

Board Of Education Agenda- Regular
Meeting
Tuesday, March 7, 2023 7:00 pm

Sterling Public Schools Library
400 S. Tiger Blvd.
Sterling, OK 73567

Agenda

1. Roll call and call to order.
2. Invocation - Shawn Nunley, and Pledge of Allegiance - Jeff Milam.
3. Recognitions - Girls Basketball Regional Consolation Champions -

Shelby Spence	#1
Emma Nunley	#2
Grace Milam	#3
Kinley Mansel	#4
Morgan Curry	#5
Ava Alexander	#12
Ashlyn Clift	#14
Kinley Alvarado	#15
Lanie Merritt	#20
Laci Spence	#21
Katie Milam	#22
Ellie Pierce	#23

Coach: Jennifer Garner

Assitant Coach: Autumn Lee-Shady

Managers Taryn Quickle, Kayleigh Budd, Landry Curry, Bella Lile

Boys Basketball

Nate Anderson	#0
Hayden Taliaferro	#1
Maximiliano Puccio	#2
Gavin Mansel	#3
Jayden Huitt	#4
Levi Pendergrass	#5
Tukker Hughes	#10
Tate Hughes	#12
Riley Lile	#13
Colten Stenger	#14

Kayden Wilson	#15
Eli Alexander	#20
Khaiden Gardner	#22
Cole Derrico	#23
Clinton Moore	#24
John Hergenrether	#25
Logan Bradshaw	#30
James O'Daniel	#31

Head Coach: Trent Parrish

Managers: Case Parrish, Mason Budd, Carson New, Taryn Quickle

4. Discussion/Approval Items
 - 4.1. 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:
 - 4.1.1. Approve minutes of the previous meetings.
 - 4.1.2. Approve financial statements.
 - 4.1.3. Approve transfers within activity account.
 - 4.1.4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.
 - 4.1.5. Approve activity accounts.
 - 4.1.6. Discussion and possible vote to approve 35 as the grade limit for transfers.
 - 4.2. Discussion and possible vote to approve the contract with Municipal Accounting Systems in the amount of \$5441.85 for the business manager accounting software agreement, and \$4458.30 for the student accounting software agreement for the 2023-2024 school year.
 - 4.3. Discussion and possible vote to approve the deregulation request from the OSDE for a library assistant.
 - 4.4. Discussion and possible vote to approve the proposed 165-day calendar for the 2023-2024 school year.
5. Board discussion and possible vote to approve Policy FB-E1, Sexual Harassment Incident Report Form.
6. Board discussion and possible vote to approve Policy FB-E2, Sexual Harassment Written to both Parties' Report Form.
7. Board discussion and possible vote to approve Policy FB-E3, Sexual Harassment Investigators Written Report.

8. Administrative reports.
 - 8.1. Principal Reports
9. Superintendent report - Grants, Staffing, Legislation Update
10. New business.
11. Adjourn

Board Of Education Agenda- Regular Meeting

Tuesday, February 14, 2023 7:00 pm

Sterling Public Schools Library, 400 S. Tiger Blvd., Sterling, OK 73567

Attendance Taken at 7:00 PM.

Jeff Milam: Present

Brian Moore: Present

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Present

Present: 5.

Guest present was Anthony Lamaitre.

1. Roll call and call to order.

2. Invocation - Shawn Nunley and Pledge of Allegiance - Brian Moore.

3. Recognitions:

High School:

Valedictorian- Blakely Bridges, Jayden Huitt, Emma Nunley

Salutatorian- Taryn Quickle, Shaily Robinson

National Honor Society- Blakely Bridges, Emma Nunley, Jena Williams, Jayden Huitt,

Shaily Robinson, Lanie Merritt, Taryn Quickle, John Hergenrether, Kalleigh Budd

Junior High:

Valedictorian- Katie Milam

Salutatorian- Ellie Pierce

National Honor Society- Ellie Pierce, Katie Milam, Autumn Whittaker, Levi Brown, Rylee

Garrett, Aaron Crawford, Jacob Dubois

4. Discussion/Approval Items

4.1. 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 Shawn Nunley and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.1.1. Approve minutes of the previous meetings.

4.1.2. Approve financial statements.

4.1.3. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.

4.1.4. Approve activity accounts.

4.1.5. Discussion and possible vote to approve 35 as the grade limit for transfers.

4.2. Vote to convene into executive session to discuss:

a) The employment of Marty Curry as the secondary principal for the 2023-2024 school year.

b) The employment of Trent Parrish as the elementary principal for the 2023-2024 school year.

c) To discuss appointing a nonpaid volunteer lay coach for softball.

c) To discuss the employment of a School Resource Officer.

d) To discuss the employment of fitness center trainers.

All pursuant to 25 O.S. § 307 (B) (1)

Motion to convene into executive session to discuss the re-employment of the secondary and elementary principals for the 2023-2024 school year Passed with a motion by Candra Turpin and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

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

4.4. Discussion and possible vote to approve the employment of Marty Curry as Secondary Principal for the 2023-2024 school year.

Motion to approve the re-employment of Marty Curry as Secondary Principal for the 2023-2024 school year Passed with a motion by Jeff Milam and a second by Shawn Nunley.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.5. Discussion and Possible vote to approve the employment of Trent Parrish as Elementary Principal for the 2023-2024 school year.

Motion to approve the re-employment of Trent Parrish as Elementary Principal for the 2023-2024 school year Passed with a motion by Shannon Wilmeth and a second by Candra Turpin.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.6. Discussion and possible vote to approve Morgan Emmons as a nonpaid volunteer lay softball coach.

Motion to approve Morgan Emmons as a nonpaid volunteer lay softball coach. Passed with a motion by Jeff Milam and a second by Candra Turpin.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.7. Discussion and possible vote to approve Anthony Lemaitre as School Resource Officer. Motion to approve Anthony Laimtre as School Resource Officer at \$20.00 hr. passed with a motion by Shannon Wilmeth and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.8. Discussion and possible vote to approve Starla Bradshaw as a fitness center trainer. Motion to approve Starla Bradshaw as a fitness center trainer \$15 hr. passed with a motion by Shawn Nunley and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.9. Discussion and possible vote to approve Brayden Milam as a fitness center trainer. Motion to approve Brayden Milam as a fitness center trainer \$15 hr. passed with a motion by Candra Turpin and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.10. Discussion and possible vote to approve the 2022-2023 audit and engagement letter for \$6,000.00 with Sanders, Bledsoe, and Hewett.

Motion to approve the 2022-2023 audit and engagement letter for \$6,000.00 with Sanders, Bledsoe, and Hewett Passed with a motion by Candra Turpin and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.11. Discussion and possible vote to approve the proposed 1,080-hour calendar for the 2023-2024 school year. The board tabled the 1,080 hour calendar.

4.12. Discussion and possible vote to approve the Memorandum of Understanding with Great Plains Technology Center.

Motion to approve the Memorandum of Understanding with Great Plains Technology Center. Passed with a motion by Jeff Milam and a second by Shawn Nunley.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

5. Discussion and possible vote to approve closing the insurance recovery fund (86) and transferring the balance, \$100,080.02 to the General Fund (11).

Motion to approve closing the insurance recovery fund (86) and transferring the balance, \$100,080.02 to the General Fund (11). Passed with a motion by Candra Turpin and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

6. Discussion and possible vote to approve the policy regarding the DISCIPLINARY ACTION FOR MISUSE OF SCHOOL BATHROOMS AND CHANGING FACILITIES (GKF)

Motion to approve the policy regarding the DISCIPLINARY ACTION FOR MISUSE OF SCHOOL BATHROOMS AND CHANGING FACILITIES (GKF) Passed with a motion by Shawn Nunley and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

7. Administrative reports.

7.1. Principal Reports

8. Superintendent report - Enrollment.

9. New business. In new business, the board voted to approve a one time stipend to Cole Coleman in the amount of \$1500.00 for Junior High baseball.

The motion passed with a motion by Shawn Nunley and a second by Candra Turpin.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

10. Adjourn at 8:51 pm.

Chairperson

Superintendent

**TREASURER'S CASH BALANCES
AS OF FEBRUARY 28, 2023**

FNB OF FLETCHER

CHECKING .40

ACTIVITY FUND	\$187,053.29
GENERAL FUND	\$363,739.55
BUILDING FUND	\$64,745.98
BOND FUND 31	\$31,934.44
BOND FUND 33	\$189,702.10
BOND FUND 34	\$84.46
SINKING FUND	\$90,258.91
INSURANCE FUND	
	\$927,518.73

\$0.00

TOTAL CASH @ FNB OF FLETCHER **\$927,518.73**

TOTAL PLEDGES AS OF 2/28/2023 1,938,282.89

GENERAL FUND	\$363,739.55
BUILDING FUND	\$64,745.98
BOND FUND 31	\$31,934.44
BOND FUND 33	\$189,702.10
BOND FUND 34	\$84.46
SINKING FUND	\$90,258.91
INSURANCE FUND	
ACTIVITY FUND	\$187,053.29
	<u>\$0.00</u>
	\$927,518.73

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	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)	\$0.00	\$359,264.80	\$0.00	\$359,264.80	N/A	\$73,058.84
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$5,175.03	\$0.00	\$5,175.03	N/A	\$149.66
Source - 1310 INTEREST EARNINGS	\$0.00	\$200.26	\$0.00	\$200.26	N/A	\$138.06
Source - 1350 INTEREST ON TAXES	\$0.00	\$45.88	\$0.00	\$45.88	N/A	\$29.15
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$0.00	\$450.00	\$0.00	\$450.00	N/A	\$50.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$4,092.00	\$0.00	\$4,092.00	N/A	\$0.00
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$190.00	\$0.00	\$190.00	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$0.00	\$17,131.43	\$0.00	\$17,131.43	N/A	\$310.07
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$2,500.00	\$0.00	\$2,500.00	N/A	\$0.00
Source - 1660 MINERAL ROYALTIES/LEASE REV.	\$0.00	\$105.38	\$0.00	\$105.38	N/A	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$0.00	\$30,486.25	\$0.00	\$30,486.25	N/A	\$3,324.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$0.00	\$4,234.45	\$0.00	\$4,234.45	N/A	\$592.70
Series - 1000 Total	\$0.00	\$423,875.48	\$0.00	\$423,875.48	N/A	\$77,652.48
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$0.00	\$43,717.41	\$0.00	\$43,717.41	N/A	\$4,821.26
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$0.00	\$6,649.50	\$0.00	\$6,649.50	N/A	\$651.43
Series - 2000 Total	\$0.00	\$50,366.91	\$0.00	\$50,366.91	N/A	\$5,472.69
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$0.00	\$455.31	\$0.00	\$455.31	N/A	\$33.45
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$0.00	\$91,738.91	\$0.00	\$91,738.91	N/A	\$12,897.01
Source - 3130 RURAL ELECTRIC COOP.TAX	\$0.00	\$68,428.03	\$0.00	\$68,428.03	N/A	\$8,154.37
Source - 3140 STATE SCHOOL LAND EARNINGS	\$0.00	\$34,639.88	\$0.00	\$34,639.88	N/A	\$5,907.53
Source - 3150 VEHICLE TAX STAMPS	\$0.00	\$183.63	\$0.00	\$183.63	N/A	\$24.91
Source - 3210 FOUNDATION AND SALARY INCEN.	\$0.00	\$850,977.80	\$0.00	\$850,977.80	N/A	\$121,568.26
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$0.00	\$197,384.34	\$0.00	\$197,384.34	N/A	\$28,197.76
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$2,677.60	\$0.00	\$2,677.60	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$0.00	\$13,673.36	\$0.00	\$13,673.36	N/A	\$1,953.34
Source - 3720 STATE MATCHING	\$0.00	\$829.36	\$0.00	\$829.36	N/A	\$0.00
Source - 3811 COMP. HS VOC. SALARY REIM.	\$0.00	\$6,060.00	\$0.00	\$6,060.00	N/A	\$0.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$0.00	\$9,482.00	\$0.00	\$9,482.00	N/A	\$0.00
Series - 3000 Total	\$0.00	\$1,276,530.22	\$0.00	\$1,276,530.22	N/A	\$178,736.63
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$706.00	\$0.00	\$706.00	N/A	\$706.00
Source - 4140 TITLE VII INDIAN EDUCATION	\$0.00	\$9,173.91	\$0.00	\$9,173.91	N/A	\$1,396.56
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$0.00	\$25,317.09	\$0.00	\$25,317.09	N/A	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$0.00	\$17,951.82	\$0.00	\$17,951.82	N/A	\$3,998.37

Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$0.00	\$11,644.55	\$0.00	\$11,644.55	N/A	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA -B	\$0.00	\$41,213.15	\$0.00	\$41,213.15	N/A	\$0.00
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$0.00	\$1,948.04	\$0.00	\$1,948.04	N/A	\$0.00
Source - 4442 TITLE IV LEAS FORMULA	\$0.00	\$10,000.00	\$0.00	\$10,000.00	N/A	\$0.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$0.00	\$145,182.30	\$0.00	\$145,182.30	N/A	\$15,425.83
Source - 4705 USDA SUPPLY CHAIN ASSISTANCE	\$0.00	\$18,649.99	\$0.00	\$18,649.99	N/A	\$0.00
Source - 4706 P-EBT LOCAL ADMIN FUNDS	\$0.00	\$628.00	\$0.00	\$628.00	N/A	\$0.00
Source - 4710 LUNCHES	\$0.00	\$55,620.03	\$0.00	\$55,620.03	N/A	\$9,006.14
Source - 4720 BREAKFASTS	\$0.00	\$16,816.52	\$0.00	\$16,816.52	N/A	\$2,654.16
Series - 4000 Total	\$0.00	\$354,851.40	\$0.00	\$354,851.40	N/A	\$33,187.06
Series - 5000						
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$0.00	\$12,979.60	\$0.00	\$12,979.60	N/A	\$0.00
Series - 5000 Total	\$0.00	\$12,979.60	\$0.00	\$12,979.60	N/A	\$0.00
Series - 6000						
Source - 6200 INTER FUND TRANSFER	\$0.00	\$100,080.02	\$0.00	\$100,080.02	N/A	\$100,080.02
Series - 6000 Total	\$0.00	\$100,080.02	\$0.00	\$100,080.02	N/A	\$100,080.02
Fund - 11 GEN FUND-FOR OP Total	\$0.00	\$2,218,683.63	\$0.00	\$2,218,683.63	N/A	\$395,128.88

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Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$51,345.36	\$0.00	\$51,345.36	N/A	\$10,440.82
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$739.65	\$0.00	\$739.65	N/A	\$21.39
Source - 1310 INTEREST EARNINGS	\$0.00	\$98.71	\$0.00	\$98.71	N/A	\$21.73
Series - 1000 Total	\$0.00	\$52,183.72	\$0.00	\$52,183.72	N/A	\$10,483.94
Series - 3000						
Source - 3435 <u>REDBUD GRANT</u>	\$0.00	\$3,517.71	\$0.00	\$3,517.71	N/A <i>Redbud</i>	\$3,517.71
Series - 3000 Total	\$0.00	\$3,517.71	\$0.00	\$3,517.71	N/A	\$3,517.71
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$5,431.00	\$0.00	\$5,431.00	N/A	\$5,431.00
Series - 4000 Total	\$0.00	\$5,431.00	\$0.00	\$5,431.00	N/A	\$5,431.00
Fund - 21 Building Total	\$0.00	\$61,132.43	\$0.00	\$61,132.43	N/A	\$19,432.65

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$38.69	\$0.00	\$38.69	N/A	\$10.86
Series - 1000 Total	\$0.00	\$38.69	\$0.00	\$38.69	N/A	\$10.86
Fund - 31 BOND FUND Total	\$0.00	\$38.69	\$0.00	\$38.69	N/A	\$10.86

Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 33 BOND / 2022 / REGULAR						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$308.78	\$0.00	\$308.78	N/A	\$67.91
Series - 1000 Total	\$0.00	\$308.78	\$0.00	\$308.78	N/A	\$67.91
Series - 5000						
Source - 5112 PROCEEDS BOND SALE	\$0.00	\$305,000.00	\$0.00	\$305,000.00	N/A	\$0.00
Series - 5000 Total	\$0.00	\$305,000.00	\$0.00	\$305,000.00	N/A	\$0.00
Fund - 33 BOND / 2022 / REGULAR Total	\$0.00	\$305,308.78	\$0.00	\$305,308.78	N/A	\$67.91

Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 34 BOND / 2022 / TRANSPORTATION						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$84.46	\$0.00	\$84.46	N/A	\$0.00
Series - 1000 Total	\$0.00	\$84.46	\$0.00	\$84.46	N/A	\$0.00
Series - 5000						
Source - 5112 PROCEEDS BOND SALE	\$0.00	\$105,000.00	\$0.00	\$105,000.00	N/A	\$0.00
Series - 5000 Total	\$0.00	\$105,000.00	\$0.00	\$105,000.00	N/A	\$0.00
Fund - 34 BOND / 2022 / TRANSPORTATION Total	\$0.00	\$105,084.46	\$0.00	\$105,084.46	N/A	\$0.00

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	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	\$65,643.40	\$0.00	\$65,643.40	N/A	\$13,334.58
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,053.33	\$0.00	\$1,053.33	N/A	\$30.04
Source - 1310 INTEREST EARNINGS	\$0.00	\$65.70	\$0.00	\$65.70	N/A	\$33.11
Source - 1340 ACCRUED INTEREST ON BOND SALES	\$0.00	\$228.90	\$0.00	\$228.90	N/A	\$0.00
Series - 1000 Total	\$0.00	\$66,991.33	\$0.00	\$66,991.33	N/A	\$13,397.73
Fund - 41 Sinking Total	\$0.00	\$66,991.33	\$0.00	\$66,991.33	N/A	\$13,397.73

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 60 SCHOOL ACTIVITY FNDS						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$178.69	\$0.00	\$178.69	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$10,146.87	\$0.00	\$10,146.87	N/A	\$5,538.00
Source - 1650 DISTRICT CONTRACTS	\$0.00	\$276.50	\$0.00	\$276.50	N/A	\$0.00
Source - 1810 ADMISSIONS	\$0.00	\$21,925.00	\$0.00	\$21,925.00	N/A	\$3,488.00
Source - 1830 CONCESSIONS	\$0.00	\$7,139.00	\$0.00	\$7,139.00	N/A	\$0.00
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$4,640.00	\$0.00	\$4,640.00	N/A	\$0.00
Source - 1870 STATE PLAY-OFF REVENUE	\$0.00	\$608.00	\$0.00	\$608.00	N/A	\$0.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$525.00	\$0.00	\$525.00	N/A	\$0.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$467.52	\$0.00	\$467.52	N/A	\$0.00
Source - 1910 ADMISSIONS	\$0.00	\$9,446.59	\$0.00	\$9,446.59	N/A	\$0.00
Source - 1920 CONCESSION SALES	\$0.00	\$34,863.24	\$0.00	\$34,863.24	N/A	\$5,498.70
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$118,728.55	\$0.00	\$118,728.55	N/A	\$6,738.50
Source - 1970 STUDENT CLUBS & ORGANIZATIONS	\$0.00	\$1,295.00	\$0.00	\$1,295.00	N/A	\$0.00
Source - 1971 FEES OR DUES	\$0.00	\$8,042.50	\$0.00	\$8,042.50	N/A	\$1,334.00
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$12,087.00	\$0.00	\$12,087.00	N/A	\$4,811.00
Series - 1000 Total	\$0.00	\$230,369.46	\$0.00	\$230,369.46	N/A	\$27,408.20
Fund - 60 SCHOOL ACTIVITY FNDS Total	\$0.00	\$230,369.46	\$0.00	\$230,369.46	N/A	\$27,408.20

Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 86 HAIL STORM INSURANCE CLAIM						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$158.62	\$0.00	\$158.62	N/A	\$0.00
Series - 1000 Total	\$0.00	\$158.62	\$0.00	\$158.62	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$0.00	\$166,280.00	\$0.00	\$166,280.00	N/A	\$0.00
Source - 6200 INTER FUND TRANSFER	\$0.00	(\$100,080.02)	\$100,080.02	\$0.00	N/A	(\$100,080.02)
Series - 6000 Total	\$0.00	\$66,199.98	\$100,080.02	\$166,280.00	N/A	(\$100,080.02)
Fund - 86 HAIL STORM INSURANCE CLAIM Total	\$0.00	\$66,358.60	\$100,080.02	\$166,438.62	N/A	(\$100,080.02)

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 2/28/2023

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Report Total	\$0.00	\$3,053,967.38	\$100,080.02	\$3,154,047.40	N/A	\$355,366.21

STERLING PUBLIC SCHOOLS
ACTIVITY FUND TRANSFER FORM

AMOUNT 94.59

FROM 817 Prom
ACTIVITY FUND SUB-ACCOUNT

TO 807 FCCLW
ACTIVITY FUND SUB-ACCOUNT

PURPOSE buy leftover Cupid
Gram supplies For
Cinn rolls

AUTHORIZED BY 
ACTIVITY FUND SPONSOR

ACTIVITY FUND CUSTODIAN


PRINCIPAL


SUPERINTENDENT

DATE OF BOARD APPROVAL _____

Board Meeting Date: MARCH 7, 2023

FY 23 GENERAL FUND

Vote to approve warrants #701 through #804 in the amount of \$230302.95

FY 23 BUILDING FUND

Vote to approve warrants #10-11 in the amount \$29688.35

FY 23 BOND FUND 31

Vote to approve warrant #4 in the amount of \$230.80

FY 23 BOND FUND 33

FY 23 BOND FUND 34

FY 23 INSURANCE FUND

Vote to approve warrant #1 in the amount of \$66358.60

Sterling Schools

Payment Register

Options: Year: 2022-2023, Fund: GEN FUND-FOR OP, Date Range: 2/1/2023 - 2/28/2023, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2023	11	701	02/07/2023	ALLIED LAB, INC.		2/7/2023	2/28/2023	8	\$100.00
2023	11	702	02/07/2023	BANCFIRST		2/7/2023	2/28/2023	8	\$500.00
2023	11	703	02/07/2023	BEN E KEITH		2/7/2023	2/28/2023	8	\$9,156.02
2023	11	704	02/07/2023	BENNETT'S		2/7/2023	2/28/2023	8	\$685.68
2023	11	705	02/07/2023	RACHEL BUSH		2/7/2023	2/28/2023	8	\$2,000.00
2023	11	706	02/07/2023	AIMEE CARTER, PT		2/7/2023	2/28/2023	8	\$175.20
2023	11	707	02/07/2023	THE CENTER FOR EDUCATION LAW, P		2/7/2023	2/28/2023	8	\$205.00
2023	11	708	02/07/2023	CENTERPOINT ENERGY - SUMMIT UTI		2/7/2023	2/28/2023	8	\$525.31
2023	11	709	02/07/2023	CHARLES PUCCIO		2/7/2023	2/28/2023	8	\$200.00
2023	11	710	02/07/2023	CRW CONSULTING		2/7/2023			\$107.96
2023	11	711	02/07/2023	DOLLAR GENERAL-REGIONS 410526		2/7/2023	2/28/2023	8	\$23.85
2023	11	712	02/07/2023	HILAND		2/7/2023	2/28/2023	8	\$2,091.23
2023	11	713	02/07/2023	THE HOME DEPOT PRO		2/7/2023	2/28/2023	8	\$481.10
2023	11	714	02/07/2023	JOHNSON PLUMBING		2/7/2023	2/28/2023	8	\$150.00
2023	11	715	02/07/2023	PERFORMANCE TIRE & LUBE, LLC		2/7/2023	2/28/2023	8	\$114.45
2023	11	716	02/07/2023	OTA PIKEPASS CUSTOMER SERVICE		2/7/2023	2/28/2023	8	\$8.50
2023	11	717	02/07/2023	PROFESSIONAL OK. EDUCATORS FOU		2/7/2023	2/28/2023	8	\$200.00
2023	11	718	02/07/2023	PRECISION TESTING LABORATORIES		2/7/2023			\$500.00
2023	11	719	02/07/2023	PUBLIC SERVICE CO. OF OKLAHOMA		2/7/2023	2/28/2023	8	\$919.09
2023	11	720	02/07/2023	ROBERTSON THERAPY SERVICES, LLC		2/7/2023	2/28/2023	8	\$1,020.00
2023	11	721	02/07/2023	SOUTHERN HARDLINES, INC.-ELGIN		2/7/2023	2/28/2023	8	\$110.11
2023	11	722	02/07/2023	STERLING PUB. WORKS AUTHORITY		2/7/2023	2/28/2023	8	\$831.05
2023	11	723	02/07/2023	SUTHERLAND'S		2/7/2023	2/28/2023	8	\$207.93
2023	11	724	02/07/2023	TIGER PAW QUICK MART		2/7/2023	2/28/2023	8	\$2,979.10
2023	11	725	02/07/2023	VIZAVANCE		2/7/2023	2/28/2023	8	\$100.00
2023	11	726	02/07/2023	WILLIAMS DISCOUNT FOODS		2/7/2023	2/28/2023	8	\$152.37
2023	11	727	02/07/2023	WINDSTREAM		2/7/2023	2/28/2023	8	\$358.53
2023	11	728	02/09/2023	AMERICAN FIDELITY ASSURANCE CO	R	2/9/2023	2/28/2023	8	\$3,509.39
2023	11	729	02/09/2023	AMERICAN FIDELITY ASSURANCE CO	R	2/9/2023	2/28/2023	8	\$179.16
2023	11	730	02/09/2023	American Fidelity HSA Admin	R	2/9/2023	2/28/2023	8	\$100.00
2023	11	731	02/09/2023	CCOSA	R	2/9/2023	2/28/2023	8	\$95.25
2023	11	732	02/09/2023	CHILD SUPPORT CLEARING HOUSE	R	2/9/2023	2/28/2023	8	\$250.00
2023	11	733	02/09/2023	INTERNAL REVENUE SERVICE	R	2/9/2023	2/28/2023	8	\$30,814.00
2023	11	734	02/09/2023	FNB OF FLETCHER	R	2/9/2023	2/28/2023	8	\$104,632.18
2023	11	735	02/09/2023	EMPLOYEE DEPOSIT ACCOUNT	R	2/9/2023	2/28/2023	8	\$1,165.00
2023	11	736	02/09/2023	OMES	R	2/9/2023	2/28/2023	8	\$32,179.04
2023	11	737	02/09/2023	OKLAHOMA TAX COMMISSION	R	2/9/2023	2/28/2023	8	\$4,343.00
2023	11	738	02/09/2023	OK TEACHERS' RETIREMENT SYSTEM	R	2/9/2023	2/28/2023	8	\$24,421.85
2023	11	739	02/09/2023	PROFESSIONAL OK. EDUCATORS FOU	R	2/9/2023	2/28/2023	8	\$252.25
2023	11	740	02/09/2023	STERLING CHILD NUTRITION FUND	R	2/9/2023	2/28/2023	8	\$965.70
2023	11	741	02/09/2023	TEXAS LIFE INS COMPANY	R	2/9/2023	2/28/2023	8	\$518.78
2023	11	742	02/09/2023	UNUM Life Insurance	R	2/9/2023	2/28/2023	8	\$191.10
2023	11	743	02/09/2023	CHRISSEY ALCORN	PD	2/9/2023			\$0.00
2023	11	744	02/09/2023	GARY B BARRETT	PD	2/9/2023			\$0.00
2023	11	745	02/09/2023	GINA K BARRETT	PD	2/9/2023			\$0.00
2023	11	746	02/09/2023	SHEILA BARTLETT	PD	2/9/2023			\$0.00
2023	11	747	02/09/2023	TAMRA BARTLETT	PD	2/9/2023			\$0.00
2023	11	748	02/09/2023	LETISHA BREAK	PD	2/9/2023			\$0.00
2023	11	749	02/09/2023	KELLEY BRIDGES	PD	2/9/2023			\$0.00
2023	11	750	02/09/2023	RONITA BRIDGES	PD	2/9/2023			\$0.00
2023	11	751	02/09/2023	AMANDA BUDD	PD	2/9/2023			\$0.00
2023	11	752	02/09/2023	LISA BYRD	PD	2/9/2023			\$0.00
2023	11	753	02/09/2023	LACEY CLEMENTS	PD	2/9/2023			\$0.00

Sterling Schools

Payment Register

Options: Year: 2022-2023, Fund: GEN FUND-FOR OP, Date Range: 2/1/2023 - 2/28/2023, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2023	11	754	02/09/2023	MEGAN COLE	PD		2/9/2023			\$0.00
2023	11	755	02/09/2023	GEORGIA CROKE	PD		2/9/2023			\$0.00
2023	11	756	02/09/2023	ANNA F CURRY	PD		2/9/2023			\$0.00
2023	11	757	02/09/2023	MARTIN CURRY	PD		2/9/2023			\$0.00
2023	11	758	02/09/2023	STACEY D DAVIS JAY	PD		2/9/2023			\$0.00
2023	11	759	02/09/2023	MAUDIE ELIZABETH DAVIS	PD		2/9/2023			\$0.00
2023	11	760	02/09/2023	ALISHA M ESTRADA	PD		2/9/2023			\$0.00
2023	11	761	02/09/2023	PENNY FASSETT	PD		2/9/2023			\$0.00
2023	11	762	02/09/2023	ORVILLE FESLER	PN		2/9/2023	2/28/2023	8	\$60.03
2023	11	763	02/09/2023	ZOE FOREHAND	PD		2/9/2023			\$0.00
2023	11	764	02/09/2023	JENNIFER GARNER	PD		2/9/2023			\$0.00
2023	11	765	02/09/2023	TASHA GARRETT	PD		2/9/2023			\$0.00
2023	11	766	02/09/2023	ASHLEY HALE	PD		2/9/2023			\$0.00
2023	11	767	02/09/2023	JANIE INGRAM	PD		2/9/2023			\$0.00
2023	11	768	02/09/2023	RAEGAN J JACKSON	PD		2/9/2023			\$0.00
2023	11	769	02/09/2023	CASEY JOHNSON	PD		2/9/2023			\$0.00
2023	11	770	02/09/2023	TONYA JORDAN	PD		2/9/2023			\$0.00
2023	11	771	02/09/2023	LORI A KING	PD		2/9/2023			\$0.00
2023	11	772	02/09/2023	AUTUMN LEE SHADY	PD		2/9/2023			\$0.00
2023	11	773	02/09/2023	AMANDA LEWIS	PD		2/9/2023			\$0.00
2023	11	774	02/09/2023	ASHLYN MCCLURE	PD		2/9/2023			\$0.00
2023	11	775	02/09/2023	MARANDA MILAM	PD		2/9/2023			\$0.00
2023	11	776	02/09/2023	STEPHANIE MILLER	PD		2/9/2023			\$0.00
2023	11	777	02/09/2023	CHANDRA MONROE	PD		2/9/2023			\$0.00
2023	11	778	02/09/2023	VAN MONROE	PD		2/9/2023			\$0.00
2023	11	779	02/09/2023	KIM MOORE	PD		2/9/2023			\$0.00
2023	11	780	02/09/2023	TRENT PARRISH	PD		2/9/2023			\$0.00
2023	11	781	02/09/2023	LISA PAWLOWSKI	PD		2/9/2023			\$0.00
2023	11	782	02/09/2023	JOHN G PINKSTON	PD		2/9/2023			\$0.00
2023	11	783	02/09/2023	MARCELA GAMBOA PUCCIO	PD		2/9/2023			\$0.00
2023	11	784	02/09/2023	LISA QUICKLE	PD		2/9/2023			\$0.00
2023	11	785	02/09/2023	CARRIE REPACI	PD		2/9/2023			\$0.00
2023	11	786	02/09/2023	KIEL ROWAN	PD		2/9/2023			\$0.00
2023	11	787	02/09/2023	DANIEL SMART	PD		2/9/2023			\$0.00
2023	11	788	02/09/2023	JESSICA SMART	PD		2/9/2023			\$0.00
2023	11	789	02/09/2023	CHERYL L SMITH	PD		2/9/2023			\$0.00
2023	11	790	02/09/2023	RHONDA TEHAUNO	PD		2/9/2023			\$0.00
2023	11	791	02/09/2023	JENNIFER TAYLOR	PD		2/9/2023			\$0.00
2023	11	792	02/09/2023	SHELDON THORNTON	PD		2/9/2023			\$0.00
2023	11	793	02/09/2023	LINDA SUE WARNER	PD		2/9/2023			\$0.00
2023	11	794	02/09/2023	VICTORIA WILLIS	PN		2/9/2023	2/28/2023	8	\$55.41
2023	11	795	02/09/2023	JAYSON D WILSON	PD		2/9/2023			\$0.00
2023	11	796	02/09/2023	MICHELE WOOLBRIGHT	PD		2/9/2023			\$0.00
2023	11	797	02/23/2023	SYNCB/AMAZON			2/23/2023			\$54.21
2023	11	798	02/23/2023	BENNETT'S			2/23/2023	2/28/2023	8	\$1,105.76
2023	11	799	02/23/2023	CARDMEMBER SERVICES			2/23/2023			\$124.35
2023	11	800	02/23/2023	TOMMY GARDNER			2/23/2023			\$397.00
2023	11	801	02/23/2023	HAWTHORNE EDUCATIONAL SERVICE			2/23/2023			\$474.00
2023	11	802	02/23/2023	HOLT ELECTRIC LLC			2/23/2023	2/28/2023	8	\$180.00
2023	11	803	02/23/2023	T & W TIRE, LLC			2/23/2023	2/28/2023	8	\$244.85
2023	11	804	02/23/2023	VERIZON WIRELESS			2/23/2023	2/28/2023	8	\$88.16

Non-Payroll Total: \$26,570.81
Payroll Total: \$203,732.14

Sterling Schools

Payment Register

Options: Year: 2022-2023, Fund: GEN FUND-FOR OP, Date Range: 2/1/2023 - 2/28/2023, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
Balance Foward:										\$1,654,190.24
Total:										\$1,884,493.19

Sterling Schools Payment Register

Options: Year: 2022-2023, Fund: Building, Date Range: 2/1/2023 - 2/28/2023, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2023	21	10	02/07/2023	BANCFIRST		2/7/2023	2/28/2023	8	\$27,108.55
2023	21	11	02/07/2023	PUBLIC SERVICE CO. OF OKLAHOMA		2/7/2023	2/28/2023	8	\$2,579.80
Non-Payroll Total:									\$29,688.35
Payroll Total:									\$0.00
Balance Foward:									\$57,300.68
Total:									\$86,989.03

Sterling Schools

Payment Register

Options: Year: 2022-2023, Fund: BOND FUND, Date Range: 2/1/2023 - 2/28/2023, Print Payroll Payments: True, Print Details: False

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2023	31	4	02/23/2023	CARDMEMBER SERVICES		2/23/2023			\$230.80
Non-Payroll Total:									\$230.80
Payroll Total:									\$0.00
Balance Foward:									\$2,981.73
Total:									\$3,212.53

Sterling Schools

Cash Balances

Options: Fiscal Years: 2023, Funds: 60, As Of Date: 2/28/2023, Account Types: AC

Cash By Account and Fund

AC 0102	FNB FLETCHER/ACTIVITY FUND			
2023	60	SCHOOL ACTIVITY FNDS		\$160,493.31
			Total AC 0102	\$160,493.31
				<u>\$160,493.31</u>

Cash By Fund

2023	60	SCHOOL ACTIVITY FNDS		\$160,493.31
				<u>\$160,493.31</u>

Sterling Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 2/1/2023 - 2/28/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 GENERAL	\$3,207.96	\$1,641.99	\$0.00	\$988.64	\$3,861.31	\$0.00	\$3,861.31
802 ATHLETICS	\$7,755.57	\$8,682.00	\$0.00	\$8,453.28	\$7,984.29	\$0.00	\$7,984.29
803 FCCLA NATIONAL CONFERENCE	\$1,712.35	\$0.00	\$0.00	\$0.00	\$1,712.35	\$0.00	\$1,712.35
804 FCA	\$172.07	\$0.00	\$0.00	\$0.00	\$172.07	\$0.00	\$172.07
805 FLOWER FUND	\$146.61	\$0.00	\$0.00	\$0.00	\$146.61	\$0.00	\$146.61
806 FFA	\$47,274.18	\$1,334.00	\$0.00	\$6,204.21	\$42,403.97	\$0.00	\$42,403.97
807 FCCLA	\$6,647.57	\$4,207.50	\$0.00	\$5,284.96	\$5,570.11	\$0.00	\$5,570.11
808 ACADEMIC TEAM	\$197.24	\$0.00	\$0.00	\$0.00	\$197.24	\$0.00	\$197.24
809 POOL	\$1,328.78	\$0.00	\$0.00	\$0.00	\$1,328.78	\$0.00	\$1,328.78
810 AG SCHOLARSHIP	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00
811 STUDENT COUNCIL	\$4,101.17	\$1,302.45	\$0.00	\$3,175.31	\$2,228.31	\$0.00	\$2,228.31
812 GENE CROSS TIGER PRIDE SCHOLARSHIP	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
813 LIBRARY	\$2,871.98	\$0.00	\$0.00	\$0.00	\$2,871.98	\$0.00	\$2,871.98
815 JH & HS CHEERLEADING	\$1,733.54	\$0.00	\$0.00	\$98.34	\$1,635.20	\$0.00	\$1,635.20
816 YEARBOOK	\$19,712.43	\$2,350.00	\$0.00	\$0.00	\$22,062.43	\$0.00	\$22,062.43
817 PROM	\$250.00	\$3,665.00	\$0.00	\$0.00	\$3,915.00	\$0.00	\$3,915.00
818 ELEMENTARY	\$4,596.09	\$452.00	\$83.28	\$737.17	\$4,394.20	\$0.00	\$4,394.20
819 GENERAL SCHOLARSHIP FUNDS	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
820 JAMES BRAGG SCHOLARSHIP	\$390.41	\$0.00	\$0.00	\$0.00	\$390.41	\$0.00	\$390.41
830 TEACHER/SUPPORT OF YEAR	\$417.52	\$0.00	\$0.00	\$0.00	\$417.52	\$0.00	\$417.52
845 2023 SENIORS	\$30,213.60	\$184.00	\$0.00	\$0.00	\$30,397.60	\$0.00	\$30,397.60
846 2024 SENIORS	\$18,365.26	\$3,654.25	(\$83.28)	\$1,683.06	\$20,253.17	\$0.00	\$20,253.17
847 2025 SENIORS	\$4,600.76	\$0.00	\$0.00	\$0.00	\$4,600.76	\$0.00	\$4,600.76
Total	\$159,645.09	\$27,473.19	\$0.00	\$26,624.97	\$160,493.31	\$0.00	\$160,493.31

Sterling Public Schools | 2023-2024 CALENDAR

JULY '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

158 school days= 1092 hours
 2 PT Conf. days=12 hours
 5 Professional days= 30 hours

 165 Total days= 1134 Hours

JANUARY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2 2nd Semester begins
 5 Friday School Day

AUGUST '23						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1-2 Professional Days
 3 First day of School

FEBRUARY '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

2 Friday School Day
 8-9 Parent Teacher Conf.
 9 No School
 23 Professional Day
 No School

SEPTEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 Friday School Day
 4 Labor Day
 14-15 Parent teacher Conf.
 15 No School

MARCH '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 Friday School Day
 18-22 Spring Break No School
 29 Professional day
 No School

OCTOBER '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 Friday School Day

 12 Professional day
 No School

APRIL '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

5 Friday School Day
 19 Weather Day if needed
 26 Weather Day if needed

NOVEMBER '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 Friday School Day
 20-24 Thanksgiving Break
 No School

MAY '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

3 Friday School Day
 17 Last Day of School
 18 HS Graduation

2nd Semester Total Days
 81 School Days
 1 PT Conference Day
 2 Professional Days

DECEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 Friday School Day
 15 Last Day of 1st Semester
 16-Jan. 1 Christmas Break

1st Semester Total Days
 77 School Days
 1 PT Conf. Day
 3 Professional Days

JUNE '24						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Orange= School Day

 Green= Professional Day
 (No School)
 Red= PT Conference Day
 (No School)
 Blue= Weather Day if needed

SEXUAL HARASSMENT INCIDENT REPORT FORM

Date: _____ Time: _____ Room/Location: _____

Student(s) Initiating Alleged Sexual Harassment:

_____ Grade: _____ Class: _____

_____ Grade: _____ Class: _____

Student(s) Affected:

_____ Grade: _____ Class: _____

_____ Grade: _____ Class: _____

Check all spaces below that apply. Adult stated or identified inappropriate behaviors as:

____ Name Calling

____ Stalking

____ Inappropriate Gesturing

____ Staring/Leering

____ Writing/Graffiti

____ Threatening

____ Taunting/Ridiculing

____ Inappropriate Touching

____ Other _____

____ Spitting

____ Demeaning Comments

____ Stealing

____ Damaging Property

____ Shoving/Pushing

____ Hitting/Kicking

____ Flashing a Weapon

____ Intimidation/Extortion

Describe the incident:

Witnesses Present: _____

Physical evidence: Graffiti _____ Notes _____ E-mail _____ Web sites _____ Video/audio tape _____

Other _____

Staff signature _____

Parent(s) contacted: Date _____ Time _____

Administrative response taken:

**WRITTEN NOTICE TO KNOWN PARTIES
REGARDING ALEGATIONS OF SEXUAL HARASSMENT**

On the ___ day of _____, 20___, the district received formal notification of an allegation of sexual harassment. The respondent is presumed not responsible for the conduct. Responsibility will be determined at the conclusion of the grievance process. Both parties are entitled to have an advisor and to review and inspect evidence. The district’s student discipline policies prohibit making false statements or providing false information in the grievance process. Both parties will be treated equally during the investigation and process to resolve the allegations. The district’s grievance procedure is located at policy FB, a copy of which is attached to this correspondence, and includes the following steps:

1. Informal resolution. If the parties’ consent, informal resolution procedures may be utilized to revolve the allegation.
2. Notice and Summary of Allegations. (Sufficient details must be included here to allow the respondent to prepare a response).
3. Investigation of Allegations. The school district has designated _____ to act in the role of the investigator. Contact information is as follows: (insert contact information).
4. Interviews. Interviews may be scheduled in accordance with school district policy.
5. Evidence. Both parties will have the right to review all evidence that is directly related to the allegations in the complaint.
6. Report. A written investigation report will be provided to both parties at least ten days prior to a hearing or determination of responsibility.
7. Hearing. The Title IX coordinator will determine on a case by case basis as to whether the hearing will be a live hearing or whether it will be a written hearing.
8. Determination of Responsibility. A decisionmaker, who is not the Title IX coordinator or the investigator, will apply (a preponderance of the evidence or a clear and convincing evidence standard) to determine responsibility and will issue a written determination.
9. Appeals. An appeal may be filed by either party in accordance with district policy.

Records of this allegation will be maintained for a minimum of seven (7) years.

At this time, the respondent may prepare a written response before an initial interview. The interview is tentatively scheduled for _____, and will be held at _____. If you have any questions, please contact me at _____.

Sincerely,

Title IX Coordinator

WRITTEN REPORT

On the ___ day of ___, 20___ an allegation of sexual harassment was provided to the school district. The allegations were as follows (insert allegations in summary format). I conducted an investigation into the allegations as follows (summarize investigation and include evidence).

This document is formal notice to both parties of the evidence.

Sincerely,

Investigator