

**AGENDA**  
Sterling Public Schools  
Regular Virtual and Physical Meeting  
Sterling Public Schools Library  
400 S 2nd Street  
Sterling, OK 73567  
Tuesday, March 12, 2019 at 7:00 PM

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

1. Roll call and call to order.
2. Invocation - Nathan Merritt, and Pledge of Allegiance - Brent Pierce.
3. Open meeting law statement as set forth in open meeting act title 25 OSA State Statute 301-314 and Oklahoma HB 2409 sections 301-307.
4. Recognitions -
5. Discussion/Approval Items
  1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items the consent agenda consists of the discussion, consideration, and approval of the following items:
    1. Approve minutes of the previous meetings.
    2. Approve financial statements.
    3. Approve transfers within activity account.
    4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.
    5. Approve activity accounts.
    6. Approve resignations.
  2. Discussion and possible vote to amend Sterling Public School policy DEC-R1 to expand the definition of immediate family.
  3. Discussion and possible vote to approve the hiring of a driver's education teacher for 2017-2019 at the set salary of \$135.00 per student.
  4. Discussion and vote to approve the driver's education fee at \$150.00 for Sterling Public School students and \$200.00 for out of District students.
  5. Discussion and possible vote to approve open transfers for 2019-2020.
  6. Discussion and possible vote to approve the contract with Municipal Accounting Systems in the amount of \$5685.00 for the business manager accounting software agreement, and \$4692.00 for the student accounting software agreement for the 2019-2020 school year.
  7. Discussion and possible vote to employ a pool manager for 2019 at an hourly rate of \$10.00.

8. Discussion and possible vote to declare iPads and extra building letters as surplus.
6. Administrative reports.
  1. Principal Reports
7. Superintendent report - School Report Card, Grants, Safety
8. New business.
9. Vote to adjourn

## **Board Of Education Agenda- Regular Meeting**

Tuesday, February 12, 2019 7:00 PM

Sterling Public Schools Library, 400 S 2nd Street, Sterling, OK 73567

Attendance Taken at 7:00 PM.

Nathan Merritt: Present

Jeff Milam: Present

Shawn Nunley: Present

Brent Pierce: Present

Candra Turpin: Present

Present: 5.

1. Roll call and call to order.
2. Invocation - Shawn Nunley, and Pledge of Allegiance - Kent Lemons.
3. Open meeting law statement as set forth in open meeting act title 25 OSA State Statute 301-314 and Oklahoma HB 2409 sections 301-307.
4. Recognitions - Sterling STAR Awards
5. Discussion/Approval Items
  - 5.1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items the consent agenda consists of the discussion, consideration, and approval of the following items:
    - Motion to approve the consent agenda Passed with a motion by Candra Turpin and a second by Jeff Milam.
    - Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea
    - Yea: 5, Nay: 0
  - 5.1.1. Approve minutes of the previous meetings.
  - 5.1.2. Approve financial statements.
  - 5.1.3. Approve transfers within activity account.
  - 5.1.4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.
  - 5.1.5. Approve activity accounts.
  - 5.1.6. Approve resignations. NONE
  - 5.2. Vote to convene into executive session at 7:17 pm to discuss the re-employment of the elementary principal and the secondary principal for the 2019-2020 school year.
    - Vote to convene into executive session Passed with a motion by Nathan Merritt and a second by Jeff Milam.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

5.3. Acknowledge the return of the Board to open session and read the executive session compliance statement.

5.4. Discussion and possible vote to approve re-employment of Sandy Fehring as Elementary Principal for the 2019-2020 school year.

Motion to approve re-employment of Sandy Fehring as Elementary Principal for the 2019-2020 school year Passed with a motion by Nathan Merritt and a second by Candra Turpin.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

5.5. Discussion and possible vote to approve the re-employment of Marty Curry as Secondary Principal for the 2019-2020 school year.

Motion to approve the re-employment of Marty Curry as Secondary Principal for the 2019-2020 school year Passed with a motion by Nathan Merritt and a second by Jeff Milam.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

5.6. Discussion and possible vote to approve the proposed calendar for the 2019-2020 school year.

Motion to approve the proposed calendar for the 2019-2020 school year Passed with a motion by Brent Pierce and a second by Candra Turpin.

Jeff Milam: Nay, Nathan Merritt: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 4, Nay: 1  
Jeff Milam: Nay

5.7. Discussion and possible vote to choose the vendor for Chromebooks.

Motion to choose the vendor, CDI, for Chromebooks in the amount of \$11,970 Passed with a motion by Candra Turpin and a second by Nathan Merritt.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

5.8. Discussion and possible vote to approve the contract with Dr. Pepper-Royal Crown Bottling Co. for 2019-2020.

Motion to approve the contract with Dr. Pepper-Royal Crown Bottling Co. for 2019-2020 Passed with a motion by Brent Pierce and a second by Nathan Merritt.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

5.9. Discussion and possible vote to approve the 2018-2019 audit and engagement letter for \$4,600.00 with Sanders, Bledsoe, and Hewett.

Motion to approve the 2018-2019 audit and engagement letter for \$4,600.00 with Sanders, Bledsoe, and Hewett Passed with a motion by Brent Pierce and a second by Candra Turpin.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

6. Administrative reports.

6.1. Principal Reports

7. Superintendent report - Region 11 OSSBA Meeting, TSET Grant, Walmart Sams Grant

8. New business.

9. Vote to adjourn

Motion to adjourn at 8:10 pm Passed with a motion by Nathan Merritt and a second by Brent Pierce.

Nathan Merritt: Yea, Jeff Milam: Yea, Shawn Nunley: Yea, Brent Pierce: Yea, Candra Turpin: Yea  
Yea: 5, Nay: 0

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Chairperson

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Superintendent

**TREASURER'S CASH BALANCES  
AS OF FEBRUARY 28, 2019**

**FNB OF FLETCHER**

CHECKING .40

ACTIVITY FUND		\$128,106.08
GENERAL FUND		\$458,372.22
BUILDING FUND		\$76,466.53
BOND FUND		\$138,951.22
BOND TRANSPORATION FUND		\$631.11
SINKING FUND		\$79,115.30
		<b>\$881,642.46</b>

CD'S

GENERAL FUND ( #7713)			
	MATURES 12/10/2018 1.25%	\$100,000.00	
GENERAL FUND ( #7725)			
	MATURES 10/13/2018 1.25%	\$100,000.00	
			<b><u>\$200,000.00</u></b>

**TOTAL CASH @ FNB OF FLETCHER** **\$1,081,642.46**

**TOTAL PLEDGES AS OF 2/28/2019** **\$2,025,000.00**

**LIBERTY NATIONAL BANK**

GENERAL FUND MATURES (1283) 1/8/2021 2.00%		\$100,001.64
<b>GENERAL FUND</b>		<b>\$458,372.22</b>
<b>BUILDING FUND</b>		<b>\$76,466.53</b>
<b>BOND FUND</b>		<b>\$138,951.22</b>
<b>BOND TRANSPORATION FUND</b>		<b>\$631.11</b>
<b>SINKING FUND</b>		<b>\$79,115.30</b>
<b>ACTIVITY FUND</b>		<b>\$128,106.08</b>
		<b>\$881,642.46</b>

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Fund - 11 GEN FUND-FOR OP</b>						
<b>Series - 1000</b>						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$374,784.95	\$337,091.18	\$37,693.77	\$0.00	89.94%	\$31,742.76
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$8,000.00	\$4,137.78	\$3,862.22	\$0.00	51.72%	\$102.72
Source - 1130 REVENUE IN LIEU OF TAXES	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0.00%	\$0.00
Source - 1290 OTHER TUITION & FEES	\$2,150.00	\$0.00	\$2,150.00	\$0.00	0.00%	\$0.00
Source - 1310 INTEREST EARNINGS	\$3,300.00	\$3,603.76	\$0.00	\$303.76	109.20%	\$280.10
Source - 1350 INTEREST ON TAXES	\$0.00	\$101.47	\$0.00	\$101.47	N/A	\$78.57
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$4,000.00	\$600.00	\$3,400.00	\$0.00	15.00%	\$50.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$900.00	\$0.00	\$900.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$19,350.00	\$19,285.85	\$64.15	\$0.00	99.67%	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$8,000.00	\$2,845.00	\$5,155.00	\$0.00	35.56%	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$54,324.33	\$39,467.40	\$14,856.93	\$0.00	72.65%	\$8,284.25
Source - 1720 ALA CARTE	\$4,894.74	\$3,037.55	\$1,857.19	\$0.00	62.06%	\$428.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$5,362.69	\$4,559.10	\$803.59	\$0.00	85.02%	\$662.15
<b>Series - 1000 Total</b>	<b>\$489,166.71</b>	<b>\$415,629.09</b>	<b>\$74,842.85</b>	<b>\$1,305.23</b>	<b>84.97%</b>	<b>\$41,628.55</b>
<b>Series - 2000</b>						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$49,054.30	\$45,266.07	\$3,788.23	\$0.00	92.28%	\$2,783.20
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$10,422.42	\$5,046.42	\$5,376.00	\$0.00	48.42%	\$445.13
Source - 2300 REALE OF PROPERTY FUND DIST.	\$0.00	\$2,812.55	\$0.00	\$2,812.55	N/A	\$0.00
<b>Series - 2000 Total</b>	<b>\$59,476.72</b>	<b>\$53,125.04</b>	<b>\$9,164.23</b>	<b>\$2,812.55</b>	<b>89.32%</b>	<b>\$3,228.33</b>
<b>Series - 3000</b>						
Source - 3110 GROSS PRODUCTION TAX	\$718.33	\$507.94	\$210.39	\$0.00	70.71%	\$49.74
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$150,690.54	\$100,861.80	\$49,828.74	\$0.00	66.93%	\$12,204.75
Source - 3130 RURAL ELECTRIC COOP.TAX	\$64,615.49	\$43,819.26	\$20,796.23	\$0.00	67.82%	\$5,569.72
Source - 3140 STATE SCHOOL LAND EARNINGS	\$61,018.14	\$37,039.69	\$23,978.45	\$0.00	60.70%	\$5,493.66
Source - 3150 VEHICLE TAX STAMPS	\$359.41	\$236.37	\$123.04	\$0.00	65.77%	\$29.37
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,491,461.00	\$935,298.00	\$556,163.00	\$0.00	62.71%	\$133,614.00
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$300,572.76	\$197,904.00	\$102,668.76	\$0.00	65.84%	\$28,185.96
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$2,363.79	\$0.00	\$2,363.79	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$18,833.64	\$11,869.53	\$6,964.11	\$0.00	63.02%	\$1,695.64
Source - 3440 DRIVER EDUCATION	\$0.00	\$1,155.00	\$0.00	\$1,155.00	N/A	\$0.00
Source - 3720 STATE MATCHING	\$1,735.11	\$805.22	\$929.89	\$0.00	46.41%	\$805.22
Source - 3811 COMP. HS VOC. SALARY REIM.	\$39,790.00	\$5,610.00	\$34,180.00	\$0.00	14.10%	\$0.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$0.00	\$7,731.00	\$0.00	\$7,731.00	N/A	\$0.00
<b>Series - 3000 Total</b>	<b>\$2,129,794.42</b>	<b>\$1,345,201.60</b>	<b>\$795,842.61</b>	<b>\$11,249.79</b>	<b>63.16%</b>	<b>\$187,648.06</b>
<b>Series - 4000</b>						
Source - 4130 TITLE VIII-IMPACT AID	\$15,000.00	\$3,735.28	\$11,264.72	\$0.00	24.90%	\$0.00

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 4140 TITLE VII INDIAN EDUCATION	\$15,000.00	\$5,686.76	\$9,313.24	\$0.00	37.91%	\$0.00
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$29,058.00	\$19,440.40	\$9,617.60	\$0.00	66.90%	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$47,669.00	\$16,427.85	\$31,241.15	\$0.00	34.46%	\$0.00
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$15,092.00	\$0.00	\$15,092.00	\$0.00	0.00%	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA --B	\$66,000.00	\$38,444.98	\$27,555.02	\$0.00	58.25%	\$0.00
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$2,000.00	\$1,873.06	\$126.94	\$0.00	93.65%	\$0.00
Source - 4461 TITLE V PART A INNOVATIVE PGM	\$15,000.00	\$0.00	\$15,000.00	\$0.00	0.00%	\$0.00
Source - 4617 .	\$6,500.00	\$0.00	\$6,500.00	\$0.00	0.00%	\$0.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$4,711.00	\$0.00	\$4,711.00	\$0.00	0.00%	\$0.00
Source - 4710 LUNCHES	\$65,820.77	\$34,912.78	\$30,907.99	\$0.00	53.04%	\$0.00
Source - 4720 BREAKFASTS	\$31,321.66	\$15,580.10	\$15,741.56	\$0.00	49.74%	\$0.00
<b>Series - 4000 Total</b>	<b>\$313,172.43</b>	<b>\$136,101.21</b>	<b>\$177,071.22</b>	<b>\$0.00</b>	<b>43.46%</b>	<b>\$0.00</b>
Series - 5000						
Source - 5100 Return of Assets	\$15,000.00	\$0.00	\$15,000.00	\$0.00	0.00%	\$0.00
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$0.00	\$10,802.88	\$0.00	\$10,802.88	N/A	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$24.10	\$0.00	\$24.10	N/A	\$0.00
<b>Series - 5000 Total</b>	<b>\$15,000.00</b>	<b>\$10,826.98</b>	<b>\$15,000.00</b>	<b>\$10,826.98</b>	<b>72.18%</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$573,341.85	\$573,534.55	\$0.00	\$192.70	100.03%	\$0.00
<b>Series - 6000 Total</b>	<b>\$573,341.85</b>	<b>\$573,534.55</b>	<b>\$0.00</b>	<b>\$192.70</b>	<b>100.03%</b>	<b>\$0.00</b>
<b>Fund - 11 GEN FUND-FOR OP Total</b>	<b>\$3,579,952.13</b>	<b>\$2,534,418.47</b>	<b>\$1,071,920.91</b>	<b>\$26,387.25</b>	<b>70.79%</b>	<b>\$232,504.94</b>

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$53,564.02	\$48,176.71	\$5,387.31	\$0.00	89.94%	\$4,535.38
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$591.32	\$0.00	\$591.32	N/A	\$14.66
Source - 1310 INTEREST EARNINGS	\$0.00	\$75.98	\$0.00	\$75.98	N/A	\$11.37
<b>Series - 1000 Total</b>	<b>\$53,564.02</b>	<b>\$48,844.01</b>	<b>\$5,387.31</b>	<b>\$667.30</b>	<b>91.19%</b>	<b>\$4,561.41</b>
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$13,063.35	\$0.00	\$13,063.35	N/A	\$0.00
<b>Series - 4000 Total</b>	<b>\$0.00</b>	<b>\$13,063.35</b>	<b>\$0.00</b>	<b>\$13,063.35</b>	<b>N/A</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$78,013.92	\$77,821.22	\$192.70	\$0.00	99.75%	\$0.00
<b>Series - 6000 Total</b>	<b>\$78,013.92</b>	<b>\$77,821.22</b>	<b>\$192.70</b>	<b>\$0.00</b>	<b>99.75%</b>	<b>\$0.00</b>
<b>Fund - 21 Building Total</b>	<b>\$131,577.94</b>	<b>\$139,728.58</b>	<b>\$5,580.01</b>	<b>\$13,730.65</b>	<b>106.19%</b>	<b>\$4,561.41</b>

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$241.59	\$0.00	\$241.59	N/A	\$20.54
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>N/A</b>	<b>\$20.54</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$295,089.13	\$295,089.13	\$0.00	\$0.00	100.00%	\$0.00
<b>Series - 6000 Total</b>	<b>\$295,089.13</b>	<b>\$295,089.13</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100.00%</b>	<b>\$0.00</b>
<b>Fund - 31 BOND FUND Total</b>	<b>\$295,089.13</b>	<b>\$295,330.72</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>100.08%</b>	<b>\$20.54</b>

# Sterling Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 32 BOND FUND/ TRANS / 2018						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$69.41	\$0.00	\$69.41	N/A	\$0.00
Series - 1000 Total	\$0.00	\$69.41	\$0.00	\$69.41	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$90,027.19	\$90,027.19	\$0.00	\$0.00	100.00%	\$0.00
Series - 6000 Total	\$90,027.19	\$90,027.19	\$0.00	\$0.00	100.00%	\$0.00
Fund - 32 BOND FUND/ TRANS / 2018 Total	\$90,027.19	\$90,096.60	\$0.00	\$69.41	100.08%	\$0.00

\$631 left  
(Lawson-bus)

## Sterling Schools

### Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 41 Sinking						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$74,309.05	\$0.00	\$74,309.05	N/A	\$7,010.83
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$980.46	\$0.00	\$980.46	N/A	\$22.12
Source - 1310 INTEREST EARNINGS	\$0.00	\$27.89	\$0.00	\$27.89	N/A	\$11.70
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$75,317.40</b>	<b>\$0.00</b>	<b>\$75,317.40</b>	<b>N/A</b>	<b>\$7,044.65</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$3,797.90	\$0.00	\$3,797.90	N/A	\$0.00
<b>Series - 6000 Total</b>	<b>\$0.00</b>	<b>\$3,797.90</b>	<b>\$0.00</b>	<b>\$3,797.90</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Fund - 41 Sinking Total</b>	<b>\$0.00</b>	<b>\$79,115.30</b>	<b>\$0.00</b>	<b>\$79,115.30</b>	<b>N/A</b>	<b>\$7,044.65</b>

**TREASURER'S CASH BALANCES  
AS OF FEBRUARY 28, 2019**

**FNB OF FLETCHER**

CHECKING .40		
ACTIVITY FUND		\$128,106.08
GENERAL FUND		\$458,372.22
BUILDING FUND		\$76,466.53
BOND FUND		\$138,951.22
BOND TRANSPORATION FUND		\$631.11
SINKING FUND		\$79,115.30
		<b>\$881,642.46</b>

**CD'S**

GENERAL FUND (#7713)			
MATURES 12/10/2018 1.25%	\$100,000.00		
GENERAL FUND (#7725)			
MATURES 10/13/2018 1.25%	\$100,000.00		
			<b><u>\$200,000.00</u></b>

**TOTAL CASH @ FNB OF FLETCHER** **\$1,081,642.46**

**TOTAL PLEDGES AS OF 2/28/2019** **\$2,025,000.00**

**LIBERTY NATIONAL BANK**

GENERAL FUND MATURES (1283) 1/8/2021 2.00%		\$100,001.64
GENERAL FUND		\$458,372.22
BUILDING FUND		\$76,466.53
BOND FUND		\$138,951.22
BOND TRANSPORATION FUND		\$631.11
SINKING FUND		\$79,115.30
ACTIVITY FUND		\$128,106.08
		<b>\$881,642.46</b>

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 GEN FUND-FOR OP						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$374,784.95	\$337,091.18	\$37,693.77	\$0.00	89.94%	\$31,742.76
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$8,000.00	\$4,137.78	\$3,862.22	\$0.00	51.72%	\$102.72
Source - 1130 REVENUE IN LIEU OF TAXES	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0.00%	\$0.00
Source - 1290 OTHER TUITION & FEES	\$2,150.00	\$0.00	\$2,150.00	\$0.00	0.00%	\$0.00
Source - 1310 INTEREST EARNINGS	\$3,300.00	\$3,603.76	\$0.00	\$303.76	109.20%	\$280.10
Source - 1350 INTEREST ON TAXES	\$0.00	\$101.47	\$0.00	\$101.47	N/A	\$78.57
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$4,000.00	\$600.00	\$3,400.00	\$0.00	15.00%	\$50.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$900.00	\$0.00	\$900.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$19,350.00	\$19,285.85	\$64.15	\$0.00	99.67%	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$8,000.00	\$2,845.00	\$5,155.00	\$0.00	35.56%	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$54,324.33	\$39,467.40	\$14,856.93	\$0.00	72.65%	\$8,284.25
Source - 1720 ALA CARTE	\$4,894.74	\$3,037.55	\$1,857.19	\$0.00	62.06%	\$428.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$5,362.69	\$4,559.10	\$803.59	\$0.00	85.02%	\$662.15
<b>Series - 1000 Total</b>	<b>\$489,166.71</b>	<b>\$415,629.09</b>	<b>\$74,842.85</b>	<b>\$1,305.23</b>	<b>84.97%</b>	<b>\$41,628.55</b>
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$49,054.30	\$45,266.07	\$3,788.23	\$0.00	92.28%	\$2,783.20
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$10,422.42	\$5,046.42	\$5,376.00	\$0.00	48.42%	\$445.13
Source - 2300 RESALE OF PROPERTY FUND DIST.	\$0.00	\$2,812.55	\$0.00	\$2,812.55	N/A	\$0.00
<b>Series - 2000 Total</b>	<b>\$59,476.72</b>	<b>\$53,125.04</b>	<b>\$9,164.23</b>	<b>\$2,812.55</b>	<b>89.32%</b>	<b>\$3,228.33</b>
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$718.33	\$507.94	\$210.39	\$0.00	70.71%	\$49.74
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$150,690.54	\$100,861.80	\$49,828.74	\$0.00	66.93%	\$12,204.75
Source - 3130 RURAL ELECTRIC COOP.TAX	\$64,615.49	\$43,819.26	\$20,796.23	\$0.00	67.82%	\$5,569.72
Source - 3140 STATE SCHOOL LAND EARNINGS	\$61,018.14	\$37,039.69	\$23,978.45	\$0.00	60.70%	\$5,493.66
Source - 3150 VEHICLE TAX STAMPS	\$359.41	\$236.37	\$123.04	\$0.00	65.77%	\$29.37
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,491,461.00	\$935,298.00	\$556,163.00	\$0.00	62.71%	\$133,614.00
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$300,572.76	\$197,904.00	\$102,668.76	\$0.00	65.84%	\$28,185.96
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$2,363.79	\$0.00	\$2,363.79	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$18,833.64	\$11,869.53	\$6,964.11	\$0.00	63.02%	\$1,695.64
Source - 3440 DRIVER EDUCATION	\$0.00	\$1,155.00	\$0.00	\$1,155.00	N/A	\$0.00
Source - 3720 STATE MATCHING	\$1,735.11	\$805.22	\$929.89	\$0.00	46.41%	\$805.22
Source - 3811 COMP. HS VOC. SALARY REIM.	\$39,790.00	\$5,610.00	\$34,180.00	\$0.00	14.10%	\$0.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$0.00	\$7,731.00	\$0.00	\$7,731.00	N/A	\$0.00
<b>Series - 3000 Total</b>	<b>\$2,129,794.42</b>	<b>\$1,345,201.60</b>	<b>\$795,842.61</b>	<b>\$11,249.79</b>	<b>63.16%</b>	<b>\$187,648.06</b>
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$15,000.00	\$3,735.28	\$11,264.72	\$0.00	24.90%	\$0.00

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 4140 TITLE VII INDIAN EDUCATION	\$15,000.00	\$5,686.76	\$9,313.24	\$0.00	37.91%	\$0.00
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$29,058.00	\$19,440.40	\$9,617.60	\$0.00	66.90%	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$47,669.00	\$16,427.85	\$31,241.15	\$0.00	34.46%	\$0.00
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$15,092.00	\$0.00	\$15,092.00	\$0.00	0.00%	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA --B	\$66,000.00	\$38,444.98	\$27,555.02	\$0.00	58.25%	\$0.00
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$2,000.00	\$1,873.06	\$126.94	\$0.00	93.65%	\$0.00
Source - 4461 TITLE V PART A INNOVATIVE PGM	\$15,000.00	\$0.00	\$15,000.00	\$0.00	0.00%	\$0.00
Source - 4617 .	\$6,500.00	\$0.00	\$6,500.00	\$0.00	0.00%	\$0.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$4,711.00	\$0.00	\$4,711.00	\$0.00	0.00%	\$0.00
Source - 4710 LUNCHES	\$65,820.77	\$34,912.78	\$30,907.99	\$0.00	53.04%	\$0.00
Source - 4720 BREAKFASTS	\$31,321.66	\$15,580.10	\$15,741.56	\$0.00	49.74%	\$0.00
<b>Series - 4000 Total</b>	<b>\$313,172.43</b>	<b>\$136,101.21</b>	<b>\$177,071.22</b>	<b>\$0.00</b>	<b>43.46%</b>	<b>\$0.00</b>
Series - 5000						
Source - 5100 Return of Assets	\$15,000.00	\$0.00	\$15,000.00	\$0.00	0.00%	\$0.00
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$0.00	\$10,802.88	\$0.00	\$10,802.88	N/A	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$24.10	\$0.00	\$24.10	N/A	\$0.00
<b>Series - 5000 Total</b>	<b>\$15,000.00</b>	<b>\$10,826.98</b>	<b>\$15,000.00</b>	<b>\$10,826.98</b>	<b>72.18%</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$573,341.85	\$573,534.55	\$0.00	\$192.70	100.03%	\$0.00
<b>Series - 6000 Total</b>	<b>\$573,341.85</b>	<b>\$573,534.55</b>	<b>\$0.00</b>	<b>\$192.70</b>	<b>100.03%</b>	<b>\$0.00</b>
<b>Fund - 11 GEN FUND-FOR OP Total</b>	<b>\$3,579,952.13</b>	<b>\$2,534,418.47</b>	<b>\$1,071,920.91</b>	<b>\$26,387.25</b>	<b>70.79%</b>	<b>\$232,504.94</b>

## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$53,564.02	\$48,176.71	\$5,387.31	\$0.00	89.94%	\$4,535.38
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$591.32	\$0.00	\$591.32	N/A	\$14.66
Source - 1310 INTEREST EARNINGS	\$0.00	\$75.98	\$0.00	\$75.98	N/A	\$11.37
<b>Series - 1000 Total</b>	<b>\$53,564.02</b>	<b>\$48,844.01</b>	<b>\$5,387.31</b>	<b>\$667.30</b>	<b>91.19%</b>	<b>\$4,561.41</b>
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$13,063.35	\$0.00	\$13,063.35	N/A	\$0.00
<b>Series - 4000 Total</b>	<b>\$0.00</b>	<b>\$13,063.35</b>	<b>\$0.00</b>	<b>\$13,063.35</b>	<b>N/A</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$78,013.92	\$77,821.22	\$192.70	\$0.00	99.75%	\$0.00
<b>Series - 6000 Total</b>	<b>\$78,013.92</b>	<b>\$77,821.22</b>	<b>\$192.70</b>	<b>\$0.00</b>	<b>99.75%</b>	<b>\$0.00</b>
<b>Fund - 21 Building Total</b>	<b>\$131,577.94</b>	<b>\$139,728.58</b>	<b>\$5,580.01</b>	<b>\$13,730.65</b>	<b>106.19%</b>	<b>\$4,561.41</b>

# Sterling Schools

## Revenue Analysis

**Options:** Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
<b>Fund - 31 BOND FUND</b>						
<b>Series - 1000</b>						
Source - 1310 INTEREST EARNINGS	\$0.00	\$241.59	\$0.00	\$241.59	N/A	\$20.54
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>N/A</b>	<b>\$20.54</b>
<b>Series - 6000</b>						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$295,089.13	\$295,089.13	\$0.00	\$0.00	100.00%	\$0.00
<b>Series - 6000 Total</b>	<b>\$295,089.13</b>	<b>\$295,089.13</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100.00%</b>	<b>\$0.00</b>
<b>Fund - 31 BOND FUND Total</b>	<b>\$295,089.13</b>	<b>\$295,330.72</b>	<b>\$0.00</b>	<b>\$241.59</b>	<b>100.08%</b>	<b>\$20.54</b>

## Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 32 BOND FUND/ TRANS / 2018						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$69.41	\$0.00	\$69.41	N/A	\$0.00
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$69.41</b>	<b>\$0.00</b>	<b>\$69.41</b>	<b>N/A</b>	<b>\$0.00</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$90,027.19	\$90,027.19	\$0.00	\$0.00	100.00%	\$0.00
<b>Series - 6000 Total</b>	<b>\$90,027.19</b>	<b>\$90,027.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100.00%</b>	<b>\$0.00</b>
<b>Fund - 32 BOND FUND/ TRANS / 2018 Total</b>	<b>\$90,027.19</b>	<b>\$90,096.60</b>	<b>\$0.00</b>	<b>\$69.41</b>	<b>100.08%</b>	<b>\$0.00</b>

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## Sterling Schools

## Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 41 Sinking						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$74,309.05	\$0.00	\$74,309.05	N/A	\$7,010.83
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$980.46	\$0.00	\$980.46	N/A	\$22.12
Source - 1310 INTEREST EARNINGS	\$0.00	\$27.89	\$0.00	\$27.89	N/A	\$11.70
<b>Series - 1000 Total</b>	<b>\$0.00</b>	<b>\$75,317.40</b>	<b>\$0.00</b>	<b>\$75,317.40</b>	<b>N/A</b>	<b>\$7,044.65</b>
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$3,797.90	\$0.00	\$3,797.90	N/A	\$0.00
<b>Series - 6000 Total</b>	<b>\$0.00</b>	<b>\$3,797.90</b>	<b>\$0.00</b>	<b>\$3,797.90</b>	<b>N/A</b>	<b>\$0.00</b>
<b>Fund - 41 Sinking Total</b>	<b>\$0.00</b>	<b>\$79,115.30</b>	<b>\$0.00</b>	<b>\$79,115.30</b>	<b>N/A</b>	<b>\$7,044.65</b>

**Sterling Schools**  
**Encumbrance Register**

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 187 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	187	02/13/2019	22443	FRONTIER FEEDS	SHOP SUPPLIES	500.00
11	188	02/13/2019	479	CDI COMPUTER DEALERS INC	CHROMEBOOKS / REAP grant	11,970.00
11	190	02/26/2019	22446	LAWTON GLASS	BASEBALL FIELD LIGHTS	100.00
11	191	02/26/2019	46	ELECTION BOARD	ELECTION EXPENSES	1,014.92
11	192	02/28/2019	22260	CHARLES PUCCIO	BUILDING AND GROUNDS MAINTENANCE	1,000.00
11	194	03/06/2019	400	STERLING ACTIVITY FUND	CN BUYING LEFTOVER CINN ROLL SUPPLIES FROM PROM	150.43

<b>Non-Payroll Total:</b>	<b>\$14,735.35</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$14,735.35</b>

# Sterling Schools

## Cash Balances

**Options:** Fiscal Years: 2019, Funds: 60, As Of Date: 2/28/2019, Account Types: AC

<b>Cash By Account and Fund</b>			
AC 0102	FNB FLETCHER/ACTIVITY FUND		
2019	60	SCHOOL ACTIVITY FNDS	\$128,106.08
			<hr/>
		Total AC 0102	\$128,106.08
			<hr/>
			\$128,106.08
			<hr/> <hr/>

<b>Cash By Fund</b>			
2019	60	SCHOOL ACTIVITY FNDS	\$128,106.08
			<hr/>
			\$128,106.08
			<hr/> <hr/>

## Sterling Schools

### Revenue/Expenditure Summary

**Options:** Fund: 60, Date Range: 2/1/2019 - 2/28/2019

	<b>Begin Balance</b>	<b>Receipts</b>	<b>Adjusting Entries</b>	<b>Payments</b>	<b>Cash End Balance</b>	<b>Unpaid POs</b>	<b>End Balance</b>
801 GENERAL	\$3,398.49	\$620.95	\$0.00	\$1,429.68	\$2,589.76	\$0.00	\$2,589.76
802 ATHLETICS	\$18,013.73	\$1,507.00	\$0.00	\$2,249.95	\$17,270.78	\$0.00	\$17,270.78
803 FCCLA NATIONAL CONFERENCE	\$3,482.42	\$1,140.00	\$0.00	\$993.67	\$3,628.75	\$0.00	\$3,628.75
804 FCA	\$317.10	\$0.00	\$0.00	\$0.00	\$317.10	\$0.00	\$317.10
805 FLOWER FUND	\$296.61	\$0.00	\$0.00	\$0.00	\$296.61	\$0.00	\$296.61
806 FFA	\$11,784.91	\$1,077.00	\$0.00	\$3,232.22	\$9,629.69	\$0.00	\$9,629.69
807 FCCLA	\$395.97	\$3,947.30	\$0.00	\$1,135.62	\$3,207.65	\$0.00	\$3,207.65
808 ACADEMIC TEAM	\$14.49	\$0.00	\$0.00	\$0.00	\$14.49	\$0.00	\$14.49
809 POOL	\$1,382.32	\$0.00	\$0.00	\$150.00	\$1,232.32	\$0.00	\$1,232.32
810 AG SCHOLARSHIP	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00
811 STUDENT COUNCIL	\$1,016.80	\$0.00	\$0.00	\$0.00	\$1,016.80	\$0.00	\$1,016.80
813 LIBRARY	\$506.08	\$0.00	\$0.00	\$0.00	\$506.08	\$0.00	\$506.08
814 FIT FOR EDUCATION	\$1,582.52	\$0.00	\$0.00	\$0.00	\$1,582.52	\$0.00	\$1,582.52
815 JH & HS CHEERLEADING	\$3,488.40	\$175.00	\$0.00	\$546.00	\$3,117.40	\$0.00	\$3,117.40
816 YEARBOOK	\$22,210.57	\$60.00	\$0.00	\$0.00	\$22,270.57	\$0.00	\$22,270.57
817 PROM	\$2,663.10	\$1,918.00	\$0.00	\$754.50	\$3,826.60	\$0.00	\$3,826.60
818 ELEMENTARY	\$10,094.47	\$1,398.20	\$0.00	\$2,438.51	\$9,054.16	\$0.00	\$9,054.16
820 JAMES BRAGG SCHOLARSHIP	\$1,800.82	\$0.00	\$0.00	\$0.00	\$1,800.82	\$0.00	\$1,800.82
830 TEACHER/SUPPORT OF YEAR	\$51.00	\$0.00	\$0.00	\$0.00	\$51.00	\$0.00	\$51.00
841 2019 SENIORS	\$29,210.37	\$882.00	\$0.00	\$514.39	\$29,577.98	\$0.00	\$29,577.98
842 2020 SENIORS	\$11,276.53	\$980.08	\$0.00	\$1,360.89	\$10,895.72	\$0.00	\$10,895.72
843 2021 SENIORS	\$3,519.28	\$0.00	\$0.00	\$0.00	\$3,519.28	\$0.00	\$3,519.28
<b>Total</b>	<b>\$129,205.98</b>	<b>\$13,705.53</b>	<b>\$0.00</b>	<b>\$14,805.43</b>	<b>\$128,106.08</b>	<b>\$0.00</b>	<b>\$128,106.08</b>

# POLICY DEC-R1

## SICK LEAVE CERTIFIED PERSONNEL (REGULATIONS)

The board of education shall provide sick leave benefits to all certificated personnel in order to promote a sense of security and permit an ease of mind that is essential to the satisfactory performance of professional services. The board sets forth the following provisions for administering this policy:

1. The superintendent or designee shall administer this plan.
2. Teachers may be absent from duty because of personal accidental injury, illness or pregnancy, or injury, illness or death in the immediate family without loss of salary not to exceed ten days during each school year. The right to such sick leave shall be vested at the beginning of the school year. Certificated employees who have an eleven-month contract shall receive eleven sick leave days per year and those who have a twelve-month contract shall receive twelve days. If an employee is injured as a result of an assault or battery upon the person of the employee while the employee is in the performance of any duties as an education employee, the employee shall be entitled to a leave of absence from employment with the school without a loss of leave benefits.
3. If sick leave is taken for bereavement purposes, the leave for that period may extend to the date of the funeral and a reasonable time thereafter to allow for travel as long as the employee has leave available to use.
4. Unused sick leave shall be cumulative to a total of sixty days and is transferable to any other school district in Oklahoma. Up to a maximum of sixty days of sick leave earned in another Oklahoma district may be transferred to this district. Sick leave so transferred must be certified by the sending district.
5. Any employee who attempts to take unfair advantage of sick leave benefits shall be subject to dismissal or other disciplinary action as provided by contract and/or state law. Any employee may be required to submit appropriate evidence concerning the cause of his absence in order to qualify for sick leave benefits. Appropriate evidence may include the following:
  - A. Physician's statement endorsed by the employee
  - B. Employee statement endorsed by the principal or immediate supervisor
  - C. Copies of claim submitted for insurance benefits
  - D. Other information as may be indicated by the circumstances
6. Appropriate evidence will be submitted when requested by the principal, immediate supervisor, or the superintendent in the following situations:
  - A. Sick leave claim on days of unusual or inclement weather
  - B. Sick leave claim during the last four weeks of employment
  - C. Sick leave claim on days immediately preceding or immediately following holidays or non-work days other than weekends
  - D. Reasonable cause exists to believe that sick leave benefits are being abused
7. When a teacher's accrued sick leave is exhausted and the teacher is absent due to personal accidental injury, illness, or pregnancy, the teacher shall receive full salary less the amount that would be paid a substitute teacher for a maximum of 20 days.
8. After an employee has exhausted all accumulated sick leave, personal leave, and vacation time, the employee may be eligible for up to 12 work weeks of unpaid leave under the family leave policy.
9. Sick leave benefits may be paid in addition to workers' compensation benefits; however, the sum of the payments will not exceed 100% of the employee's net pay as it existed prior to injury.

10. Any unused personal days at the end of the school year will be rolled into the employees' accrued sick leave bank.

**NOTE: The term "immediate family" has been defined as those close family members such as a spouse or children residing within the same household as the employee. Sick leave may also be taken for the life-threatening illness of non-dependent children, mother, father, sister, brother, grandparents, mother-in-law, or father-in-law.**

**REFERENCE: 70 O.S. §6-104**

**70 O.S. §6-147**

**Atty. Gen. Op. No. 84-12**

**Atty. Gen. Op. No. 91-632**

**CROSS-REFERENCE: Policy DECA, Family Leave**

**OSSBA POLICY SERVICES REVIEW NOTES:**

**Payment for unused sick leave days may be made only upon termination of employment. Please see referenced AG Opinions. In reference to the Putnam City Schools audit, the provision of an incentive bonus appears to be a gift in conflict with Article 10, §15(A) of the Oklahoma Constitution.**

Tulsa

A teacher may use available sick days for the following reasons: personal illness or injury and injury or illness in the immediate family. Use of sick days for routine dental or medical appointments is discouraged. However, when the teacher cannot avoid making medical or dental appointments on work time, the teacher may use sick days for this purpose.

A teacher who abuses the entitlement to sick days is subject to disciplinary action including the possibility of non-reemployment or dismissal. Abuse of sick days includes misrepresentation of the reason for absence as well as use of sick days for unauthorized purpose or failure to return to work when the teacher has been released by his/her physician to return.

A teacher may be required to submit appropriate documentation concerning the cause of absence in order to qualify for sick days. Appropriate documentation shall include, at the direction of Human Capital, any of the following:

A physician's statement affirmed by the teacher;

1. The teacher's statement reviewed by the Principal or immediate supervisor;
2. Such other information as may be indicated by the circumstances.

Requested documentation shall be submitted: (1) when requested by the Principal, immediate supervisor or Human Capital; (2) when sick days are claimed on days of unusual or inclement weather; (3) when sick days are claimed in days immediately preceding or immediately following holidays or non-work days other than weekends; and/or (4) when sick days are claimed during the last four weeks of active employment each year.

### **Sick Leave**

A teacher may use accumulated sick leave for personal illness, or illness or death in the immediate family. A teacher shall not be discouraged from exercising his/her legal right to use personal leave or legitimate sick leave.

Written Request – A written request is not required.

Prior Approval – Prior approval is not required.

### **Immediate Family**

The term "immediate family" shall mean husband and wife and the following relatives: father, mother, son, daughter, brother, sister, grandchild, grandparents, and corresponding relatives by affinity (marriage).

Open Transfers 2019-2020

Name	Grade	Transfer From	Parent	Approved
Bryer, Laykn	8	Fletcher	Jaclyn Igo	
Gardener-Smith, Khaiden	7	Elgin	Lynn Gardner	
Gardener-Wilson, Alaya	2	Elgin	Lynn Gardner	
Howard, Cassidy	EC	Elgin	Candice howard	
Igo, Maverick	PK	Fletcher	Jaclyn Igo	
Landers, Madyson	3	Rush Springs	Jordan Hughes	
Simons, Hudson	K	Elgin	Lauren Simons	
Wilson, Riley	1	Duncan	Cindy Wilson	
Sent open transfer form home 3-5-19				



# Software Service Order Agreement

Term of Agreement: 2019-2020 Fiscal Year

**Customer:** STERLING PUBLIC SCHOOLS

**Addr:** P.O. BOX 158  
STERLING OK 73567

**October Membership:** 391

**MAS:** MUNICIPAL ACCOUNTING SYSTEMS, INC.

**Addr:** 908 EAST 35TH STREET  
SHAWNEE, OK 74804

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

**Email:** dhumphrey@wengage.com

## 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
Student Information	\$3,128.00
Gradebook	\$782.00
Lunch Room	\$782.00
Student Information Horizontal SIF® Agent - SIF® is a registered trademark of Schools Interoperability Framework Association.	NA
Google Classroom™ Integration - Google Classroom™ is a registered trademark of Google Inc.	NA

**Total 2019-2020 Fiscal Year Charges:** \$4,692.00

### Terms and Conditions

- The software charge includes phone support for two (2) designated Student Information contacts per accredited site, one (1) designated Gradebook contact per accredited site, and one (1) designated Lunch Room contact per lunchroom site. 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.
- The Student Information software charge includes the SIF Agent for SIF 2.0r1 Wave Profile. Additional 2.0r1 Horizontal Agent Profiles can be added at an additional cost of \$ 0.50 per student X October membership.
- 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



**Software Service Order Agreement**  
**Term of Agreement: 2019-2020 Fiscal Year**

**Customer:** STERLING PUBLIC SCHOOLS  
**Addr:** P.O. BOX 158  
 STERLING OK 73567  
**October Membership:** 391

**MAS:** MUNICIPAL ACCOUNTING SYSTEMS, INC.  
**Addr:** 908 EAST 35TH STREET  
 SHAWNEE, OK 74804  
**Phone:** (800)749-5691 **Fax:** (405)275-7091  
**Email:** dhumphrey@wengage.com

<b>Re-Occurring Fiscal Year Charges</b>	
Re-Occurring Fiscal Year Charges are based on the membership (200 minimum) from the latest October 1 count.	
Description	Total
Appropriated Funds	\$3,500.00
Payroll	NA
- Usage Fee Included In Appropriated Funds	
Treasurer	\$875.00
Activity Funds	\$435.00
Personnel	\$875.00
Purchase Requisition	NA
<b>Total 2019-2020 Fiscal Year Charges:</b>	
	<b>\$5,685.00</b>

**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).

## I-PAD SURPLUS LIST

3-5-19

1. SN: DVRHJ1S8DKPH	I-PAD 2	21 <sup>ST</sup> CENTURY GRANT 2012
2. SN: DN6FT457DFHW	I-PAD 2	21 <sup>ST</sup> CENTURY GRANT 2012
3. SN: F5RLP7LZDKPH	I-PAD 2	COLUMBUS GRANT 2014
4. SN: DN6FTHGTDFHW	I-PAD 2	21 <sup>ST</sup> CENTURY GRANT 2012
5. SN: DN6HDWQSDFWH	I-PAD 2	
6. SN: DN6HD4PQDFHW	I-PAD 2	
7. SN: DN6HD5CMDFWH	I-PAD 2	
8. SN: DN6HD8ASDFHW	I-PAD 2	
9. SN: DVPHDAFQDFHW	I-PAD 2	
10. SN: DN6HD7SDDFWH	I-PAD 2	
11. SN: DYTKWHBZDKPH	I-PAD 2	
12. SN: DMQHDD9JDFHW	I-PAD 2	
13. SN: DN6HD6DFDFHW	I-PAD 2	
14. SN: DYTKWKDNDKPH	I-PAD 2	COLUMBUS GRANT 2014
15. SN: F5RLME4WDKPH	I-PAD 2	COLUMBUS GRANT 2014
16. SN: DVRHJCMADKPH	I-PAD 2	21 <sup>ST</sup> CENTRUTY GRANT 2012
17. SN: DKWK1019DVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
18. SN: DMPHTBTPDVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
19. SN: DMPHT81MDJ8R	I-PAD 3	COLUMBUS GRANT 2016 W/ CELLULAR
20. SN: DMPHFAMSDVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
21. SN: DYTHXEP7DVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
22. SN: DYTHRPRVDVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
23. SN: DYTHMYW0DVGH	I-PAD 3	COLUMBUS GRANT 2015 W/ CELLULAR
24. SN: DMPHT7EDDJ8R	I-PAD 3	COLUMBUS GRANT 2016
25. SN: DMQHV71ZDJ8R	I-PAD 3	COLUMBUS GRANT 2016
26. SN: DMPHV1MZDJ8R	I-PAD 3	COLUMBUS GRANT 2016
27. SN: DMQHVFXNDJ8R	I-PAD 3	COLUMBUS GRANT 2016
28. SN: DKVM2085DJ8R	I-PAD 3	COLUMBUS GRANT 2016
29. SN: DMPHV06QDJ8R	I-PAD 3	COLUMBUS GRANT 2016