PARTIES/DELIVERIES

Due to the overwhelming amount of deliveries that occur during the Valentine's Day celebrations, the school cannot allow deliveries on this day.

Birthdays – If a parent wishes to celebrate his/her child's birthday at school, the parent should first contact the child's teacher to make arrangements in advance. Birthday celebrations are to take place in the classroom only (no cafeteria parties). Please do not bring gifts for your child to open at school. Balloons and flower deliveries will be accepted for birthdays only. **ALL party favors must fit into the child's backpack.**

If you would like to invite students to a birthday party outside of school, please send enough invitations for the entire class, or enough for all the girls, or all the boys. Teachers will assist the students in passing out the invitations. We will not provide invitation deliveries to students in other classes.

FOOD FOR PARTIES/SNACKS ALL food for parties and snacks MUST be store purchased/packaged. Home-made/baked goods will not be allowed.

PROMOTION AND RETENTION

Parent and teacher communication is critical to give the students the best possible learning environment. If at any time concerns arise regarding adequate progress, they will be communicated in writing. The teacher may note concerns in the planner, through graded work checked by the parent online, progress reports available the 5th week of each quarter, during parent conferences and through the quarterly report card. If a student receives an F in any subject he/she is a candidate for retention. At the first sign of an academic problem, the teacher will utilize the school's resources to intervene and bring your child up to grade level. If no progress is made, the recommendation may be retention. This is a decision that will not be made without considerable deliberation on the part of the professional educator and the team of interventionists brought in to assist. If a student has "Inadequate Attendance," (guidelines outlined,) he/she also is a candidate for retention.

According to HB 1056, a parent may appeal to the Board of Education. This process is started by contacting the Board Secretary to request being added to the Board Agenda to appeal the retention. The decision of the Board is final.

NOTE: According to State Law, from 2013-2014, any third grade student not reading on grade level will be retained unless they qualify for a Good Cause Exemption, show grade level proficiency on a state approved reading screening instrument, or are promoted by the Student Reading Proficiency Team. (see <https://sde.ok.gov/sites/default/files/documents/files/2019-RSAFamilyGuide-successfulreader.pdf>) There will be no appeal process in this situation.

STUDENT PROGRESS

1 quarter = Nine Weeks - Two quarters = 18 weeks or one semester

Report Cards – these will be sent out at the end of each nine weeks and semester grading period.

Weekly folders – folders will be sent home with the students weekly. Parents should carefully look through their child's folder, removing graded papers and reading enclosed notes from the school. The folder should be signed and returned to school the following day.

Planners – these are tools for the students to use to document daily assignments. Students will have a planner that can be used for communication between teachers and parents, as well as for students to develop self-management and work study skills.

Parent Portal: Elementary parents email Dusty Livingston at dlivingston@newcastle.k12.ok.us ECC parents email Angela Goff at agoff@newcastle.k12.ok.us. Please include the student's name, date of birth, and address in order to set up a Parent Portal account.

Daily Progress: Parents are able to access student grades at any time by visiting the parent portal at the following address: <https://www.newcastle.k12.ok.us>

TEXTBOOKS/LIBRARY BOOKS

Students are assigned textbooks to use throughout the school year. They are also allowed to check out books from the library. The usual use of a book does cause some wear and tear, however, if a student damages or loses a book, they are responsible for its replacement.

SEARCHES

Students have no reasonable expectation of privacy in school lockers, desks, or any other school property—without notice or reason. School authorities may search a student, a student's cubby, locker, and desks under the circumstances outlined below, and may seize any illegal, unauthorized, or contraband materials discovered in the search. Student cubbies, lockers, and desks are school property and remain under the control of the school district. Students assume full responsibility for items placed in school property and should not expect privacy, because school property is subject to search at any time by school officials without notice, student consent, or a search warrant. The following rules apply to the search of school property assigned to specific students (e.g., cubby, locker, desks, etc.) and the seizure of items in their possession:

1. School authorities should have reasonable suspicion that the student has something in his/her possession that is evidence of a crime or rule violation.
2. General searches of school property may be conducted at any time.

3. Search of an area assigned to a student should be for a specific item and be in his/her presence in most situations.
4. Illegal items (e.g., firearms, knives, weapons, etc.) or other possessions determined to be a threat to safety and security of others may be seized by school authorities.
5. Items used to disrupt or interfere with the educational process may be temporarily confiscated.

School buildings/grounds/bus stops/field trips/home athletic events, and school sponsored events are considered locations where school policies are expected and enforced.

CAFETERIA

Early Childhood Center-breakfast is served from 7:25-7:50

Elementary- breakfast is served from 7:35-8:00.

Lunch is served by respective grades between 10:45 and 1:00.

FREE & REDUCED LUNCHES

Applications must be submitted each year for free and reduced lunches. Starting this year, applications are online to protect the privacy of our families and ensure their comfort so our families that need the help will apply for this program. If a new application is not submitted, students will be charged the normal price of breakfast and lunch. Please at least sign and return and note that you do not qualify if you know that you do not, because these forms are VERY critical to our school funding.

MEAL PAYMENT POLICY

If for some reason you get behind on meal payment, our school district allows a student to charge up \$6.00. This is just over 2 days of meals at full-price. **PAYMENTS MAY BE MADE ONLINE ON THE NEWCASTLE WEBSITE**

JOINING YOUR CHILD FOR LUNCH

We encourage parents to join their children for breakfast and lunch. All visitors must check in at the office and receive a visitor's badge. If you are bringing lunch to your child, you will still need to check in at the office, or you can leave their lunch in the office for them to pick up on the way to the cafeteria. Students with visitors must use the designated table and will not be allowed to invite friends to join them. Please do not bring food to share with other students. We have children with food allergies.

ALL STUDENTS AND VISITORS MUST FOLLOW THE SCHOOL RULES.

CAFETERIA RULES

1. The students will enter the cafeteria in a quiet and appropriate manner. Students are allowed to talk quietly to the students sitting around them.
2. Do not throw or play with food. If food is dropped, pick it up.
3. Students must raise their hand to ask a duty teacher for permission to leave their seat for any reason.
4. No food or drinks can leave the cafeteria.

Consequences for continued failure to follow cafeteria rules: The students may be removed from the group. Recess privilege may be removed. Cafeteria clean-up duties may be assigned.

FIELD TRIPS

Transportation to and from field trips is provided by the school. Only students enrolled in our school are allowed to ride the buses to and from field trips. All students must be in class the day of the field trip to participate. We lose school funding when a student goes directly to the site of a field trip. Therefore, they are counted absent if a parent chooses to take their students directly to the field trip site. If a student leaves early from the field trip, they must check out face to face with their homeroom teacher, not through a text message. If a student leaves with a third party, please complete the Third Party Transfer Form (https://www.newcastle.k12.ok.us/Downloads/Third%20Party%20Student%20Transport_Fillable.pdf) form must be completed by the parent/guardian and turned into their teacher before the class leaves on the field trip.

BUS/TRANSPORTATION RULES

For the safety of everyone on the bus, students must abide by the rules in this section. **Riding the bus is a privilege; therefore, the consequences for misbehavior will be revocation of the privilege in order to keep the bus safe.**

1. Enter the bus quietly and find a seat close to the front. You may talk quietly with those nearby.
2. Keep your hands, feet and objects inside the bus and in your own space.
3. Keep the aisles clear.
4. Remain seated while the bus is moving.
5. If you have a problem with another rider, try to resolve it first, then report it to the driver.
6. School personnel are not responsible for electronic devices of any kind taken on school property.

Consequences-

1st Bus referral- Age appropriate loss of a privilege, parent contact, and assigned seat at the driver's discretion.

2nd Bus referral- 4 Days of bus suspension.

3rd Bus referral- 8 Days of bus suspension

4th Bus referral-bus suspension for the remainder of the semester or longer as deemed necessary by administration.

PLAYGROUND RULES

1. Play only on designated playground areas.
2. All students are expected to go outside to play during recess. If your child is not able to go outside due to health concerns, please contact their homeroom teacher to make arrangements.
3. Use playground equipment in the manner for which it was intended. Follow rules & take turns.
4. If a ball should be hit or kicked from the playground area, permission to retrieve it will be given by the teacher on duty.
5. When the bell rings or whistle blows, stop playing at once, and prepare to go inside.

TEMPERATURE

If the wind chill is below 32 degrees, or if the heat index is over 99 degrees, we will have indoor recess. We use the web site www.kfor.com or www.newsok.com for our official temperature. No matter what the weather is like, please dress students appropriately.

PHYSICAL EDUCATION

State law mandates that all elementary students receive an average of 60 minutes per week of physical education. We can allow students to sit out with a parent's note 2 days, however, any longer will require a doctor's note.

Attire for physical education- must have shoes that enable them to safely participate (tennis shoes are recommended). If a child wears flip-flops, snow boots, sandals, etc., it will inhibit their ability to participate safely and cannot be allowed.

SCHOOL HEALTH

Regular attendance at school is important, and we urge parents to observe their children daily for signs of illness. In order to prevent contamination of other students and staff, we require that the following School Health Guidelines be observed:

Children who exhibit one or more of the following symptoms will be sent home. These students will be picked up in the nurse's office/front office. The nurse/office staff will contact the family and/or contacts listed on the child's records. Please note that if the nurse/office staff sends a student home, that day and the next will automatically be excused. The nurse/office staff will record the absence as excused in the student data management system.

1. Children who have a temperature of 100 or higher will be sent home. The child may return to school once they have been fever free for 24 hours without the use of a fever reducer.
2. A rash or skin eruptions (ringworms, scabies, impetigo, chickenpox).
3. Excessive nasal discharge with a fever.
4. Excessive coughing.
5. Diarrhea/Vomiting- Various factors must be evaluated- However, if our school's Registered Nurse makes the judgment that the student should go home, this decision will stand. The child may return once they have been diarrhea/vomit-free for 24 hours.

PETS

Due to various individual allergies, we cannot allow pets without prior approval of the teacher and/or principal.

EMERGENCIES/FIRST AID

Minor cuts and abrasions will be cleaned and covered with a bandage. We are not allowed to use any type of spray or ointment. In case of serious injury or illness/health emergency, we will make every effort to contact the parents or guardian, however, it is our school district's policy to first call paramedics. The district is not responsible for any transportation and/or medical costs associated with emergency care.

OTHER NURSE'S OFFICE REQUIREMENTS:

Contagious Disease- Any child having a contagious disease is prohibited from attending school according to State Law Title 63 Section 2601. Furthermore, the statute requires a written authorization from a health care provider that the child is no longer afflicted with a contagious disease before re-entry to school can occur.

EXEMPTION FROM PHYSICAL ACTIVITIES

If a child is to be excused from any school activities, such as physical education or recess, a note from the parent will be required. A physician's excuse is required if a child is to be excluded from physical activity for more than 2 days.

MEDICATION

It is recommended to give medications at home if possible. If it is necessary that a medication be administered by school personnel during school hours, the following procedure must be followed:

1. All medications must be brought to the office by the parents/guardians. Students are not allowed to carry medications on their person at any time. The only exceptions are emergency medications such as rescue inhalers, epi-pens and insulin with the appropriate consent form on file.
2. A student who needs to take a prescription medication must have the appropriate medication consent form signed by the physician and parent before the medication can be brought to and kept at school.
3. The parent/guardian will promptly notify the school of any changes in the administration of this medication by providing the school with a new medication consent form with physician signature. Written or verbal changes from parent/guardian CANNOT be accepted.
4. Non-prescription medications brought from home and kept at school will also have to have a permission form signed by parent or guardian. The school cannot accept out of date medication.
5. Medicine must be brought and left at school in original containers with all instructions and pharmacy labels clearly visible. The pharmacy will dispense an additional prescription label and bottle for school if requested by the parent/guardian. Medication cannot and will not be accepted in bags or envelopes.
6. Medication and medication forms must be kept in the office.
7. Asthma inhalers and Epi-pens must be kept in the office unless a form for "Self-Administering Asthma Inhalants" has been completed by all parties involved parents, physicians, and school nurse.
8. All medications must be picked up by the last day of school. If not, it will be destroyed.

IMMUNIZATIONS

State Law mandates that all students attending public schools must have current and up-to-date shot records, or State Waiver to be on file.

HEAD LICE - Newcastle Schools has a "No-Nit Policy".

Newcastle Schools has adopted the following regulations with regard to the effective treatment and prevention of head lice. Parents are advised that no treatment alone will rid a lice infestation and **the nits must be picked out one by one**. Absence of lice and nits will be proof of management and the child will be readmitted to school. WARNING—Even though a parent might think that the constant re-application of lice shampoos, etc. may end the infestation, they actually risk poisoning the child and serious medical repercussions. (Lice shampoo/treatments are pesticides.)

NOTE: You must follow this 3-step method to stop a lice infestation!

1. Treat all family members with a lice shampoo- it kills the live bugs NOT the eggs (nits). 7 days later you can treat one more time to catch any bugs that you may have missed.
2. You MUST pluck each individual nit from the hair. There is no product that is effective in releasing the glue that holds them to the hair shaft.
3. You MUST treat all bedding, brushes, coats, jackets, etc. that may also be infested.

When a student is found to be infested with head lice and/or nits:

1. Parents will be notified of the condition and the need for the child to be picked up from school. If parents cannot be reached the child will be placed in modified isolation and a letter sent with them at the end of the day.

2. The student's parents must accompany the child to the nurse's office for re-admission at which time the nurse or designee will inspect the child's head.
3. If no nits or lice are found, the child will be readmitted. If any nits or lice are found, the student is not readmitted and will be sent home with the parent. The parent must return with the child each day until cleared by the nurse or designee.

SUSPECTED CHILD ABUSE

Oklahoma statutes define child abuse as harm or threatened harm to a child's health, safety, or welfare by a person responsible for the child. This includes non-accidental physical or mental injury, sexual abuse, or neglect (Title 10, Section 7102). Threats of suicide, self-harm, or evidence of self-harm is included in this category as well.

Furthermore, every person, private citizen or professional, who has reason to believe that a child has been abused, is **mandated** by law to report it to the Department of Human Services. Educators who do not report their concerns to DHS face the risk of losing their certification and having charges filed against them personally.

LIBRARY SERVICES

Students from K through 5th grade visit the library as a class during specials and may select a book to check out and read; the library is open at other times for drop-ins. Students are responsible for the care of materials they have checked out and must reimburse the school library for lost or damaged library books.

FERPA

The Family Educational Rights and Privacy Act (FERPA) grants parents and eligible students the following rights:

1. The right of a student's parent or an eligible student to inspect and review the student's educational records;
2. The right of a student's parents or an eligible student to seek to correct parts of the student's educational record which he/she believes to be inaccurate, misleading, or in violation of the student's rights. This right includes the right to a hearing to present evidence that the record would be changed if the District decides not to alter it according to the parent or eligible student's request;
3. The rights of any person to file a complaint with the Department of Education if the Newcastle School District violates FERPA;
4. The right to obtain a copy of the FERPA from the central office at the cost of 25 cents a page;
5. The intent of the Newcastle School District to limit the disclosure of the information contained in the student's educational records except:
 1. by prior written consent of the student's parents or the eligible student;
 2. as directory information; or
 3. under certain limited circumstances as permitted by FERPA.
6. The District will arrange to provide translations of this notice to non-English speaking parents in their native language

Hatch Amendment

The School District is committed to enforcing the Protection of Pupil Rights Amendment (PPRA), 20 U.S.C 1232h, included in the Goals 2000 Educate America Act of 1994. PPRA applies to all funding provided by the United States Department of Education and seeks to protect the rights of parents to inspect or survey instructional materials if these materials or surveys are funded by the United States Department of Education.

With respect to survey activities, survey materials, evaluation materials, instructional materials used by students and funded by the United States Department of Education, the school district will:

1. Make such materials available for inspection by parents.
2. Obtain written parental consent if students are required to participate in a survey, analysis or evaluation that reveals information such as
 - Political affiliation
 - Mental and psychological problems potentially embarrassing to the student and his/her family
 - Sexual behavior or attitudes

- Illegal or self-incriminating behavior (such as use or possession of tobacco, alcohol, or other drugs)
- Critical appraisals of other individuals with whom respondents have close family relationships
- Legally recognized privileged or analogous relationships, such as those of lawyers, doctors, and ministers.
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs).

PARENT BILL OF RIGHTS

The school district is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent. Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) XX.

SPECIAL EDUCATION

This notice is to inform parents of the child identification, location, screening, and evaluation activities to be conducted throughout the year by the local school district in coordination with the Oklahoma State Department of Education. Personally identifiable information shall be collected and maintained in a confidential manner while carrying out the following activities:

Referral: Preschool children ages 3 through 5 and students enrolled in K-12 who are suspected of having disabilities which may require special and related services, may be referred for a screening evaluation through the local schools. Our local school district coordinates with the Sooner State Early Intervention Program in referrals for identification and evaluation of infants and toddlers who may be eligible for early intervention services from birth through 2 years of age, or for special education and related services beginning at 3 years of age. The Oklahoma Area-wide Service Information System (OASIS), through a toll free number (1-800-42OASIS), also provides statewide information and referrals to local schools and other service providers.

Screening: Screening activities may include vision, hearing, and health. Other screening activities may include review of records and educational history, interviews, observations, and specially developed readiness or educational screening instruments. The Regional Education Service Centers provide assistance and consultation to local schools in these efforts.

1. Readiness Screening: Personally identifiable information is collected on all kindergarten and first grade students participating in school-wide readiness screenings to assess readiness for kindergarten and first grade. Results of the screening are made available to parents or legal guardians, teachers, and school administrators. No child shall be educationally screened for readiness or evaluated without notice to the child's parent or legal guardian.

2. Educational Screening: Educational screening includes procedures for the identification of children who may have special learning needs and may be eligible for special education and related services. Each school district in the state provides educational screening. Educational screening will not be administered to a student whose parent or legal guardian has filed a written objection with the local school district. All students shall be screened as needed or upon the request of the parent, legal guardian, or teacher. Students entering the school system from another state, a district within the state that has not provided a previous educational screening, or who have been homeschooled, shall be educationally screened within 6 months from the date of entry.

Evaluation: *Evaluation* means procedures used in accordance with federal laws and regulations to determine whether a child has a disability and the nature and extent of the special education and related services that the child needs. This may involve procedures being used selectively with an individual child and does not include basic tests administered or procedures used with all children in a school, grade, or class. The parent or legal guardian must provide written consent for evaluation. The consent form must be on file with the local district prior to any child receiving an initial evaluation for the purposes of special education and related services.

Collection of Personally Identifiable Information:

Educational records which contain personally identifiable information shall be collected by schools for identification, location, screening, and evaluation of children. These records shall be maintained in accordance with Family Educational Rights and Privacy Act and the *Policies and Procedures for Special Education in Oklahoma*. School districts shall develop and implement a local policy regarding the collection, storage, disclosure, and destruction of confidential student records. Parents may obtain a copy of the local policy from the District's administrator.

For further information, contact Stacey Gray, at 101 N. Main St, Newcastle, OK 73065. Telephone (405) 387-6304.

INTERNET ACCESS AND ACCEPTABLE USE POLICY

General: The Internet is an electronic highway connecting a multitude of computers throughout the world. Through the Internet, students and employees have access to electronic mail (e-mail), news, databases, library resources, and a wide variety of other information sources. The District provides a wide variety of opportunities for students and employees to use the District's computers to access the Internet. Through the Internet, it is possible to access material which may contain illegal, defamatory, inaccurate, pornographic, and/or offensive content. Due to the nature of the Internet, the District cannot guarantee that students and employees will not access such material. However, the District is committed to enforcing a policy of Internet safety and monitoring the Internet activities of its students.

The District makes no warranties of any kind, either express or implied, regarding the Internet access being provided. The District shall not be responsible for any damages users suffer, including but not limited to loss of data resulting from delays or interruptions in service. Nor shall the District be liable for the accuracy, nature, or quality of information stored on District's computer equipment or of information gathered through Internet access provided by the District. However, the Administration shall develop, implement, and maintain regulations and forms to restrict the use of the District's computers and Internet access to legitimate and acceptable purposes and to regulate students' and employees' privilege of access and use. The District shall install and operate computer software programs which restrict access to certain materials, such as material which depicts nudity, sex, sexual acts, excretion, and exhibition of genitals and which, taken as a whole, lacks serious literary, artistic, political, or scientific values. Students who are granted access to the Internet shall receive instruction regarding safety and security when using electronic mail, chat rooms, and other forms of direct electronic communications and the disclosure, use, or dissemination of personally identifiable information.

Acceptable Uses: The District's computers, equipment, and software are intended for administrative, educational, and research purposes only and shall be used only in accordance with Administrative Regulations. Acceptable uses of the District's computers and the Internet are activities which support learning and teaching or which promote the District's mission and goals.

Prohibited Uses: According to Administrative Regulations, the District's computers and Internet access (including e-mail) provided by the District shall not be used:

1. To violate an individual's right to privacy;
2. To access materials, information, or files of another person or organization without permission;
3. To violate the copyright laws or software licensing agreements;
4. To spread computer viruses;
5. To deliberately attempt to vandalize, damage, disable, or disrupt the District's property or the property of any other individual or organization;
6. To locate, receive, transmit, store, or print files or messages which are profane, obscene, or sexually explicit, or which use language that is offensive or degrading to others;
7. To distribute religious materials;
8. To campaign for or against any political candidate or ballot proposition or for political lobbying, except as authorized by law;
9. For any commercial purpose unless authorized by the Administration or Board; or
10. To engage in any illegal activity.

Consequences for Misuse: The use of the District's computers and the Internet access provided by the District is a privilege, not a right. Any student or employee who inappropriately uses the District's computers or the Internet may have the privilege of using the computers or the Internet denied, revoked, or suspended and may be subject to other disciplinary sanctions.

No Expectation of Privacy: No student or employee shall have any expectation of privacy in any electronic mail being sent or received by the District's computers or District-provided Internet access. The District's system operators may access any electronic mail and may delete any inappropriate materials from any electronic mail sent or received using the District's computers or District-provided Internet access.

Use of Software: Students are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware. Employees are prohibited from installing, copying, or downloading

any copyrighted material or software on District's computer hardware without the express written consent of the copyright holder and the approval of the appropriate administrator or system operator.

Remote Internet-based Courses: The District may allow for students to complete required course work through remote Internet-based courses in accordance with the rules, regulations, and/or guidelines adopted by the State Board of Education.

VIRTUAL / DISTANCE LEARNING GUIDELINES

- **Please refer to the Distance Learning Resources page on Newcastle Public Schools website:**
<https://www.newcastle.k12.ok.us/ContinuousLearningResources.aspx>

STUDENT CODE OF CONDUCT

All students are expected to behave in a manner acceptable to everyone concerned - other students, teachers, administrators, and society in general. All students are under the authority of the principal, teachers, bus drivers, and school personnel. **Students suspended or expelled from school are not allowed on school properties or to take part in any school sponsored activities.** Expulsions may be for the current and following semesters.

Parents are crucial in the support given to their children and the school. It will be our aim to work with students and parents in a positive manner. It is of utmost importance for teachers and parents to communicate in order to work together for the best interest of students. Parents will be contacted by the school through notes home, mail or by telephone concerning all disciplinary actions administered by school officials.

DISCIPLINE AND CONTROL POLICY

IMPLIED AUTHORITY - A school district . . . may exercise those powers necessarily implied, or delegated by law to any other agency or official. (70 O.S. § 5-117; S.L.O. § 68) The teacher or administrator shall have the same right as a parent or guardian to control and discipline a child while the child is in attendance in school, in school vehicles to or from the school, or while attending or participating in any school function authorized by the school district. All students enrolled in Newcastle Elementary will be expected to abide by the rules and regulations set forth by the administration, teachers, and the board of education while in attendance at school-sponsored activities, or while being transported to or from school or school-sponsored activities in district-owned transportation equipment. Any student who disobeys the rules or shows disrespect for any teacher and/or school property will be subject to disciplinary action. The disciplinary action taken will depend on the severity and frequency of the violation.

FIGHTING

Cases of assault, which is the violent and forceful physical or verbal attack of another student or school employee, will not be tolerated. **The district reserves the right to turn these cases over to law enforcement.** **First Offense: May result in (3) to ten (10) days suspension plus an evidentiary hearing, which could lead to suspension for up to one year.**

BICYCLE / SKATEBOARDS, ETC.

Skateboards are prohibited at Newcastle Elementary School. Newcastle Schools are not responsible for bicycles or other equipment brought on campus. Students are only allowed to ride bikes on campus to and from school to their home/ destination. Failure to follow this rule will result in losing this privilege. Helmets are recommended when using bicycles.

BULLYING

Bullying, including but not limited to social media, will not be tolerated. Our school defines bullying as **“A person is being bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons.”** ~Dan Olweus

Punishment will be determined by the severity of the incident(s). Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) E1-R1.

CHEATING / PLAGIARISM

A grade of zero (0) will be given for all work resulting from the cheating/plagiarism of the student and any student who assisted the student to cheat. More severe punishment may be enacted based upon individual circumstances.

DISRUPTION OF SCHOOL

A student shall not use violence, force, noise, coercion, threats, intimidation, fear, passive resistance, or any other conduct to intentionally disrupt or obstruct any lawful mission, process, or function of the school. A student who fails to comply with directions of teachers, student teachers, substitute teachers, teacher aides, principals, or other authorized school personnel during any time when he/she is under the authority of school personnel shall be in violation of school rules and regulations.

DRESS CODE

Unless designated by a special "Theme Day" at school the following dress code applies. Therefore, the following dress and personal appearance code has been developed and officially adopted by the Newcastle Board of Education. The following articles and types of apparel are not considered suitable for school purposes and **WILL NOT BE PERMITTED** unless authorized by the principal:

1. Shorts which are shorter than mid-thigh (Shorts are permissible if they are of an appropriate length.).
2. It is suggested that shorts or tights be worn under skirts or dresses.
3. Revealing tops off the shoulder, muscle shirts, ball jerseys without a T-shirt underneath, **see-through blouses; No tops with spaghetti straps; no halter tops; tops and pants MUST meet at all times.** (E.g., No exposed skin when standing, sitting, or when arms are raised.) No exposed cleavage and/or undergarments;
4. Apparel with reference to drugs, alcohol, tobacco, gestures or slogans that are vulgar, including any item, jewelry, or clothing that promotes or imitates sexual innuendos, wording, or content (Ex., Hooters, Big Johnson, Playboy, or any other sexual innuendo or implication.);
5. Pajamas, pajama pants, or house shoes (slippers);
6. Bandanas, Do rags, or head-scarves;
7. Excessively oversized or tight clothing; Pants must be worn at the waist and may not drag on the floor. A belt may be required to meet this policy; Jeans with large frayed holes; un-hemmed, jeans may not have holes above the pockets
8. Long coats/trench coats;
9. Chains or spike collars;
10. Any article that disrupts the learning process;
11. Extreme hair colors and/or extreme hairstyles that disrupt the educational process;
12. Students are not allowed to write on each other's bodies or clothing at school.
13. Hats, caps, and sunglasses may not be worn inside the building.
14. Tennis shoe skates and cleats are not allowed.

DRESS CODE VIOLATIONS

A student who violates the dress code will be required to change or cover the article of clothing. The violation will be documented and the parent notified. Future dress code violations may result in additional consequences up to possible out-of-school suspension.

DRUGS & ALCOHOL POLICY

Students shall not knowingly possess, use, transmit, sell, be under the influence of, show evidence of having used any steroid, narcotic or hallucinogenic drug, stimulant, counterfeit drug, amphetamine, barbiturate, marijuana, alcoholic beverage, low-point beer, or intoxicant of any kind while in any way connected with the school during regular hours, school activities, or going to and from school. Drug possession shall also include improper use of nonprescription and prescription medication.

Whenever a teacher recognizes that a student may be under the influence of alcoholic beverages, as defined in §2-101, Title 63 of the Oklahoma Statutes, he/she will notify the principal or his designee. The principal, or designee, then immediately notifies the superintendent, or designee, and a parent/guardian; as well as, law enforcement.

Students who violate this policy may expect the following consequences:

1. **First Offense:** Students may be suspended from school for the remainder of the semester and possibly the next semester.
2. For possession of drug paraphernalia, students may be suspended from school from ten (10) days up to one semester.
3. **Second Offense:** Students may be suspended for the remainder of the semester and possibly the succeeding semester.

GANG AND GANG-RELATED BEHAVIOR / INCIDENTS

Gangs can be defined as any assembly of three (3) or more people who gather together on a continuing basis, whose purpose, school authorities believe, is to commit anti-social behavior or to violate school policy. Gang-related behavior/incidents are any behaviors or events which disrupt school activities or which foster, enhance, or encourage gang activity in our school. All gang-related activity will be referred to proper legal authorities. Repeated offences will result in a temporary suspension with a parent conference/hearing before the student is readmitted to school.

The following are considered to be gang-related behaviors and are prohibited at our school:

1. Possessing, wearing, using, distributing, or displaying any sign, symbol, badge, color, or other item that is evidence of affiliation with or membership in a gang. Students will not be permitted to wear pants below their waistlines (sagging) or wear caps, bandanas, handkerchiefs, or any other items associated with gang-related behavior.
2. Any act, either verbal or non-verbal, including gestures, expressions, handshakes, etc., that may indicate an affiliation with or membership in a gang.
3. Any act of intimidation, threats, "pay for protection," or any other behavior of potential violence.
4. Any act that may further interest in gang affiliation or membership.
5. Writing, painting, or inscribing gang-related graffiti including messages, symbols, or signs on school property.
6. Assembling or congregating as a gang or members of a gang for any purpose.

MISINFORMATION

Willfully giving misinformation by commission (lying) or omission (misinforming by remaining silent) violates school rules.

TOBACCO & TOBACCO RELATED PRODUCTS

Possession by students of tobacco or tobacco related products is prohibited at school or school-sponsored activities. Possession of tobacco products by a minor is a misdemeanor and will be reported to law enforcement.

ELECTRONIC DEVICES

Students will be allowed to use electronic devices (cell phones, tablets, smart watches, e-readers) as deemed appropriate by the classroom teacher. If a student brings such a device, the school **will not** be responsible for any loss, theft or damage to the device. Electronic devices must stay put away at the end of the day until students reach the car/bus lines. Consequences for misuse may range from parents picking up the device from the office, loss of privileges, to possible suspension. Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, MP3 players, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant.

PROFANITY / OBSCENITY / PORNOGRAPHY

The use of obscene language constitutes a serious offense and is in direct violation of school policy. A student who engages in such acts will receive severe discipline that could result in ISS, suspension, or expulsion from school. Pornography in any form is unacceptable. Students in possession of pornographic materials may be subjected to ISS, suspension, or expulsion from school. Parents will be contacted on the first offense.

PUBLIC DISPLAY OF AFFECTION (PDA)

Inappropriate physical contact, including, but not limited to, intimate touching, kissing, etc., at school or a school-sponsored activity is prohibited.

THREATS

No verbal or written threat will be tolerated. Verbal or written threats toward teachers, students, school personnel, or school property could result in short-term or long-term suspension, depending on the circumstances. All threats will be reported and evaluated by qualified threat assessment personnel.

SEXUAL HARASSMENT

Sexual harassment is defined as: (1) Unwelcome sexual advances; (2) Requests for sexual favors; or (3) Other verbal or physical conduct or communication of an intimidating, hostile, or offensive sexual nature. Forms of

Sexual Harassment: (1) Verbal; (2) Non-verbal; (3) Physical. Sexual harassment of students, employees, or volunteers is unlawful under both Oklahoma and federal law. The school district will not tolerate sexual harassment, false reports of sexual harassment, or retaliation against persons reporting allegations of sexual harassment or cooperating in the investigation of such complaints. **SEXUAL HARASSMENT COULD RESULT IN SHORT-TERM OR LONG-TERM SUSPENSION.**

SEXUAL HARASSMENT COMPLAINT PROCEDURE

Students who believe they have been subjected to sexual harassment should promptly notify the building principal or guidance counselor. Complainants are encouraged to report any conduct, statements, or physical contact that makes them feel uncomfortable.

VANDALISM AND PROPERTY DAMAGE

Our school building and equipment cost the taxpayers to purchase, construct, and maintain. Students who destroy or vandalize school property (including textbooks) will be required to pay for losses or damages. If students willfully destroy school property, suspension and subsequent expulsion may be necessary. If students should happen to damage something by accident, they should immediately report it to a teacher or the office.

WEAPONS AND DANGEROUS INSTRUMENTS

A student shall not possess, handle, or transport any object that may be considered a weapon. The term, "dangerous weapon," shall mean pistol, revolver, any instrument or knife, sharpened metal file, comb of any length with a pointed, sharpened handle, Billy club, loaded cane or club, metal knuckles, razor, hand chain, or other offensive weapon. Each incident involving a weapon or facsimile thereof will be subject to the following appropriate Oklahoma Statutes.

- A. Students who possess or use any firearms or dangerous weapons during school time, on school premises, on school buses, or during school-sponsored activities will be subject to suspension for up to one year and no less than one semester. Any decision otherwise must be approved by the Superintendent of Schools.
- B. Students who possess or use any dangerous or annoying device or item that could be used as a weapon or other weapons used for assault during school time, on school premises, on school buses, or during school-sponsored activities may be expelled for up to one year and no less than one semester. Any decision otherwise must be approved by the Superintendent of Schools.
- C. Any reported case of possession of a dangerous weapon will be turned over to the appropriate law enforcement agency for investigation.

StopIt App

Students and Parents can report any unwanted behavior to school administration using the stopit app. See district website www.newcastle.k12.ok.us for more information.

ECC Code: NewcastleECC6200

Elementary: NewcastleEL6388

DISCIPLINE

Students who violate school rules may be subject to, but are not limited to the following consequences, at the discretion of the principal : verbal warning, loss of privileges, detention, bus suspension / removal, in-school detention, short-term suspension, long-term suspension, permanent expulsion, police involvement.

TRANSFERS-OPEN/EMERGENCY

A student whose parent(s) reside(s) outside the District must apply for a legal transfer to attend school in the District. The District reserves the right to determine an appropriate school site for any student granted a transfer, and the granting of a transfer into the District does not guarantee a transferred-student assignment to any particular school site. Assignments to a particular school site shall be made based upon available staff and space. Additional information can be located in the Board of Education Policies (Newcastle.k12.ok.us) EB.

ASBESTOS NOTIFICATION

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, such as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Newcastle Public Schools have conducted a re inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last re-inspection conducted on September 12, 2012, ALL BUILDINGS within Newcastle Public School District were inspected and found to contain NO ASBESTOS BUILDING MATERIALS; therefore, no operations and maintenance programs or future inspections are required.

MODEL NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Newcastle Public Schools has developed policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Newcastle Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Newcastle Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parents to opt his or her child out of participation of the specific activity or survey. Newcastle Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate date of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and survey listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution
- Administration of any protected information survey not funded in whole or in part by ED
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

Under this law, your district's designated homeless student liaison must provide public notice of the education rights of homeless students. The district is required to disseminate the notices in places where homeless students receive services, such as school, family shelters and other programs that make food or meals available to the homeless population. You can find more information for parents and youth at <http://ok.gov/sde/title-x-part-c>, and <http://www.serve.org/nche>.

ECC/NES Student Handbook Revisions

ARRIVAL AND DISMISSAL- all times are subject to change

Students may be dropped off at the cafeteria starting at 7:25 for ECC and 7:35 for Elementary (Middle School and High School students may be dropped off earlier than 7:40). ~~If you need earlier drop-off or after school care, you are encouraged to enroll your child in the Right at School Program. You can reach Right at School for enrollment information at 1-855-287-2466.~~

NOTE: According to State Law, ~~beginning in~~from 2013-2014, any third grade student not reading on grade level will be retained unless they qualify for a Good Cause Exemption, show grade level proficiency on a state approved reading screening instrument, or are promoted by the Student Reading Proficiency Team. (see <https://sde.ok.gov/sites/default/files/documents/files/2019-RSAFamilyGuide-successfulreader.pdf>) There will be no appeal process in this situation.

FREE & REDUCED LUNCHES

~~A new application must be submitted each year for free and reduced lunches. If a new application is not submitted, students will be charged the normal price of breakfast and lunch. Please at least sign and return and note that you do not qualify if you know that you do not, because these forms are VERY critical to our school funding.~~ Applications must be submitted each year for free and reduced lunches. Starting this year, applications are online to protect the privacy of our families and ensure their comfort so our families that need the help will apply for this program. If a new application is not submitted, students will be charged the normal price of breakfast and lunch. Please at least sign and return and note that you do not qualify if you know that you do not, because these forms are VERY critical to our school funding.

FIELD TRIPS

Transportation to and from field trips is provided by the school. Only students enrolled in our school are allowed to ride the buses to and from field trips. All students must be in class the day of the field trip to participate. We lose school funding when a student goes directly to the site of a field trip. Therefore, they are counted absent if a parent chooses to take their students directly to the field trip site. If a student leaves early from the field trip, they must check out face to face with their homeroom teacher, not through a text message. If a student leaves with a third party, ~~the~~, please complete the Third Party Transfer Form ~~????~~(https://www.newcastle.k12.ok.us/Downloads/Third%20Party%20Student%20Transport_Fillable.pdf) form must be completed by the parent/guardian and turned into their teacher before the class leaves on the field trip. ~~The form can be found at www.newcastle.k12.ok.us~~

TEMPERATURE

If the ~~temperature or~~ wind chill is below 32 degrees, or ~~if the if the if the~~ heat index is ~~100 degrees or over~~over 99 degrees, we will have indoor recess. We use the web site www.kfor.com or www.newsok.com for our official temperature. No matter what the weather is like, please dress students appropriately.

VIRTUAL / DISTANCE LEARNING GUIDELINES

- ~~Responsible for assigned work. Work will be turned in when students return to the building. If it is an unforeseen school day cancellation students will be given 1 additional day for every day missed of school.~~ Please refer to the Distance Learning Resources page on Newcastle Public Schools website: <https://www.newcastle.k12.ok.us/ContinuousLearningResources.aspx> ~~???~~

DISCIPLINE

Students who violate school rules ~~and regulations~~ may be subject to, but are not limited ~~to~~ to the following consequences, at the discretion of the principal :—V verbal warning, detention ~~(lunch/recess)~~, and/or bus suspension or/ removal. ~~Detention (lunch/recess)~~, in-school ~~Detention (ISD)~~, Out of School Suspension (OSS), ~~police involvement~~, short-term suspension, long-term suspension ~~or P~~, permanent ~~e~~ Expulsion, or police involvement.

2020-2021
Student Handbook

Newcastle Middle School



Newcastle Middle School

(405) 387- 3139

611 E. Fox Ln.

Newcastle, OK

www.newcastle.k12.ok.us

Home of the Racers

School Colors
Royal Blue and White
Mascot
Racers

School Board Members

President	Gary Knowles
Vice President	John Maker
Clerk	Valory Dalton
Member	Tiffany Elczyn
Member	Jeff Dingee

Administration

Superintendent	Melonie Hau
MS Principal	John Harris
MS Assistant Principal	Jeremy Reynolds
MS Counselor	Toni Kammerlocher
Athletic Director	Chris McKenzie
MS Secretary	Christi Cribb
MS Registrar	Cathy Robertson

ACTIVITY ELIGIBILITY AND REGULATIONS

A student must be maintaining a “passing grade” in all classes in order to participate in an activity. Effective January 1, 1989 scholastic eligibility will be determined by the regulations listed at the end of this section. These regulations conform to Rules of the Oklahoma Secondary School Activities Association (OSSAA).

A student must be present in all classes the day an activity is scheduled; or if the activity is schedule; or if the activity is scheduled on a weekend or holiday, or is an all-day activity, a student must have been present the preceding school day. Any exceptions to this policy must be approved by the building principal.

The board of education shall appoint, at the beginning of the school year, an Internal Activities Review Committee. This committee shall be responsible for reviewing and recommending any deviation of the activities policy to the local board of education. Any deviation from the ten (10) days absence rule shall not exceed five (5) days.

A student must be maintaining a “passing grade” in classes to be missed while participating in an activity during the school day. A weekly eligibility list of students will be made available at the end of each week through the registrar’s office.

*Regulations of OSSAA Rule 3– Scholastic Eligibility

Section 1 – Semester Grades

- A student must have received a passing grade in any five (5) subjects counted for graduation in which he/she was enrolled during the last semester he/she attended fifteen (15) or more days.
- If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six (6) weeks of the next semester he/she attends.
- A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects in which he/she is enrolled at the end of a six (6) week period.

Section 2 – Student Eligibility

During a Semester

- Scholastic eligibility for students will be checked at the end of the third week (during the fourth week) of a semester and each succeeding week thereafter.
- A student must be passing in all subjects in which he/she is enrolled during a semester. If a student is not passing all subjects in whom he/she is enrolled at the end of the week, he/she will be placed on probation for the next one (1) week period. If a student is still failing one or more classes at the end of his/her probationary one (1) week period, he/she will be ineligible to participate during the next one (1) week period. The ineligibility periods will begin on Monday and end on Sunday.
 - A student who has lost eligibility under this provision must regain passing grades in all of his/her classes in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one (1) week period (Monday through Sunday).

Section 3 – Special Provisions

- An ineligible student who changes schools during a semester will not be eligible at the new school for a minimum period of three (3) weeks. A student may regain his/her eligibility by achieving the scholastic standard in Rule 3, Section 2-b at the end of a three (3) week period.
- Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision (Rule 3, Section 3-c) if the incomplete grade was caused by an unanticipated hardship. (Examples of such hardships would be illness, injury, death in family and natural disaster) OSSAA Board policy allows a maximum of two (2) weeks to apply for this exception.
- One summer school credit earned in an Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3, Section 1a for the end of the spring semester.

ACTIVITY TRIPS

Activity trips are an extension of the school program and school day. All rules and standards of Newcastle Public Schools are applicable during activity trips. Behavior must be exemplary on all trips. It is important that you represent your school, your family, and most importantly, yourself, in a positive way! Students should make every effort to collect and complete assignments before leaving for an activity trip. In the event that this does not happen, students should check with their teacher the following day to make arrangements to complete all missing work.

AIDES (TEACHER/OFFICE/LIBRARY)

A student may qualify for being an aide if he/she meets the following criteria:

1. The student must have a minimum 2.50 weighted grade-point average and be approved by the receiving supervisor as well as the building principal.
2. The student must have no serious disciplinary action on his record, i.e. ISR or OSS. (Being placed in ISR or being suspended out of school may be grounds for being removed from the aide position and being placed in an alternate setting.)
3. The student must agree to follow directions and abide by the school tardy and attendance policy.

4. Students will receive a grade for serving as an office aide.
5. A student may serve as an aide only one period during the school day.
6. The grade will be based largely on effort, attitude, attendance, punctuality, and the ability to follow school policies and procedures.

ANNOUNCEMENTS

Announcements are over the intercom daily. The Pledge of Allegiance and Moment of Silence shall be included as part of the announcements.

ASBESTOS NOTIFICATION

In the past, asbestos was used extensively in building materials because of its insulating, sound absorbing, and fire retarding capabilities. Virtually any building constructed before the late 1970s contained some asbestos. Intact and undisturbed asbestos materials generally do not pose a health risk. Asbestos materials, however, can become hazardous when, due to damage or deterioration over time, they release fibers. If the fibers are inhaled, they can lead to health problems, since as cancer and asbestosis.

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA) which requires schools to be inspected to identify any asbestos containing building materials. Suspected asbestos-containing building materials were located, sampled (or assumed) and rated according to condition and potential hazard. Every three years, Newcastle Public Schools has conducted a re-inspection to determine whether the condition of the known or assumed asbestos containing building materials (ACBM) has changed and to make recommendations on managing or removing the ACBM. At the last inspection conducted on September 12, 2012, ALL BUILDINGS within Newcastle Public School District were inspected and found to contain NO ABESTOS BUILDING MATERIALS; therefore, no operations and maintenance programs or future inspections are required.

ASSAULT OR BATTERY OF SCHOOL PERSONNEL

Any student who commits assault, battery, or assault and battery on any school personnel who is in the performance of assigned duties including extra-curricular activities, shall be removed from the personnel's assigned duty area, classroom and/or extra-curricular activity pending investigation by certified administrative personnel. Any student with a current IEP shall begin the procedure with a placement committee meeting.

1. A student so removed shall not be readmitted until the investigation is concluded.
2. A student so removed shall not be readmitted to the teacher's class and/or extra-curricular activity without a conference between the school personnel, parent or guardian and the administrative personnel doing the investigation.
3. When battery or assault on school personnel has been substantiated the student shall not be readmitted to the area where the incident occurred, and/or the extra-curricular assignment without the consent of the administration and the personnel involved.
4. When the investigative administrative personnel have determined that a student is guilty of a battery or assault and battery on school personnel that student shall be suspended from the school for not less than 10 school days and not more than one calendar year.

ATTENDANCE

According to the Oklahoma School Code, any person having control of a child between five (5) and eighteen (18) years of age is required to compel that child to attend school. Failure to do so may result in fines and/or imprisonment. Attendance is important. Newcastle Public Schools are

required by state law to keep an accurate record of attendance and reasons for absence. Attendance records are updated daily.

Note: Due to the current dynamic circumstances surrounding the COVID -19 Pandemic, attendance enforcement and policies are subject to change. As new information surfaces, the district will notify parents of changes to the current attendance regulations.

Attendance Reporting Procedure

Parents/legal guardians are asked to call the attendance office whenever their son/daughter is absent to verify the absence. Attendance office phones have 24-hour voice mail. If a call is impossible, a note should be sent with the student upon his/her return to school and given to the attendance secretary upon the student's arrival on campus or the parent/guardian should contact the attendance secretary through email.

If a parent/guardian contact is not received within 48 hours of the absence, the absence will be considered unverified.

Attendance Codes

The following codes may appear on a printout of your student's attendance or when you access your student's information online:

Unverified Absence Codes:

UVA (unverified absent)

TRU (Truant)

Verified Absence Codes:

VA (verified absence); AM (verified absence with medical documentation); AA (activity); FT (field trip); LG (legal); TST (testing); CV (college visit); ISR (in school restriction); OFF (office); HB (homebound); QA (absence due to a state qualifying event); FUN (funeral).

Tardy Codes:

TU (unverified tardy); TE (verified tardy)

Activity Absence

Refer to "Activity Eligibility and Regulation Section" in this handbook.

Early Dismissal/Late Arrival

According to state law, students shall not be excused from school once they have arrived unless parent permission is granted. Contact by parent/guardian to the attendance office is required prior to early dismissal. An electronic message from a parent/guardian to a student does not constitute permission to leave a classroom for early dismissal. Early dismissals will be sent to the classroom except for certain circumstances (example: exam days, assemblies). The dismissal slip will allow the student to leave class at the time requested. Before leaving the building, the student must sign out through the attendance office or main office. If students return to school during the day, they must sign in and have the dismissal slip signed by the attendance secretary. Students arriving to class later than 10 min. are considered absent and are to report to the attendance office, sign in, and receive a pass to class. If a student checks out early from a class period, the student will be counted absent if he or she misses more than half of the class period. Parents are encouraged to contact the attendance office. A student who does not check out (which includes prior parental permission AND signing out in the office) prior to leaving school anytime during the school day will be disciplined for truancy.

Penalty for Excessive Absences

A student will NOT receive credit for a course if he/she is in excess of eight (8) absences coded as UVA, VA. If a student exceeds the eight (8) absences per class, a No Credit (NC) will be posted in place of a letter grade.

A written appeal concerning attendance must be made to the Appeal Committee within four (4) days prior to the end of the current semester. The appeal form is located on the Middle School website. Instructions for the process of submitting the form to the Appeal Committee is located on the form. Doctors' notes should be submitted to the attendance office throughout the semester. Original doctor's notes or other documentation should be kept for your own records. An appeal committee consisting of an administrator, teacher(s), and counselor will review the merits of the appeal and submit a final decision to the site principal. The decision of the committee is final.

Verified Absence with Medical Documentation (AM)

The AM code will be used for the following reasons:

- A doctor's note was provided to the attendance office.
- The absence was related to a student's medical disability as documented on the student's 504 plan or IEP. It is the responsibility of the parent/guardian to communicate the reason for the absence to the attendance office.

Tardiness

Being late to class is disruptive to the educational process. Students are expected to be in their assigned classroom or location when the tardy bell rings.

Any student who arrives late to school must report to the office for admission. All other tardiness would be classified as an unexcused tardy. Any student who is detained by the office or a teacher should ask for a note to his/her next teacher so he/she will not be counted tardy.

Teachers will inform students each time they are late to class and record the tardy in Infinite Campus. Tardies will be cumulative for each semester.

- 1st Tardy: Warning
- 2nd Tardy: 1 Detention parent contact by teacher
- 3rd Tardy: 2 Detentions parent contact by teacher
- 4th and each successive tardy: student is referred to the appropriate administrator.
- Failure to show for an assigned detention will result in an extra day of detention. Failure to show again for an assigned detention will result in student being sent to the appropriate administrator.

Students missing more than 10 minutes of any class period are recorded absent for that class.

Unverified Absences

Educational programs are built on the foundation of continuity of instruction and participation in the classroom setting. Consistent classroom attendance can lead to the development of strong work habits, responsibility, and self-discipline. Because attendance also has a definite correlation to academic performance, the quality of a student's education suffers when he/she is absent from class. Students are encouraged to maintain regular attendance. A truancy occurs when a student is absent from class and no verified excuse has been provided by a parent or guardian as to the student's whereabouts. An unverified absence (UVA) is considered a truancy. Examples are as follows:

- Leaving campus after having once arrived without properly signing out in the attendance office.
- Failure of parents to notify school official of a student's absence.
- Leaving class without permission.
- Leaving class and not reporting to designated place.
- Erroneous phone calls to have a student dismissed from class.
- Other fraudulent attempts to be absent from school not covered in this definition.

Violators may be referred to the site administrator for disciplinary action that may include detention, suspension or other consequences. Any student or students participating in an unauthorized skip day or walk out will be subject to the regulation covering truancy and/or referred to the district attorney.

If a child is absent without valid excuse four (4) or more days or parts of days within a nine-week period or is absent without valid excuse for eight (8) or more days or parts of days within a semester, the attendance officer shall notify the parent, guardian, or custodian of the child and immediately report such absences to the McLain County District Attorney for juvenile proceedings pursuant to Title 10 of the Oklahoma Statutes.

ASSIGNMENTS MISSED DURING ABSENCE

Assignments Missed Due to a VERIFIED Absence(s)

Students are encouraged to make up any work missed due to an absence. In general, students will be granted one school day for each school day missed. Students are responsible for acquiring, completing, and turning in any work missed to the teacher within the determined time period. Any student who chooses not to complete missed assignments within five days of returning to school will receive a score of "0" for those assignments. Projects, reports, and tests which are known prior to an absence are expected to be turned in and/or taken upon the student's return to school. Exceptions may be granted due to the extent and/or nature of the absence or the specific classwork missed. Students are encouraged to talk with their teachers.

Assignments Missed Due to a UNVERIFIED Absence(s)

A student may not be permitted to make up work missed as a result of an unverified absence. The assignments missed will recorded as a zero.

Assignments Missed Due to an Extended Absence

If students anticipate their absence will go beyond **FOUR** school days, they may request missed work through the Main Office. Requests for homework assignments should be made by 8:30 a.m. and will be available for pick up the following day. Any student who chooses not to complete missed assignments within five days of returning to school will receive a score of "0" for those assignments. Exceptions may be granted due to the extent and/or nature of the absence or the specific classwork missed.

Assignments Missed Due to a School Activity Absence

Students should make every effort to complete work in advance; however, time given to make up this work should not exceed the corresponding time the student was gone. Assignments should be completed following the same guidelines as verified absences.

BULLYING, INTIMIDATION, HARASSMENT

According to Oklahoma State Law 70 O.S. 20015, bullying, harassment, and intimidation are specifically prohibited “at school.”

“Harassment, intimidation, and bullying” means any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. “Harassment, intimidation, and bullying” include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communications. Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

Harassment, intimidation and bullying set forth above may include, but is not limited to the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one’s grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.
6. The communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, cellular telephone or other wireless telecommunication device, or a computer.

This policy is in effect while the students are on school grounds, in school transportation, or attending school-sponsored activities or school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Parents and students are encouraged to use the Safe Schools hotline (1-877-SAFECALL) as appropriate, as well as report incidents of bullying to the school counselor and/or the building principals. Parents and students are also encouraged to make copies and keep records of any written or electronic incidents of bullying to support the school and our efforts to effectively address and prevent bullying in Newcastle Public Schools. Students may also pick up a form to document bullying, whether as a witness or as a victim, in both the counseling office and the library. When completed, this form may then be turned into the counseling office.

The following is a basic bullying step-by-step plan:

1. Stop all contact with the student who you feel threatened by.
2. Move away from situation if another situation arises.
3. Immediately report danger to nearest school official or law enforcement agency if necessary.
4. Contact your parents to let them know about the situation
5. Provide evidence and statements to the Middle School principal as soon as possible.
6. Do not retaliate physically or through social media, but allow due process to take its course.

BUS PROCEDURES

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. Students will be allowed off the bus only at school, home, and locations requested in writing by parents. **The bus driver is in complete charge of the bus and its occupants at all times.** Students riding the bus **MUST** comply with the request of the driver. Please review the bus procedures listed below:

I. Prior to Loading (on the road and at school)

1. Be on time at the designated school bus stops – keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Bus riders conduct themselves in a safe manner while waiting.
4. Wait until the bus comes to a complete stop before attempting to enter.
5. Be careful in approaching bus stops.
6. Bus riders are not permitted to move toward the bus at the school loading zone until the bus has been brought to a complete stop.

II While on the Bus

1. Keep hands and head inside the bus at all times after entering and until leaving the bus.
2. Assist in keeping the bus safe and sanitary at all times.
3. Avoid loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
4. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.
5. Bus riders should never tamper with the bus or any of its equipment.
6. Leave no books, lunches, or other articles on bus.
7. Keep books, packages, coats, and all other objects out of the aisles.
8. Help look after the safety and comfort of small children.
9. Do not throw anything out of the bus window.
10. Bus riders are not permitted to leave their seats while the bus is in motion.
11. Horse-play is not permitted around or on the school bus.
12. Bus riders are expected to be courteous to fellow pupils, the bus driver, and the patrol officers or driver's assistants.
13. Keep quiet when approaching a railroad-crossing stop.
14. In case of a road emergency, children are to remain in the bus, unless instructed by the driver to exit the bus.
15. All rules of the regular school day apply to the bus.

III After Leaving the Bus

1. When crossing the road, go at least ten feet in front of the bus, stop, check traffic, and watch for bus driver's signal, then cross the road.
2. Students living on right side of the road, should immediately leave bus and stay clear of traffic
3. Help look after the safety of small children
4. The driver will not discharge riders at places other than the regular bus stop, except, by proper authorization from the parent or school official.

IV Extra-Curricular Trips

1. The above rules and regulations will apply to any trip under school sponsorship.
2. Pupils *will* respect a *chaperone* appointed by the school officials.

V Consequences for Misbehavior on the Bus

1. 1st Bus referral - School based punishment, parent contact, and assigned seat at the driver's discretion.

2. 2nd Bus referral - 5 Days of bus suspension.
3. 3rd Bus referral - 10 Days of bus suspension
4. 4th Bus referral - Suspension for the remainder of the semester or longer as deemed necessary by administration.

Severe Violations: Students who severely misbehave, directly jeopardize the safe operation of the school bus, or directly challenge the authority of the driver or other school official will lose their riding privileges without receiving warnings. Vandalism, fighting, failure to cooperate with the driver, abusive language or gestures directed toward school personnel, possession or use of drugs, alcohol or weapons, or any other violations that affect safety will be dealt as severe violations.

CELL PHONES/WIRELESS DEVICES

Newcastle Middle School promotes an environment for instructional learning that is safe and secure. Students are urged to practice mature and responsible cell phone usage. Students causing a disruption by using their cell phones and/or other wireless device inappropriately may be subject to a referral to the appropriate administrator.

CHEATING/ACADEMIC DISHONESTY

In an academic institution, dishonesty serves to undermine the academic and intellectual integrity of the school and everything education stands for. Cheating will be considered the act or intent of gaining or giving knowledge or information for an assignment or test answer by fraudulent means. Examples of cheating and academic dishonesty may include, but are certainly not limited to, the following:

- Presenting the work of another person as your own
- Copying information from another student's test, examination, theme, book report, homework, notebook, etc., unless specifically given permission by the teacher to do so. Teachers should provide clear guidance in regards to their expectations for group work and group projects.
- Plagiarism- using another person's ideas, expressions, or words as your own without giving the original author credit
- Preparing to cheat- Examples of this may include: having in your possession a copy of a test or assignment to be given or having been given by a teacher, using a textbook notes or other materials without permission during a test or examination, and talking during a quiz, test, or examination.
- Not following test procedures or instructions given by your teacher or test administrator
- Providing another student with information that allows them to cheat, or otherwise provides an unfair advantage over other students (Example: Picture taking with cell phones)

The penalty for cheating on an assignment or test will be as follows:

- The teacher will inform the student of the incident, and the student may earn zeros for all work related to the cheating incident. Alternative assignments may be given replace any zeros received. Parent will be contacted by the teacher.
- All instances of Academic Dishonesty/Cheating will result in a discipline referral to the appropriate administrator.

It is important to also note that some school organizations may have additional consequences for cheating, depending on their constitution or bylaws.

CHECK OUT PROCEDURES

No student may leave school except at regular dismissal time without checking out through the office. A student who does not check out (which includes a parent signing out the student in the office) prior to leaving school anytime during the school day will be disciplined for truancy. A valid government issued ID is required for student check out. All parties checking out students must be listed on the student check out list unless expressed written permission has been given by the parent or guardian.

CHILD NUTRITION

1. Breakfast is served beginning at 7:20 in the school cafeteria. There is a grab-and-go breakfast served between 1st and 2nd hours for students that were unable to eat breakfast before school.
2. There are 3 lunch times and students will generally eat lunch with their grade level.
3. The prices for meals are as follows:
Student Breakfast: \$1.50
Student Lunch: \$2.75
Adult Breakfast: \$1.75
Adult Lunch: \$3.75
4. Money may be added to a student's account by check/cash in the cafeteria or online through the gradebook portal.
5. Students that do not have adequate funds for a meal that day will be provided a substitute meal.
6. If a student was on free or reduced lunches last year, a new application must be filled out and submitted to maintain free and reduced status. Applications may be submitted at any time during the school year.

CITIZENSHIP

It is each student's responsibility to display qualities of good citizenship. Your best conduct is expected everywhere you go. Newcastle Public Schools promote the application of the concepts of honesty, morality, and courtesy. The values, history and traditions, and the applications of the United States and the Oklahoma Constitutions will be taught and practiced.

CITATIONS/TICKETS

When school officials and/or law enforcement authorities deem necessary, a student may be issued a municipal or county citation. Citations could be issued for trespassing, truancy, tobacco, vape possession/use, alcohol, drugs, profanity, assault, fighting, harassment and creating a disturbance among other rule(s) violations. It is important to know that this is an option, should it be deemed necessary.

CLUBS AND ORGANIZATIONS

Newcastle Public Schools offer a variety of clubs, both curricular and extracurricular. According to HB 1826, it is the responsibility of the parent to notify the school in writing if he or she wishes for their child to NOT participate in any of the clubs associated with our schools.

Current Clubs and Organizations at Newcastle Middle School:
Academic Team, Archery, Honor Society, Pit Crew, and STUCO

CONDUCT AND COURTESY

Courtesy and good manners should be the key to a student's conduct at school. A good attitude toward teachers and fellow students will make school enjoyable for all.

Students are expected to have respect for school property and to take good care of books, desks, and other furniture and equipment. Students/parents will reimburse the School for any damages caused by a student.

DISCIPLINE AND STUDENT BEHAVIOR

Implied Authority, as defined by state law, allows a school district to exercise those powers necessarily implied, or delegated by law to any other agency or official. The teacher or administrator shall operate under the legal responsibility of In Loco Parentis.

All students enrolled in Newcastle Public Schools will be expected to abide by the rules and regulations set forth by the administration, teachers and the board of education while in attendance at school-sponsored activities, or while being transported to or from school or school-sponsored activities in district-owned transportation equipment. Any student who disobeys the rules or shows disrespect for any teacher and/or school property will be subject to disciplinary action. The disciplinary action taken will depend on the severity of the violation and the number of violations.

The school district, in order to provide quality education for all of its students, will not tolerate disruptive acts that would interfere with the learning environment of the school or the safety of its students. Furthermore, damaging of school property will not be tolerated. Students, while enrolled in this district, shall be under the supervision of and accountable to school personnel. The supervision shall include:

- going directly to and from school
- attendance of a school sponsored activity in the district or involving the district's schools (away from the district)
- going to and from district activity
- in-transit time to activities on school transportation

Consideration will be given to alternative methods of punishment or consequences to insure the most effective discipline is administered in each case. In all disciplinary action, the administration shall be mindful of the fact that we are dealing with individual personalities. The administration shall consider consultation with parents on discipline measures that might prove the most effective in particular circumstances.

DISRUPTIVE OR INTERFERING BEHAVIOR

A disruptive or interfering act shall be defined as, but not limited to, inciting, encouraging, promoting, or participating in activities, which interfere with the due process of the educational program of the school. The following are examples of behavior that may constitute disruptive activities:

1. demonstrations
2. sit-ins
3. walk-outs
4. blockages
5. group violence
6. disrespect or disobedience to school personnel
7. harassing, hazing, threatening, intimidating, bullying, or verbally abusing another person, including any gesture, written or verbal expression, or physical act that a reasonable person

- should know will harm another person, damage another's property, or insult or demean another in such a way as to disrupt or interfere with the District's educational mission
8. the use of obscene, lewd or profane language (visual and/or auditory)
 9. fighting
 10. disruptive publications and/or social media posts
 11. theft or inappropriate use of personal or school property
 12. possession or use of drugs, alcohol or weapons
 13. possession or use of tobacco, vapes, and vape products by minors
 14. failure to make reasonable attempt at course work
 15. assault and battery.

Administrative response to student misconduct is a matter directly influencing the morale of the entire student body. As such, all student discipline will be based on a careful assessment of the circumstances surrounding each infraction (i.e. the student's attitude, the seriousness of the offense, and its potential effect on other students).

DETENTION AND IN-SCHOOL RESTRICTION (ISR)

Principals use detention as a disciplinary action. This is a mandatory STUDY TIME; therefore, all students must bring homework or study materials to detention. Students will be asked to do additional assignments as well. **Failure to attend detention at the appointed time may result in ISR. The student will also be required to fulfill their original detention obligation after the completion of the ISR.**

Detention and/or ISR may be assigned for, but not limited to, the following reasons:

1. Tardiness to school or class.
2. Failure to report to assigned class.
3. Truancy.
4. Behavior which interrupts the education process of other students.
5. Miscellaneous offenses handled by the principal.
6. Incomplete work.
7. Lack of motivation or effort shown in the classroom.
8. Talking in cafeteria line.
9. Failure to have needed materials for class (books, notebook, paper, pencils, etc.)

Students assigned to ISR will not be allowed to participate in any extra-curricular activities or attend school related functions on any day in which they are in ISR. This includes the weekend, should a student be in ISD on a consecutive Thursday and Monday.

DIRECTORY INFORMATION UNDER FERPA

See Newcastle Board of Education policies for details concerning directory information.

DISTRIBUTION OF MATERIALS ON CAMPUS

Distribution of materials of any kind (other than those being distributed by the school) are not to disrupt the educational process in any way and must meet the guidelines as established by the state and federal court system. All posted items must be approved in advance by the building administration.

DRESS CODE

Standards of Dress: The following standards of dress are required of all students while attending school or participating in school activities. It is hoped that a minimum amount of time and effort is spent on enforcement; however, it is the responsibility of the student and the parent to adhere to these guidelines. Exceptions to this policy are at the discretion of the building principal. There may be clothing, hairstyles, and/or accessories not specifically addressed herein that might be so disruptive to the education process that the building principal may need to take immediate corrective action. In those case requiring such action, the building principal may act immediately.

General Guidelines:

- A. Modesty will be the dominant feature in all clothing.
- B. Clothing must be clean and safe.
- C. Clothing, hairstyles and/or accessories must not be revealing, disruptive or distract from the educational process in any way.
- D. Clothing must not be derogatory to any individual, group, or institution, including hate-group messages.
- E. All students are required to wear clothing including shoes which are safe and appropriate for school activities.
- F. Hair is to be well-groomed and clean.
- G. Shorts, dresses or skirts no shorter than the middle of the thigh (no tears, cuts or holes in garments above this area are acceptable).

Unacceptable Clothing and Accessories:

- A. Spaghetti straps and shirts that do not cover the tops of the shoulders
- B. Low-cut shirts or blouses; shirts which expose the midriff, partial or full back; and pants, skirts or other clothing which expose the midriff.
- C. Any clothing that reveals undergarments.
- D. Slacks, pants or shorts worn below the hip.
- E. Caps, hats, hoods or other head covering in the building.
- F. Clothing, tattoos, and or accessories which carry messages either written or suggesting the promotion of illegal substances including but not limited to, drugs, alcohol, tobacco products; vulgar language, sex, violence, gang-related affiliation or other symbols that detract from the learning environment.
- G. Gang-related attire.
- H. Bedroom attire (pajamas, lounge pants, slippers, blankets, etc.)
- I. Cleated shoes.
- J. Sunglasses

Any student deemed in violation of the dress code will be required to find clothing that meets the code or will be sent home to correct the situation and will be considered absent. Failure to comply will be grounds for disciplinary action.

DRUG AND ALCOHOL POLICY

Students are prohibited from engaging in the following conduct or activities:

- Smoking, using, and/or possessing tobacco, including vapes and vaping liquid;

- Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any alcoholic beverage or low-point beer as defined by state law;
- Using, consuming, possessing or being under the influence of, selling, transferring, distributing, or bartering any narcotic drug, stimulant, barbiturate, depressant, hallucinogenic, opiate, inhalant, counterfeit drug, or any other controlled dangerous substance which is capable of being ingested, inhaled, or absorbed into the body and affecting the central nervous system, vision, hearing, or other sensory or motor function;
- Using, possessing, selling, transferring, distributing, or bartering any drug paraphernalia.

“Presenting” a substance as an illegal or prohibited substance will also be considered a violation of this policy. Violation of the above policy is likely to result in disciplinary action, to include, but not limited to, out of school suspension and the involvement of law enforcement personnel.

FERPA RIGHTS NOTIFICATION

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

- (1) The right to inspect and review the student’s education records within 45 days of the day Newcastle Schools receives a request for access. The Parents or eligible students should submit to the School Principal a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parents or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Newcastle Schools to amend a record that they believe is inaccurate or misleading. They should write the School Principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, Newcastle Schools will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by Newcastle Schools as an administrator, supervisor, instructor, or support staff member including health or medical staff and law enforcement unit personnel; a person serving on the Newcastle School Board; or a person or company with whom Newcastle Schools has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist). A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, Newcastle School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- (4) The right to file a complaint with the U. S. Department of Education concerning alleged failures by Newcastle Schools to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

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

GRADE REPORTING

Report cards can be viewed electronically through Infinite Campus at the end of each semester. Print copies can be requested through the office.

Parents are strongly encouraged to keep up with their child's academic progress through our online grading program. Application forms for access rights are available in the office, on our district web-site at www.newcastle.k12.ok.us, and by contacting the school registrar.

GUIDANCE COUNSELOR

Guidance services are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, career information, study tips, help with home, school and/or social concerns, or any question the student may feel he would like to discuss with the counselor. Appointments can be made by contacting the counseling office.

Please visit the following site for continually updated graduation requirements:
<http://ok.gov/sde/oklahoma-high-school-graduation-requirements>

GYMNASIUM CARE

NO food or drinks are allowed on the gym floor and only gym shoes may be worn on the floor.

HONOR ROLL

Students with all A's will qualify for the Superintendent's Honor Roll. Students with all A's and B's will qualify for the principal's honor roll. This honor is based on semester grades only.

HONORS CLASSES

All students are encouraged to challenge themselves by participating in honors level courses. While we encourage all students to participate in "honors", it is important that both parents and students realize these classes may require a substantial amount of time outside of class, including studying, homework, projects, readings, etc.

IMMUNIZATIONS, ILLNESS AND ACCIDENTS

Oklahoma law requires students meet certain immunization requirements to be eligible to attend school. If these requirements are not met, the student will not be allowed to attend school. If the student develops an illness after reaching school, an attempt will be made to notify the parent. The school does not diagnose diseases and gives no internal medicine, including aspirin. In case of severe injury or broken bones, parents or a doctor will be notified immediately. The school will administer only emergency first aid in case of injury. Based on the severity of the injury, 911 will be called without parent approval.

Title 70, Section 1210.191, Oklahoma Statutes, 1970 requires that parents or guardians of all minor children in grades kindergarten through the twelfth grade for all public, parochial, or private schools in the State of Oklahoma, present a certified copy of required immunizations upon school entry. To be in compliance with this law, students must present proof of (5) doses DPT/DTaP/Td/Tdap, (4) doses Polio, (2) doses of MMR, a (2 or 3) dose series of Hepatitis B vaccine, (2) dose series of Hepatitis A, and (1) dose of Varicella. No minor child shall be admitted to any

public, private, or parochial school operating in Oklahoma unless the parent or guardian can present to the appropriate school authorities certification from a licensed physician or the appropriate public health authorities that such child has received or is in the process of receiving immunizations required for school entry. For more information, visit <http://imm.health.ok.gov>.

INFORMATION CHANGES

If any information on your child's enrollment card changes during the school year, let us know immediately. It is imperative that we be able to reach you in case of emergency. Parents, please make sure that the contact information that we have on file is current and correct. Having the correct information also improves our ability to communicate with you through mailings, phone calls, and emails.

INTERNET ACCESS AND ACCEPTABLE USE POLICY

General: The Internet is an electronic highway connecting a multitude of computers throughout the world. Through the Internet, students and employees have access to electronic mail (e-mail), news, databases, library resources, and a wide variety of other information sources. The District provides a wide variety of opportunities for students and employees to use the District's computers to access the Internet. Through the Internet, it is possible to access material which may contain illegal, defamatory, inaccurate, pornographic, and/or offensive content. Due to the nature of the Internet, the District cannot guarantee that students and employees will not access such material. However, the District is committed to enforcing a policy of Internet safety and monitoring the Internet activities of its students.

The District makes no warranties of any kind, either express or implied, regarding the Internet access being provided. The District shall not be responsible for any damages users suffer, including but not limited to loss of data resulting from delays or interruptions in service. Nor shall the District be liable for the accuracy, nature, or quality of information stored on District's computer equipment or of information gathered through Internet access provided by the District. However, the Administration shall develop, implement, and maintain regulations and forms to restrict the use of the District's computers and Internet access to legitimate and acceptable purposes and to regulate students' and employees' privilege of access and use. The District shall install and operate computer software programs which restrict access to certain materials, such as material which depicts nudity, sex, sexual acts, excretion, and exhibition of genitals and which, taken as a whole, lacks serious literary, artistic, political, or scientific values. Students who are granted access to the Internet shall receive instruction regarding safety and security when using electronic mail, chat rooms, and other forms of direct electronic communications and the disclosure, use, or dissemination of personally identifiable information.

Acceptable Uses: The District's computers, equipment, and software are intended for administrative, educational, and research purposes only and shall be used only in accordance with Administrative Regulations. Acceptable uses of the District's computers and the Internet are activities which support learning and teaching or which promote the District's mission and goals.

Prohibited Uses: According to Administrative Regulations, the District's computers and the Internet access (including e-mail) provided by the District shall not be used:

- a. To violate an individual's right to privacy;
- b. To access materials, information, or files of another person or organization without permission;
- c. To violate the copyright laws or software licensing agreements;
- d. To spread computer viruses;

- e. To deliberately attempt to vandalize, damage, disable, or disrupt the District's property or the property of any other individual or organization
- f. To locate, receive, transmit, store, or print files or messages which are profane, obscene, or sexually explicit, or which use language that is offensive or degrading to others;
- g. To distribute religious materials;
- h. To campaign for or against any political candidate or ballot proposition or for political lobbying, except as authorized by law;
- i. For any commercial purpose unless authorized by the Administration or Board; or
- j. To engage in any illegal activity.

Consequences for Misuse: The use of the District's computers and the Internet access provided by the District is a privilege, not a right. Any student or employee who inappropriately uses the District's computers or the Internet may have the privilege of using the computers or the Internet denied, revoked, or suspended and may be subject to other disciplinary sanctions.

No Expectation of Privacy: No student or employee shall have any expectation of privacy in any electronic mail being sent or received by the District's computers or District-provided Internet access. The District's system operators may access any electronic mail and may delete any inappropriate material from any electronic mail sent or received using the District's computers or District-provided Internet access.

Use of Software: Students are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware. Employees are prohibited from installing, copying, or downloading any copyrighted material or software on District's computer hardware without the express written consent of the copyright holder and the approval of the appropriate administrator or system operator.

Internet-based Instruction: The District may allow students to complete required course work through Internet-based courses in accordance with Oklahoma law, the rules, regulations, and/or guidelines adopted by the State Board of Education, and this policy. Students enrolled in Internet-based courses must participate in the Oklahoma School Testing Program. Test results for students enrolled in Internet-based courses must be disaggregated and reported.

The District authorizes any full-time student of the District to enroll in an approved Internet-based course offered by the District provided the course is determined to be appropriate for the student. The following criteria will be used to determine the appropriateness of Internet-based course work for a particular student:

1. Recommendation by the student's teacher(s) that the student possesses the ability to work on his/her own;
2. The student has completed all prerequisites for the course as if it were offered through the District's traditional class offerings;
3. The course will provide a means for the student to advance but is not a means for acceleration of a student's graduation date; and
4. The student is either suspended out-of-school or is in need of remediation.

All Internet-based courses must be approved by the Board prior to enrollment by students. The District shall use the following criteria to determine whether an Internet-based courses is approved for enrollment of students:

1. Teacher is certified to teach the course and trained in methodology and technical aspects of Internet-based instruction;

2. The course is aligned with Priority Academic Student Skills/ Common Core requirements;
3. A plan for monitoring and reporting student progress by the course instructor to the principal or principal's designee at least monthly with the final grade reported in time for inclusion on report cards/transcripts;
4. A course grading system that is compatible with the District's grading system and criteria;
5. Completion of the course must be within the school semester; and
6. The proposed Internet-based course is not duplicative of a course offered by the District.

Internet-based courses are not a means for students educated or enrolled elsewhere to enroll part-time in the District in order to take an Internet-based course. However, the District is authorized to enroll on a part-time basis for the purpose of utilizing Internet-base instruction students who have dropped out of school or who are or have been suspended. To be eligible, the student must have been enrolled in a public school in the state any time during the previous three (3) years.

Internet-based courses offered by a technology center and taught by a certified teacher and aligned with the appropriate Priority Academic Student Skills may be counted toward meeting the state graduation requirements with prior approval of the State Department of Education and the Board. Internet-based courses which contain integrated or embedded skills for which no Priority Academic Student Skills have been adopted may be approved by the Board if such courses incorporate national standards and are taught by certified teachers.

Remote Internet-based Courses: The District may allow for students to complete required course work through remote Internet-based courses in accordance with the rules, regulations, and/or guidelines adopted by the State Board of Education and this policy. However, students participating in remote Internet-based instruction will be required to provide their own equipment and Internet access and pay any associated fees, tuition, and/or expenses.

Note: Due to the current dynamic circumstances surrounding the COVID -19 Pandemic, distance learning policies and plans are subject to change. As new information surfaces, the district will notify parents of changes to the current distance learning plan.

ITEMS PROHIBITED AT SCHOOL

The following items are considered dangerous and strictly prohibited from school. Possession, sale, transmission, and/or use of these items may result in discipline, to include out of school suspension, depending on the severity and nature of the offense. Examples of these items include, but are not limited to:

- Firecrackers
- Stink, smoke, or snap bombs
- Matches or lighters
- Weapons of any type
- Firearms (including replicas, ammunition, paint balls or guns, projectiles, etc.)
- Incendiary or explosive devices
- Any objects used or portrayed in a violent manner
- Mace or Pepper Spray
- Vapes, vaping liquids, or e-cigarettes

Other prohibited items include:

- Toys
- Skateboards / Roller Skates
- Toy Guns or weapons
- Water Guns
- Sling Shot
- Laser pens or Laser Lights of any kind
- Miscellaneous items, such as, but not limited to: Liquid Paper, Slime, Whoopie cushions, Prank items, Inappropriate Magazines, Noisemakers of any type, Water Balloons, Invisible ink

*No student may sell any item (candy or etc.) unless it is from an approved school fund-raising project for the middle school. No other school fund-raising projects are allowed. Disciplinary actions may result from sales which are not approved. If brought to school, such items will be impounded.

LIBRARY PROCEDURES

The library will be opened at 7:45 am and remain open throughout the day, as well as after school for a short amount of time. Students are encouraged to use the library as much as possible. The library also has a webpage that can be accessed from our district website. Should a student need to visit the library during class time, the student should be given a hall pass from their current teacher. Upon arriving in the library, the student should check in immediately with the librarian to inform her of his or her particular needs. At no time is a student allowed to miss class and go to the library without permission and a pass from his or her current teacher. Students are responsible for all materials they check out from the library, and will be required to pay for materials that have been damaged or lost.

LOCKERS

Students are to use only the locker assigned to them. All students are responsible for the condition, as well as the contents, of their lockers. The lockers will be issued to you when you enroll. Please keep your lockers closed. If you have any locker trouble, report it to the principal's office. ***No sharing lockers.*** Students are strongly encouraged to purchase a combination lock for their own security. **The school is not responsible for lost or stolen items. Also, student lockers are subject to search at any time.**

MEDICAL TREATMENT

Medication may be administered to students as prescribed by law. For purpose of this policy, medication or medicine includes prescription medication as well as over-the-counter medicines. Students may not retain possession of or self-administer any medication unless written permission is granted by the District as set forth below.

A student who has a legitimate health need for a medicine shall deliver the medicine to the school principal, or his designee, in its original container with written authorization of the student's parent of guardian for the administration of the medicine. The parent's authorization must identify the student, the medicine, and include or refer to the label for instructions on administration of the medicine. The medicine will be administered to the student only by the school principal or designee pursuant to the parent's instruction and the directions for use on the label or in the physician's prescription. **Forms for parental authorization of administration of medicines are available in the office of the building principal and on the school webpage.**

The school shall keep a record of the students to whom medicine is administered, the date of administration, the person who administered the medicine, and the name or type of medicine administered.

Minor cuts and abrasions will be cleaned and covered with a band-aid. **We are not allowed to use any type of spray or ointment. In case of serious injury or illness, we will make every effort to contact the parent or guardian.** We may also make the determination to call 911, should the situation warrant. The District is not responsible for any transportation and/or medical costs associated with emergency care.

ALL MEDICATIONS, BOTH PRESCRIPTION AND OVER THE COUNTER, MUST BE BROUGHT TO THE OFFICE. We will keep it on file for your student.

MEDICATION, SELF-ADMINISTRATION

Pursuant to Oklahoma law, students may be allowed to carry and self-administer prescribed inhaled asthma medications and prescribed anaphylaxis medications according to the provisions of this policy. The District shall not incur any liability as a result of any injury arising from the self-administration of asthma or anaphylaxis medication by the student. If the requirements of this policy are fulfilled, a student diagnosed with asthma or anaphylaxis may possess and use his or her labeled asthma or anaphylaxis medication at all times. The student's parent or guardian shall:

- Provide the school with a written statement on the form prescribed by the Board of Education authorizing the self-administration of inhaled asthma or anaphylaxis medication.
- Provide the school with a written statement from the student's treating physician containing the following information:
 - That the student has asthma or anaphylaxis;
 - That the student is capable of and has been instructed in the proper method of self-administration of the student's asthma or anaphylaxis medication;
 - The name and purpose of the asthma or anaphylaxis medication;
 - The prescribed dosage;
 - The time or times at which and special circumstances, if any, under which the asthma or anaphylaxis medication is to be administered.
- Provide the school with an emergency supply of the student's asthma or anaphylaxis medication(s) to be administered pursuant to Oklahoma law by a school nurse or other authorized personnel.
- Provide the asthma or anaphylaxis medication to be carried by the student which is appropriately labeled, with a prescription label reflecting the following:
 - Student's name;
 - Prescription number;
 - Asthma or anaphylaxis medication name and dosage;
 - Method of administration and dosage;
 - Date of prescription and refill;
 - Licensed prescriber's name;
 - Pharmacy name, address and telephone number;
 - Name of pharmacist.

The authorization for self-administration of asthma and anaphylaxis medications from the parent or guardian and from the physician shall be kept on file in the office at the school site where the student is enrolled. The authorization for self-administration of asthma and anaphylaxis

medication shall be effective only for the school year in which the authorization is submitted by the parent or guardian.

For the purpose of this policy, “asthma medication” and “anaphylaxis medication” shall mean a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label, or an anaphylaxis medication used to treat anaphylaxis, including but not limited to Epinephrine injectors, prescribed by a physician and having an individual label. “Self-administration” shall mean a student’s use of asthma or anaphylaxis medication pursuant to a prescription or written direction from a physician.

NOTICE OF NON-DISCRIMINATION

Applicants for admission or employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Newcastle School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning Newcastle School’s District compliance with the regulations is directed to contact.

**Mrs. Stacey Gray
101 North Main
Newcastle, OK 73065
(405) 387-6304**

This person has been designated as the Section 504 and Civil Rights Compliance Coordinator.

Screening

Screening activities may include vision, hearing, and health. Other screening activities may include: review of records and educational history; interviews; observations’ and specially developed readiness or educational screening instruments. The Regional Education Service Centers provide assistance and consultation to local schools in these efforts

(1) Educational Screening

Educational screening includes procedures for the identification of children who may have special learning needs and may be eligible for special educational and related services. Each school district in the State provides educational screening. No child shall be educationally screened whose parent or legal guardian has filed written objection with the local school district.

- Educational screening is implemented for all first grade students each school year.
- Second through twelfth grade students shall be screened as needed or upon request of the parent, legal guardian, or teacher.
- Students entering the public school system from another state or from within the state without previous educational screening, shall be educationally screened within 6 months from the date of such entry.

Evaluation

Evaluation means procedures used in accordance with Federal laws and regulations to determine whether a child has a disability and the nature and extent of the special education and related services that the child needs. The term means procedures used selectively with an individual child and does not include basic tests administered or procedures used with all children in a school,

grade, or class. Written consent of the parent or legal guardian for such evaluation must be on file with the local school district prior to any child receiving an initial evaluation for special education and related services purposes.

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Newcastle Public Schools has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Newcastle Public Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Newcastle Public Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Newcastle Public Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

*Collection, disclosure, or use of personal information for marketing, sales, or other distribution.

*Administration of any protected information survey not funded in whole or in part by ED.

*Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202

PARENT/TEACHER CONFERENCES

Every parent is encouraged to know about their child's classroom performance and to become acquainted with his or her teachers. We urge you to contact your child's teacher and schedule a conference at a mutually convenient time. Teachers will **NOT** be pulled away from their teaching responsibilities for an unscheduled conference.

Parent-Teacher conference days are listed on the school calendar. Please try to take advantage of this opportunity.

PUBLIC DISPLAY OF AFFECTION

No inappropriate displays are permitted. School is not the time or place to engage in activity that might otherwise distract the students involved, or student witnesses, from our mission of excellence in education. Greetings and interactions should be respectful and professional in nature.

SAFE SCHOOLS HOTLINE

It is the desire of Newcastle Middle School and the State of Oklahoma that each school be a safe place for all students. We need your help. You can help by notifying an adult in the building or by calling the Safe Call Hotline at 1-877-723-3225, extension 651, when you have knowledge of drugs, weapons or violent acts in our schools, or other schools. **The call is completely anonymous.** We simply receive a fax in our central office and we are required to take action on the information we are given.

SCHEDULE CHANGES

Schedule changes will only be considered for legitimate reasons, such as a schedule conflict, meeting graduation requirements, or inappropriate placement as determined and recommended by a teacher or counselor with administrative approval. Students will not be moved to a class considered to be 'below' the intellectual capability of that student. Also, schedule changes will not be permitted after the tenth day of school each year, unless determined by the principal that it is in the best interest of **all** parties involved.

Schedules may be adjusted if any of the following criteria exist and space is available:

1. Incomplete schedules or computer errors.
2. Duplication of courses.
3. The student does not meet prerequisites or does not have teacher approval.
4. Acceptance to a special program (co-op work experience, Mid-America Career Tech Program, etc.).
5. Enrolled in a course with a teacher with whom the student previously failed.
6. Dropping PE for band or team sports.
7. Dropping a course taken during previous summer or night school
8. Taking a more challenging course (no reversal at a later date).

SCHOOL SAFETY

Students and faculty will participate in fire drills, tornado drills, and lockdown/ intruder drills throughout the year. Each classroom is equipped with written procedures to follow during these situations. Teachers are responsible for conveying this information to students. Students are responsible for knowing this information and following the procedures in a very disciplined manner, whether it be a drill or a true emergency.

SEARCHES INVOLVING STUDENTS

The School Board and Administration reserve the right to search student's personal belongings, lockers, vehicles and person as allowed by federal and state law. Students and parents need to be aware that students themselves, their personal belongings, lockers, and vehicles will be searched in the event the Administration suspects the unauthorized use of tobacco, alcohol, drugs, weapons, etc. We also cooperate with the Newcastle Police Department as they occasionally help us with random searches. The following paragraphs are excerpts from statute that further outline student privacy and student searches:

"The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premise or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school. The principal, teacher, or security personnel searching or

authorizing the search shall have authority to detain the pupil to be searched and to preserve any dangerous weapons or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property that might be in their possession including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property.”

“Any pupil found to be in possession of dangerous weapons, or controlled dangerous substances, intoxicating beverages, non-intoxicating beverages, or missing or stolen property may be suspended by the superintendent or principal for a period not to exceed the current school semester and the succeeding semester. Any such suspension may be appealed to the board of education of the school district by the pupil suspended under this section.”

“Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search. **Schools shall inform pupils in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks, or other school property.**”

(70-24-102)

SEMESTER TEST POLICY

In recognition of the importance of preparing our students for the next level of their education, semester testing provides a tool to assist teachers in working with students to prepare for and be successful on cumulative exams and proficiency tests. Developing semester tests also challenges our teachers to begin with the end in mind when planning for the semester and to also provide multiple and ongoing exposure to the most critical concepts throughout the semester. Semester exams account for 10% of the semester grade.

STOPIT APP

STOPit! is an online reporting tool designed to deter and mitigate bullying and cyber abuse, consisting of an app and a back-end incident management system for school administrators. Students and Parents can download the StopIt App for Apple and Android phones. Please see the district website for links and additional information.

SUSPENSIONS

Suspensions will vary in length due to the seriousness of the offense and the number of previous suspensions. A suspended student is suspended to the custody of the student’s parents **and is not allowed to be on or near school premises or attend any school activity while the student is suspended.** To do so will result in further disciplinary action and/or suspension.

Any student who is guilty of the following acts while in attendance at school or in transit by school transportation or under school supervision to or from school or at any school function when present on any facility under the control of the school district may face possible suspension. A more detailed description of suspendable offenses is outlined in Board Policy E1.

1. Conduct which jeopardizes the safety of others
2. Possession, threat or use of a dangerous weapon
3. Using, selling, passing, being under the influence of, buying or in any way possessing any narcotic drug, stimulant, barbiturate or alcohol

4. Fighting, assault and battery
5. Immorality or profanity
6. Theft or possession of stolen property
7. Destroying or defacing school property
8. Truancy
9. Showing disrespect to faculty, staff or other school employees
10. Conduct which disrupts the normal educational process
11. Violation of school rules, regulations or policies

A student who is suspended for five days or less may not be allowed to make up his or her work for credit. Students suspended for six days or more will be provided with an educational plan that will address academic credit in the core areas. Students suspended for possession of a weapon or a firearm or possession of a controlled dangerous substance shall not be provided an educational plan and shall not receive credit during the suspension. A student on long term suspension may be referred to alternative school, if appropriate.

TELEPHONE

It is impossible to permit unlimited use of the school telephone. Students are allowed to use the phone **only** when it is absolutely necessary. Students will not be allowed to use the phone to make arrangements to go home with another student. **Please communicate with your child before he/she leaves for school so that both of you will know what he/she is to do when school is dismissed for the day.** Also, please limit the number of calls you make to the school to give your child a message regarding after-school instructions. Getting messages to students late in the day can be difficult and also disrupts the entire classroom.

If parents call for a teacher during the school day, please understand that we will not transfer a call to a teacher or a teacher's classroom during a teaching period. We will take a message and get it to that teacher so they can return your call within 24 hours.

TRESPASSING

The superintendent or principal of any secondary, middle or elementary school shall have the authority to order any person out of the school buildings and off the school property when it appears that the presence of such person is a threat to the peaceful conduct of school business and school classes. Any person who refuses to leave the school building or grounds after being ordered to do so by the superintendent or principal, shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine of not more than Five Hundred (\$500.00) or by imprisonment in the county jail for not more than ninety (90) days, or by both such fine and imprisonment. (70-24-131). Any student who knowingly invites or facilitates the presence of a visitor on campus without permission will be subject to disciplinary consequences.

TRUANCY

An Unverified Absence (AA) is considered a truancy. Truancy is a very serious matter. A student is truant from school when he or she is absent from school without permission from either the parent/guardian and/or the school. Truancy may also be further defined as any time a student is not where he or she is supposed to be. Excessive absences may result in serious consequences for the student. **The McClain County District Attorney will be notified in cases of excessive unverified absences (truancy).**

VISITATION

It is the policy for all visitors to report to the office, state the nature of their business and obtain a visitor's pass before proceeding to any other section of the building. This lets us know that a visitor

has checked in through the office. This policy is for the safety and protection of our students, as well as instructional time. Visitors with school related business are always welcome. A visitor's pass is also needed for cafeteria visitation.

We do not allow student visitation, except under very special circumstances (e.g. an older sibling on leave from the military). Former students wishing to visit teachers should call in advance to make an appointment with the particular teacher.

Racers Fight Song (Ohio State Fight Song Tune)

Fight the team across the field
Show them Racers are here.
Send the earth rejuvenating,
With a mighty cheer.
Go! Fight! Win!

Hit 'em hard and see how they fall,
Never let that team get the ball.
Hail, Hail the Racers are here.
So let's beat the,
GO!

Faculty/Staff Contact List

Teacher Name	Position	Email
Kathy Black	Science – 6 th	kblack@newcastle.k12.ok.us
Brett Brooks	PE/Health	bbrooks@newcastle.k12.ok.us
Kathy Cannon	Art	kcannon@newcastle.k12.ok.us
Stephanie Cox	ELA	scox@newcastle.k12.ok.us
Samantha Crissup	Special Education Math	scrissup@newcastle.k12.ok.us
Vickie Crossley	Tech/Yearbook/Keyboarding	vcrossley@newcastle.k12.ok.us
Ashley Gibson	English – 7 th	agibson@newcastle.k12.ok.us
Britney Hefner	English – 8 th	bhefner@newcastle.k12.ok.us
Jessica Howsley	Math – 7 th	jhowsley@newcastle.k12.ok.us
Becky Johnson	Social Studies – 7 th	bjohnson@newcastle.k12.ok.us
Angela Madden	Reading – 8 th	amadden@newcastle.k12.ok.us
Kevin Prewitt	Social Studies – 6 th	kprewitt@newcastle.k12.ok.us

Jen Prince	SS 6 th , 7 th , and 8 th Leadership	jprince@newcastle.k12.ok.us
Karla Redbird	Special Education English	kredbird@newcastle.k12.ok.us
Heather Ridenour	English – 6 th STUCO	hridenour@newcastle.k12.ok.us
Debbie Robinson	Math – 6 th	drobinson@newcastle.k12.ok.us
Jennifer Sanders	History – 8 th Racers for Christ	jsanders@newcastle.k12.ok.us
Sandy Sheaffer	Reading – 7 th Honor Society	ssheaffer@newcastle.k12.ok.us
Wes Southwell	Science – 6 th and 7 th	wsouthwell@newcastle.k12.ok.us
Glenn Stallings	Science – 7 th and 8 th	gstallings@newcastle.k12.ok.us
Glen Stanley	Library/Media	gstanley@newcastle.k12.ok.us
Joyce Wall	Special Education Reading	jwall@newcastle.k12.ok.us
Robert Ward	Math – 8 th	rward@newcastle.k12.ok.us
Judd Wilson	Outdoor Ed/Archery/Athletics	jwilson@newcastle.k12.ok.us
Sesily Wooten	Reading – 6 th	swooten@newcastle.k12.ok.us
Admin and Office Staff		
John Harris	Principal	jharris@newcastle.k12.ok.us
Jeremy Reynolds	Assistant Principal	jreynolds@newcastle.k12.ok.us
Toni Kammerlocher	Counselor	tkammerlocher@newcastle.k12.ok.us
Cathy Robertson	Registrar	crobertson@newcastle.k12.ok.us
Christi Cribb	Financial Secretary	ccribb@newcastle.k12.ok.us
Paula Bowden	Cafeteria Manager	pbowden@newcastle.k12.ok.us
Sarah Wilson	ISR Instructor	swilson@newcastle.k12.ok.us
Brenda Foster	Title I Coordinator	bfoster@newcastle.k12.ok.us

DISTRICT MISSION STATEMENT

The Mission of Newcastle Public Schools is to provide through shared responsibility, a safe and secure environment that assures educational opportunities for the intellectual, social, physical, and character development appropriate for contributing members of tomorrow's society.

DISTRICT VISION STATEMENT

Newcastle Schools envisions a team of educators and community partners working together to establish excellence in our student learning through a system of traditional core values, inspired teaching, purposeful learning, rigorous academics, and relevant life experiences. The attainment of excellence requires a shared and collaborative commitment, all individuals and groups within the Newcastle School District, to set and achieve high expectations

NMS Student Handbook Changes

Page 1: Change Dates from 2019-2020 to 2020-2021

Page 2: Updated list of board members and titles as well as the athletic director position

Page 2/3: Removed section on activity fees

Page 2: With the pandemic and flexibility and changes to attendance for the next school year, we would like to remove the following statement: A student must be present in all classes the day an activity is scheduled; or if the activity is schedule; or if the activity is scheduled on a weekend or holiday, or is an all-day activity, a student must have been present the preceding school day. Any exceptions to this policy must be approved by the building principal.

Page 4: Removed the sentence saying announcements are due by 3:30 PM the day prior, as this applies to teachers and this is a student handbook.

Page 5: Added the following statement - Note: Due to the current dynamic circumstances surrounding the COVID -19 Pandemic, attendance enforcement and policies are subject to change. As new information surfaces, the district will notify parents of changes to the current attendance regulations.

Page 5: Activity absence for MS students attending state qualifying events removed. Could not find guidelines for MS attendance through OSSAA or SDE rules and guidelines.

Page 8: removed section on assemblies as it is covered by disciplinary policies already in the handbook

Page 10: Removed the following sentence from cell phone policy: Violations of the cell phone policy may not be disputed by students.

Page 11: Added the following sentence under penalty for academic dishonesty: Alternative assignments may be given replace any zeros received.

Page 11: Changed student check out procedures, as much of the language used previously applied to HS student that can drive: No student may leave school except at regular dismissal time without checking out through the office. A student who does not check out (which includes a parent signing out the student in the office) prior to leaving school anytime during the school day will be disciplined for truancy. A valid government issued ID is required for student check out. All parties checking out students must be listed on the student check out list unless expressed written permission has been given by the parent or guardian.

Page 12: removed closed campus section as it is already covered in check out procedures

Page 15: removed drug testing policy statement

Page 19: added the following statement to reflect the changing situation surrounding the COVID-19 pandemic and distance learning: Note: Due to the current dynamic circumstances surrounding the COVID -19 Pandemic, distance learning policies and plans are subject to change. As new information surfaces, the district will notify parents of changes to the current distance learning plan

Page 26: Removed Textbook section. Budget concerns prevent all students from being issued textbooks for at home study. Damage to school property covered in other areas.
Page 27/28 Updated Staff List



NOTES FOR BOARD MEETING

- Child nutrition served 37,532 meals from April 1st through May 21st.
- We had over 63 volunteers from Administrative, teachers, support staff and churches.
- The community provided face masks, gloves, drinks and gift cards for staff.
- When we started out we did not expect such a response from community, several Child nutrition staff members dropped everything and came in on short notice to help out.
- Staff willingly volunteered to help bake items for breakfast serve when products were scarce
- Many wanted to work more than was needed to help each other. They expressed deep concern for our students and the community!
- Child Nutrition staff worked cohesively to insure we had quality food for what they call “our kids”. Many volunteers commented on how hard the staff works and how organized things were. They have truly made my job a pleasant one.

Encumbrance Register

Options: Year: 2019-2020, Date Range: 5/7/2020 - 6/5/2020, PO Range: 551 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	551	05/11/2020	603	TREAT'S JANITORIAL SUPPLY	Face Masks	200.00
	(100) Face Masks		070-2132-616-000-0000-000-105		05/11/2020	50.00
			070-2132-616-000-0000-000-110		05/11/2020	50.00
			070-2132-616-000-0000-000-505		05/11/2020	50.00
			070-2132-616-000-0000-000-705		05/11/2020	50.00
11	552	05/13/2020	10107	PROSPERITY BANK (SAM'S CLUB)	Kraft Paper Sacks for grab and go lunches	148.80
	(5,000) 12# Kraft Paper Sacks for cafeteria grab and go lunches		000-3130-617-700-0000-000-105		05/13/2020	148.80
11	553	05/13/2020	2105	LOWE'S BUSINESS ACCOUNT	Masking tape to label student belongings	64.50
	Masking tape to label bags with student belongings		070-2199-619-000-0000-000-705		05/13/2020	64.50
11	554	05/18/2020	47918	TRI CITY GLASS AND DOOR LLC	Bluebird windshield, door glass, chip repair	1,620.36
	(1) 2011 Bluebird windshield pass(1) Bluebird door glass 12x50(9) Chip repair(1) Back passenger door F250 AG truck		000-2740-430-000-0000-000-050		05/18/2020	1,620.36
11	555	05/18/2020	2766	CDW LLC	Anywhere cart - AC-COMP-16 16 bay charging Cab	355.54
	Anywhere Cart - AC-COMP-16 16 Bay Charging CabinetBison Creek Chromebook install - desk/wall mount		518-2230-653-429-4400-000-705		05/18/2020	355.54
11	556	05/18/2020	10002	PROSPERITY BANK (AMAZON)	Guided Reading Management: Structure in classroom	132.75
	(4) Guided Reading Management: Structure and Organization for the Classroom		511-2213-614-000-0000-000-105		05/18/2020	132.75
11	557	05/18/2020	4618	KATHERYNE B .PAYNE EDUCATION CENTER	Take flight training for Lauren Webb	2,280.00
	Take Flight Training for Lauren Webb		615-2213-860-239-0000-000-105		05/18/2020	2,280.00
11	559	05/21/2020	8374	PROSPERITY BANK (OK SECY OF STATE)	Lynda Chmil Notary Commission	26.00
	Lynda Chmil Notary Commission		000-2511-810-000-0000-000-050		05/21/2020	26.00
11	560	05/21/2020	4970	OKLAHOMA SCHOOLS ADVISORY COUNCIL	Finance Training for Lynda Chmil	150.00
	Finance Training for Lynda Chmil June 16th 2020		000-2511-860-000-0000-000-050		05/21/2020	150.00
11	561	05/26/2020	191	OSSBA EMPLOYMENT SERVICES	2020 Summer & Back to school communications	60.00
	2020 Summer and Back to school Communications Planning		000-2323-860-000-0000-000-050		05/26/2020	60.00
11	562	05/28/2020	415	MID-AMERICA VO-TECH	CDL Classes for Coaches	1,050.00
	(7) CDL classes for coaches		017-2720-860-000-0000-000-705		05/28/2020	1,050.00
11	563	05/28/2020	8939	EDUCATIONAL PRODUCTS INC	Student Bulk Supplies	2,314.61
	Student School Supplies 4th & 5th Grade packs and Bulk supplies		563-1000-619-100-1050-000-105		05/28/2020	2,314.61
11	564	06/03/2020	8373	GOODHEART WILCOX COMPANY INC.	Guide to Good Food Workbook & Bundle	3,524.31
	(2) Guide to Good Food Workbook (28) Guide to Good Food Bundle		412-1000-133-314-8400-000-705		06/03/2020	3,524.31

Encumbrance Register

Options: Year: 2019-2020, Date Range: 5/7/2020 - 6/5/2020, PO Range: 551 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	565	06/05/2020	8385	SCHOOL NUTRITION ASSOC OF OKLAHOMA	School Nutrition Training for Paulla Bowden	149.00
			018-2573-860-000-0000-000-705		06/05/2020	149.00
					Stronger Together: Back to school series School Nutrition Training for Paulla Bowden	
11	566	06/02/2020	603	TREAT'S JANITORIAL SUPPLY	Hand Sanitizer W/pumps Spray bottles with labels	788.00
			070-2620-619-000-0000-000-705		06/02/2020	788.00
					(300) Spray Bottles with labels for disinfectant Case of (4) 1 Gallon Gel 70% Hand sanitizer with pumps for athletic summer workouts	
11	567	06/05/2020	603	TREAT'S JANITORIAL SUPPLY	Handheld Electrostatic Sprayers/backpacks	8,150.00
			070-2620-656-000-0000-000-050		06/05/2020	1,630.00
			070-2620-656-000-0000-000-105		06/05/2020	1,630.00
			070-2620-656-000-0000-000-110		06/05/2020	1,630.00
			070-2620-656-000-0000-000-505		06/05/2020	1,630.00
			070-2620-656-000-0000-000-705		06/05/2020	1,630.00
					(4) VP300ES Electrostatic Backpack sprayers (1) VP200ESK Handheld Electrostatic Sprayer For regular disinfecting buildings	
Non-Payroll Total:						\$21,013.87
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$21,013.87

Change Order Listing

Options: Fund: General Fund, Year: 2019-2020, ReferenceDate: PO Date, Date Range: 5/7/2020 - 6/5/2020, PO Range: 1 - 550, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
156	07/25/2019	8957	FASTBRIDGE LEARNING LLC	RSA SCREENER APPLICATION	105.00
				RSA SCREENER APPLICATION- STUDENT SUBSCRIPTION, 1,010 STUDENTS (QUOTE # 4676) / FAST FLIX TRAINING SUBSCRIPTION (QUOTE # 4743)(14) Additional Students for 2019-20 assessment	105.00
		367-1000-614-427-1050-000-110		05/18/2020	105.00
171	08/05/2019	1364	SPENCER'S SUPERTHRIFT	412-FACS-GROCERY SUPPLIES	-300.00
				412-FACS-GROCERY SUPPLIES FOR CLASSROOM FOOD LABS	-300.00
		412-1000-619-314-8400-000-705		08/05/2019 05/16/2020	-300.00
415	01/14/2020	10028	PROSPERITY BANK	412-Meals etc for FCCLA Conf	-600.00
				Meals, tolls, parking, car rental, and any additional fees orexpenses as needed to attend FCCLA National Leadership Conf.in Washington, DC July 3-10, 2020	-600.00
		412-2199-810-314-8400-000-705		01/14/2020 05/16/2020	-600.00
416	01/14/2020	10028	PROSPERITY BANK	412-Airfare to FCCLA conf	-450.00
				Airfare to attend FCCLA National Leadership Confin Washington, DC July 3-10, 2020	-450.00
		412-2199-810-314-8400-000-705		01/14/2020 05/16/2020	-450.00
509	03/10/2020	10002	PROSPERITY BANK (AMAZON)	Classroom allowance/A Yousey	-11.82
				Classroom allowance for Amy Yousey	-11.82
		031-1000-619-100-2200-000-505		03/10/2020 05/11/2020	-11.82
532	04/15/2020	737	H I S PAINT MFG.	5 gal HS east color	-500.00
				5 gallons of HS east color paint	-500.00
		027-2620-619-000-0000-000-705		04/15/2020 06/03/2020	-500.00

Non-Payroll Total:	(\$1,756.82)
Payroll Total:	\$0.00
Report Total:	(\$1,756.82)

Project Totals

027	CUSTODIAL DEPARTMENT	-500.00
031	CLASSROOM ALLOWANCE	-11.82
367	READING SUFFICIENCY ACT	105.00
412	VOCATIONAL ASSISTANCE GRANT	-1,350.00

Unit Totals

110	EARLY CHILDHOOD	105.00
505	MIDDLE SCHOOL	-11.82
705	HIGH SCHOOL	-1,850.00

Encumbrance Register

Options: Year: 2019-2020, Date Range: 5/7/2020 - 6/5/2020, PO Range: 219 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	219	05/18/2020	5770	HERC RENTALS INC	Floor stripper rental fro robotics bldg in HS	150.00
					Floor stripper rental for Robotics building	150.00
			011-2620-430-000-0000-000-705		05/18/2020	150.00
21	220	05/18/2020	2105	LOWE'S BUSINESS ACCOUNT	Lumber & Supplies to repair ramps for Elementary	1,500.00
					Lumber and supplies to repair the ramps to the portables at the Elementary School	1,500.00
			000-2620-430-000-0000-000-105		05/18/2020	1,500.00
21	221	05/18/2020	51253	Dragon Fire Protection	Repairs to ES Fire alarm panel	500.00
					Repairs to ES Fire alarm panel	500.00
			012-2670-430-000-0000-000-105		05/18/2020	500.00
21	222	05/28/2020	889	VOSS LIGHTING	Electrical Installation for MS parking lot lights	2,850.00
					Electrical installation of (12) middle school parking lot lights	2,850.00
			000-2620-430-000-0000-000-505		05/28/2020	2,850.00
21	223	06/02/2020	33892	OKLAHOMA SCHOOLS INSURANCE GROUP	Deductible for flooding damage at the Field House	1,000.00
					Deductible for flooding damage at the field house	1,000.00
			000-2620-430-000-0000-000-705		06/02/2020	1,000.00
21	224	06/05/2020	51242	Tri City Tractors, LLC	ECHO PAS-2620 Power Head Trimmer	768.00
					(3) ECHO PAS-2620 Power Head Trimmer	768.00
			010-2620-619-000-0000-000-705		06/05/2020	768.00
21	225	06/05/2020	51253	Dragon Fire Protection	Replacement of Middle School Fire Alarm Panel	3,830.00
					Replacement of Middle School Fire Alarm Panel	3,830.00
			012-2670-651-000-0000-000-505		06/05/2020	3,830.00
21	226	06/05/2020	5770	HERC RENTALS INC	Rental of 45' Boom for painting admin	610.58
					Rental of 45' Boom for painting admin	610.58
			000-2620-440-000-0000-000-705		06/05/2020	610.58
21	227	06/05/2020	2105	LOWE'S BUSINESS ACCOUNT	PVC Lumber for hook rails at Elementary School	900.00
					PVC Lumber for hook rails at Elementary School(25) 8' PVC Board (17) 12' PVC Board(1) Concrete Screws	900.00
			012-2620-619-000-0000-000-105		06/05/2020	900.00

Non-Payroll Total:	\$12,108.58
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$12,108.58

Change Order Listing

Options: Fund: Building Fund, Year: 2019-2020, ReferenceDate: PO Date, Date Range: 5/7/2020 - 6/5/2020, PO Range: 1 - 218, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
15	07/01/2019	1128	COUNTRY EQUIPMENT	EQUIPMENT PARTS	100.00	
				EQUIPMENT PARTS		
		010-2640-430-000-0000-000-050		07/01/2019	06/05/2020	-109.41
		010-2640-430-000-0000-000-050		06/05/2020		209.41
20	07/01/2019	5091	FER WASTE SERVICES, LLC	TRASH SERVICE	2,500.00	
				TRASH SERVICE		
		000-2620-420-000-0000-000-050		04/01/2020	05/28/2020	-583.37
		000-2620-420-000-0000-000-050		05/28/2020		690.35
		000-2620-420-000-0000-000-050		05/28/2020		2,393.02
86	08/29/2019	603	TREAT'S JANITORIAL SUPPLY	Berber Mats for HS	9.50	
				(1) 6x10 Dark Blue Berber Rug for Elementary Playground entrance		
		000-2620-618-000-0000-000-105		08/29/2019	05/07/2020	-459.00
		000-2620-618-000-0000-000-105		05/07/2020		468.50
209	04/19/2020	8309	SHERWIN WILLIAMS	Misc Paint	436.92	
				Paint for miscellaneous uses		
		027-2620-619-000-0000-000-050		04/19/2020	06/03/2020	-534.18
		027-2620-619-000-0000-000-050		06/03/2020		971.10
210	04/27/2020	737	H I S PAINT MFG.	Blanket PO	209.90	
				Blanket PO for misc. paint projects		
		027-2620-430-000-0000-000-705		04/27/2020	06/03/2020	-8.05
		027-2620-430-000-0000-000-705		06/03/2020		217.95
212	05/04/2020	889	VOSS LIGHTING	LED Parking Lot Light Fixtures	250.00	
				(12) LED Parking Lot Light Fixtures with WattMaster Occupancy sensors and mounts for Middle School parking lot.		
		000-2620-651-000-0000-000-505		05/04/2020	05/27/2020	-7,638.96
		000-2620-651-000-0000-000-505		05/27/2020		7,888.96
213	05/04/2020	889	VOSS LIGHTING	LED Flood lighting for HS stadium Bleachers	5.00	
				LED Flood lighting for west side of high school stadium bleachers		
		000-2620-651-000-0000-000-705		05/04/2020	05/27/2020	-720.00
		000-2620-651-000-0000-000-705		05/27/2020		725.00
214	05/04/2020	889	VOSS LIGHTING	Exterior downlight for Middle School, 4000K	15.00	
				Exterior downlight for Middle School, 4000K		
		000-2620-651-000-0000-000-505		05/04/2020	05/27/2020	-150.00
		000-2620-651-000-0000-000-505		05/27/2020		165.00
215	05/06/2020	2105	LOWE'S BUSINESS ACCOUNT	Blanket PO for Exterior Paint / Supplies	250.00	
				Blanket PO for Exterior Building Paint Supplies / Materials		
		000-2620-430-000-0000-000-705		05/06/2020	06/05/2020	-159.52
		000-2620-430-000-0000-000-705		06/05/2020		409.52

Non-Payroll Total: \$3,776.32

Payroll Total: \$0.00

Report Total: \$3,776.32

Project Totals

000	NON-CATEGORICAL	3,029.50
010	MAINTENANCE BLANKET PO	100.00
027	CUSTODIAL DEPARTMENT	646.82

Unit Totals

050	DISTRICTWIDE	3,036.92
105	ELEMENTARY SCHOOL	9.50
505	MIDDLE SCHOOL	265.00
705	HIGH SCHOOL	464.90

Newcastle Public School

Encumbrance Register

Options: Year: 2019-2020, Date Range: 5/7/2020 - 6/5/2020, PO Range: 77 - 999, Fund Codes: 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
39	77	05/13/2020	2766	CDW LLC	SSD 120 GB Hard Drives and mounting for ECC	722.40
	(30) SSD 120 GB Hard Drives and Mounting Brackets for ECC		000-2580-653-000-0000-000-110		05/13/2020	722.40
39	78	05/18/2020	2766	CDW LLC	Three webcams for admin offices	194.22
	Three webcams for admin offices		000-2230-653-000-0000-000-705		05/18/2020	194.22
Non-Payroll Total:						\$916.62
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$916.62

Change Order Listing

Options: Fund: Technology Bond Fund 39, Year: 2019-2020, ReferenceDate: PO Date, Date Range: 5/7/2020 - 6/5/2020, PO Range: 1 - 76, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
53	11/07/2019	2766	CDW LLC	Funding Year 2019 ERATE	-152.32	
				Funding year 2019 ErateCategory 2 Hardware purchases - aeroxhive access points, switches, fiber switch, ups for network racks, and transceiversThe full purchase price of the order is \$75,287.28, per CDWG Quote # KLT5988 dated 3/5/2019 and 471# 1910336069. USAC has committed to pay 60%, or \$45,172.39, per the FCDL dated 5/9/2019. Newcastle Schools has committed to pay the discounted amount of \$30,114.91 per this Purchase Order.SPI Billing Method471 Application#: 191036069FRN#: 1999072807	11/07/2019 05/18/2020	-152.32

Non-Payroll Total:	(\$152.32)
Payroll Total:	\$0.00
Report Total:	(\$152.32)

Project Totals		
000	NON-CATEGORICAL	-152.32

Unit Totals		
705	HIGH SCHOOL	-152.32

**Newcastle Public Schools
Payroll Summary
June 9th, 2020**

Monthly Payroll (5/27/2020)	\$1,147,489.06
Extra Duty Payroll (6/11/2020)	\$14,788.46

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2020

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 General Fund						
Series - 1000						
Source - 1110 Ad Valorem (Current)	\$3,887,395.78	\$4,109,233.24	\$0.00	\$221,837.46	105.71%	\$504,643.45
Source - 1120 Ad Valorem (Prior Years)	\$0.00	\$70,224.25	\$0.00	\$70,224.25	N/A	\$8,795.20
Source - 1130 Revenue in Lieu of Taxes	\$0.00	\$6,322.19	\$0.00	\$6,322.19	N/A	\$0.00
Source - 1300 Earnings on Investments	\$50,000.00	\$65,588.76	\$50,000.00	\$65,588.76	131.18%	\$1,176.43
Source - 1410 Rental - School Facilities	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$25.00	\$0.00	\$25.00	N/A	\$20.00
Source - 1500 Reimbursements	\$30,000.00	\$25,612.16	\$30,000.00	\$25,612.16	85.37%	\$172.22
Source - 1600 Misc Local Revenue	\$0.00	\$20,704.85	\$0.00	\$20,704.85	N/A	\$3,227.26
Source - 1972 Donations	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Series - 1000 Total	\$3,967,395.78	\$4,297,710.45	\$80,000.00	\$410,314.67	108.33%	\$518,034.56
Series - 2000						
Source - 2100 County 4 Mil	\$312,000.00	\$368,291.14	\$0.00	\$56,291.14	118.04%	\$26,302.34
Source - 2200 County Mortgage	\$80,000.00	\$100,686.17	\$0.00	\$20,686.17	125.86%	\$15,079.36
Series - 2000 Total	\$392,000.00	\$468,977.31	\$0.00	\$76,977.31	119.64%	\$41,381.70
Series - 3000						
Source - 3110 Gross Production	\$410,000.00	\$623,850.63	\$0.00	\$213,850.63	152.16%	\$49,400.79
Source - 3120 Motor Vehicle	\$740,000.00	\$535,642.92	\$204,357.08	\$0.00	72.38%	\$35,089.34
Source - 3130 Rural Electric	\$180,000.00	\$189,541.45	\$0.00	\$9,541.45	105.30%	\$16,106.55
Source - 3140 School Land	\$294,000.00	\$267,844.27	\$26,155.73	\$0.00	91.10%	\$15,268.60
Source - 3150 Vehicle Tax	\$0.00	\$4,121.51	\$0.00	\$4,121.51	N/A	\$73.08
Source - 3210 State Aid	\$6,001,877.00	\$5,649,989.00	\$351,888.00	\$0.00	94.14%	\$621,951.00
Source - 3250 Flex Benefit Allowance	\$1,422,077.00	\$1,346,551.96	\$75,525.04	\$0.00	94.69%	\$147,972.74
Source - 3412 National Board Cert Teacher	\$0.00	\$30,000.00	\$0.00	\$30,000.00	N/A	\$0.00
Source - 3415 READING SUFFICIENCY	\$0.00	\$27,096.28	\$0.00	\$27,096.28	N/A	\$0.00
Source - 3420 State Textbook	\$105,970.00	\$98,249.38	\$7,720.62	\$0.00	92.71%	\$10,796.64
Source - 3440 Driver Education	\$0.00	\$1,897.50	\$0.00	\$1,897.50	N/A	\$0.00
Source - 3620 STATE LAND REIMBURSEMENT	\$0.00	\$8.54	\$0.00	\$8.54	N/A	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$0.00	\$5,483.11	\$0.00	\$5,483.11	N/A	\$0.00
Source - 3720 STATE MATCHING	\$0.00	\$6,740.38	\$0.00	\$6,740.38	N/A	\$3,370.19
Source - 3811 Career Tech Salary	\$116,532.00	\$26,440.00	\$90,092.00	\$0.00	22.69%	\$9,560.00
Source - 3812 Career Tech Program	\$0.00	\$60,100.00	\$0.00	\$60,100.00	N/A	\$15,025.00
Source - 3892 Lottery Grants	\$0.00	\$28,020.25	\$0.00	\$28,020.25	N/A	\$0.00
Series - 3000 Total	\$9,270,456.00	\$8,901,577.18	\$755,738.47	\$386,859.65	96.02%	\$924,613.93
Series - 4000						
Source - 4140 Title V - Indian Ed	\$76,334.00	\$39,524.14	\$36,809.86	\$0.00	51.78%	\$0.00
Source - 4210 Title I - Part A	\$243,365.00	\$175,666.62	\$67,698.38	\$0.00	72.18%	\$934.61
Source - 4271 Title II - Part A	\$49,060.00	\$21,847.79	\$27,212.21	\$0.00	44.53%	\$184.31
Source - 4310 IDEA - Part B Flowthrough	\$0.00	\$364,212.16	\$0.00	\$364,212.16	N/A	\$0.00
Source - 4340 IDEA - Part B Pre-K	\$0.00	\$8,354.83	\$0.00	\$8,354.83	N/A	\$0.00
Source - 4442 Title IV - Part A - SSAE	\$25,824.00	\$7,027.53	\$18,796.47	\$0.00	27.21%	\$2,362.14
Source - 4470 Title V - RLIS	\$77,445.00	\$48,503.92	\$28,941.08	\$0.00	62.63%	\$0.00
Source - 4550 Johnson O'Malley	\$8,178.00	\$8,376.35	\$0.00	\$198.35	102.43%	\$0.00
Source - 4710 Federal Lunch	\$240,000.00	\$246,816.89	\$0.00	\$6,816.89	102.84%	\$42,410.76
Source - 4720 Federal Breakfast	\$70,000.00	\$94,312.71	\$0.00	\$24,312.71	134.73%	\$26,811.40
Source - 4821 Carl Perkins Grant	\$0.00	\$12,368.00	\$0.00	\$12,368.00	N/A	\$0.00
Series - 4000 Total	\$790,206.00	\$1,027,010.94	\$179,458.00	\$416,262.94	129.97%	\$72,703.22
Series - 5000						
Source - 5112 BOND SALE PROCEEDS	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Source - 5150 Local CNP Collections	\$300,000.00	\$0.00	\$300,000.00	\$0.00	0.00%	\$0.00
Source - 5160 Activity Fund Collections	\$80,000.00	\$5,821.44	\$74,178.56	\$0.00	7.28%	\$0.00

Newcastle Public School

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2020

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 5190 MISC.REVENUE TRANSFER	\$0.00	\$293.25	\$0.00	\$293.25	N/A	\$0.00
Source - 5600 Correcting Entries	\$0.00	\$343.52	\$0.00	\$343.52	N/A	\$343.52
Series - 5000 Total	\$380,000.00	\$6,458.21	\$374,178.56	\$636.77	1.70%	\$343.52
Series - 6000						
Source - 6110 Fund Balance	\$1,542,644.45	\$0.00	\$1,542,644.45	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$1,542,644.45	\$0.00	\$1,542,644.45	\$0.00	0.00%	\$0.00
Fund - 11 General Fund Total	\$16,342,702.23	\$14,701,734.09	\$2,932,019.48	\$1,291,051.34	89.96%	\$1,557,076.93
Report Total	\$16,342,702.23	\$14,701,734.09	\$2,932,019.48	\$1,291,051.34	89.96%	\$1,557,076.93

**Newcastle Public School
Revenue/Expenditure Summary**

**Athletic
Activity Funds**

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 801 ATHLETICS-GENERAL							
Program - 801 ATHLETIC-GENERAL							
705 HIGH SCHOOL	\$86,933.51	\$26.49	\$0.00	\$0.00	\$86,960.00	\$1,745.00	\$85,215.00
Total Program - 801 ATHLETIC-GENERAL	\$86,933.51	\$26.49	\$0.00	\$0.00	\$86,960.00	\$1,745.00	\$85,215.00
Program - 810 BASEBALL							
705 HIGH SCHOOL	(\$2,115.56)	\$0.00	\$0.00	\$0.00	(\$2,115.56)	\$0.00	(\$2,115.56)
Total Program - 810 BASEBALL	(\$2,115.56)	\$0.00	\$0.00	\$0.00	(\$2,115.56)	\$0.00	(\$2,115.56)
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	(\$2,313.18)	\$0.00	\$0.00	\$0.00	(\$2,313.18)	\$150.00	(\$2,463.18)
Total Program - 811 BASKETBALL-BOYS	(\$2,313.18)	\$0.00	\$0.00	\$0.00	(\$2,313.18)	\$150.00	(\$2,463.18)
Program - 812 BASKETBALL-GIRLS							
705 HIGH SCHOOL	(\$2,263.42)	\$0.00	\$0.00	\$0.00	(\$2,263.42)	\$50.00	(\$2,313.42)
Total Program - 812 BASKETBALL-GIRLS	(\$2,263.42)	\$0.00	\$0.00	\$0.00	(\$2,263.42)	\$50.00	(\$2,313.42)
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	(\$1,590.00)	\$0.00	\$0.00	\$0.00	(\$1,590.00)	\$0.00	(\$1,590.00)
Total Program - 814 CROSS COUNTRY	(\$1,590.00)	\$0.00	\$0.00	\$0.00	(\$1,590.00)	\$0.00	(\$1,590.00)
Program - 815 FAST PITCH							
705 HIGH SCHOOL	(\$2,237.97)	\$0.00	\$0.00	\$0.00	(\$2,237.97)	\$500.00	(\$2,737.97)
Total Program - 815 FAST PITCH	(\$2,237.97)	\$0.00	\$0.00	\$0.00	(\$2,237.97)	\$500.00	(\$2,737.97)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	(\$222.00)	\$0.00	\$0.00	\$0.00	(\$222.00)	\$0.00	(\$222.00)
705 HIGH SCHOOL	(\$3,946.01)	\$0.00	\$0.00	\$0.00	(\$3,946.01)	\$3,200.00	(\$7,146.01)
Total Program - 816 FOOTBALL	(\$4,168.01)	\$0.00	\$0.00	\$0.00	(\$4,168.01)	\$3,200.00	(\$7,368.01)
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$0.00	\$0.00	\$0.00	\$161.00	(\$161.00)	\$0.00	(\$161.00)
Total Program - 818 GIRLS-GOLF	\$0.00	\$0.00	\$0.00	\$161.00	(\$161.00)	\$0.00	(\$161.00)
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	(\$1,074.63)	\$0.00	\$0.00	\$0.00	(\$1,074.63)	\$0.00	(\$1,074.63)
Total Program - 819 SLOW PITCH	(\$1,074.63)	\$0.00	\$0.00	\$0.00	(\$1,074.63)	\$0.00	(\$1,074.63)
Program - 820 SOCCER-BOYS							
705 HIGH SCHOOL	(\$767.89)	\$0.00	\$0.00	\$461.20	(\$1,229.09)	\$0.00	(\$1,229.09)
Total Program - 820 SOCCER-BOYS	(\$767.89)	\$0.00	\$0.00	\$461.20	(\$1,229.09)	\$0.00	(\$1,229.09)
Program - 821 SOCCER-GIRLS							
705 HIGH SCHOOL	(\$767.88)	\$0.00	\$0.00	\$0.00	(\$767.88)	\$0.00	(\$767.88)
Total Program - 821 SOCCER-GIRLS	(\$767.88)	\$0.00	\$0.00	\$0.00	(\$767.88)	\$0.00	(\$767.88)
Program - 822 SWIMMING							
705 HIGH SCHOOL	(\$250.00)	\$0.00	\$0.00	\$0.00	(\$250.00)	\$0.00	(\$250.00)
Total Program - 822 SWIMMING	(\$250.00)	\$0.00	\$0.00	\$0.00	(\$250.00)	\$0.00	(\$250.00)
Program - 823 TRACK							
705 HIGH SCHOOL	(\$95.00)	\$0.00	\$0.00	\$0.00	(\$95.00)	\$0.00	(\$95.00)
Total Program - 823 TRACK	(\$95.00)	\$0.00	\$0.00	\$0.00	(\$95.00)	\$0.00	(\$95.00)
Program - 824 VOLLEYBALL							
705 HIGH SCHOOL	(\$443.17)	\$0.00	\$0.00	\$0.00	(\$443.17)	\$0.00	(\$443.17)
Total Program - 824 VOLLEYBALL	(\$443.17)	\$0.00	\$0.00	\$0.00	(\$443.17)	\$0.00	(\$443.17)
Program - 825 WRESTLING							
705 HIGH SCHOOL	(\$306.52)	\$0.00	\$0.00	\$0.00	(\$306.52)	\$0.00	(\$306.52)
Total Program - 825 WRESTLING	(\$306.52)	\$0.00	\$0.00	\$0.00	(\$306.52)	\$0.00	(\$306.52)
Program - 900 NON ATHLETIC PROG							
705 HIGH SCHOOL	(\$164.34)	\$0.00	\$0.00	\$0.00	(\$164.34)	\$0.00	(\$164.34)
Total Program - 900 NON ATHLETIC PROG	(\$164.34)	\$0.00	\$0.00	\$0.00	(\$164.34)	\$0.00	(\$164.34)
Total Project - 801 ATHLETICS-GENERAL	\$68,375.94	\$26.49	\$0.00	\$622.20	\$67,780.23	\$5,645.00	\$62,135.23
Project - 802 ATHLETIC-GATE							
Program - 802 ATHLETIC-GATE							
705 HIGH SCHOOL	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$5,000.00	(\$1,000.00)
Total Program - 802 ATHLETIC-GATE	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$5,000.00	(\$1,000.00)

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 802 ATHLETIC-GATE							
Program - 810 BASEBALL							
505 MIDDLE SCHOOL	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
705 HIGH SCHOOL	\$415.00	\$0.00	\$0.00	\$0.00	\$415.00	\$0.00	\$415.00
Total Program - 810 BASEBALL	\$1,165.00	\$0.00	\$0.00	\$0.00	\$1,165.00	\$0.00	\$1,165.00
Program - 811 BASKETBALL-BOYS							
505 MIDDLE SCHOOL	\$4,820.00	\$0.00	\$0.00	\$0.00	\$4,820.00	\$200.00	\$4,620.00
705 HIGH SCHOOL	\$1,783.88	\$0.00	\$0.00	\$0.00	\$1,783.88	\$2,151.96	(\$368.08)
Total Program - 811 BASKETBALL-BOYS	\$6,603.88	\$0.00	\$0.00	\$0.00	\$6,603.88	\$2,351.96	\$4,251.92
Program - 812 BASKETBALL-GIRLS							
505 MIDDLE SCHOOL	\$1,960.00	\$0.00	\$0.00	\$0.00	\$1,960.00	\$200.00	\$1,760.00
705 HIGH SCHOOL	\$1,747.97	\$0.00	\$0.00	\$0.00	\$1,747.97	\$2,231.05	(\$483.08)
Total Program - 812 BASKETBALL-GIRLS	\$3,707.97	\$0.00	\$0.00	\$0.00	\$3,707.97	\$2,431.05	\$1,276.92
Program - 814 CROSS COUNTRY							
505 MIDDLE SCHOOL	(\$910.00)	\$0.00	\$0.00	\$0.00	(\$910.00)	\$0.00	(\$910.00)
705 HIGH SCHOOL	(\$830.00)	\$0.00	\$0.00	\$0.00	(\$830.00)	\$0.00	(\$830.00)
Total Program - 814 CROSS COUNTRY	(\$1,740.00)	\$0.00	\$0.00	\$0.00	(\$1,740.00)	\$0.00	(\$1,740.00)
Program - 815 FAST PITCH							
505 MIDDLE SCHOOL	\$701.00	\$0.00	\$0.00	\$0.00	\$701.00	\$60.00	\$641.00
705 HIGH SCHOOL	(\$197.12)	\$0.00	\$0.00	\$0.00	(\$197.12)	\$540.00	(\$737.12)
Total Program - 815 FAST PITCH	\$503.88	\$0.00	\$0.00	\$0.00	\$503.88	\$600.00	(\$96.12)
Program - 816 FOOTBALL							
505 MIDDLE SCHOOL	\$5,890.00	\$0.00	\$0.00	\$0.00	\$5,890.00	\$0.00	\$5,890.00
705 HIGH SCHOOL	\$25,009.50	\$0.00	\$0.00	\$0.00	\$25,009.50	\$0.00	\$25,009.50
Total Program - 816 FOOTBALL	\$30,899.50	\$0.00	\$0.00	\$0.00	\$30,899.50	\$0.00	\$30,899.50
Program - 817 GOLF-BOYS							
505 MIDDLE SCHOOL	(\$270.00)	\$0.00	\$0.00	\$0.00	(\$270.00)	\$0.00	(\$270.00)
705 HIGH SCHOOL	(\$160.00)	\$0.00	\$0.00	\$0.00	(\$160.00)	\$0.00	(\$160.00)
Total Program - 817 GOLF-BOYS	(\$430.00)	\$0.00	\$0.00	\$0.00	(\$430.00)	\$0.00	(\$430.00)
Program - 818 GIRLS-GOLF							
505 MIDDLE SCHOOL	(\$270.00)	\$0.00	\$0.00	\$0.00	(\$270.00)	\$0.00	(\$270.00)
705 HIGH SCHOOL	(\$237.93)	\$0.00	\$0.00	\$0.00	(\$237.93)	\$0.00	(\$237.93)
Total Program - 818 GIRLS-GOLF	(\$507.93)	\$0.00	\$0.00	\$0.00	(\$507.93)	\$0.00	(\$507.93)
Program - 820 SOCCER-BOYS							
505 MIDDLE SCHOOL	(\$87.50)	\$0.00	\$0.00	\$0.00	(\$87.50)	\$0.00	(\$87.50)
705 HIGH SCHOOL	(\$325.00)	\$0.00	\$0.00	\$0.00	(\$325.00)	\$0.00	(\$325.00)
Total Program - 820 SOCCER-BOYS	(\$412.50)	\$0.00	\$0.00	\$0.00	(\$412.50)	\$0.00	(\$412.50)
Program - 821 SOCCER-GIRLS							
505 MIDDLE SCHOOL	(\$87.50)	\$0.00	\$0.00	\$0.00	(\$87.50)	\$0.00	(\$87.50)
705 HIGH SCHOOL	(\$150.00)	\$0.00	\$0.00	\$0.00	(\$150.00)	\$0.00	(\$150.00)
Total Program - 821 SOCCER-GIRLS	(\$237.50)	\$0.00	\$0.00	\$0.00	(\$237.50)	\$0.00	(\$237.50)
Program - 824 VOLLEYBALL							
505 MIDDLE SCHOOL	\$800.08	\$0.00	\$0.00	\$0.00	\$800.08	\$0.00	\$800.08
705 HIGH SCHOOL	(\$44.32)	\$0.00	\$0.00	\$0.00	(\$44.32)	\$0.00	(\$44.32)
Total Program - 824 VOLLEYBALL	\$755.76	\$0.00	\$0.00	\$0.00	\$755.76	\$0.00	\$755.76
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$720.00	\$0.00	\$0.00	\$0.00	\$720.00	\$0.00	\$720.00
705 HIGH SCHOOL	(\$722.67)	\$0.00	\$0.00	\$0.00	(\$722.67)	\$3,764.90	(\$4,487.57)
Total Program - 825 WRESTLING	(\$2.67)	\$0.00	\$0.00	\$0.00	(\$2.67)	\$3,764.90	(\$3,767.57)
Total Project - 802 ATHLETIC-GATE	\$44,305.39	\$0.00	\$0.00	\$0.00	\$44,305.39	\$14,147.91	\$30,157.48
Project - 803 ATHLETICS-TRAINER							
Program - 803 ATHLETIC-TRAINER							
705 HIGH SCHOOL	\$88.41	\$0.00	\$0.00	\$0.00	\$88.41	\$0.00	\$88.41
Total Program - 803 ATHLETIC-TRAINER	\$88.41	\$0.00	\$0.00	\$0.00	\$88.41	\$0.00	\$88.41
Total Project - 803 ATHLETICS-TRAINER	\$88.41	\$0.00	\$0.00	\$0.00	\$88.41	\$0.00	\$88.41

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 810 BASEBALL							
Program - 810 BASEBALL							
705 HIGH SCHOOL	\$52.94	\$0.00	\$0.00	\$0.00	\$52.94	\$0.00	\$52.94
Total Program - 810 BASEBALL	\$52.94	\$0.00	\$0.00	\$0.00	\$52.94	\$0.00	\$52.94
Total Project - 810 BASEBALL	\$52.94	\$0.00	\$0.00	\$0.00	\$52.94	\$0.00	\$52.94
Project - 811 BASKETBALL-BOYS							
Program - 811 BASKETBALL-BOYS							
705 HIGH SCHOOL	\$9,415.65	\$0.00	\$0.00	\$0.00	\$9,415.65	\$0.00	\$9,415.65
Total Program - 811 BASKETBALL-BOYS	\$9,415.65	\$0.00	\$0.00	\$0.00	\$9,415.65	\$0.00	\$9,415.65
Total Project - 811 BASKETBALL-BOYS	\$9,415.65	\$0.00	\$0.00	\$0.00	\$9,415.65	\$0.00	\$9,415.65
Project - 813 CHEER							
Program - 813 CHEER							
505 MIDDLE SCHOOL	\$5,816.92	\$0.00	\$0.00	\$0.00	\$5,816.92	\$0.00	\$5,816.92
705 HIGH SCHOOL	\$6,717.84	\$0.00	\$0.00	\$308.94	\$6,408.90	\$0.00	\$6,408.90
Total Program - 813 CHEER	\$12,534.76	\$0.00	\$0.00	\$308.94	\$12,225.82	\$0.00	\$12,225.82
Total Project - 813 CHEER	\$12,534.76	\$0.00	\$0.00	\$308.94	\$12,225.82	\$0.00	\$12,225.82
Project - 814 CROSS COUNTRY							
Program - 814 CROSS COUNTRY							
705 HIGH SCHOOL	\$236.53	\$100.00	\$0.00	\$0.00	\$336.53	\$0.00	\$336.53
Total Program - 814 CROSS COUNTRY	\$236.53	\$100.00	\$0.00	\$0.00	\$336.53	\$0.00	\$336.53
Total Project - 814 CROSS COUNTRY	\$236.53	\$100.00	\$0.00	\$0.00	\$336.53	\$0.00	\$336.53
Project - 815 FAST PITCH							
Program - 815 FAST PITCH							
705 HIGH SCHOOL	\$8.13	\$0.00	\$0.00	\$0.00	\$8.13	\$0.00	\$8.13
Total Program - 815 FAST PITCH	\$8.13	\$0.00	\$0.00	\$0.00	\$8.13	\$0.00	\$8.13
Total Project - 815 FAST PITCH	\$8.13	\$0.00	\$0.00	\$0.00	\$8.13	\$0.00	\$8.13
Project - 816 FOOTBALL							
Program - 816 FOOTBALL							
705 HIGH SCHOOL	\$1,200.49	\$0.00	\$0.00	\$0.00	\$1,200.49	\$0.00	\$1,200.49
Total Program - 816 FOOTBALL	\$1,200.49	\$0.00	\$0.00	\$0.00	\$1,200.49	\$0.00	\$1,200.49
Total Project - 816 FOOTBALL	\$1,200.49	\$0.00	\$0.00	\$0.00	\$1,200.49	\$0.00	\$1,200.49
Project - 817 GOLF-BOYS							
Program - 817 GOLF-BOYS							
705 HIGH SCHOOL	\$168.71	\$0.00	\$0.00	\$0.00	\$168.71	\$0.00	\$168.71
Total Program - 817 GOLF-BOYS	\$168.71	\$0.00	\$0.00	\$0.00	\$168.71	\$0.00	\$168.71
Total Project - 817 GOLF-BOYS	\$168.71	\$0.00	\$0.00	\$0.00	\$168.71	\$0.00	\$168.71
Project - 818 GOLF-GIRLS							
Program - 818 GIRLS-GOLF							
705 HIGH SCHOOL	\$199.86	\$255.00	\$0.00	\$0.00	\$454.86	\$0.00	\$454.86
Total Program - 818 GIRLS-GOLF	\$199.86	\$255.00	\$0.00	\$0.00	\$454.86	\$0.00	\$454.86
Total Project - 818 GOLF-GIRLS	\$199.86	\$255.00	\$0.00	\$0.00	\$454.86	\$0.00	\$454.86
Project - 819 SLOW PITCH							
Program - 819 SLOW PITCH							
705 HIGH SCHOOL	\$143.43	\$0.00	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43
Total Program - 819 SLOW PITCH	\$143.43	\$0.00	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43
Total Project - 819 SLOW PITCH	\$143.43	\$0.00	\$0.00	\$0.00	\$143.43	\$0.00	\$143.43
Project - 820 SOCCER-BOYS							

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 820 SOCCER-BOYS							
Program - 820 SOCCER-BOYS							
705 HIGH SCHOOL	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Total Program - 820 SOCCER-BOYS	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Total Project - 820 SOCCER-BOYS	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Project - 821 SOCCER-GIRLS							
Program - 821 SOCCER-GIRLS							
705 HIGH SCHOOL	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Total Program - 821 SOCCER-GIRLS	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Total Project - 821 SOCCER-GIRLS	\$908.46	\$0.00	\$0.00	\$132.50	\$775.96	\$0.00	\$775.96
Project - 823 TRACK							
Program - 823 TRACK							
705 HIGH SCHOOL	\$3,045.20	\$0.00	\$0.00	\$0.00	\$3,045.20	\$0.00	\$3,045.20
Total Program - 823 TRACK	\$3,045.20	\$0.00	\$0.00	\$0.00	\$3,045.20	\$0.00	\$3,045.20
Total Project - 823 TRACK	\$3,045.20	\$0.00	\$0.00	\$0.00	\$3,045.20	\$0.00	\$3,045.20
Project - 824 VOLLEYBALL							
Program - 824 VOLLEYBALL							
705 HIGH SCHOOL	\$1,488.90	\$0.00	\$0.00	\$0.00	\$1,488.90	\$0.00	\$1,488.90
Total Program - 824 VOLLEYBALL	\$1,488.90	\$0.00	\$0.00	\$0.00	\$1,488.90	\$0.00	\$1,488.90
Total Project - 824 VOLLEYBALL	\$1,488.90	\$0.00	\$0.00	\$0.00	\$1,488.90	\$0.00	\$1,488.90
Project - 825 WRESTLING							
Program - 825 WRESTLING							
505 MIDDLE SCHOOL	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
705 HIGH SCHOOL	\$1,061.71	\$0.00	\$0.00	\$0.00	\$1,061.71	\$0.00	\$1,061.71
Total Program - 825 WRESTLING	\$1,861.71	\$0.00	\$0.00	\$0.00	\$1,861.71	\$0.00	\$1,861.71
Total Project - 825 WRESTLING	\$1,861.71	\$0.00	\$0.00	\$0.00	\$1,861.71	\$0.00	\$1,861.71
Project - 850 ARCHERY							
Program - 850 ARCHERY							
105 ELEMENTARY SCHOOL	\$3,024.00	\$0.00	\$0.00	\$0.00	\$3,024.00	\$0.00	\$3,024.00
Total Program - 850 ARCHERY	\$3,024.00	\$0.00	\$0.00	\$0.00	\$3,024.00	\$0.00	\$3,024.00
Total Project - 850 ARCHERY	\$3,024.00	\$0.00	\$0.00	\$0.00	\$3,024.00	\$0.00	\$3,024.00
Project - 851 ROBOTICS							
Program - 851 ROBOTICS							
105 ELEMENTARY SCHOOL	\$380.00	\$0.00	\$0.00	\$0.00	\$380.00	\$0.00	\$380.00
705 HIGH SCHOOL	\$8,708.35	\$300.00	\$0.00	\$0.00	\$9,008.35	\$0.00	\$9,008.35
Total Program - 851 ROBOTICS	\$9,088.35	\$300.00	\$0.00	\$0.00	\$9,388.35	\$0.00	\$9,388.35
Total Project - 851 ROBOTICS	\$9,088.35	\$300.00	\$0.00	\$0.00	\$9,388.35	\$0.00	\$9,388.35
Total	\$157,055.32	\$681.49	\$0.00	\$1,196.14	\$156,540.67	\$19,792.91	\$136,747.76

Newcastle Public School
Revenue/Expenditure Summary

Non-Athletic
Activity Funds

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 100 CAFETERIA							
050 DISTRICTWIDE	\$177,329.88	\$131.95	\$0.00	\$71.75	\$177,390.08	\$2,455.39	\$174,934.69
105 ELEMENTARY SCHOOL	\$35,148.54	\$2.00	\$0.00	\$0.00	\$35,150.54	\$0.00	\$35,150.54
110 EARLY CHILDHOOD	\$20,691.31	\$0.00	\$0.00	\$0.00	\$20,691.31	\$0.00	\$20,691.31
505 MIDDLE SCHOOL	\$41,485.32	\$3.25	\$0.00	\$0.00	\$41,488.57	\$0.00	\$41,488.57
705 HIGH SCHOOL	\$30,122.75	\$137.80	\$0.00	\$0.00	\$30,260.55	\$0.00	\$30,260.55
Total Project - 100 CAFETERIA	\$304,777.80	\$275.00	\$0.00	\$71.75	\$304,981.05	\$2,455.39	\$302,525.66
Project - 901 ACTIVITY FEES							
705 HIGH SCHOOL	\$54,625.07	\$0.00	\$0.00	\$2,575.00	\$52,050.07	\$0.00	\$52,050.07
Total Project - 901 ACTIVITY FEES	\$54,625.07	\$0.00	\$0.00	\$2,575.00	\$52,050.07	\$0.00	\$52,050.07
Project - 902 ADMINISTRATION							
705 HIGH SCHOOL	\$106,734.97	\$113.35	\$0.00	\$117.16	\$106,731.16	\$2,099.74	\$104,631.42
Total Project - 902 ADMINISTRATION	\$106,734.97	\$113.35	\$0.00	\$117.16	\$106,731.16	\$2,099.74	\$104,631.42
Project - 903 GFUND COLLECTIONS							
705 HIGH SCHOOL	\$4,310.28	\$0.00	\$0.00	\$0.00	\$4,310.28	\$0.00	\$4,310.28
Total Project - 903 GFUND COLLECTIONS	\$4,310.28	\$0.00	\$0.00	\$0.00	\$4,310.28	\$0.00	\$4,310.28
Project - 904 DAMAGE DEPOSIT							
705 HIGH SCHOOL	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Total Project - 904 DAMAGE DEPOSIT	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Project - 910 ART							
505 MIDDLE SCHOOL	\$2,864.14	\$0.00	\$0.00	\$0.00	\$2,864.14	\$0.00	\$2,864.14
705 HIGH SCHOOL	\$1,880.33	\$0.00	\$0.00	\$0.00	\$1,880.33	\$0.00	\$1,880.33
Total Project - 910 ART	\$4,744.47	\$0.00	\$0.00	\$0.00	\$4,744.47	\$0.00	\$4,744.47
Project - 911 BAND							
705 HIGH SCHOOL	\$83.70	\$0.00	\$0.00	\$0.00	\$83.70	\$0.00	\$83.70
Total Project - 911 BAND	\$83.70	\$0.00	\$0.00	\$0.00	\$83.70	\$0.00	\$83.70
Project - 912 BOX TOPS							
505 MIDDLE SCHOOL	\$528.78	\$0.00	\$0.00	\$0.00	\$528.78	\$0.00	\$528.78
Total Project - 912 BOX TOPS	\$528.78	\$0.00	\$0.00	\$0.00	\$528.78	\$0.00	\$528.78
Project - 913 CLUB-BPA							
705 HIGH SCHOOL	\$503.16	\$0.00	\$0.00	\$0.00	\$503.16	\$6.00	\$497.16
Total Project - 913 CLUB-BPA	\$503.16	\$0.00	\$0.00	\$0.00	\$503.16	\$6.00	\$497.16
Project - 915 CLUB-FCCLA							
705 HIGH SCHOOL	\$6,119.16	\$0.00	\$0.00	\$370.00	\$5,749.16	\$725.00	\$5,024.16
Total Project - 915 CLUB-FCCLA	\$6,119.16	\$0.00	\$0.00	\$370.00	\$5,749.16	\$725.00	\$5,024.16
Project - 916 CLUB-FFA							
705 HIGH SCHOOL	\$10,722.86	\$2,536.60	\$0.00	\$0.00	\$13,259.46	\$600.00	\$12,659.46
Total Project - 916 CLUB-FFA	\$10,722.86	\$2,536.60	\$0.00	\$0.00	\$13,259.46	\$600.00	\$12,659.46
Project - 917 CLUB-SCIENCE							
705 HIGH SCHOOL	\$1,005.15	\$0.00	\$0.00	\$0.00	\$1,005.15	\$0.00	\$1,005.15
Total Project - 917 CLUB-SCIENCE	\$1,005.15	\$0.00	\$0.00	\$0.00	\$1,005.15	\$0.00	\$1,005.15
Project - 918 CLUB-SPANISH							
705 HIGH SCHOOL	\$1,621.73	\$0.00	\$0.00	\$0.00	\$1,621.73	\$0.00	\$1,621.73
Total Project - 918 CLUB-SPANISH	\$1,621.73	\$0.00	\$0.00	\$0.00	\$1,621.73	\$0.00	\$1,621.73

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 919 DRAMA							
505 MIDDLE SCHOOL	\$1,287.39	\$0.00	\$0.00	\$0.00	\$1,287.39	\$0.00	\$1,287.39
705 HIGH SCHOOL	\$3,174.47	\$0.00	\$0.00	\$0.00	\$3,174.47	\$0.00	\$3,174.47
Total Project - 919 DRAMA	\$4,461.86	\$0.00	\$0.00	\$0.00	\$4,461.86	\$0.00	\$4,461.86
Project - 920 ES-ACADEM OUTREACH							
105 ELEMENTARY SCHOOL	\$2,497.05	\$0.00	\$0.00	\$0.00	\$2,497.05	\$0.00	\$2,497.05
Total Project - 920 ES-ACADEM OUTREACH	\$2,497.05	\$0.00	\$0.00	\$0.00	\$2,497.05	\$0.00	\$2,497.05
Project - 921 ES-BEAUTIFICATION							
105 ELEMENTARY SCHOOL	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Total Project - 921 ES-BEAUTIFICATION	\$4,804.22	\$0.00	\$0.00	\$0.00	\$4,804.22	\$0.00	\$4,804.22
Project - 922 ES-CAMP GODDARD							
105 ELEMENTARY SCHOOL	\$10,365.40	\$0.00	\$0.00	\$0.00	\$10,365.40	\$0.00	\$10,365.40
Total Project - 922 ES-CAMP GODDARD	\$10,365.40	\$0.00	\$0.00	\$0.00	\$10,365.40	\$0.00	\$10,365.40
Project - 923 ES-FUNDRAISER							
105 ELEMENTARY SCHOOL	\$30,632.83	\$0.00	\$0.00	\$0.00	\$30,632.83	\$0.00	\$30,632.83
Total Project - 923 ES-FUNDRAISER	\$30,632.83	\$0.00	\$0.00	\$0.00	\$30,632.83	\$0.00	\$30,632.83
Project - 924 ES-LITERACY							
105 ELEMENTARY SCHOOL	\$2,508.21	\$0.00	\$0.00	\$0.00	\$2,508.21	\$0.00	\$2,508.21
Total Project - 924 ES-LITERACY	\$2,508.21	\$0.00	\$0.00	\$0.00	\$2,508.21	\$0.00	\$2,508.21
Project - 925 ES-SPECIAL OLYMPICS							
105 ELEMENTARY SCHOOL	\$2,603.74	\$0.00	\$0.00	\$0.00	\$2,603.74	\$525.00	\$2,078.74
Total Project - 925 ES-SPECIAL OLYMPICS	\$2,603.74	\$0.00	\$0.00	\$0.00	\$2,603.74	\$525.00	\$2,078.74
Project - 926 GIFTED TALENTED							
105 ELEMENTARY SCHOOL	\$3.54	\$0.00	\$0.00	\$0.00	\$3.54	\$0.00	\$3.54
505 MIDDLE SCHOOL	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00
705 HIGH SCHOOL	\$66.82	\$0.00	\$0.00	\$0.00	\$66.82	\$0.00	\$66.82
Total Project - 926 GIFTED TALENTED	\$195.36	\$0.00	\$0.00	\$0.00	\$195.36	\$0.00	\$195.36
Project - 927 HONOR SOCIETY							
505 MIDDLE SCHOOL	\$2,154.30	\$0.00	\$0.00	\$0.00	\$2,154.30	\$24.99	\$2,129.31
705 HIGH SCHOOL	\$2,376.16	\$305.00	\$0.00	\$1,380.33	\$1,300.83	\$0.00	\$1,300.83
Total Project - 927 HONOR SOCIETY	\$4,530.46	\$305.00	\$0.00	\$1,380.33	\$3,455.13	\$24.99	\$3,430.14
Project - 928 HOSPITALITY							
110 EARLY CHILDHOOD	\$631.62	\$0.00	\$0.00	\$0.00	\$631.62	\$0.00	\$631.62
705 HIGH SCHOOL	\$145.66	\$0.00	\$0.00	\$0.00	\$145.66	\$0.00	\$145.66
Total Project - 928 HOSPITALITY	\$777.28	\$0.00	\$0.00	\$0.00	\$777.28	\$0.00	\$777.28
Project - 929 HS-COUNSELING							
705 HIGH SCHOOL	\$2,222.30	\$0.00	\$0.00	\$0.00	\$2,222.30	\$1,650.00	\$572.30
Total Project - 929 HS-COUNSELING	\$2,222.30	\$0.00	\$0.00	\$0.00	\$2,222.30	\$1,650.00	\$572.30
Project - 930 HS-TAKE THE LEAD							
705 HIGH SCHOOL	\$1,185.87	\$0.00	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Total Project - 930 HS-TAKE THE LEAD	\$1,185.87	\$0.00	\$0.00	\$0.00	\$1,185.87	\$0.00	\$1,185.87
Project - 931 LIBRARY							
105 ELEMENTARY SCHOOL	\$6,285.54	\$0.00	\$0.00	\$0.00	\$6,285.54	\$2,500.00	\$3,785.54
110 EARLY CHILDHOOD	\$7,617.64	\$0.00	\$0.00	\$0.00	\$7,617.64	\$0.00	\$7,617.64

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 931 LIBRARY							
505 MIDDLE SCHOOL	\$629.11	\$0.00	\$0.00	\$0.00	\$629.11	\$0.00	\$629.11
705 HIGH SCHOOL	\$1,997.40	\$0.00	\$0.00	\$0.00	\$1,997.40	\$832.83	\$1,164.57
Total Project - 931 LIBRARY	\$16,529.69	\$0.00	\$0.00	\$0.00	\$16,529.69	\$3,332.83	\$13,196.86
Project - 932 MS-BOAT RACES							
505 MIDDLE SCHOOL	\$700.59	\$0.00	\$0.00	\$0.00	\$700.59	\$0.00	\$700.59
Total Project - 932 MS-BOAT RACES	\$700.59	\$0.00	\$0.00	\$0.00	\$700.59	\$0.00	\$700.59
Project - 933 MS-FINISHLINE STORE							
505 MIDDLE SCHOOL	\$1,530.00	\$0.00	\$0.00	\$0.00	\$1,530.00	\$0.00	\$1,530.00
Total Project - 933 MS-FINISHLINE STORE	\$1,530.00	\$0.00	\$0.00	\$0.00	\$1,530.00	\$0.00	\$1,530.00
Project - 934 MS-STUDENT STORE							
505 MIDDLE SCHOOL	\$10,007.91	\$0.00	\$0.00	\$0.00	\$10,007.91	\$0.00	\$10,007.91
Total Project - 934 MS-STUDENT STORE	\$10,007.91	\$0.00	\$0.00	\$0.00	\$10,007.91	\$0.00	\$10,007.91
Project - 935 NATIVE ED ENRICHMENT							
105 ELEMENTARY SCHOOL	\$1,500.74	\$0.00	\$0.00	\$0.00	\$1,500.74	\$0.00	\$1,500.74
Total Project - 935 NATIVE ED ENRICHMENT	\$1,500.74	\$0.00	\$0.00	\$0.00	\$1,500.74	\$0.00	\$1,500.74
Project - 936 PE							
105 ELEMENTARY SCHOOL	\$1,594.42	\$0.00	\$0.00	\$0.00	\$1,594.42	\$0.00	\$1,594.42
Total Project - 936 PE	\$1,594.42	\$0.00	\$0.00	\$0.00	\$1,594.42	\$0.00	\$1,594.42
Project - 938 PIT CREW							
505 MIDDLE SCHOOL	\$602.52	\$0.00	\$0.00	\$0.00	\$602.52	\$0.00	\$602.52
Total Project - 938 PIT CREW	\$602.52	\$0.00	\$0.00	\$0.00	\$602.52	\$0.00	\$602.52
Project - 939 PRINCIPALS							
105 ELEMENTARY SCHOOL	\$4,870.59	\$0.00	\$0.00	\$0.00	\$4,870.59	\$551.97	\$4,318.62
110 EARLY CHILDHOOD	\$32,570.21	\$0.00	\$0.00	\$0.00	\$32,570.21	\$1,369.50	\$31,200.71
505 MIDDLE SCHOOL	\$25,448.46	\$0.00	\$0.00	\$0.00	\$25,448.46	\$0.00	\$25,448.46
705 HIGH SCHOOL	\$7,897.90	\$50.00	\$0.00	\$0.00	\$7,947.90	\$110.08	\$7,837.82
Total Project - 939 PRINCIPALS	\$70,787.16	\$50.00	\$0.00	\$0.00	\$70,837.16	\$2,031.55	\$68,805.61
Project - 941 SHOW CHOIR							
705 HIGH SCHOOL	\$485.07	\$0.00	\$0.00	\$0.00	\$485.07	\$0.00	\$485.07
Total Project - 941 SHOW CHOIR	\$485.07	\$0.00	\$0.00	\$0.00	\$485.07	\$0.00	\$485.07
Project - 942 STUCO							
505 MIDDLE SCHOOL	\$12,447.49	\$0.00	\$0.00	\$0.00	\$12,447.49	\$0.00	\$12,447.49
705 HIGH SCHOOL	\$12,432.11	\$0.00	\$0.00	\$0.00	\$12,432.11	\$0.00	\$12,432.11
Total Project - 942 STUCO	\$24,879.60	\$0.00	\$0.00	\$0.00	\$24,879.60	\$0.00	\$24,879.60
Project - 943 TECHNOLOGY							
105 ELEMENTARY SCHOOL	\$1,647.46	\$0.00	\$0.00	\$0.00	\$1,647.46	\$0.00	\$1,647.46
Total Project - 943 TECHNOLOGY	\$1,647.46	\$0.00	\$0.00	\$0.00	\$1,647.46	\$0.00	\$1,647.46
Project - 944 VOCAL MUSIC							
105 ELEMENTARY SCHOOL	\$3,016.04	\$0.00	\$0.00	\$0.00	\$3,016.04	\$200.00	\$2,816.04
705 HIGH SCHOOL	\$2,558.76	\$338.00	\$0.00	\$50.00	\$2,846.76	\$0.00	\$2,846.76
Total Project - 944 VOCAL MUSIC	\$5,574.80	\$338.00	\$0.00	\$50.00	\$5,862.80	\$200.00	\$5,662.80
Project - 945 YEARBOOK							
105 ELEMENTARY SCHOOL	\$14,228.69	\$0.00	\$0.00	\$0.00	\$14,228.69	\$0.00	\$14,228.69

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 945 YEARBOOK							
110 EARLY CHILDHOOD	\$5,848.35	\$0.00	\$0.00	\$0.00	\$5,848.35	\$4,500.00	\$1,348.35
505 MIDDLE SCHOOL	\$2,443.61	\$0.00	\$0.00	\$0.00	\$2,443.61	\$155.00	\$2,288.61
705 HIGH SCHOOL	\$27,007.07	\$0.00	\$0.00	\$1,264.00	\$25,743.07	\$1,232.50	\$24,510.57
Total Project - 945 YEARBOOK	\$49,527.72	\$0.00	\$0.00	\$1,264.00	\$48,263.72	\$5,887.50	\$42,376.22
Project - 970 CLASS 2020							
705 HIGH SCHOOL	\$12,541.86	\$0.00	\$0.00	\$0.00	\$12,541.86	\$0.00	\$12,541.86
Total Project - 970 CLASS 2020	\$12,541.86	\$0.00	\$0.00	\$0.00	\$12,541.86	\$0.00	\$12,541.86
Project - 971 CLASS 2021							
705 HIGH SCHOOL	\$4,079.96	\$0.00	\$0.00	\$18.00	\$4,061.96	\$0.00	\$4,061.96
Total Project - 971 CLASS 2021	\$4,079.96	\$0.00	\$0.00	\$18.00	\$4,061.96	\$0.00	\$4,061.96
Project - 972 CLASS 2022							
705 HIGH SCHOOL	\$2,926.17	\$0.00	\$0.00	\$0.00	\$2,926.17	\$0.00	\$2,926.17
Total Project - 972 CLASS 2022	\$2,926.17	\$0.00	\$0.00	\$0.00	\$2,926.17	\$0.00	\$2,926.17
Project - 973 CLASS 2023							
705 HIGH SCHOOL	\$1,769.62	\$0.00	\$0.00	\$0.00	\$1,769.62	\$0.00	\$1,769.62
Total Project - 973 CLASS 2023	\$1,769.62	\$0.00	\$0.00	\$0.00	\$1,769.62	\$0.00	\$1,769.62
Project - 974 CLASS 2024							
505 MIDDLE SCHOOL	\$930.55	\$0.00	\$0.00	\$0.00	\$930.55	\$0.00	\$930.55
Total Project - 974 CLASS 2024	\$930.55	\$0.00	\$0.00	\$0.00	\$930.55	\$0.00	\$930.55
Project - 975 CLASS 2025							
505 MIDDLE SCHOOL	\$163.34	\$0.00	\$0.00	\$0.00	\$163.34	\$0.00	\$163.34
Total Project - 975 CLASS 2025	\$163.34	\$0.00	\$0.00	\$0.00	\$163.34	\$0.00	\$163.34
Project - 977 CLASS 2027							
105 ELEMENTARY SCHOOL	\$976.49	\$0.00	\$0.00	\$0.00	\$976.49	\$410.40	\$566.09
Total Project - 977 CLASS 2027	\$976.49	\$0.00	\$0.00	\$0.00	\$976.49	\$410.40	\$566.09
Project - 978 CLASS 2028							
105 ELEMENTARY SCHOOL	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Total Project - 978 CLASS 2028	\$117.88	\$0.00	\$0.00	\$0.00	\$117.88	\$0.00	\$117.88
Project - 979 CLASS 2029							
105 ELEMENTARY SCHOOL	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Total Project - 979 CLASS 2029	\$1,133.73	\$0.00	\$0.00	\$0.00	\$1,133.73	\$0.00	\$1,133.73
Project - 980 CLASS 2030							
105 ELEMENTARY SCHOOL	\$384.58	\$0.00	\$0.00	\$0.00	\$384.58	\$0.00	\$384.58
Total Project - 980 CLASS 2030	\$384.58	\$0.00	\$0.00	\$0.00	\$384.58	\$0.00	\$384.58
Project - 981 CLASS 2031							
110 EARLY CHILDHOOD	\$2,355.38	\$0.00	\$0.00	\$0.00	\$2,355.38	\$0.00	\$2,355.38
Total Project - 981 CLASS 2031	\$2,355.38	\$0.00	\$0.00	\$0.00	\$2,355.38	\$0.00	\$2,355.38
Project - 982 CLASS 2032							
110 EARLY CHILDHOOD	\$1,266.89	\$0.00	\$0.00	\$0.00	\$1,266.89	\$164.94	\$1,101.95
Total Project - 982 CLASS 2032	\$1,266.89	\$0.00	\$0.00	\$0.00	\$1,266.89	\$164.94	\$1,101.95
Project - 983 CLASS 2033							
110 EARLY CHILDHOOD	\$708.75	\$0.00	\$0.00	\$0.00	\$708.75	\$0.00	\$708.75

Newcastle Public School

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2020 - 5/31/2020

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
Project - 983 CLASS 2033							
Total Project - 983 CLASS 2033	\$708.75	\$0.00	\$0.00	\$0.00	\$708.75	\$0.00	\$708.75
Total	\$778,084.59	\$3,617.95	\$0.00	\$5,846.24	\$775,856.30	\$20,113.34	\$755,742.96

NEWCASTLE SCHOOLS - TREASURER'S REPORT

As Of May 31, 2020

GOVERNMENTAL FUNDS		
Bank Statements		
	Checking Account 6633	\$ 10.00
	SuperNow Account 9996	\$ 250,053.08
	Federated Sweep 0001	\$ 8,968,390.35
Total - Bank Statements		\$ 9,218,453.43
Accounting Program		
	Cash Balance	\$ 9,218,463.43
	Adjustments:	
	Incoming Wire Fee	\$ (10.00)
Adjusted Cash Balance		\$ 9,218,453.43
	OLAP - Oklahoma Liquid Asset Pool	\$ -
Total Cash Balance:		\$ 9,218,453.43
Difference Between Bank and Computer:		\$ -
	Outstanding Warrants:	\$ 188,122.56
	Available Cash:	\$ 9,030,330.87

Cash Balance by Fund:		
11	General Fund	\$ 2,985,359.52
21	Building Fund	\$ 485,246.87
38	Transportation Fund	\$ 125,964.00
39	Technology Fund	\$ 204,029.64
41	Sinking Fund	\$ 5,417,863.40
Total:		\$ 9,218,463.43

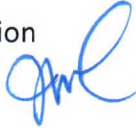
ACTIVITY FUNDS		
Bank Statements		
	Checking Account 6082	\$ 10.00
	Federated Sweep 0002	\$ 940,554.82
Total - Bank Statements		\$ 940,564.82
Accounting Program		
	Cash Balance	\$ 932,396.97
	Adjustments:	
	Outstanding Warrants	\$ 8,167.85
Adjusted Cash Balance		\$ 940,564.82
Difference Between Bank and Computer:		\$ -

ELECTRONIC FUND TRANSFER ACCOUNTS		
	EFT Payments	\$ 147,412.09
	Vanco Deposits	\$ 100.00
	MySchoolBucks Deposits	\$ -

INVESTMENT ACCOUNTS		
	Horizon Financial Services (401a)	\$ 5,902.19

MEMO

To: Newcastle Board of Education
From: Jeff Landes, CFO / COO
Date: June 5, 2020
Re: Transfer of Activity Funds



I am requesting the Board approve the following transfers and actions:

Transfer \$88.41 from Acct# 803, Athletic Trainer, to Acct# 801, Athletics General and close Acct# 803.

Rationale – Athletic Trainer is no longer a school employee

Transfer \$3,174.47 from Acct# 919/705, HS Drama, to Acct# 939/705, HS Principals Account, and close Acct# 919/705.

Rationale – HS Drama Room is now being utilized for the new Alt Ed, DRIVE Academy and Virtual Learning offerings. The money will be utilized by the HS Principal to purchase supplies for those new programs.



BSN SPORTS REWARDS/ Nike ASD AGREEMENT

FOR

Newcastle Public Schools

BSN SPORTS is pleased to offer Newcastle Public Schools ("Customer") the BSN SPORTS REWARDS/NIKE ASD AGREEMENT for the purchase and supply of athletic apparel and equipment.

BSN SPORTS Product Pricing: Customer shall be able to purchase products at the following discounts:

- Nike Team Apparel/Stock Uniforms 35% off Retail Price
- BSN SPORTS Products 15% off Catalog Price
- BSN SPORTS Catalog Branded Products 10% off Catalog Price

BSN SPORTS Products are identified in our catalog with a black star icon next to the product code. BSN SPORTS catalog branded products are products distributed by BSN SPORTS from a manufacturer such as Wilson, Spalding, Rawlings, etc.

All Custom Uniforms and Footwear will be priced separately. Custom apparel, decorated apparel and footwear from any other manufacturers offered by BSN SPORTS will be at the then-current team discount pricing.

Decoration charges are not included in the above discounts.

Sales through the following channels will not be included in Spending Level Totals for purposes of calculating the Product Rebates: products sold to the Cheerleading coach, through Fan Cloth, BSN SPORTS Sideline Stores. Fan Cloth is a fundraising partner of BSN SPORTS and this BSN Rewards Program does not prevent the Customer from using Fan Cloth.

My Team Shop: BSN SPORTS' online player pay site is required to be used by all varsity programs. Other programs including club sports, intramurals and other organizations will be encouraged to participate. My Team Shop products will be priced at 20-25% off Catalog/Retail Price. My Team Shop sales will be included in the Spending Level Totals.

Shipping: Customer will pay freight charges on all orders.

Product Rebate: Subject to the terms below, Customer will receive a Product Rebate selected from a list of products, inclusive of applicable freight charges, provided by BSN SPORTS subject to availability at the time of order. Product Rebates may not be used to reduce outstanding balances. Product Rebates are available after the requirements below are met.

Product Rebates must be redeemed in the final two months of the Agreement Year (as defined below). Unused Product Rebate amounts, as of 5PM CST on the last day of each

FOOTBALL
 BASKETBALL
 VOLLEYBALL
 SOCCER
 BASEBALL
 LACROSSE
 TENNIS
 SOFTBALL
 UNIFORMS
 TRACK & FIELD
 STRENGTH &
 FITNESS
 WRESTLING
 SPORTS MED
 SPEED
 AGILITY
 SCOREBOARDS
 BENCHES & BLEACHERS
 COACHING
 AQUATICS



Agreement Year, are forfeited by the Customer. As a result, Product Rebate amounts cannot be carried from one Agreement Year to the next. Rebates only apply to orders placed under the terms and conditions of this BSN Rewards Program (including pricing).

BSN ASD PROMO – BSN Sports will provide \$5000 in promo funds to be used on BSN Equipment and Nike Team Stock Product.

Nike ASD Promo – at the beginning of each school year/agreement year, Nike Team Sports will provide via BSN Sports \$10,000 in promo funds to be used for stock Nike Team products at catalog pricing.

Maximum annual Product Rebate will be the amount above, inclusive of any manufacturer incentives. Orders with discounts greater than stated above will be excluded. Rebate and Promo funding is to be used within the framework of each year of the agreement, and balances do not carry over from year to year.

Any decoration or customization to rebate product is paid for by the Customer.

Terms and Conditions: All purchases will be made through BSN SPORTS. Only products purchased through BSN SPORTS will be eligible for the Product Rebate.

All of Customer's accounts payable owing to BSN SPORTS must be paid within the payment terms provided by BSN SPORTS to receive Product Rebate. Customer must be current in all obligations to receive Rebate or Promo funds.

Term: The term of this BSN Rewards Program can be open for renewal annually on a year to year basis.

Term of agreement to begin **July 1, 2020** through June 30, 2021.

Acknowledged and Agreed to:

Newcastle Public Schools

BSN SPORTS


Regional Sales Manager

Authorized Date
Representative

6/5/20

FOOTBALL
BASKETBALL
VOLLEYBALL
SOCCER
BASEBALL
LACROSSE
TENNIS
SOFTBALL
UNIFORMS
TRACK & FIELD
STRENGTH & FITNESS
WRESTLING
SPORTS MED
SPEED
AGILITY
SCOREBOARDS
BENCHES & BLEACHERS
COACHING
AQUATICS



5637 N. Classen Blvd. ▪ Oklahoma City, OK 73118
(405) 842-9200 ▪ (405) 842-9213 Fax

Via Email: jlandes@newcastle.k12.ok.us

If no email, Via Fax: 405-387-3482

April 1, 2020

Newcastle Public Schools
Attn: Kristi Ferguson Harris / Jeff Landes

Re: Replacement Agreement for Gas Sales Agreement (Contract #8063)

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. On October 1, 2019, we were notified by Oneok Gas Transportation, L.L.C. (OGT) that nomination changes would be implemented for Oklahoma Natural Gas (ONG) customers. In the letter, we were told that OGT would be requiring deliveries into ONG based on five different regional delivery points. Starting April 1, 2020, new nomination requirements will begin for the R-900 regional area. I have attached copies of the three letters pertaining to the new ONG/OGT requirements.

During the time between the first notification and the last, we had our legal team review our contract to determine if we could cover the upcoming changes being implemented by OGT and/or ONG. Therefore, due to the OGT/ONG changes, we would like to renew our services and offer you a Replacement Agreement to extend the terms of your arrangement with Clearwater. This letter shall serve as the required forty-five (45) day notice that we will not extend the existing Agreement (Contract #8063) past June 30, 2020.

Enclosed is one (1) unexecuted original of the above referenced Replacement Agreement which covers July 1, 2020 through June 30, 2021. Should you require duplicate originals to be sent via mail, please let me know. Also enclosed is an updated Cost Savings Analysis that shows savings through December.

Please return one partially executed original to the undersigned by June 30, 2020. Once fully executed, we will provide you with a copy for your files. If we do not receive a signed Agreement by June 30, 2020, we will operate under the provisions of the Replacement Agreement as of July 1, 2020.

We appreciate this opportunity to do business with you. If you have any questions, please contact me at (405) 842-9200 x201.

Sincerely,

Regina Fort

Regina Fort
Vice President of Retail Sales
rfort@clearwaterenterprises.net

GAS SALES AGREEMENT

CONTRACT No. G.S. 20088

THIS AGREEMENT (“Agreement”) is made and entered into effective the 1st day of **July, 2020** (“Contract Effective Date”) between **Clearwater Enterprises, L.L.C. (“Clearwater”)**, hereinafter referred to as “Seller”, and **Newcastle Public Schools**, hereinafter referred to as “Buyer”. Seller agrees to sell and deliver to Buyer, and Buyer agrees to purchase and receive from Seller, natural gas pursuant to the terms and conditions hereinafter set forth. Seller and Buyer may be referred to sometimes individually as “Party” or collectively as “Parties”.

- (1) **Transaction Confirmation:** At any time Seller may offer to sell to Buyer and/or Buyer may offer to purchase from Seller a specific quantity of gas under this Agreement by transmitting to the other a Transaction Confirmation, in the form attached hereto as Exhibit A, setting out the details of the proposed transaction. Subject to Section 3, Buyer has no obligation to purchase gas and Seller has no obligation to sell gas under this Agreement, except as set forth in a Transaction Confirmation duly executed by both Parties.
- (2) **Quantity:** Subject to the provisions of Section 3 hereof, Seller agrees to sell, and Buyer agrees to purchase all its gas requirements in the quantities of gas set forth in the applicable Transaction Confirmation (“Fixed Quantity” and/or “Quantity”). The Parties will cooperate in the nomination and confirmation of the actual quantities to be delivered by Seller and received by Buyer, pursuant to the procedures and requirements of the Local Distribution Company’s approved transportation tariff and any applicable procedures and requirements of the third-party pipeline(s) upstream of such Local Distribution Company’s facilities.
- (3) **Nature of Obligation:** During the term of this Agreement, Buyer agrees to purchase all of its monthly usage exclusively from Seller. Seller agrees to exercise its commercially reasonable efforts to supply all of Buyer’s monthly usage. If Seller is unable or unwilling to supply Buyer with all of its monthly usage, Buyer shall have as its sole remedy the option to terminate this Agreement upon forty-five (45) day notice to Seller.
- (4) **Price:** The price per MMBtu for the gas sold and purchased hereunder will be the Price as set out in the Transaction Confirmation. Such Price will be inclusive of any production, severance, and all other applicable taxes attributable to the gas prior to its delivery at the Delivery Point(s). Such price will not be inclusive of, and Buyer shall be responsible for, any transportation fees, riders, taxes or any other costs or charges incurred for services at or after the Delivery Point(s), including as assessed by the Local Distribution Company or any third-party pipeline upstream of and transporting the gas to the Local Distribution Company. Additionally, Seller shall not be responsible or liable for, but Buyer shall be responsible for, any costs including, but not limited to, imbalances, penalties, or cash-out charges, which are the result of measurement corrections or in connection with the balancing of actual receipts over and under nominated and confirmed quantities at or after the Delivery Point(s), including as assessed by the Local Distribution Company or any third-party pipeline upstream of and transporting the gas to the Local Distribution Company. Notwithstanding the above, Seller shall be responsible for any balancing fees or penalties charged to Buyer’s account by the Local Distribution Company or the third-party pipeline transporting the gas to the Local Distribution Company that are caused by Seller’s gross negligence or willful misconduct.

- (5) **Term:** This Agreement shall remain in force and effect unless and until terminated by either Party upon forty-five (45) days' prior written notice; provided, however such termination shall not be effective as to any then duly executed Transaction Confirmation until the expiration of such Transaction Confirmation's designated term. The obligations to make payment for gas previously received and to balance to zero actual receipts over and under nominated and confirmed quantities, under a Transaction Confirmation, if any, shall survive the termination of this Agreement and the applicable Transaction Confirmation.
- (6) **Delivery Point(s)/Point(s) of Sale:** Seller will deliver gas at the Delivery Point(s) identified within the Transaction Confirmation. All such Delivery Point(s) shall be considered the Point(s) of Sale between Buyer and Seller, and risk of loss for the gas delivered hereunder shall transfer from Seller to Buyer at the Delivery Point(s).
- (7) **Transportation:** The Local Distribution Company serving Buyer's applicable Facility site will be specified in the Transaction Confirmation. Seller will have no responsibility for, and Buyer will be responsible for all transportation of gas at or after the Delivery Point(s).
- (8) **Measurement, Metering, Quality:** Gas delivered by Seller at the Delivery Point(s) pursuant to this Agreement and any Transaction Confirmation will meet the quality specifications set out in the Local Distribution Company's tariff. Except as expressly provided in this Section 8 and Section 9, Seller disclaims any other warranty, express or implied, including any warranty of fitness for any particular purpose. The Parties acknowledge and agree that measurement and testing will be performed by the operator of the applicable Delivery Point according to the Local Distribution Company's most recent tariff requirements. Buyer will cooperate in good faith with any reasonable request of Seller to exercise Buyer's rights under the Local Distribution Company's tariff regarding measurement and testing at the Delivery Point(s).
- (9) **Title:** Seller warrants its right to sell the gas delivered hereunder to Buyer. Title shall pass from Seller to Buyer at the Delivery Point(s).
- (10) **Billing and Payment:** Seller agrees to provide Buyer a monthly invoice for the total quantity of gas delivered to Buyer at the Delivery Point(s). Buyer agrees to make payment to Seller of the total invoice amount on or before the 25th day of the month, except for any amount disputed in good faith. With regard to any amount disputed in good faith, Buyer will provide sufficient detail to support adjustments requested by Buyer to the invoice amount. Buyer and Seller will work together to resolve any disputed amount in a timely manner, but Buyer shall remain obligated to remit payment for undisputed amounts as provided herein. Any undisputed amounts due Seller and not paid when due shall bear interest from the due date at the lesser of (i) one and one-half percent per month from the date due until the date of payment; or (ii) the maximum applicable lawful interest rate. All invoices, statements and adjustments shall be considered final and correct as between the Parties unless disputed in writing within two (2) years from the date of such invoices, statements, or adjustments.
- (11) **Seller's Credit Terms and Right to Set-Off:** Seller's obligation to deliver gas hereunder is conditioned upon Buyer's compliance with Seller's credit policies and requirements. If the financial responsibility of Buyer is at any time unsatisfactory to Seller for any reason, then Buyer shall, within five (5) business days of Seller's written notification, provide Seller with security as deemed satisfactory by Seller for Buyer's performance hereunder. Buyer's failure to abide by the provisions of this Section shall be considered a breach hereof, and in such event, payment for all natural gas delivered hereunder shall be due and paid

immediately, and Seller may, without waiving any rights or remedies it may have, withhold further deliveries until such payments or security is received, provided Buyer is afforded an opportunity to cure any default within three (3) business days' notice of any breach. Should Buyer fail to cure such default within such three (3) business day, then Seller shall have the right to terminate this Agreement and any Transaction Confirmation effective upon Seller's written notice to Buyer. Buyer's obligation to make payment hereunder for gas received, and with regard to balancing nominated and confirmed volumes versus actual deliveries, shall survive the termination of this Agreement and any Transaction Confirmation. Furthermore, if any payment due to Seller hereunder is not paid when due, Seller shall have the right, in addition to all other rights and remedies, to set-off any such unpaid balance due Seller against any amounts owed by Seller, or by the parent or any subsidiary of Seller, to Buyer under this or any separate agreement or transaction.

- (12) **Forward Contract:** If a Party to this Agreement is considering or becomes subject to U.S. Bankruptcy Code proceedings, it is understood and agreed to that the other Party is a "forward contract merchant" under Section 556 of the U.S. Bankruptcy Code, that this Agreement and each Transaction Confirmation constitutes a "forward contract" within the meaning of the U.S. Bankruptcy Code, and that the other Party and this Agreement and each Transaction Confirmation executed hereunder shall be afforded all the rights and protections to forward contract merchants and forward contracts under the U.S. Bankruptcy Code without limitation.
- (13) **Taxes:** Seller shall pay or cause to be paid all production, severance and all other applicable taxes attributable to the gas prior to its delivery at the Delivery Point(s). Buyer is responsible for and hereby agrees to pay or cause to be paid all applicable sales, use, and gross receipts taxes or charges arising at or after delivery at the Delivery Point. If Buyer is entitled to purchase natural gas free from any such taxes or charges, Buyer shall promptly furnish Seller with the necessary exemption certificate(s) covering each Delivery Point.
- (14) **Notices:** Except as herein otherwise provided, any notice, request, demand, statement, routine communication, invoice, or bill provided for under this Agreement or the Exhibits hereto shall be in writing and delivered to the Parties at the addresses or facsimile numbers identified on Exhibits "B" and "C" attached hereto. Notice shall be deemed given when physically delivered to the other Party in person, when transmitted to the other Party by confirmed facsimile transmission, three Business Days after deposited, postage prepaid, in the U.S. Mail, or upon confirmed delivery by a delivery service. Either Party may change its address or facsimile number by providing notice of same in accordance herewith. Notices under this Agreement and any Transaction Confirmation are to be made to the person(s) designated by each Party on Exhibits "B" and "C" until each Party designates other persons to receive such notices.
- (15) **Previous Agreements:** This Agreement and Transaction Confirmation(s) executed in connection herewith replace and supersede any prior discussions, negotiations, representations or agreements, whether oral or written, between Seller and Buyer, if any, with respect to the purchase of gas by Buyer from Seller for the Facility(ies) and dates of service listed on the applicable Transaction Confirmation.
- (16) **Force Majeure:** Except with regard to Buyer's obligation to make payment(s) due under Section 10, neither Party hereto shall be liable for any failure to perform any of its obligations hereunder due to causes beyond its reasonable control, the occurrence of which could not have been prevented by the exercise of due diligence, such as acts of God; acts of civil or military authority; fires; strikes; floods; epidemics; war or riot;

limitations, constraints, or failure of transportation service (including by the Local Distribution Company and/or any other third-party pipelines upstream of the Delivery Point(s)); and inability of Seller to obtain gas supply at a reasonable cost; provided, however, that neither Party shall be relieved of its obligations hereunder solely by reason of that Party's financial inability to perform. Refusal of either Party to accede to a demand of laborers or labor unions which, in its sole discretion, it considers unreasonable shall not deny that Party the benefits of this provision.

- (17) **Confidentiality**: During the term hereof and for a period of one (1) year after termination of this Agreement, Seller and Buyer agree to maintain the confidentiality of this Agreement and each Transaction Confirmation executed in connection herewith, and each of the terms and conditions hereof and thereof, and Seller and Buyer agree not to divulge same to any third party (other than the receiving Party's employees, lenders, counsel, accountants and other agents with a need to know) without the express prior written consent of the other Party, except to the extent required by law or exchange rule. However, Seller consents to allow Buyer to divulge the terms hereof and of the applicable Transaction Confirmation(s) to a prospective purchaser of the Facility designated in such Transaction Confirmation(s), and Buyer consents to allow Seller to divulge the terms hereof to a prospective purchaser of all or substantially all of Seller's assets or any rights under this Agreement.
- (18) **Waiver**: No waiver by either Buyer or Seller of one or more defaults by the other in the performance of any of the provisions of this Agreement or any Transaction Confirmation shall operate or be construed as a waiver of any other or further default or defaults, whether of a like or different character.
- (19) **Severability**: If any provision in this Agreement or any Transaction Confirmation is determined to be invalid, void or unenforceable by any court having jurisdiction, such determination shall not invalidate, void, or make unenforceable any other provision, agreement or covenant of this Agreement.
- (20) **Governmental Regulation**: In the event any governmental authority prohibits any of the transactions described in this Agreement or any Transaction Confirmation, or otherwise conditions such transaction in a manner that is unacceptable in the reasonable judgment of the Party affected thereby, then the Parties shall negotiate in good faith alternative mutually acceptable terms giving effect to the maximum extent possible to the intentions of the Parties as expressed in this Agreement and the applicable Transaction Confirmation at the time of execution. If the Parties are unable to agree on mutually aggregable alternative terms by the date the governmental prohibition or condition takes effect, either Party may terminate this Agreement and the applicable Transaction Confirmation(s) effective upon written notice to the other Party.
- (21) **Supply Change**. If the Local Distribution Company, or any third-party pipeline upstream of and transporting the gas to the Local Distribution Company, limits, restricts, or otherwise modifies requirements for gas supply to the Delivery Point(s), including, without limitation, (i) the geographic source of such supply, (ii) the point of receipt into the Local Distribution Company's system to which such supply must be delivered, (iii) the point of receipt into such third-party pipeline's system to which such supply must be delivered, or (iv) the point of redelivery out of the such third-party pipeline's system through which such supply must be transported (a "Supply Change"), which Supply Change increases Seller's costs to perform hereunder, then Seller shall be entitled to recover such increased cost from Buyer, including without limitation by modifying the price to be paid by Buyer for gas hereunder.

- (22) **Indemnity**: Seller agrees to indemnify Buyer and save it harmless from all losses, liabilities or claims including reasonable attorneys' fees and costs of court ("Claims") from any and all persons arising from or out of title to the gas upon delivery hereunder, failure of Seller's gas to meet the quality specification set forth in Section 8 upon delivery hereunder, personal injury or property damages from gas prior to delivery at the Delivery Point(s) or other charges thereon that attach prior to the Delivery Point. Buyer agrees to indemnify Seller and save it harmless from all Claims from any and all persons arising from or out of obligations for payment due hereunder, personal injury or property damages from gas at and after delivery at the Delivery Point or other charges thereon that attach at or after the Delivery Point.
- (23) **Assignability**: This Agreement and any Transaction Confirmation shall inure to and be binding upon the successors and assigns of the Parties hereto; provided, that neither Party may assign this Agreement or any Transaction Confirmation and the rights and obligations hereunder or thereunder without first having obtained the written approval of the other Party, which approval shall not be unreasonably withheld. Seller reserves the right to review and approve the creditworthiness of any proposed assignee of Buyer. Upon any such assignment, transfer and assumption, the transferor shall remain principally liable for and shall not be relieved of or discharged from any obligations hereunder unless expressly waived by Seller.
- (24) **Applicable Law/Venue/Jury Waiver/Attorney's Fees**: This Agreement and each Transaction Confirmation shall be interpreted and enforced in accordance with the laws of the State of Oklahoma, without reference to its principles on conflict of laws. The Parties hereby submit to the personal jurisdiction of, and agree venue is proper in the state courts located in, Oklahoma County, Oklahoma, and the federal courts located in the Western District of Oklahoma. Any suit arising out of or related to this Agreement or any Transaction Confirmation shall be brought exclusively in such courts, and the Parties irrevocably consent and submit to the exclusive jurisdiction of such courts and waive any objection based on venue or forum non conveniens. Each Party waives, to the fullest extent permitted by applicable law, any right it may have to a trial by jury in respect of any proceedings relating to this Agreement or any Transaction Confirmation. In any action brought to enforce or interpret this Agreement or any Transaction Confirmation, the prevailing Party shall be entitled to recover the reasonable attorney's fees, costs and disbursements by outside counsel.
- (25) **Authority**: Each Party to this Agreement and any Transaction Confirmation represents and warrants that it has full and complete authority to enter into and perform this Agreement and any Transaction Confirmation. Each person who executes this Agreement and any Transaction Confirmation on behalf of either Party represents and warrants that it has full and complete authority to do so and that such Party will be bound thereby.
- (26) **Entirety**: Each Transaction Confirmation is hereby incorporated into and made a part of this Agreement. The entire agreement between the Parties shall include those provisions contained in this Agreement and any effective Transaction Confirmation. However, the provisions of each respective Transaction Confirmation shall apply only to the terms and quantities set forth in such Transaction Confirmation; the provisions of this Agreement shall apply to all quantities in all Transaction Confirmations. In the event of a conflict between the terms of any Transaction Confirmation and this Agreement, the terms of the Transaction Confirmation shall take precedence.

- (27) **Preparation:** This Agreement and any Transaction Confirmation were negotiated by both Parties hereto with advice of counsel to the extent deemed necessary by each Party, and were not prepared by any Party to the exclusion of the other, and, accordingly, shall not be construed against either Party by reason of its preparation.
- (28) **Signatures:** In lieu of original signatures, the Parties agree that this Agreement and any Transaction Confirmation is valid and binding upon the execution and delivery of same via facsimile transmission or email.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Agreement, effective as of the date first stated above, is hereby executed by an authorized representative of each Party on the dates shown below.

Seller
Clearwater Enterprises, LLC.
 By: *Jenny Thompson*
 Name: Jenny Thompson
 Title: Chief Operating Officer
 Date: 3/27/2020

Buyer
Newcastle Public Schools
 By: _____
 Name: _____
 Title: _____
 Date: _____



EXHIBIT A
TRANSACTION CONFIRMATION

Clearwater Enterprises, L.L.C. ("Seller") and **Newcastle Public Schools** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2020 between Buyer and Seller ("Agreement"):

Term: July 1, 2020 through June 30, 2021 and automatically renewed year to year thereafter unless either Party notifies the other Party in writing at least forty-five (45) days prior to the expiration of the stated term or the then current renewal period that this Transaction Confirmation shall not be renewed, subject to early termination under Sections 11 and 20 of the Agreement.

Facility: As listed on Schedule 1 attached hereto

Quantity: Full Facility Requirements, the monthly quantity of which is estimated on Schedule 1 attached hereto.

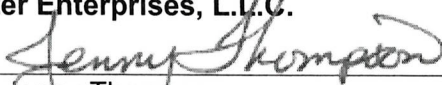
Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding \$0.30/MMBtu to the Inside FERC's Gas Market Report first of the month index posting for Oneok Gas Transportation LLC, Oklahoma plus a monthly administrative fee of \$50.00/month per Facility. In the event the referenced index posting for Oneok Gas Transportation LLC, Oklahoma is not published for any delivery month, the average of the index postings ANR Pipeline Co., Oklahoma, Natural Gas Pipeline Co. of America, Midcontinent zone, and Panhandle Eastern Pipe Line Co., Texas, Oklahoma (mainline) shall be substituted therefore. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Transaction Confirmation at a price which is mutually agreeable to the Parties hereto.

Delivery Point/Point(s) of Sale: Oklahoma Natural Gas Company distribution system receipt point for delivery to the Facility listed above.

Local Distribution Company: Oklahoma Natural Gas Company

EVIDENCE OF AGREEMENT: This Transaction Confirmation documents an oral agreement previously reached by representatives of the Parties. Therefore, although Clearwater Enterprises, L.L.C. would prefer that this Transaction Confirmation be signed and returned by facsimile transmission, or that written confirmation of this Transaction Confirmation be provided in some other manner, this Transaction Confirmation will be deemed accepted if Clearwater Enterprises, L.L.C. receives no objections within two (2) business days of Clearwater's execution date shown below.

Seller
Clearwater Enterprises, L.L.C.
By: 
Name: Jenny Thompson
Title: Chief Operating Officer
Date: 3/27/2020

Buyer
Newcastle Public Schools
By: _____
Name: _____
Title: _____
Date: _____



SCHEDULE 1 to TRANSACTION CONFIRMATION

Facility Listing and Estimated Monthly Usage

<u>Facility(ies)</u>														
ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #			Address								
<u>Estimated Monthly Usage (MMBtus)</u>														
1885	OGT-OKC	NEWCASTLE PS HIGH SCHOOL	210220202			101 N Main St; Newcastle, OK 73065-4104								
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		136	134	81	47	9	3	3	9	13	44	98	154	731
5242	OGT-OKC	NEWCASTLE PUBLIC SCHOOLS	211220480			611 E Fox Ln; Newcastle, OK 73065-5427								
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		150	156	104	60	22	17	15	21	22	43	87	121	818
5299	OGT-OKC	NEWCASTLE PS GYM	211223968			101 Main St; Newcastle, OK 73065-4100								
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		197	207	108	24	2	2	1	2	2	36	150	247	978

Estimated Monthly Usage is for informational purposes and based on historical consumption as represented by Buyer's Local Distribution Company or upon information supplied by Buyer.

**A Memorandum of Agreement Between
Newcastle Public School District and Delta Head Start**

I. Parties to the Agreement

- A. Newcastle Public School District and
- B. Delta Head Start

II. Purpose of Agreement

- A. To improve availability and the quality of services for McClain county children, age three through age five, and their families
- B. To support children's optimal development and readiness for school entry and success
- C. To address the unique strengths and needs of the local population, such as homeless, migrant, or non-English speaking families
- D. To promote collaboration regarding shared use of transportation, facilities, and other resources, as appropriate
- E. To promote further collaboration to reduce duplication and enhance efficiency of services
- F. To define the roles and responsibilities of the named parties toward coordination and greater collaboration; enhance linkages and relationships; and exchange information on the provision of educational and noneducational services
- G. Coordinate a comprehensive system of activities, policies, and procedures among the named parties which guide and support their delivery of services to children and their families

III. Program Descriptions

- A. Delta Head Start (McClain, Garvin and Stephens counties)
- B. Head Start is a nation-wide Federal grant program funded by the U.S. Department of Health and Human Services. It is a comprehensive child development program for families with young children in the areas of education, social services, health, and family involvement. Head Start

preschool programs are for children from 3 to 5 years of age and their families.

Head Start is mandated to assume a leadership role in the development of partnerships with community agencies and service providers. Each Head Start, Migrant and Seasonal, and American Indian/Alaska Native Head Start program must have a written agreement with the local school systems (LSS) or local education agency (LEA) to coordinate and collaborate to best meet the needs of children and their families.

- C. C. Newcastle Public School District possesses the usual powers of a corporation for public purposes by the name and style of Independent School district No. I-1 of McClain County, Newcastle, Oklahoma.

IV. Authority

- A. Head Start's responsibility for coordination and collaboration with the appropriate local entity responsible for managing publicly funded preschool programs in the service area of the Head Start agency is mandated in the Head Start Act: Public Law 110-134 "Improving Head Start for School Readiness Act of 2007."
- B. The Newcastle Public School District; is authorized under "Every Student Succeeds Act" (Public Law 114-96) to provide a Free and Appropriate Public Education to children in the Newcastle School District.

V. Guiding Principles

- Create and maintain a meaningful partnership to promote school readiness so that children from low-income families in Head Start programs, or who are preschool age, may receive comprehensive services to prepare them for elementary school and to address any potential "achievement gap"
- Develop successful linkages within the context of Every Student Succeeds Act of 2015, the Head Start Act (2007), and Oklahoma and local legislation, policies, and procedures
- Plan and implement strategies based on practice and research that have proven to support children's school success
- Respect the uniqueness of each locality's needs and resources
- Promote the involvement of members of the early care and education communities

- Share commitment, cooperation, and collaboration for a coordinated service delivery system

VI. Joint Roles in System Review, Coordination, Collaboration, Alignment, and Implementation

The Newcastle Public School District and the Delta Head Start will work together for the review, coordination, collaboration, alignment, and implementation of each of the following 10 activities, as mandated by the Act.

A. Educational activities, curricular objectives, and instruction

1. 642(f) Implement a research-based early childhood curriculum that – (E) is aligned with the Head Start Child Outcomes Framework developed by the Secretary and, as appropriate, State early learning standards

2. 642A(3) Establish ongoing communications between the Head Start agency and local educational agency for developing continuity of developmentally appropriate curricular objectives (which for the purpose of the Head Start program shall be aligned with the Head Start Child Outcomes Framework and, as appropriate, State early learning standards) and for shared expectations for children's learning and development as the children transition to school

B. Public information dissemination and access to programs for families contacting the Head Start program or any of the preschool programs

1. 642(e)(1) Generate support and leverage the resources of the entire local community in order to improve school readiness

2. 642A(2) Establish ongoing channels of communication between Head Start staff and their counterparts in the schools (including teachers, social workers, local educational agency liaisons designated under section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(J)(ii)), and health staff) to facilitate coordination of programs

C. Selection priorities for eligible children to be served by programs

1. 642A (13) Develop and implement a system to increase program participation of underserved populations of eligible children

2. 642(f)(10) Develop procedures for identifying children who are limited English proficient, and informing the parents of such children about the instructional services used to help children make progress

towards acquiring the knowledge and skills described in section 641A(a)(1)(B) and acquisition of the English language

3. 641A(E) Include information on the innovative and effective efforts of the Head Start agencies to collaborate with the entities providing early childhood and development services or programs in the community and any barriers to such collaboration that the agencies encounter

4. 641(H) the plan of such applicant to coordinate and collaborate with other public or private entities providing early childhood education and development programs and services for young children in the community involved, including—

(i) Programs implementing grant agreements under the Early Reading First and Even Start programs under subparts 2 and 3 of part B of title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6371 et seq., 6381 et seq.)

(ii) Other preschool programs under title I of that Act (20 U.S.C. 6301 et seq.)

(iii) Programs under section 619 and part C of the Individuals with Disabilities Education Act (20 U.S.C. 1419, 1431 et seq.)

(iv) State pre-kindergarten programs

(v) Child care programs

(vi) The educational programs that the children in the Head Start program involved will enter at the age of compulsory school attendance

(vii) Local entities, such as a public or school library for—

(I) Conducting reading readiness programs

(II) Developing innovative programs to excite children about the world of books, including providing fresh books in the Head Start classroom

(III) Assisting in literacy training for Head Start teachers

(IV) Supporting parents and other caregivers in literacy efforts

D. Definition of service areas

1. Define areas where local entity and Head Start provide services to children

E. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development

1. 642A (4) Organize and participate in joint training, including transition-related training for school staff and Head Start staff

F. Program technical assistance

1. 642 (10) Link the services provided in such Head Start program with educational services, including services relating to language, literacy, and numeracy, provided by such local educational agency

2. 648(i) (e)(3) Encourage States to supplement the T/TA funds with Federal, State, or local funds other than funds made available, to expand training and technical assistance activities beyond Head Start agencies to include other providers of other early childhood education and development programs within a State

G. Provision of services to meet the needs of working parents, as applicable

1. 642(e) Coordinate activities to make resources available for full working-day and full calendar year available to children

2. 642(e)(3) Coordinate activities and collaborate with programs under the Child Care and Development Block Grant Act of 1990 (42 U.S.C. 9858 et seq.)

H. Communication and parent outreach for smooth transitions to kindergarten

1. 642A (1) Develop and implement a systematic procedure for transferring, with parental consent, Head Start program records for each participating child to the school in which such child will enroll

2. 642 (5) Establish comprehensive transition policies and procedures that support children transitioning to school, including by engaging the local educational agency in the establishment of such policies

3. 642 (6) Conduct outreach to parents and elementary school (such as kindergarten) teachers to discuss the educational, developmental, and other needs of individual children

4. 642 (7) Help parents of limited English proficient children understand—

- (A) The instructional and other services provided by the school in which such child will enroll after participation in Head Start; and

(B) As appropriate, the information provided to parents of limited English proficient children under section 3302 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7012)

5. 642 (8) Develop and implement a family outreach and support program, in cooperation with entities carrying out parental involvement efforts under title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.), and family outreach and support efforts under subtitle B of title VII of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.), taking into consideration the language needs of parents of limited English proficient children

6. 642 (9) Assist families, administrators, and teachers in enhancing educational and developmental continuity and continuity of parental involvement in activities between Head Start services and elementary school classes

7. 642 (11) Help parents (including grandparents and kinship caregivers, as appropriate) to understand the importance of parental involvement in a child's academic success while teaching them strategies for maintaining parental involvement as their child moves from Head Start to elementary school

8. 642 (12) Help parents understand the instructional and other services provided by the school in which their child will enroll after participation in the Head Start program

I. Provision and use of facilities, transportation, and other program elements

1. 642(e)(4) (A) Collaborate on the shared use of transportation and facilities, in appropriate cases

(B) Collaborate to reduce the duplication and enhance the efficiency of services while increasing the program participation of underserved populations of eligible children

(C) Exchange information on the provision of non educational services to such children

J. Other elements mutually agreed to by the parties

1. Newcastle Public School agrees to screen all Head Start Children living in the Newcastle School District for Speech and Language within 45 days of the child's first day in Head Start.

2. Federal Regulations as mandated by Individuals with Disability Education Act (IDEA) Public Law 101-476 will be adhered to. Newcastle Public School will be the educational agency responsible for the determination of special education and related services, categorization and placement in accordance with state statutes, policy and procedures and federal regulations for children who reside in the Newcastle Public School district.

VII. Confidentiality

All acknowledge confidentiality requirements that each agency must follow regarding the sharing and release, with the consent of families, of personally identifiable information regarding children and families. Each agency will protect the rights of young children with respect to records and reports created, maintained, and used by the public agencies. It is the intent of this agreement to ensure that parents have rights of access and rights of privacy with respect to such reports and records, and that applicable State and Federal laws for exercise of these rights be strictly followed. Family Educational Rights and Privacy Act (FERPA) will be followed. (See 34CFR 303.460.)

VIII. Dispute Resolution

Parties will first attempt to resolve the dispute between or among themselves. All local agencies will ensure that a system is in place to resolve disputes and solve problems.

Failure of either party to comply with the terms of this agreement will be grounds for termination of said contract upon notice of sixty (60) days given to either party.

IX. Review of Agreement

The agreement will be jointly reviewed by all parties annually and more frequently if laws and regulations are amended that will significantly impact this agreement, or when a party requests a formal change.

X. Term of Agreement

This contractual agreement for the provision of Early Childhood Education Collaboration Services is entered into the first day of July 2020, by and between Delta Head Start and Newcastle Public School.

The effective date of this agreement will be for a period commencing July 1, 2020 and ending June 30, 2021.

By signing the agreement each agency agrees to the terms.

The signed agreement will be binding on all successors of parties to the agreement.

XI. SIGNATURES

Newcastle Public School District Rep.

Date

Shawn Horta
Delta Head Start Director

5/11/2020
Date

Carin Nichols
Delta Community Action
Executive Director

5/11/2020
Date

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the “Agreement”), dated as of _____, 2020, is made and entered into by and between **EMPLOYEE EVALUATION SYSTEMS, INC. (“EES”)**, whose notice address is 2801 N. Lincoln Blvd., suite 226, Oklahoma City, Oklahoma 73105, and **SCHOOL DISTRICT NO. _____ OF _____ COUNTY, OKLAHOMA, a/k/a _____ PUBLIC SCHOOLS (“District”)**.

RECITALS:

A. EES has developed a web application known as OKTLE for use with the teacher evaluation framework known as the Tulsa TLE Observation and Evaluation System. EES has developed a web application known as SEES for use in support employee evaluation. EES has also developed a web application for use with the McREL principal/leader evaluation system. EES has developed a web application known as Hire for Ed for use in managing the employee hiring process.

B. EES and the District desire to license the use of EES’s OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems to the District for use in teacher, support employee and/or principal/leader evaluations for the 2020-2021 school year and thereafter.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, EES and District agree as follows:

1. **Grant of License.** Subject to the terms and conditions of this Agreement, EES hereby grants to District a non-exclusive, non-transferable license to use the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems (the “License”).

2. **Term.** The term of this Agreement shall be for one year, beginning July 1, 2020 and ending June 30, 2021.

3. **Support, Training and Services.** District’s license of the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems includes online access to the web-based teacher, support employee and principal/leader evaluation systems, online users guides, unlimited technical support, reports of observation and evaluation data, and training related to the operation of the web-based systems. State mandated training for evaluators on the Tulsa TLE Observation and Evaluation System or McREL principal/leader system is not included with this license, and may be obtained from the State or State licensed vendors according to the requirements of the Oklahoma State Department of Education.

4. License Fee.

OKTLE – Teacher Evaluation

\$27.50 per teacher

\$24.75 per teacher for members of OROS, ORES or USSA

For the 2020-2021 school year, the District will have

_____ teachers

X _____ per teacher

OKTLE TOTAL _____

McRel – Leader Evaluation

~~\$200.00 per Leader/Principal~~

\$160.00 per Leader/Principal for OKTLE districts

For the 2020-2021 school year, the District will have

_____ Leaders/Principals,

X \$160.00 per Leader/Principal

McREL TOTAL _____

SEES - Support Employee Evaluation

~~\$20.00 per employee~~

\$16.00 per employee for OKTLE districts

For the 2020-2021 school year, the District will have

_____ support employees

X \$16.00 per employee

SEES TOTAL _____

HIRE FOR ED – Teacher Recruitment and Hiring

Post jobs, accept applications, and manage your hiring process *online* simply and easily.

Admin office plus up to 3 school sites ~~\$1,200~~ \$960 for OKTLE districts

+ Additional school sites _____ x \$300 = _____

HIRE FOR ED TOTAL _____

TOTAL 2020-2021 SCHOOL YEAR COST _____

5. **Release by District.** District, in consideration for the grant of the License and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby releases EES, its officers, agents and employees, from any and all liability or expense, including, without limitation, reasonable attorneys' fees, expenses, costs, judgments, settlements, or other costs to the extent arising out of or relating to (1) District's use, misuse or modification of the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems; or (2) District's failure to use corrections or enhancements to the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems provided to District by EES.

6. **District's Remedies.** District's exclusive remedy hereunder is termination of this Agreement.

7. **Limitation of Liability.** To the maximum extent permitted by law, under no circumstances shall either party be liable to the other for indirect, incidental, consequential, special or exemplary damages arising from this agreement or the breach hereof.

8. **Miscellaneous.**

(a) **Entire Agreement.** This Agreement constitutes the entire agreement of the parties relative to the licensing of use of the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems and supersedes all oral or written proposals or understandings concerning such subject matter. This Agreement may be modified only pursuant to a writing executed by both parties.

(b) **Severability.** If any of the provisions of this Agreement are held by a court of competent jurisdiction to be invalid or unenforceable under any applicable statute or rule of law, such provision shall, to that extent, be deemed omitted and the remaining portions of this Agreement shall remain in full force and effect.

(c) **Survivability.** The obligations set forth herein shall survive any termination of this Agreement.

(d) **Waiver.** No term or provision of this Agreement shall be deemed to be waived and no consent to any breach or default shall be deemed to have been made unless such waiver or consent shall be in writing signed by the party against whom the waiver or consent is asserted. The waiver of one breach or default or any delay in exercising any rights under this Agreement shall not constitute a waiver of any subsequent breach or default.

(e) **Construction.** Descriptive headings or captions in this Agreement are for convenience only and shall not affect the construction or application of this Agreement. No rule of construction requiring interpretation against the drafting party shall be applied or given effect.

(f) **Intellectual Property.** District shall cooperate fully with EES in the maintenance and protection by EES of any rights or interests of EES in the OKTLE, SEES, Hire For Ed, and/or McREL web-based Systems or other intellectual property or interests therein that are the subject matter of this License.

IN WITNESS WHEREOF, EES and District have executed this Agreement as of the _____ day of _____, 2020.

EMPLOYEE EVALUATION SYSTEMS, INC.

By: 
President

“EES”

INDEPENDENT SCHOOL DISTRICT NO. ____
OF _____ COUNTY, OKLAHOMA,
a/k/a _____ PUBLIC SCHOOLS

By: _____
For the District

“DISTRICT”

Customer: NEWCASTLE PUBLIC SCHOOLS

Addr: 101 N. MAIN
 NEWCASTLE OK 73065

October Membership: 2336

MAS: MUNICIPAL ACCOUNTING SYSTEMS, INC.

Addr: 908 EAST 35TH STREET
 SHAWNEE, OK 74804

Phone: (800)749-5691 **Fax:** (405)275-7091

Re-Occurring Fiscal Year Charges

Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.

Description	Total
Appropriated Funds	\$9,000.00
Payroll - Usage Fee Included In Appropriated Funds	NA
Treasurer	\$1,401.60
Activity Funds	\$700.80
Personnel	\$1,401.60
Purchase Requisition	\$1,401.60
Total 2020-2021 Fiscal Year Charges:	\$13,905.60

Terms and Conditions

- The software charge includes phone support for one (1) designated contact per application. Additional contacts can be added at an additional cost. MAS shall provide the phone support during normal business hours of 8:00 a.m. to 5:00 p.m. CST, Monday through Friday, exclusive of holidays. MAS shall have full and free access to the Customer equipment and software to provide support.
- The software charge includes interactive online training via training videos and webinars.
- On-site training (by appointment only) will be charged \$750.00 per day from 9:30 a.m. through 3:30 p.m. CST and \$.55/mile roundtrip. Additional time is \$100.00 per hour.
- Customer agrees that MAS shall not be liable to Customer for any incidental or consequential damages, loss, or other liabilities arising out of the use or inability to use the software.
- The terms and conditions of this agreement supersede those of all previous agreements between the parties with respect to the use of the software and such use hereafter is subject to the terms and conditions of this agreement.
- This agreement shall be governed by the Laws of the State of Oklahoma.

Software as a Service

- Definitions.
 - Application means the software and other material used by MAS to access, configure, and provide the Services. The Application(s) identified in the Service Order Agreement are licensed on a subscription basis and delivered as hosted online software using the Software as a Service (SaaS) model.
 - Charges mean the fees payable by Customer pursuant to the Software Service Order Agreement.
 - Customer Data means any data that Customer sends to the Service and any data that Customer receives from the Service in fulfillment of a request, excluding any content deemed to be Intellectual Property.
 - Documentation means instructions and examples pertaining to appropriate integration with and proper use of the Services.
 - Intellectual Property Rights means all intellectual property rights, including patents, trademarks, trade name, service mark, copyright, trade secrets, know-how, process, technology, development tool, ideas, concepts, design right, domain names, moral right, database right, methodology, algorithm and invention, and any other proprietary information (whether registered, unregistered, pending, or applied for).

- (f) Privacy Policy and Terms of Service means the MAS Privacy Policy and Terms of Service in effect at the time of this Agreement, which is incorporated herein by reference and which is subject to change without notice.
- (g) Service shall have the meaning set forth in the MAS Privacy Policy and Terms of Service.
- (h) Service Order Agreement means the Software Service Order Agreement delivered by MAS to Customer which sets forth the service and fees for the current fiscal year.
- (i) Usage Data means any data that MAS collects or generates during the performance of the Service, including non-confidential elements of Customer Data.
2. Service.
- (a) MAS Obligations. MAS hereby agrees, subject to and during the term of this Agreement and the Privacy Policy and Terms of Service: (i) to provide the Service to Customer; (ii) to grant or procure a right for Customer to access and use the Application as a part of the Service only; and (iii) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service.
- (b) Customer Obligations. Customer hereby agrees, as allowed by Oklahoma constitution or law, subject to and during the term of this Agreement: (i) to comply with the Privacy Policy and Terms of Service; (ii) not to reverse-engineer the Application; (iii) to use an appropriate integration method for the volume and/or nature of queries to the Service; (iv) that it is solely responsible for all of its activities and for the accuracy, integrity, legality, reliability, and appropriateness of all Customer Data; (v) to use all commercially reasonable efforts to prevent unauthorized access to, or use of, the Service, and notify MAS promptly of any such unauthorized use; (vi) to comply with all applicable laws in using the Service, wherever such use occurs, and not use, or require MAS to use, any Customer Data obtained via the Service for any unlawful purpose; and (vii), to accurately represent Customer's use of the Service and data obtained from the Service.
3. Service Order Agreement. The Service Order Agreement will be effective only when signed by Customer and MAS. Any modifications or changes to the Services under any executed Service Order Agreement will be effective only if and when memorialized in a mutually agreed written change order signed by both Parties.
4. Access to the Service, Attribution, and Charges.
- (a) Customer Accounts. Customer must provide MAS with valid contact information prior to receiving access to the Service in compliance with the Privacy Policy and Terms of Service.
- (b) Data Preparation & Configuration. Customer will ensure that: (i) Customer Data is in proper format as specified by the Documentation; and (ii) no other software, data, or equipment having an adverse impact on the Service has been introduced.
5. Availability, Maintenance, and Technical Support.
- (a) Availability & Maintenance. MAS will use commercially reasonable efforts to make the Service available. Downtime for maintenance, upgrades, enhancement, or any other reason, may be scheduled at any time.
- (b) Technical Support. Unless otherwise provided in the Service Order Agreement, MAS will offer technical and customer support on a first-come, first-served basis during regular business hours, Central Standard Time.
6. Third-Party Software Integration Acknowledgements, Representations, and Agreements. MAS will provide software as part of the Service that will allow the Customer to share data with third-party applications.
- (a) It is understood and agreed that MAS is not responsible for the security of the data once it has been provided by the Customer to a third party using the Service.
- (b) It is understood and agreed that MAS is not releasing this data to a third party. It is acknowledged and agreed that under no circumstance shall MAS be deemed to be a direct or indirect transferor of information/data to any third party. MAS is only providing software that will allow the Customer to share data with third-party applications.
- (c) Customer hereby represents that it is aware of all duties, requirements and restrictions set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (d) Customer hereby represents that it shall perform all duties and requirements set forth under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (e) Customer hereby represents that it shall refrain from performing any act restricted under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.
- (f) Customer hereby agrees that it shall, as allowed by Oklahoma constitution or law, defend, indemnify, reimburse, and make whole in any manner, MAS for any form of damages sustained as a direct or indirect result of the Customer's failure to follow any duty, requirement, restriction or other that is mandated under The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), Children's Online Privacy Protection Act (COPPA) (15 U.S.C. §§ 6501-6508), the Health Insurance Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance. This shall include any and all attorney fees, costs, expenses, expert fees, and other that MAS could incur.
- (g) Customer represents that it shall obtain all necessary authorizations (including authorizations from any parent/guardian, student or other interested third person) as required by law before any information/data is transferred by it to a third party.
7. Intellectual Property Rights.
- (a) MAS Intellectual Property. MAS and its third-party licensors (as appropriate) shall retain all Intellectual Property Rights in the Service and Usage

Data. Except as expressly set forth herein, no MAS Intellectual Property Rights are granted to Customer.

(b) Customer Intellectual Property. Customer retains all Intellectual Property Rights in Customer Data. Customer grants MAS a license: (i) to use the Customer Data to the extent necessary for the performance of the Services; (ii) to keep an archival copy subject to the provisions of the relevant data protection regulations; and (iii) to create Usage Data by collecting non-confidential elements of Customer Data, such as dates, location codes, equipment types, carriers, and other data as determined by MAS and in conjunction with automatically generated data such as IP address, time, and frequency of access.

(c) Feedback Relating to Services. MAS shall have a perpetual, royalty-free, irrevocable, worldwide license to use and incorporate into the Services any suggestions, ideas, modification requests, feedback, or other recommendations related to the Services provided by or on behalf of Customer.

(d) Derivatives and Compilations of Usage Data. MAS shall have a perpetual, royalty-free, irrevocable, world-wide license to use, sublicense, and publish derivative works and compilations resulting from collection and analysis of Usage Data.

8. Privacy and Personal Information.

(a) MAS's Privacy Policy. MAS's Privacy Policy and Terms of Service, made a part hereof, is available at www.wengage.com.

9. Term; Termination.

(a) Term. This Agreement is effective for the fiscal year set forth in the Software Service Order Agreement unless earlier terminated by either Customer or MAS.

(b) Termination Without Cause. Customer may terminate this Agreement by discontinuing use of the Service and paying any remaining charges. MAS may terminate this Agreement by discontinuing its provision of the Service to Customer, in which case Customer is not obligated to pay any remaining charges.

(c) Breach. MAS may terminate this Agreement if Customer breaches any material obligation provided hereunder, including Customer's obligations specified in Section 2(b), which breach is not cured within five (5) days of MAS's notice to Customer.

10. Confidential & Proprietary Information. For purposes of this Section, a Party receiving Confidential & Proprietary Information (as defined below) shall be the "Recipient" and the Party disclosing such information shall be the "Discloser."

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to MAS or its third-party licensor (as appropriate), and MAS hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

(b) Covenant. Recipient hereby agrees that during the Term and at all times thereafter it shall not use, commercialize, or disclose such Confidential & Proprietary Information of the Discloser to any person or entity, except to its own employees and agents having a "need to know" (and who themselves are bound by similar nondisclosure restrictions), and to such other recipients as the Discloser may approve in writing; provided that all such recipients shall have first executed a confidentiality agreement in a form acceptable to Discloser. Recipient shall not: (i) alter or remove from any Confidential & Proprietary Information of the Discloser any proprietary legend, or (ii) decompile, disassemble, or reverse engineer the Confidential & Proprietary Information (and any information derived in violation of such covenant shall automatically be deemed Confidential & Proprietary Information owned exclusively by the Discloser). Recipient shall use at least the same degree of care in safeguarding the Confidential & Proprietary Information of the Discloser as it uses in safeguarding its own confidential information, but in any event at least reasonable care. Upon termination or expiration of this Agreement, and regardless of whether a dispute may exist, Recipient shall, upon request by Discloser, return or destroy (as instructed by Discloser) all Confidential & Proprietary Information of Discloser in its possession or control and cease all further use thereof.

(c) Injunctive Relief. Recipient acknowledges that violation of the provisions of this Section would cause irreparable harm to Discloser not adequately compensable by monetary damages. In addition to other relief, it is agreed that injunctive relief shall be available without necessity of posting bond to prevent any actual or threatened violation of such provisions.

11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from MAS to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

12. Survival. Termination shall have no effect on the Parties' rights or obligations under Section 8 ("Privacy and Personal Information"); Section 10 ("Confidential & Proprietary Information"), Section 13 ("Independent Contractor Status"), any payment obligations or any provision which by its nature should survive.

13. Independent Contractor Status. Each Party and its employees and agents are independent contractors in relation to the other Party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the Parties. Each Party shall remain responsible and shall, as allowed by Oklahoma constitution or law, indemnify and hold harmless the other Party, for the withholding and payment of all federal, state and local personal income, wage, earnings, occupation, social security, worker's compensation, unemployment, sickness and disability insurance taxes, payroll levies, or employee benefit requirements now existing or hereafter enacted and attributable to themselves and their respective people.

14. Miscellaneous. This document and the documents incorporated herein constitute the entire agreement between the Parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. MAS reserves all rights not specifically granted herein. Neither Party shall be liable for delays caused by events beyond its reasonable control, except non-payment of amounts due hereunder shall not be excused by this provision. Any provision hereof found by a tribunal of competent jurisdiction to be illegal or unenforceable shall be automatically conformed to the minimum requirements of law and all other provisions shall remain in full force and effect. Waiver of any provision hereof in one

instance shall not preclude enforcement thereof on future occasions.

Prepared By: *Pam Humphrey*

Date Prepared: 2/20/2020

Accepted By (please circle one): Superintendent / Board President

Signature: _____

Date Accepted: _____

**SPORTS MEDICINE and ATHLETIC TRAINING
SERVICES SUBSCRIPTION AGREEMENT**

I. PARTIES TO THE AGREEMENT:

- A. Norman Regional Hospital Authority d/b/a Norman Regional Health System
901 N. Porter Ave.
Norman, OK 73072**

- B. Newcastle Public Schools
101 N. Main
Newcastle, OK 73065**

II. GENERAL PURPOSE OF THE ATHLETIC TRAINING EVENT COVERAGE AGREEMENT:

NORMAN REGIONAL HOSPITAL AUTHORITY D/B/A NORMAN REGIONAL HEALTH SYSTEM (hereinafter "NRHS") is possessed of certain skill, experience, and expertise with regard to sports medicine care of athletic populations. NRHS desires to continue to be the provider of choice for sports medicine care.

III. AGREEMENT:

NRHS agrees to provide Newcastle Public Schools (hereinafter "NPS") with unique services as outlined in this service agreement. Services provided by NRHS to NPS will be done so exclusively. No school system representative, administrator, or coach shall attempt to use, secure, or negotiate other sports medicine and/or athletic training services during the contract term. **No school system representative, administrator, or coach shall refer an athlete to any health care professional except for the one provided by NRHS.** This contract will be valid from August 1, 2020 through May 31, 2021 or until the termination of the school year, which ever comes first. Thereafter, this agreement shall automatically renew each year for a period of one (1) school year.

IV. COMPENSATION FOR SERVICES:

1. The service fee for the established term will be Twenty-Five thousand dollars (\$25,000.00). The service fee is an annual fee and is due and payable by NPS. NRHS agrees, for the convenience of the school system, to extend the payment term to ten (10) monthly payments. The first one-tenth of the contract fee, two thousand five hundred dollars (\$2500.00) shall be due to NRHS by September 15, 2020. Each of the subsequent payments will be due no later than the 15th of each month until the fee schedule has been retired. If the outstanding balance is 30 days or more past due, NRHS may, at its option, require the payment of the entire service agreement outstanding balance.

2. NPS will also agree to advise each booster club and help secure, at no cost, available space in any football, basketball or major athletic event program or

publication for marketing, sports injury information, and educational information, as provided by NRHS representative. Size of any printed marketing or information material must be no smaller than 8 1/2" X 5 1/2".

V. SPORTS MEDICINE AND ATHLETIC TRAINING SERVICES:

1. Provision of a NATABOC Certified Athletic Trainer (ATC) and licensed by the Oklahoma State Board of Medical Licensure and Supervision.
2. ATC will be on campus on a daily basis at 11:00 a.m. on Monday, Tuesday and Thursday. Wednesday the ATC will be on campus at 7:45 a.m.
3. ATC will remain on campus during the football season until the completion of football practice. Following the football season the ATC will communicate to the Athletic Director and coaching staffs training room operational hours.
4. Taping and pre-game/ practice treatments.
5. Post-game/practice treatments.
6. Daily injury reporting and record keeping.
7. Management of training room equipment/ supplies. (Including equipment purchased by the school at start up or any equipment/ supplies donated to the school).
8. Management of training room personnel and student athletic trainer aides.
9. Game coverage as follows:

Dedicated Coverage:

Home/Away Varsity Football
Home JV Football
Home Varsity Basketball (boys, girls)
Home Varsity Soccer (boys, girls)
Home Track Meets
District Events if hosted at NPS

Scheduled coverage based on priority:

Home Varsity Softball
Home Varsity Baseball
Home Cross Country Meets

- Any game coverage conflict or priority coverage will be resolved and/ or scheduled by providing game coverage to the sport with a higher rate of injury or at the discretion of the ATC with the approval of the NPS Athletic Director.
10. NRHS will provide continuing education, informative presentations, or public speaking engagements for NPS parents, faculty, staff or coaching staff upon request. Dates, times, and topics must be arranged by a school system representative.

VI. AVAILABILITY OF THE ATC:

1. Athletic Training services will be provided during the operational hours. Operational hours will be established to reflect the time of the athletic season. Changes will be made at the discretion of the ATC.
2. Athletic Training services will not be provided during scheduled holidays and vacations that are recognized by NPS. These include but are not limited to: Christmas Holiday, Thanksgiving Holiday, Spring Break, Labor Day, Memorial Day, etc.

VII. PHYSICIAN SERVICES:

1. NRHS, at their discretion, shall designate for NPS, a team orthopedic physician(s), and/or primary care or general practice physician(s) for the term of this contract. No school system athlete will be required to owe the services of any such designated physician(s). Any such designated physician(s) shall assume no liability with regard to the nature and implementation of treatment.
2. Any athlete referred for a physician consultation will assume all financial responsibility for the charges incurred for their treatment and care.

VIII. CONDITIONS OF FEE FOR SERVICE:

1. NRHS does not in any form, imply or infer, to have authority to discount or waive fees for NRHS, any associated physician(s) or allied medical service. Any fees charged for medical services associated with the treatment, rehabilitation, and/or care of an athlete include, but are not limited to, rehabilitation procedures, diagnostic testing, diagnostic imaging, hospital or lab procedures, physician services, emergency room services, surgical services, related hospital services, and contract hospital services.
2. Verification of third party reimbursement or insurance coverage or questions related to coverage can be directed to the service provider business office.

IX. TERMINATION:

This agreement may be terminated prior to the expiration of its established terms only under the following circumstances:

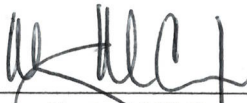
1. By either party, with or without cause, upon no less than 30 days prior written notice; provided, however, that in the event that this contract is terminated early without cause by the school system, NRHS, will not refund any portion of the contract fee, and all services to NPS shall be terminated. Provided, further that in the event this agreement is terminated early with cause by NRHS, the school system shall be entitled to a prorated refund based on the remaining months of the contract term.

2. This agreement may be terminated prior to the expiration of its established term by written notice. Notice from one party to the other party in the event of a breach or default in this agreement; provided, however, that the breaching party shall first have been given at least 30 days advance written notice of the breach and an opportunity to cure the default.

X. CONFIDENTIALITY:

All business, medical and other records related to the operation of NRHS, including, but not limited to, general administrative records, policies and procedures, and pricing information, shall be and remain the sole property of NRHS (collectively, the "Confidential Information"). NPS hereby acknowledges that the Confidential Information is competitively sensitive and agrees not to disclose Confidential Information to a third party other than NPS administrators, school board members, attorneys, accountants, or other bona fide agents or representatives.

EXECUTED AND EFFECTIVE THE _____ DAY OF _____ 2020.



Meegan Carter, VP Population Health & Wellness
NORMAN REGIONAL HOSPITAL AUTHORITY

Newcastle Public Schools Superintendent

Newcastle High School Athletic Director

OCCUPATIONAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 1st day of July 2020 by and between **Newcastle Public Schools** and **Tyler Garling, Registered and Licensed Occupational Therapist**. WHEREAS, THE Newcastle Public Schools and Tyler Garling, M.O.T.R/L desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Occupational Therapist: The Occupational Therapist shall perform occupational therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Occupational Therapist is a member. The Occupational Therapist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Occupational Therapist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means and methods by which the Occupational Therapist performs his duties, so long as those means and methods constitute

sound, prudent, and professional occupational therapy practices. The Occupational Therapist has the duty to report any income received pursuant to this Agreement for local, state, and federal income tax purposes, for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of its relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Occupational Therapist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Occupational Therapist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Occupational Therapist's services hereunder, the Newcastle Public Schools shall pay **Tyler Garling, M.O.T.R./L** the sum of **\$55.00 per hour** for duties performed by the Occupational Therapist. Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided, as well as attendance at MEEGS/IEP/504 meetings as may be required by the district. The Occupational Therapist will submit an invoice for reimbursement of duties the last working day of each month. Payment will follow the monthly board meeting.
4. Term: The term of this Agreement shall be for the school year 2020-2021 commencing on July 1, and ending on June 30, 2021. This Agreement may be terminated by either party for any reason with a two-week written notification by certified mail with the two-week notification beginning upon receipt by the receiving party.
5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Occupational Therapist nor any other fringe benefits.

The Occupational Therapist will provide his own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public School.

This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date

Tyler Garling
Tyler Garling, M.O.T.R/L
O.T. # 2073

5-12-20
Date



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

Invoice	INV-08105-P7Y5V2
Date	7/15/2019
Page	1
Amount Due	\$2,850.00
Customer #	6607

To pay online via credit card please visit: www.ossba.org/payonline

Customer:

Newcastle Public Schools 101 North Main Street Newcastle OK 73065

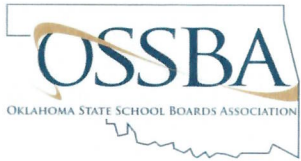
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Customer ID	Customer Name	Purchase Order No.		Due Date	
6607	Newcastle Public Schools			7/15/2019	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
1000	2020 Membership Dues - Newcastle	1	\$0.00	\$2,850.00	\$2,850.00

The membership fee covers the provision of various services by the Oklahoma State School Boards Association to boards of education. Such services include legal information, publications, in-office consultations, answers to telephone and letter inquiries from school officials and school patrons, monitoring of state and federal education legislation, and other services designed to improve the quality of management of public education in Oklahoma. Member boards of education also receive reduced rates for workshop registrations, subscriptions and fee service programs

Subtotal	\$2,850.00
Tax	\$0.00
Total	\$2,850.00

Questions ?
 Contact Jennifer at jenniferp@ossba.org
 or Martha at marthas@ossba.org



Membership Renewal

Fax

Attention: Membership 2020-2021

Fax Number: (405) 609-3091

Please continue _____
(School Name)

Public Schools membership in OSSBA for 2020-2021.

Purchase Order # _____

School board voted to join OSSBA on _____ 2020.

Upcoming Events

OSSBA/CCOSA Golf Tournament
Thursday, August 27
Lake Hefner Golf Club
Oklahoma City

OSSBA/CCOSA Annual Conference
Friday – Sunday, August 28-30
Cox Convention Center
Oklahoma City

Delegate Assembly
Saturday, August 29
Cox Convention Center
Oklahoma City

For more information visit our website at www.ossba.org

Superintendent's Name: _____

Is the Superintendent new this year? YES NO

First year Superintendent? YES NO

Board Clerk Signature (*board clerk's signature is also a grant of permission to receive faxes from OSSBA*)

Date: _____ Pages (with cover): _____

If your board membership has changed since the February election, please provide an updated list with this fax.



Oklahoma State School Boards Assn.
 2801 N. Lincoln Blvd. Suite 125
 Oklahoma City, OK 73105
 405.528.3571 or 888.528.3571
 Fax: 405.609.3091
 EIN: 73-6636480

Invoice	12608
Date	7/15/2020
Page	1
Amount Due	\$750.00
Customer #	6607

To pay online via credit card please visit: www.ossba.org/payonline

Customer:

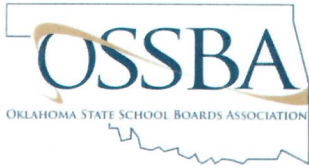
Newcastle Public Schools
 101 North Main Street
 Newcastle OK 73065

For proper credit please return top portion

Customer ID	Customer Name	Purchase Order No.		Due Date	
6607	Newcastle Public Schools			7/15/2020	
Item Number	Description	Ordered	Discount	Unit Price	Ext. Price
3105	Policy Maintenance Service Subscription- July 1, 2020- June 30,	1	\$0.00	\$750.00	\$750.00

Subtotal	\$750.00
Tax	\$0.00
Total	\$750.00

Questions ?
 Contact Jennifer at jenniferp@ossba.org
 or Martha at marthas@ossba.org



Policy Renewal

Fax

Attention: Policy 2020-2021

Fax Number: (405) 609-3091

Please continue _____
(School Name)

Public Schools policy subscription for 2020-2021.

Purchase Order # _____

School board voted to subscribe to policy services on
_____ 2020.

Superintendent's Name: _____

Upcoming Events

OSSBA/CCOSA Golf Tournament
Thursday, August 27
Lake Hefner Golf Club
Oklahoma City

Is the Superintendent new this year? YES NO

First year Superintendent? YES NO

OSSBA/CCOSA Annual Conference
Friday – Sunday, August 28-30
Cox Convention Center
Oklahoma City

Delegate Assembly
Saturday, August 28
Cox Convention Center
Oklahoma City

Board Clerk Signature (*board clerk's signature is also a grant of permission to receive faxes from OSSBA*)

Date: _____ Pages (with cover): _____

For more information visit our website at www.ossba.org

PHYSICAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as the 1st day of July 2020 by and between **Newcastle Public Schools and Carla Gill-Garling, Registered Physical Therapist.**

WHEREAS, THE Newcastle Public Schools and Carla Gill-Garling, R.P.T. desire to enter into a written agreement setting forth the terms of the contract relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. Duties of Physical Therapist: The Physical Therapist shall perform physical therapy duties for the children identified through evaluation, upon referral, who reside in or are eligible to attend the Newcastle Public Schools. Frequency of service and amount of time for each shall be determined through the I.E.P. team of which the Physical Therapist is a member. The Physical Therapist shall provide and maintain written documentation regarding evaluations, individual treatment sessions, and progress reports in accordance with all federal and state governing agencies, Newcastle Public School's policies, and third party reimbursement sources, and shall devote such skill and experience towards the performance of these duties as may be required. The Newcastle Public Schools agree to provide both space and equipment for the service.
2. Contract Relationship Between Parties: Newcastle Public Schools and the Physical Therapist agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. The Newcastle Public Schools acknowledges that it has no right to control the means and methods by which the Physical Therapist performs her duties, so long as those means and methods constitute sound, prudent, and professional physical therapy practices. The Physical Therapist has the duty to report any

income received pursuant to this Agreement for local, state, and federal income tax purposes, for all other tax purposes, and to report any withholding, Social Security, federal unemployment, or any other taxes which may be payable arising out of its relationship with the Newcastle Public Schools. Newcastle Public Schools will be responsible for alerting the Physical Therapist to any and all federal, state, and local regulations pertaining to the confidentiality of student records. The Physical Therapist agrees to abide by such regulations. The Agreement and Contract shall be governed by the laws of the State of Oklahoma and is subject to the provisions of the Oklahoma Constitution.

3. Compensation: As compensation for the Physical Therapist's services hereunder, the Newcastle Public Schools shall pay **Carla Gill-Garling, R.P.T.** the sum of **\$55.00 per hour** for duties performed by the physical therapist or licensed physical therapy assistant, whom is subcontracted through the Physical Therapist. The Physical Therapist will be responsible for overseeing the duties performed by one physical therapy assistant. Duties performed include: direct student care, evaluations, and documentation of evaluations and treatments provided. The Physical Therapist will submit an invoice for reimbursement of duties performed by the twentieth of each month. Payment will follow the monthly board meeting.
 4. Term: The term of this Agreement shall be for the school year 2020-2021 commencing on July 1, 2020 and ending on June 30, 2021. This Agreement may be terminated by either party for any reason with a two-week written notification by certified mail with the two-week notification beginning upon receipt by the receiving party.
 5. Insurance: During the term of this Agreement, Newcastle Public Schools will not provide accident or health insurance to the Physical Therapist nor any other fringe benefits. The
-

Physical Therapist will provide her own professional liability or malpractice insurance in such amounts as are satisfactory to the Newcastle Public School.

This Agreement is executed, in duplicate, with each acting as an original on the day and year first written above.

Superintendent of Schools

Date

Director of Special Services

Date

Carla Gill

Carla Gill-Garling, R.P.T.
P.T. # 1603

05/01/2020

Date



2020-2021 Cooperative Agreement / Title III Consortium Lead Fiscal Agent Board Approval Form

The Board of Education of BLACKWELL Public Schools agrees to act as the Lead Fiscal Agent for a Title III, Part A consortium to consist of the following member LEAs-

1. BLACKWELL	2. ALVA	3. PIONEER-PV
4. FAIRVIEW	5. TONKAWA	6. NEWCASTLE
7.	8.	9.

The Board of Education agrees to the following responsibilities required of the Lead Fiscal Agent-

- *Completion and submission of the required Consortium documentation by the deadline established by OSDE.*
- *Completion of the Title III component of the Consolidated Application in the Grants Management System (GMS).*
- *Management of all aspects concerning the financial management of the Title III award in the GMS system.*
- *Provision of fiscal and/or programmatic guidance to consortium partner LEAs through the Title III Consultation requirement.*

Approved by the Board of Education of BLACKWELL Public Schools on JUNE 8TH, 2020.

Printed Name *Signature* *Date*
Board of Education President

Printed Name *Signature* *Date*
Superintendent



EMPLOYMENT SCHEDULE "A"

June 9th, 2020

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		Replacement / New	HS / Science & MS / Science	8/3/2020
		Replacement	ES Special Ed	8/3/2020
		Replacement	ES Special Ed - ID	8/3/2020
CONTRACT MODIFICATION				
Last Name	First Name	Prior Contract	Current Contract	Effective
REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Baker	Todd	Band	HS / MS	6/4/2020
Sprinkle-Baker	Mamie	Band	HS / MS / ES	6/4/2020
Crossley	Kyle	Teachers Assistant	HS	6/3/2020
Brooks	Karla	Teacher	ES	6/1/2020
Brite	Ashlyn	Teacher	ES	5/18/2020
Phillips	Jake	Teacher	HS	5/20/2020
RESCINDED EMPLOYMENT / TERMINATIONS				
Last Name	First Name	Assignment	Site	Effective
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
		Cross Country Lay Coach	MS	8/3/2020
RESCINDED / RESIGNED / REMOVED EXTRA DUTY or STIPENDS				
Last Name	First Name	Assignment	Site	Effective



EMPLOYMENT SCHEDULE "B"
2020-2021 Rehire List
June 9, 2020

SUPPORT STAFF, LESS THAN ONE YEAR		
Name		
AUTRY, BECKY		
BIGHAM, MARCEDES		
BLACK, REBEKAH		
BROWN, CHRISTY		
CRISSUP, SAMANTHA		
CUTLER, BERRY		
FOSTER, BRENDA		
GOLDBECK, ANDREA		
HALL, JULIE		
KNAPP, MACKENZIE		
LAIN, DAKOTA		
LARSON, LEANNA		
MASON, SADIE		
MEDRANO, ABIGAIL		
ROSADO BAKER, ROSALIA		
SALDANA, MAKENSEY		
SALTERS, DAYMON		
SCHMIDT, JENNIFER		
SNIDER, HAYLI		
SWETZ, MELISSA		
TUCKER, VICTORIA		
WHITE, KAYLI		

Voting
5-21-2020

upd
AG 5-21-2020

2019-2020 Support Staff Negotiations BALLOT

Our goal was to negotiate a raise for all support staff. The following is the proposed pay scales for all affected employees for FY20. The pay increase will be retroactive and applied to each employee's regular contract and spread over the remaining pay periods left after board approval.

The following is the rationale provided by the administration for the distribution for the FY20 raises.

*Support staff that have had recently created or modified pay rates (cafeteria workers (FY18) and bus drivers (FY17)) received a smaller raise.

*Support staff that have been performing additional duties for which they needed to be compensated (Grade 3 Teacher Assistants who have been providing independent instruction) received a larger raise.

*All raises are balanced to put the pay scales on easier to follow increments (pay rates all end in a "0" or a "5").

*If you qualified for the MOU for the FY19, you will not lose any pay but will find your step on the new pay scale and proceed accordingly.

The following is a breakdown (provided by administration) per position and employees for total increase on pay scale:

Category	Estimated Payroll Cost	Number of staff from FY20
Secretaries / Registrars	\$12,478	11
Teacher Assistants	\$53,116	45
Speech Assistants	\$725.25	1
Custodians / Maintenance	\$16,791	17
Bus Drivers	\$1387	18
Cafeteria Cooks	\$1,655	13
TOTALS	\$86,152.68	105

Admin would like to change verbiage on the following:

Class to Grade for Pay Scales

Grade 1 Teacher Assistant with no additional qualifications

Grade 2 Teacher Assistant with OGET, Associates degree, para pro test or 60+ college hours

Grade 3 Full time instructor who manages a classroom and creates lesson plans -

Examples:

- Tutor for the Indian Ed program
- Special Ed assistant who deals with diapers, feeding or admin discretion
- Full time ISD or ABL instructor

The payroll department will not go back and calculate the raise for all extra duty payments that support employees might have received over the year.

PLEASE CHECK ONE BOX

YES (AGREE)

33 Vote



3 VOTES
NO (DISAGREE)

Teacher Assistant Hourly Pay Scale

Year	Grade 1		Grade 2		Grade 3	
	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 9.50		\$ 11.00		\$ 11.50	
1	\$ 9.70		\$ 11.20		\$ 11.70	
2	\$ 9.90		\$ 11.40		\$ 11.90	
3	\$ 10.10		\$ 11.60		\$ 12.10	
4	\$ 10.30		\$ 11.80		\$ 12.30	
5	\$ 10.50		\$ 12.00		\$ 12.50	
6	\$ 10.70		\$ 12.20		\$ 12.70	
7	\$ 10.90		\$ 12.40		\$ 12.90	
8	\$ 11.10		\$ 12.60		\$ 13.10	
9	\$ 11.30		\$ 12.80		\$ 13.30	
10	\$ 11.50	\$ 12.00	\$ 13.00	\$ 13.50	\$ 13.50	\$ 14.00
11	\$ 11.70	\$ 12.20	\$ 13.20	\$ 13.70	\$ 13.70	\$ 14.20
12	\$ 11.90	\$ 12.40	\$ 13.40	\$ 13.90	\$ 13.90	\$ 14.40
13	\$ 12.10	\$ 12.60	\$ 13.60	\$ 14.10	\$ 14.10	\$ 14.60
14	\$ 12.30	\$ 12.80	\$ 13.80	\$ 14.30	\$ 14.30	\$ 14.80
15	\$ 12.50	\$ 13.00	\$ 14.00	\$ 14.50	\$ 14.50	\$ 15.00
16	\$ 12.70	\$ 13.20	\$ 14.20	\$ 14.70	\$ 14.70	\$ 15.20
17	\$ 12.90	\$ 13.40	\$ 14.40	\$ 14.90	\$ 14.90	\$ 15.40
18	\$ 13.10	\$ 13.60	\$ 14.60	\$ 15.10	\$ 15.10	\$ 15.60
19	\$ 13.30	\$ 13.80	\$ 14.80	\$ 15.30	\$ 15.30	\$ 15.80
20	\$ 13.50	\$ 14.00	\$ 15.00	\$ 15.50	\$ 15.50	\$ 16.00
21	\$ 13.70	\$ 14.20	\$ 15.20	\$ 15.70	\$ 15.70	\$ 16.20
22	\$ 13.90	\$ 14.40	\$ 15.40	\$ 15.90	\$ 15.90	\$ 16.40
23	\$ 14.10	\$ 14.60	\$ 15.60	\$ 16.10	\$ 16.10	\$ 16.60
24	\$ 14.30	\$ 14.80	\$ 15.80	\$ 16.30	\$ 16.30	\$ 16.80
25	\$ 14.50	\$ 15.00	\$ 16.00	\$ 16.50	\$ 16.50	\$ 17.00

- Grade 1 Teacher Assistant with no additional qualifications
- Grade 2 Teacher Assistant with OGET, Associates degree, para pro test or 60+ college hours
- Grade 3 Full time instructor who manages a classroom and creates lesson plans - Examples:
 - Tutor for the Indian Ed program
 - Special Ed assistant who deals with diapers, feeding or admin discretion
 - Full time ISD or ABL instructor

Adopted in the 2019-2020 School Year

Secretary & Registrar

Hourly Pay Scale

Year	Secretary		Registrar	
	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 11.00		\$ 11.50	
1	\$ 11.20		\$ 11.70	
2	\$ 11.40		\$ 11.90	
3	\$ 11.60		\$ 12.10	
4	\$ 11.80		\$ 12.30	
5	\$ 12.00		\$ 12.50	
6	\$ 12.20		\$ 12.70	
7	\$ 12.40		\$ 12.90	
8	\$ 12.60		\$ 13.10	
9	\$ 12.80		\$ 13.30	
10	\$ 13.00	\$ 13.50	\$ 13.50	\$ 14.00
11	\$ 13.20	\$ 13.70	\$ 13.70	\$ 14.20
12	\$ 13.40	\$ 13.90	\$ 13.90	\$ 14.40
13	\$ 13.60	\$ 14.10	\$ 14.10	\$ 14.60
14	\$ 13.80	\$ 14.30	\$ 14.30	\$ 14.80
15	\$ 14.00	\$ 14.50	\$ 14.50	\$ 15.00
16	\$ 14.20	\$ 14.70	\$ 14.70	\$ 15.20
17	\$ 14.40	\$ 14.90	\$ 14.90	\$ 15.40
18	\$ 14.60	\$ 15.10	\$ 15.10	\$ 15.60
19	\$ 14.80	\$ 15.30	\$ 15.30	\$ 15.80
20	\$ 15.00	\$ 15.50	\$ 15.50	\$ 16.00
21	\$ 15.20	\$ 15.70	\$ 15.70	\$ 16.20
22	\$ 15.40	\$ 15.90	\$ 15.90	\$ 16.40
23	\$ 15.60	\$ 16.10	\$ 16.10	\$ 16.60
24	\$ 15.80	\$ 16.30	\$ 16.30	\$ 16.80
25	\$ 16.00	\$ 16.50	\$ 16.50	\$ 17.00

Adopted in the 2019-2020 School Year

Custodian & Maintenance

Hourly Pay Scale

Year	Custodian / Maintenance		Custodian Site Super. *		Licensed Maintenance	
	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 10.00		\$ 11.18		\$ 18.00	
1	\$ 10.20		\$ 11.39		\$ 18.20	
2	\$ 10.40		\$ 11.60		\$ 18.40	
3	\$ 10.60		\$ 11.81		\$ 18.60	
4	\$ 10.80		\$ 12.03		\$ 18.80	
5	\$ 11.00		\$ 12.24		\$ 19.00	
6	\$ 11.20		\$ 12.45		\$ 19.20	
7	\$ 11.40		\$ 12.66		\$ 19.40	
8	\$ 11.60		\$ 12.87		\$ 19.60	
9	\$ 11.80		\$ 13.08		\$ 19.80	
10	\$ 12.00	\$ 12.50	\$ 13.29	\$ 13.79	\$ 20.00	\$ 20.50
11	\$ 12.20	\$ 12.70	\$ 13.51	\$ 14.01	\$ 20.20	\$ 20.70
12	\$ 12.40	\$ 12.90	\$ 13.72	\$ 14.22	\$ 20.40	\$ 20.90
13	\$ 12.60	\$ 13.10	\$ 13.93	\$ 14.43	\$ 20.60	\$ 21.10
14	\$ 12.80	\$ 13.30	\$ 14.14	\$ 14.64	\$ 20.80	\$ 21.30
15	\$ 13.00	\$ 13.50	\$ 14.35	\$ 14.85	\$ 21.00	\$ 21.50
16	\$ 13.20	\$ 13.70	\$ 14.56	\$ 15.06	\$ 21.20	\$ 21.70
17	\$ 13.40	\$ 13.90	\$ 14.77	\$ 15.27	\$ 21.40	\$ 21.90
18	\$ 13.60	\$ 14.10	\$ 14.99	\$ 15.49	\$ 21.60	\$ 22.10
19	\$ 13.80	\$ 14.30	\$ 15.20	\$ 15.70	\$ 21.80	\$ 22.30
20	\$ 14.00	\$ 14.50	\$ 15.41	\$ 15.91	\$ 22.00	\$ 22.50
21	\$ 14.20	\$ 14.70	\$ 15.62	\$ 16.12	\$ 22.20	\$ 22.70
22	\$ 14.40	\$ 14.90	\$ 15.83	\$ 16.33	\$ 22.40	\$ 22.90
23	\$ 14.60	\$ 15.10	\$ 16.04	\$ 16.54	\$ 22.60	\$ 23.10
24	\$ 14.80	\$ 15.30	\$ 16.25	\$ 16.75	\$ 22.80	\$ 23.30
25	\$ 15.00	\$ 15.50	\$ 16.46	\$ 16.96	\$ 23.00	\$ 23.50

* This scale will retire when no current employees remain who are on this scale

Adopted in the 2019-2020 School Year

Route and Shuttle Driver Hourly Pay Scale

Year	Route Driver		Shuttle Driver	
	Standard Hourly Rate	Loyalty Hourly Rate	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 18.50		\$ 10.50	
1	\$ 18.70		\$ 10.70	
2	\$ 18.90		\$ 10.90	
3	\$ 19.10		\$ 11.10	
4	\$ 19.30		\$ 11.30	
5	\$ 19.50		\$ 11.50	
6	\$ 19.70		\$ 11.70	
7	\$ 19.90		\$ 11.90	
8	\$ 20.10		\$ 12.10	
9	\$ 20.30		\$ 12.30	
10	\$ 20.50	\$ 21.00	\$ 12.50	\$ 13.00
11	\$ 20.70	\$ 21.20	\$ 12.70	\$ 13.20
12	\$ 20.90	\$ 21.40	\$ 12.90	\$ 13.40
13	\$ 21.10	\$ 21.60	\$ 13.10	\$ 13.60
14	\$ 21.30	\$ 21.80	\$ 13.30	\$ 13.80
15	\$ 21.50	\$ 22.00	\$ 13.50	\$ 14.00
16	\$ 21.70	\$ 22.20	\$ 13.70	\$ 14.20
17	\$ 21.90	\$ 22.40	\$ 13.90	\$ 14.40
18	\$ 22.10	\$ 22.60	\$ 14.10	\$ 14.60
19	\$ 22.30	\$ 22.80	\$ 14.30	\$ 14.80
20	\$ 22.50	\$ 23.00	\$ 14.50	\$ 15.00
21	\$ 22.70	\$ 23.20	\$ 14.70	\$ 15.20
22	\$ 22.90	\$ 23.40	\$ 14.90	\$ 15.40
23	\$ 23.10	\$ 23.60	\$ 15.10	\$ 15.60
24	\$ 23.30	\$ 23.80	\$ 15.30	\$ 15.80
25	\$ 23.50	\$ 24.00	\$ 15.50	\$ 16.00

Coaches driving for their athletic event: \$10.00 / trip

Certified who drives an Activity or Field Trip Bus: \$12.50 / trip

(* per p34, Certified Negotiated Agreement)

Support driving a regular Activity Bus - \$10.00 / hour

Support driving a Special Needs bus for an activity - regular driver route rate

(Support in these two categories will be paid for their total time)

Adopted in the 2019-2020 School Year

Cafeteria Worker

Hourly Pay Scale

Year	Café Worker	
	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 10.25	
1	\$ 10.45	
2	\$ 10.65	
3	\$ 10.85	
4	\$ 11.05	
5	\$ 11.25	
6	\$ 11.45	
7	\$ 11.65	
8	\$ 11.85	
9	\$ 12.05	
10	\$ 12.25	\$ 12.75
11	\$ 12.45	\$ 12.95
12	\$ 12.65	\$ 13.15
13	\$ 12.85	\$ 13.35
14	\$ 13.05	\$ 13.55
15	\$ 13.25	\$ 13.75
16	\$ 13.45	\$ 13.95
17	\$ 13.65	\$ 14.15
18	\$ 13.85	\$ 14.35
19	\$ 14.05	\$ 14.55
20	\$ 14.25	\$ 14.75
21	\$ 14.45	\$ 14.95
22	\$ 14.65	\$ 15.15
23	\$ 14.85	\$ 15.35
24	\$ 15.05	\$ 15.55
25	\$ 15.25	\$ 15.75

Adopted in the 2019-2020 School Year

Certified Occupational Therapy Assistant Speech Language Pathology Assistant Hourly Pay Scale

Year	COTA / SLPA	
	Standard Hourly Rate	Loyalty Hourly Rate
0	\$ 30.50	
1	\$ 30.70	
2	\$ 30.90	
3	\$ 31.10	
4	\$ 31.30	
5	\$ 31.50	
6	\$ 31.70	
7	\$ 31.90	
8	\$ 32.10	
9	\$ 32.30	
10	\$ 32.50	\$ 33.00
11	\$ 32.70	\$ 33.20
12	\$ 32.90	\$ 33.40
13	\$ 33.10	\$ 33.60
14	\$ 33.30	\$ 33.80
15	\$ 33.50	\$ 34.00
16	\$ 33.70	\$ 34.20
17	\$ 33.90	\$ 34.40
18	\$ 34.10	\$ 34.60
19	\$ 34.30	\$ 34.80
20	\$ 34.50	\$ 35.00
21	\$ 34.70	\$ 35.20
22	\$ 34.90	\$ 35.40
23	\$ 35.10	\$ 35.60
24	\$ 35.30	\$ 35.80
25	\$ 35.50	\$ 36.00

Adopted in the 2019-2020 School Year