

AGENDA
Sterling Public Schools
Regular Virtual and Physical Meeting
Sterling Public Schools Library
400 S 2nd Street
Sterling, OK 73567
Tuesday, January 14, 2020 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 - Kent Lemons, and Pledge of Allegiance - Shannon Wilmeth.
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 School Board (Oklahoma School Board Appreciation Month)
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 - None
 2. Vote to convene into executive session to discuss the evaluation of the superintendent for the 2019-2020 school year. 25 O.S. SEC .307 (B) (1).
 3. Acknowledge the return of the Board to open session and announce executive session minutes compliance.
 4. Discussion and possible vote to approve the action taken on the Superintendent's contract.
 5. Discussion and possible vote to approve a revised FY 2020 Support Salary Schedule adding a substitute teaching assistant line at \$9.00 per hour.
 6. Discussion and possible vote to declare 1 bow, 2 cases, 25 fishing poles, and miscellaneous fishing tools, hunting clothing, and hunting tools as surplus.
6. Administrative reports.
 1. Principal Reports

7. Superintendent report - Grant Applications, Maintenance, Calendar, Principal, School Safety, Transfer
8. New business.
9. Vote to adjourn

Board Of Education Agenda- Regular Meeting

Monday, December 9, 2019 7:00 PM

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

Attendance Taken at 7:01 PM.

Jeff Milam: Present

Brian Moore: Present

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Present

Present: 5.

1. Roll call and call to order.
2. Invocation - Shawn Nunley, and Pledge of Allegiance - Candra Turpin.
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, High School Softball State Tournament Qualifiers
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 Shannon Wilmeth.
 - Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: 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. Discussion and possible vote to accept policy DBD.
 - Motion to accept policy DBD Passed with a motion by Brian Moore 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

5.3. Discussion and possible vote to approve the 2018-2019 Audit Findings conducted by Sanders, Bledsoe, & Hewett.

Motion to approve the 2018-2019 Audit Findings conducted by Sanders, Bledsoe, & Hewett Passed with a motion by Candra Turpin and a second by Brian Moore.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 5, Nay: 0

6. Administrative reports.

6.1. Principal Reports

7. Superintendent report - School Report Cards, Superintendent evaluation, Next Meeting Jan. 14, 2020 at 7:00 pm

8. New business.

9. Vote to adjourn

Motion to adjourn at 7:37 Passed with a motion by Shawn Nunley and a second by Brian Moore.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea
Yea: 5, Nay: 0

Chairperson

Superintendent

**TREASURER'S CASH BALANCES
AS OF DECEMBER 31, 2019**

FNB OF FLETCHER

CHECKING .40

ACTIVITY FUND	\$111,864.66
GENERAL FUND	\$95,951.08
BUILDING FUND	\$43,638.90
BOND FUND	\$79,086.14
BOND TRANSPORATION FUND	\$0.00
SINKING FUND	\$86,585.41
	\$417,126.19

CD'S

GENERAL FUND (#7713)		
MATURES 3/10/20 1.25%	\$100,000.00	
GENERAL FUND (#7725)		
MATURES 1/17/20 1.25%	\$100,000.00	
		<u>\$200,000.00</u>

TOTAL CASH @ FNB OF FLETCHER **\$617,126.19**

TOTAL PLEDGES AS OF 12/31/2019 **\$2,150,000.00**

LIBERTY NATIONAL BANK

GENERAL FUND MATURES (1283) 1/8/2021 2.00%	\$100,001.64
GENERAL FUND	\$395,951.08
BUILDING FUND	\$43,638.90
BOND FUND	\$79,086.14
BOND TRANSPORATION FUND	\$0.00
SINKING FUND	\$86,585.41
ACTIVITY FUND	\$111,864.66
	\$717,126.19

Sterling Schools Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	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)	\$368,577.48	\$34,863.94	\$333,713.54	\$0.00	9.46%	\$33,297.50
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$8,400.00	\$8,781.24	\$0.00	\$381.24	104.54%	\$3,305.83
Source - 1290 OTHER TUITION & FEES	\$3,000.00	\$0.00	\$3,000.00	\$0.00	0.00%	\$0.00
Source - 1310 INTEREST EARNINGS	\$5,000.00	\$1,367.10	\$3,632.90	\$0.00	27.34%	\$234.25
Source - 1350 INTEREST ON TAXES	\$0.00	\$9.11	\$0.00	\$9.11	N/A	\$0.00
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$2,000.00	\$350.00	\$1,650.00	\$0.00	17.50%	\$100.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$0.00	\$3,591.25	\$0.00	\$3,591.25	N/A	\$1,915.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$27,000.00	\$16,258.44	\$10,741.56	\$0.00	60.22%	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$20,000.00	\$4,954.17	\$15,045.83	\$0.00	24.77%	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$53,496.75	\$26,021.80	\$27,474.95	\$0.00	48.64%	\$3,989.65
Source - 1720 ALA CARTE	\$4,187.32	\$2,945.00	\$1,242.32	\$0.00	70.33%	\$372.50
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$6,186.62	\$3,209.65	\$2,976.97	\$0.00	51.88%	\$622.95
Series - 1000 Total	\$497,848.17	\$102,351.70	\$399,478.07	\$3,981.60	20.56%	\$43,837.68
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$50,205.93	\$6,466.70	\$43,739.23	\$0.00	12.88%	\$3,760.08
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$7,635.89	\$4,947.99	\$2,687.90	\$0.00	64.80%	\$657.48
Series - 2000 Total	\$57,841.82	\$11,414.69	\$46,427.13	\$0.00	19.73%	\$4,417.56
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$522.72	\$246.40	\$276.32	\$0.00	47.14%	\$32.00
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$151,030.15	\$68,745.45	\$82,284.70	\$0.00	45.52%	\$9,395.08
Source - 3130 RURAL ELECTRIC COOP.TAX	\$68,395.32	\$35,464.22	\$32,931.10	\$0.00	51.85%	\$5,212.70
Source - 3140 STATE SCHOOL LAND EARNINGS	\$58,739.19	\$22,694.44	\$36,044.75	\$0.00	38.64%	\$3,782.59
Source - 3150 VEHICLE TAX STAMPS	\$392.21	\$200.68	\$191.53	\$0.00	51.17%	\$40.05
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,567,282.00	\$705,277.00	\$862,005.00	\$0.00	45.00%	\$141,055.00
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$313,467.00	\$141,061.06	\$172,405.94	\$0.00	45.00%	\$28,212.20
Source - 3415 READING SUFFICIENCE ACT	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00%	\$0.00
Source - 3420 STATE TEXTBOOK	\$18,170.00	\$8,181.75	\$9,988.25	\$0.00	45.03%	\$1,636.35
Source - 3440 DRIVER EDUCATION	\$1,000.00	\$1,567.50	\$0.00	\$567.50	156.75%	\$0.00
Source - 3690 MISC. SOURCES OF STATE REVENUE	\$1,700.00	\$0.00	\$1,700.00	\$0.00	0.00%	\$0.00
Source - 3720 STATE MATCHING	\$1,529.93	\$0.00	\$1,529.93	\$0.00	0.00%	\$0.00
Source - 3811 COMP. HS VOC. SALARY REIM.	\$11,200.00	\$1,830.00	\$9,370.00	\$0.00	16.34%	\$0.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$15,461.00	\$4,950.00	\$10,511.00	\$0.00	32.02%	\$0.00
Series - 3000 Total	\$2,210,889.52	\$990,218.50	\$1,221,238.52	\$567.50	44.79%	\$189,365.97
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$4,000.00	\$0.00	\$4,000.00	\$0.00	0.00%	\$0.00
Source - 4140 TITLE VII INDIAN EDUCATION	\$12,000.00	\$6,138.79	\$5,861.21	\$0.00	51.16%	\$1,217.80
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$36,000.00	\$24,401.19	\$11,598.81	\$0.00	67.78%	\$0.00

IPAD

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 4210 TITLE I-BASIC PROGRAM	\$48,000.00	\$29,604.02	\$18,395.98	\$0.00	61.68%	\$15,470.83
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$15,000.00	\$26,824.29	\$0.00	\$11,824.29	178.83%	\$0.00
Source - 4310 INDIV.WITH DISABIL.IDEA --B	\$69,000.00	\$27,649.03	\$41,350.97	\$0.00	40.07%	\$8,038.54
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$0.00	\$1,870.60	\$0.00	\$1,870.60	N/A	\$0.00
Source - 4442 TITLE IV LEAS FORMULA	\$15,000.00	\$0.00	\$15,000.00	\$0.00	0.00%	\$0.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$3,300.00	\$0.00	\$3,300.00	\$0.00	0.00%	\$0.00
Source - 4710 LUNCHES	\$65,088.99	\$18,613.95	\$46,475.04	\$0.00	28.60%	\$0.00
Source - 4720 BREAKFASTS	\$27,867.89	\$7,706.05	\$20,161.84	\$0.00	27.65%	\$0.00
Source - 4821 EQUALIZATION (CARL PERKINS)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	0.00%	\$0.00
Series - 4000 Total	\$300,256.88	\$142,807.92	\$171,143.85	\$13,694.89	47.56%	\$24,727.17
Series - 5000						
Source - 5100 Return of Assets	\$10,000.00	\$0.00	\$10,000.00	\$0.00	0.00%	\$0.00
Series - 5000 Total	\$10,000.00	\$0.00	\$10,000.00	\$0.00	0.00%	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD- SURPLUS CASH FWD.	\$424,838.71	\$0.00	\$424,838.71	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$424,838.71	\$0.00	\$424,838.71	\$0.00	0.00%	\$0.00
Fund - 11 GEN FUND-FOR OP Total	\$3,501,675.10	\$1,246,792.81	\$2,273,126.28	\$18,243.99	35.61%	\$262,348.38

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$52,676.70	\$4,921.20	\$47,755.50	\$0.00	9.34%	\$4,758.86
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,316.30	\$0.00	\$1,316.30	N/A	\$472.51
Source - 1310 INTEREST EARNINGS	\$0.00	\$48.50	\$0.00	\$48.50	N/A	\$7.01
Series - 1000 Total	\$52,676.70	\$6,286.00	\$47,755.50	\$1,364.80	11.93%	\$5,238.38
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$89,061.12	\$0.00	\$89,061.12	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$89,061.12	\$0.00	\$89,061.12	\$0.00	0.00%	\$0.00
Fund - 21 Building Total	\$141,737.82	\$6,286.00	\$136,816.62	\$1,364.80	4.43%	\$5,238.38

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$78.29	\$0.00	\$78.29	N/A	\$0.00
Series - 1000 Total	\$0.00	\$78.29	\$0.00	\$78.29	N/A	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$111,442.05	\$0.00	\$111,442.05	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$111,442.05	\$0.00	\$111,442.05	\$0.00	0.00%	\$0.00
Fund - 31 BOND FUND Total	\$111,442.05	\$78.29	\$111,442.05	\$78.29	0.07%	\$0.00

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 32 BOND FUND/ TRANS / 2018						
Series - 6000						
Source - 6110 CASH FORWARD- SURPLUS CASH FWD.	\$81.11	\$0.00	\$81.11	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$81.11	\$0.00	\$81.11	\$0.00	0.00%	\$0.00
Fund - 32 BOND FUND/ TRANS / 2018 Total	\$81.11	\$0.00	\$81.11	\$0.00	0.00%	\$0.00

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	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	\$7,517.41	\$0.00	\$7,517.41	N/A	\$7,263.55
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$2,011.14	\$0.00	\$2,011.14	N/A	\$705.58
Source - 1310 INTEREST EARNINGS	\$0.00	\$87.23	\$0.00	\$87.23	N/A	\$13.90
Series - 1000 Total	\$0.00	\$9,615.78	\$0.00	\$9,615.78	N/A	\$7,983.03
Fund - 41 Sinking Total	\$0.00	\$9,615.78	\$0.00	\$9,615.78	N/A	\$7,983.03

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 12/31/2019

	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	\$112.34	\$0.00	\$112.34	N/A	\$20.72
Source - 1460 COMMISSIONS	\$0.00	\$1,550.40	\$0.00	\$1,550.40	N/A	\$1,550.40
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$20.00	\$0.00	\$20.00	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$6,719.44	\$0.00	\$6,719.44	N/A	\$890.00
Source - 1810 ADMISSIONS	\$0.00	\$8,364.00	\$0.00	\$8,364.00	N/A	\$3,642.00
Source - 1830 CONCESSIONS	\$0.00	\$9,572.25	\$0.00	\$9,572.25	N/A	\$1,496.25
Source - 1850 FEES, PENALTIES, AND FINES	\$0.00	\$3,630.00	\$0.00	\$3,630.00	N/A	\$0.00
Source - 1870 STATE PLAY-OFF REVENUE	\$0.00	\$1,249.00	\$0.00	\$1,249.00	N/A	\$0.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$985.00	\$0.00	\$985.00	N/A	\$0.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$2,220.00	\$0.00	\$2,220.00	N/A	\$0.00
Source - 1910 ADMISSIONS	\$0.00	\$7,268.00	\$0.00	\$7,268.00	N/A	\$755.00
Source - 1920 CONCESSION SALES	\$0.00	\$29,467.56	\$0.00	\$29,467.56	N/A	\$10,437.53
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$67,783.56	\$0.00	\$67,783.56	N/A	\$3,756.00
Source - 1971 FEES OR DUES	\$0.00	\$6,660.10	\$0.00	\$6,660.10	N/A	\$382.10
Source - 1972 DONATIONS	\$0.00	\$23,319.10	\$0.00	\$23,319.10	N/A	\$350.00
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$6,593.26	\$0.00	\$6,593.26	N/A	\$499.00
Series - 1000 Total	\$0.00	\$175,514.01	\$0.00	\$175,514.01	N/A	\$23,779.00
Series - 5000						
Source - 5600 CORRECTING ENTRY	\$0.00	\$8.00	\$0.00	\$8.00	N/A	\$0.00
Series - 5000 Total	\$0.00	\$8.00	\$0.00	\$8.00	N/A	\$0.00
Series - 6000						
Source - 6140 ESTOPPED WARRANTS BY STATUTES	\$0.00	\$160.00	\$0.00	\$160.00	N/A	\$0.00
Series - 6000 Total	\$0.00	\$160.00	\$0.00	\$160.00	N/A	\$0.00
Fund - 60 SCHOOL ACTIVITY FNDS Total	\$0.00	\$175,682.01	\$0.00	\$175,682.01	N/A	\$23,779.00

Board Meeting Date: JANUARY 14, 2020

FY 20 GENERAL FUND

Vote to approve warrants #489 through #609 in the amount of \$240081.55

FY 20 BUILDING FUND

FY 20 BUILDING BOND

FY 19 TRANSPOTATION BOND

Sterling Schools

Payment Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 12/1/2019 - 12/31/2019, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2020	11	489	12/05/2019	AFC			12/5/2019	12/31/2019	10	\$27.00
2020	11	490	12/05/2019	BEN E KEITH			12/5/2019	12/31/2019	10	\$1,597.65
2020	11	491	12/05/2019	RACHEL BUSH			12/5/2019	12/31/2019	10	\$2,000.00
2020	11	492	12/05/2019	CENTERPOINT			12/5/2019	12/31/2019	10	\$2,109.93
2020	11	493	12/05/2019	CHARLES PUCCIO			12/5/2019	12/31/2019	10	\$114.96
2020	11	494	12/05/2019	FLOOR TECH JANITORIAL			12/5/2019	12/31/2019	10	\$644.33
2020	11	495	12/05/2019	GREAT PLAINS OVERHEAD DOOR			12/5/2019	12/31/2019	10	\$235.00
2020	11	496	12/05/2019	HILAND			12/5/2019	12/31/2019	10	\$1,566.42
2020	11	497	12/05/2019	HOLT ELECTRIC LLC			12/5/2019	12/31/2019	10	\$80.00
2020	11	498	12/05/2019	JOHNSON PLUMBING			12/5/2019	12/31/2019	10	\$210.35
2020	11	499	12/05/2019	MR. APPLIANCE OF LAWTON			12/5/2019	12/31/2019	10	\$153.00
2020	11	500	12/05/2019	ROBERTSON THERAPY SERVICES, LLC			12/5/2019	12/31/2019	10	\$540.00
2020	11	501	12/05/2019	SHI INTERNATIONAL CORP.			12/5/2019	12/31/2019	10	\$989.38
2020	11	502	12/05/2019	STERLING PUB. WORKS AUTHORITY			12/5/2019	12/31/2019	10	\$704.42
2020	11	503	12/05/2019	TH ROGERS LUMBER COMPANY			12/5/2019	12/31/2019	10	\$124.07
2020	11	504	12/05/2019	US FOOD SERVICE			12/5/2019	12/31/2019	10	\$1,283.87
2020	11	505	12/10/2019	AMERICAN FIDELITY ASSURANCE CO	R		12/10/2019	12/31/2019	10	\$4,502.71
2020	11	506	12/10/2019	AMERICAN FIDELITY ASSURANCE CO	R		12/10/2019	12/31/2019	10	\$508.32
2020	11	507	12/10/2019	American Fidelity HSA Admin	R		12/10/2019	12/31/2019	10	\$100.00
2020	11	508	12/10/2019	CCOSA	R		12/10/2019	12/31/2019	10	\$61.50
2020	11	509	12/10/2019	INTERNAL REVENUE SERVICE	R	12/10/2019				\$0.00
2020	11	510	12/10/2019	FNB OF FLETCHER	R	12/10/2019				\$0.00
2020	11	511	12/10/2019	EMPLOYEE DEPOSIT ACCOUNT	R		12/10/2019	12/31/2019	10	\$990.00
2020	11	512	12/10/2019	OMES	R		12/10/2019	12/31/2019	10	\$36,051.14
2020	11	513	12/10/2019	OKLAHOMA TAX COMMISSION	R	12/10/2019				\$0.00
2020	11	514	12/10/2019	OK TEACHERS' RETIREMENT SYSTEM	R	12/10/2019				\$0.00
2020	11	515	12/10/2019	PROFESSIONAL OK. EDUCATORS FOU	R		12/10/2019	12/31/2019	10	\$168.00
2020	11	516	12/10/2019	STERLING CHILD NUTRITION FUND	R		12/10/2019	12/31/2019	10	\$994.65
2020	11	517	12/10/2019	TEXAS LIFE INS COMPANY	R		12/10/2019	12/31/2019	10	\$536.05
2020	11	518	12/10/2019	UNUM Life Insurance	R		12/10/2019	12/31/2019	10	\$191.73
2020	11	519	12/10/2019	CHRISSEY ALCORN	PD		12/10/2019			\$0.00
2020	11	520	12/10/2019	GARY B BARRETT	PD		12/10/2019			\$0.00
2020	11	521	12/10/2019	GINA K BARRETT	PD		12/10/2019			\$0.00
2020	11	522	12/10/2019	SHEILA BARTLETT	PD		12/10/2019			\$0.00
2020	11	523	12/10/2019	TAMRA BARTLETT	PD		12/10/2019			\$0.00
2020	11	524	12/10/2019	TIMOTHY BLACK	PD		12/10/2019			\$0.00
2020	11	525	12/10/2019	LETISHA BREAK	PD		12/10/2019			\$0.00
2020	11	526	12/10/2019	KELLEY BRIDGES	PD		12/10/2019			\$0.00
2020	11	527	12/10/2019	RONITA BRIDGES	PD	12/10/2019				\$0.00
2020	11	528	12/10/2019	LISA BYRD	PD		12/10/2019			\$0.00
2020	11	529	12/10/2019	ANNETTE COOK	PD		12/10/2019			\$0.00
2020	11	530	12/10/2019	GEORGIA CROKE	PD		12/10/2019			\$0.00
2020	11	531	12/10/2019	ANNA F CURRY	PD		12/10/2019			\$0.00
2020	11	532	12/10/2019	MARTIN CURRY	PD		12/10/2019			\$0.00
2020	11	533	12/10/2019	MAUDIE ELIZABETH DAVIS	PD		12/10/2019			\$0.00
2020	11	534	12/10/2019	SIERRA DODSON	PD		12/10/2019			\$0.00
2020	11	535	12/10/2019	PENNY FASSETT	PD		12/10/2019			\$0.00
2020	11	536	12/10/2019	CASEY JOHNSON	PD		12/10/2019			\$0.00
2020	11	537	12/10/2019	SANDY FEHRING	PD		12/10/2019			\$0.00
2020	11	538	12/10/2019	ZOE FOREHAND	PD		12/10/2019			\$0.00
2020	11	539	12/10/2019	TASHA GARRETT	PD		12/10/2019			\$0.00
2020	11	540	12/10/2019	ASHLEY HALE	PD		12/10/2019			\$0.00
2020	11	541	12/10/2019	CLAUDIA HERRIN	PN		12/10/2019	12/31/2019	10	\$55.41

Sterling Schools

Payment Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 12/1/2019 - 12/31/2019, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2020	11	542	12/10/2019	JOHN B HOLMES	PD		12/10/2019			\$0.00
2020	11	543	12/10/2019	JANIE INGRAM	PD		12/10/2019			\$0.00
2020	11	544	12/10/2019	TIFFANY JOHLE	PD		12/10/2019			\$0.00
2020	11	545	12/10/2019	TONYA JORDAN	PD		12/10/2019			\$0.00
2020	11	546	12/10/2019	ANGELIA KERKHOFF	PD		12/10/2019			\$0.00
2020	11	547	12/10/2019	KIEL ROWAN	PD		12/10/2019			\$0.00
2020	11	548	12/10/2019	LORI A KING	PD		12/10/2019			\$0.00
2020	11	549	12/10/2019	GREGORY K LEMONS	PD		12/10/2019			\$0.00
2020	11	550	12/10/2019	CONNIE LOWE	PD		12/10/2019			\$0.00
2020	11	551	12/10/2019	TERRI MANSEL	PD		12/10/2019			\$0.00
2020	11	552	12/10/2019	ASHLYN MCCLURE	PD		12/10/2019			\$0.00
2020	11	553	12/10/2019	MARANDA MILAM	PD		12/10/2019			\$0.00
2020	11	554	12/10/2019	CHANDRA MONROE	PD		12/10/2019			\$0.00
2020	11	555	12/10/2019	VAN MONROE	PD		12/10/2019			\$0.00
2020	11	556	12/10/2019	KIM MOORE	PD		12/10/2019			\$0.00
2020	11	557	12/10/2019	KATHY R NICKELL	PD		12/10/2019			\$0.00
2020	11	558	12/10/2019	TRENT PARRISH	PD		12/10/2019			\$0.00
2020	11	559	12/10/2019	LISA PAWLOWSKI	PD		12/10/2019			\$0.00
2020	11	560	12/10/2019	MARCELA GAMBOA PUCCIO	PN		12/10/2019	12/31/2019	10	\$151.45
2020	11	561	12/10/2019	LISA QUICKLE	PD		12/10/2019			\$0.00
2020	11	562	12/10/2019	GINGER K SEIBOLD	PD		12/10/2019			\$0.00
2020	11	563	12/10/2019	DANIEL SMART	PD		12/10/2019			\$0.00
2020	11	564	12/10/2019	JESSICA SMART	PD		12/10/2019			\$0.00
2020	11	565	12/10/2019	CHERYL L SMITH	PD		12/10/2019			\$0.00
2020	11	566	12/10/2019	AUSTYN SPARKS	PD		12/10/2019			\$0.00
2020	11	567	12/10/2019	DARRELL STANLEY	PD		12/10/2019			\$0.00
2020	11	568	12/10/2019	JENNIFER TAYLOR	PD		12/10/2019			\$0.00
2020	11	569	12/10/2019	SHELDON THORNTON	PD		12/10/2019			\$0.00
2020	11	570	12/10/2019	LINDA SUE WARNER	PD		12/10/2019			\$0.00
2020	11	571	12/10/2019	LUTHER W WOOLBRIGHT	PD		12/10/2019			\$0.00
2020	11	572	12/10/2019	MICHELE WOOLBRIGHT	PD		12/10/2019			\$0.00
2020	11	573	12/10/2019	RONITA BRIDGES	PD		12/10/2019			\$0.00
2020	11	574	12/10/2019	AMERICAN FIDELITY ASSURANCE CO	R		12/10/2019			\$0.00
2020	11	575	12/10/2019	American Fidelity HSA Admin	R		12/10/2019			\$0.00
2020	11	576	12/10/2019	EMPLOYEE DEPOSIT ACCOUNT	R		12/10/2019			\$0.00
2020	11	577	12/10/2019	OMES	R		12/10/2019			\$0.00
2020	11	578	12/10/2019	STERLING CHILD NUTRITION FUND	R		12/10/2019			\$0.00
2020	11	579	12/10/2019	UNUM Life Insurance	R		12/10/2019			\$0.00
2020	11	580	12/10/2019	OK TEACHERS' RETIREMENT SYSTEM	R		12/10/2019			\$0.00
2020	11	581	12/10/2019	RONITA BRIDGES	PN		12/10/2019	12/31/2019	10	\$1,707.00
2020	11	582	12/10/2019	INTERNAL REVENUE SERVICE	R		12/10/2019	12/31/2019	10	\$33,093.74
2020	11	583	12/10/2019	FNB OF FLETCHER	R		12/10/2019	12/31/2019	10	\$106,546.86
2020	11	584	12/10/2019	OKLAHOMA TAX COMMISSION	R		12/10/2019	12/31/2019	10	\$4,983.00
2020	11	585	12/10/2019	OK TEACHERS' RETIREMENT SYSTEM	R		12/10/2019	12/31/2019	10	\$25,235.16
2020	11	586	12/11/2019	BRAINPOP			12/11/2019			\$230.00
2020	11	587	12/11/2019	CAMERON UNIVERSITY			12/11/2019	12/31/2019	10	\$455.44
2020	11	588	12/11/2019	ANNETTE COOK			12/11/2019	12/31/2019	10	\$37.00
2020	11	589	12/11/2019	CPI			12/11/2019	12/31/2019	10	\$989.00
2020	11	590	12/11/2019	TOMMY GARDNER			12/11/2019	12/31/2019	10	\$812.00
2020	11	591	12/11/2019	JOHNSON CONTROLS FIRE PROTECTI			12/11/2019	12/31/2019	10	\$273.00
2020	11	592	12/11/2019	GINGER K SEIBOLD			12/11/2019	12/31/2019	10	\$35.85
2020	11	593	12/19/2019	ADVANCED PEST AND TERMITE, LLC			12/19/2019	12/31/2019	10	\$125.00
2020	11	594	12/19/2019	ALLIANCE NETWORK SOLUTIONS, LLC			12/19/2019			\$300.00

Sterling Schools

Payment Register

Options: Year: 2019-2020, Fund: GEN FUND-FOR OP, Date Range: 12/1/2019 - 12/31/2019, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2020	11	595	12/19/2019	SYNCB/AMAZON			12/19/2019	12/31/2019	10	\$632.35
2020	11	596	12/19/2019	CABLE'S			12/19/2019	12/31/2019	10	\$622.02
2020	11	597	12/19/2019	CARDMEMBER SERVICES			12/19/2019	12/31/2019	10	\$660.35
2020	11	598	12/19/2019	FOLLETT SOFTWARE COMPANY			12/19/2019	12/31/2019	10	\$1,597.80
2020	11	599	12/19/2019	JARED AUTO PARTS			12/19/2019	12/31/2019	10	\$11.99
2020	11	600	12/19/2019	LAWTON CONSTITUTION			12/19/2019	12/31/2019	10	\$3.99
2020	11	601	12/19/2019	MAS			12/19/2019	12/31/2019	10	\$82.38
2020	11	602	12/19/2019	OKLAHOMA AUTISM NETWORK, OUH			12/19/2019			\$169.00
2020	11	603	12/19/2019	PERFORMANCE TIRE & LUBE, LLC			12/19/2019	12/31/2019	10	\$226.95
2020	11	604	12/19/2019	SAM'S CLUB/SYNCHRONY BANK			12/19/2019	12/31/2019	10	\$508.19
2020	11	605	12/19/2019	SOUTHERN HARDLINES, INC.-ELGIN			12/19/2019	12/31/2019	10	\$78.65
2020	11	606	12/19/2019	SOUTHWESTERN WELDING SUPPLY			12/19/2019	12/31/2019	10	\$1,724.00
2020	11	607	12/19/2019	THE ALARM GROUP INC			12/19/2019	12/31/2019	10	\$99.00
2020	11	608	12/19/2019	TIGER PAW QUICK MART			12/19/2019	12/31/2019	10	\$1,806.69
2020	11	609	12/19/2019	WINDSTREAM			12/19/2019	12/31/2019	10	\$343.80
Non-Payroll Total:										\$24,204.83
Payroll Total:										\$215,876.72
Balance Forward:										\$1,037,045.82
Total:										\$1,277,127.37

Sterling Schools

Cash Balances

Options: Fiscal Years: 2020, Funds: 60, As Of Date: 12/31/2019, Account Types: AC

Cash By Account and Fund

AC 0102	FNB FLETCHER/ACTIVITY FUND				
2020	60	SCHOOL ACTIVITY FNDS			\$111,864.66
			Total AC	0102	\$111,864.66
					<u>\$111,864.66</u>

Cash By Fund

2020	60	SCHOOL ACTIVITY FNDS			\$111,864.66
					<u>\$111,864.66</u>

Sterling Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 12/1/2019 - 12/31/2019

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 GENERAL	\$939.56	\$573.72	\$0.00	\$149.80	\$1,363.48	\$0.00	\$1,363.48
802 ATHLETICS	\$5,452.33	\$6,303.25	\$0.00	\$4,725.66	\$7,029.92	\$0.00	\$7,029.92
803 FCCLA NATIONAL CONFERENCE	\$2,868.33	\$1,064.50	\$0.00	\$404.11	\$3,528.72	\$0.00	\$3,528.72
804 FCA	\$263.03	\$39.00	\$0.00	\$39.95	\$262.08	\$0.00	\$262.08
805 FLOWER FUND	\$98.11	\$0.00	\$0.00	\$0.00	\$98.11	\$0.00	\$98.11
806 FFA	\$30,055.39	\$632.10	\$0.00	\$2,798.07	\$27,889.42	\$0.00	\$27,889.42
807 FCCLA	\$2,811.11	\$545.00	\$0.00	\$1,764.91	\$1,591.20	\$0.00	\$1,591.20
808 ACADEMIC TEAM	\$14.49	\$0.00	\$0.00	\$0.00	\$14.49	\$0.00	\$14.49
809 POOL	\$1,260.51	\$0.00	\$0.00	\$204.00	\$1,056.51	\$0.00	\$1,056.51
810 AG SCHOLARSHIP	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00
811 STUDENT COUNCIL	\$953.18	\$0.00	\$0.00	\$0.00	\$953.18	\$0.00	\$953.18
813 LIBRARY	\$1,002.88	\$0.00	\$0.00	\$0.00	\$1,002.88	\$0.00	\$1,002.88
814 FIT FOR EDUCATION	\$382.52	\$0.00	\$0.00	\$0.00	\$382.52	\$0.00	\$382.52
815 JH & HS CHEERLEADING	\$4,208.01	\$580.00	\$0.00	\$351.33	\$4,436.68	\$0.00	\$4,436.68
816 YEARBOOK	\$12,475.02	\$1,730.40	\$0.00	\$0.00	\$14,205.42	\$0.00	\$14,205.42
817 PROM	\$2,261.50	\$0.00	\$0.00	\$0.00	\$2,261.50	\$0.00	\$2,261.50
818 ELEMENTARY	\$2,666.90	\$4,601.10	\$0.00	\$1,707.77	\$5,560.23	\$0.00	\$5,560.23
820 JAMES BRAGG SCHOLARSHIP	\$1,785.18	\$0.00	\$0.00	\$0.00	\$1,785.18	\$0.00	\$1,785.18
830 TEACHER/SUPPORT OF YEAR	\$751.00	\$0.00	\$0.00	\$0.00	\$751.00	\$0.00	\$751.00
842 2020 SENIORS	\$17,151.75	\$270.00	\$0.00	\$0.00	\$17,421.75	\$0.00	\$17,421.75
843 2021 SENIORS	\$11,613.56	\$7,439.93	\$0.00	\$4,984.85	\$14,068.64	\$0.00	\$14,068.64
844 2022 SENIORS	\$3,601.75	\$0.00	\$0.00	\$100.00	\$3,501.75	\$0.00	\$3,501.75
Total	\$105,316.11	\$23,779.00	\$0.00	\$17,230.45	\$111,864.66	\$0.00	\$111,864.66

NOTE: The following salary and benefits package should be reviewed and acted upon after completing the Superintendent's annual appraisal.

Salary and Benefits Package

	2018-2019	2019-2020
Contract Length/Type Term Contract with annual action to be taken in January of each year	2 year	2 year
Current Salary - Annual	\$91,762.50	\$91,762.50
Cell Phone Allowance	\$50.00 a month	\$50.00 a month
Health Insurance	Health Choice High member premium	Health Choice High member premium
Reimbursement for School Related Expenses	Actual expenses incurred in the performance of duties	Actual expenses incurred in the performance of duties
Professional Dues	CCOSA/OASA	CCOSA/OASA

The above salary and benefits package was developed by consensus and approved by the Sterling Public Schools Board of Trustees.

Board President: _____
(Signature)

Date: _____

Board Vice-President: _____
(Signature)

Date: _____

Board Clerk: _____
(Signature)

Date: _____

Board Member: _____
(Signature)

Date: _____

Board Member: _____
(Signature)

Date: _____



Sterling Public Schools

P.O. Box 158 400 Tiger Blvd.
Sterling, Ok 73567

Kent Lemons, Superintendent
(580) 365-4307 Fax (580) 365-4705

Marty Curry, High School Principal
(580) 365-4303

Tasha Garrett, Counselor
(580) 365-4303

Sandra Fehring, Elementary Principal
(580) 365-4166

Ronita Bridges, Treasurer
(580) 365-4307

12-5-19

Dear Sterling Public Schools Board of Trustees,

Wow! What a time we have had. Thank you all for your patience during this time.

Our last year has been good for Sterling Public Schools. Our "Team of Six" has done a great job of staying focused on student achievement while we have been managing a loss in funding. In the following review the changes will be discussed and examined, but regardless of how the changes have come about they culminate to make Sterling Public Schools an even greater place to go to school and work.

As a Board you are to be commended for keeping your focus on student achievement despite the lack of funding. Funding for our achievements has come from many different sources and by many people pitching in where they were needed. The work ethic that our students witness from our teachers, staff, and community pitching in are invaluable in helping them to see what it takes to become successful and productive citizens. We have a wonderful group of educators working with our students, and everyone has student achievement as their focus. That is important in making sure we are headed in the right direction as a District.

I am proud to be a part of Sterling Public Schools and am proud of what is going on and where we are headed. Thank you for the opportunity to be a part of our school!

Sincerely,

A handwritten signature in black ink that reads "Kent Lemons". The signature is written in a cursive style.

Kent Lemons

SUPERINTENDENT SELF-APPRAISAL

Date: December 2019

Superintendent: Kent Lemons

Sterling Public Schools.

ACCOMPLISHMENTS AND ACTIONS

❶ Oklahoma State Testing Program (OSTP):

Our scores were higher than the Oklahoma state average in nine of the fourteen exams and we were close in the other five. We will work to improve from this level.

Graduation Rate was greater than 90% in 2018 (Expectation 100%).

❷ Facility improvements:

We continue to make improvements that will add years to the life of our facilities and will make our schools a place students can be proud to attend. Our funding keeps us from tackling big projects, but we do what we can. The maintenance list has become our Facilities Improvement Plan with all items included. Hopefully the Legislature will come through with improved school funding and we can look at some bigger projects in future. What we do now is take problems as they come and make sure we can have school without distraction. We are in the money saving mode, but still try to do the things needed to keep the school safe and running smoothly.

❸ Extracurricular Success:

The 2019-20 school year has been good so far for Sterling Public Schools. Our fall softball team advanced to the State Tournament, and the baseball team played well in the finals of the District Tournament. Basketball looks promising at all levels for the boys and girls. FFA and FCCLA have been active in the fall and are leaders in our area. The remainder of this school year looks to be exciting with many more opportunities for our students to excel. The second semester of the 18-19 school year was very prosperous as well. Softball played in the District finals losing heartbreaker, and baseball competed well in the Regional Tournament. FFA had many students show and compete in contests at a high level and the FCCLA competed in the National Competition.

❹ Bond, Budget Monitoring & Grant Awards:

The proposed bond passed with 85% of those visiting the polls voting for it in February of 2018, and we have almost finished all of the purchasing from that bond. The school has seen improvements from the bond in technology with the purchase of ipads, chromebooks, phones, intercom, security cameras, smart boards, and improved wifi access that has continued through the 18-19 year. Textbooks have been purchased to replace some that were at least ten years old. A new fence is around the playground, and we have a new bus and SUV.

Again, this year we were granted the SRSA grant that provided us with much needed funds in the amount over \$33,000 that we applied toward technology in the tech building. We have applied for E-Rate again and will use it to maintain our network equipment, Wi-Fi, and other network expenses. We also receive the Perkins Grant that provides money for career tech issues. The McMahan Foundation Grant that we were awarded is

continuing to add school safety to our schools with new door monitoring.

⑤ Atmosphere, Culture, and Public Relations of our Schools

The overall atmosphere and attitude of the school has been affected by my accident. Everyone has been helpful and so caring during this ordeal. There are some things I try to do to keep moral up.

- Each school day I have the opportunity to walk the halls and greet the students, teachers, and principals in each building.
- Leadership Lunch has been held twice a semester inviting student leaders to lunch where some facet of leadership is discussed.
- The Sterling Star Awards have been issued to recognize students in grades 3-12 each 9 weeks grading period who have the highest GPA, no discipline referrals, no absences, and no tardies.
- Time has been spent visiting the “table of knowledge” with the local coffee drinkers to allow them an opportunity to ask questions or express their opinion and gives me the chance to meet people I would not normally come across. I will hit this more in the second semester.
- Our extracurricular activities have presented an opportunity for me to visit parents and school supporters and to see our students in activities outside the school classroom.
- Weekly updates are sent to all Board members along with any relevant news that comes across my desk. This will start back in the second semester.
- We continue College Mondays, with faculty and staff wearing college attire to keep students focused on the future and their future plans.
- Board meeting notes are sent to the staff after every Board meeting.
- We recognize students at Board meetings who compete above the District level.

⑥ School Safety improved

An emphasis has been placed on school safety and the following steps have been taken to improve Safety at our school.

- Handguns are on campus. Our signs are at the entrances, and we have the handguns either on us or in our office during the school day.
- As administrators we discuss at each meeting the safety of the school and what we could do to make it more secure.
- We have encouraged the students to keep the administrators informed of any unsafe behavior going on. The school is only as safe as the students keep it, since they know when something is in the works that compromises school safety.
- We have improved the inside cameras with bond money and have improved the outside cameras and entrances with grant money.
- We have recruited the police to make daily walkthroughs of the school.
- All local law enforcement officers are aware of our efforts to increase security and are on board with us.

7 Technology

The technology available to the students has more than tripled in the last three years, and more is available to the teachers for their use and instruction. The experience of being exposed to technology is important for our students after high school so they will not be intimidated at college or during their future training.

UPCOMING CONCERNS

What will be the most significant challenges for 2020-21?

BUDGET:

The 2019-2020 budget will be a challenge because we know we have a loss in funding.

These are the factors that have put us in this situation:

- A drop in enrollment 4 years ago has caused us to suffer money cuts from the State. The State looks at three years and uses the highest enrollment. The oldest data drops each year and is replaced with more recent information.
- The State Government has not come up with solid resources for school funding
- The largest portion of our budget goes out in payroll
- We are not able to bring in enough money locally to provide any surplus
- State funding use to allow us to break even, but not any longer

This is the situation we are currently in, but we will continue to do all we can to provide the best education possible for our students. I remain positive that great things are going to happen financially.

TRANSPORTATION FLEET:

We are in great shape when our buses are all up and running, but we often have one or two in the shop. I started taking buses in the summer to Summit in Wichita Falls for routine servicing. This should help prevent breakdowns and keep us up and running through the school year. Right now we try to fix problems as they occur.

FACILITIES REPAIR AND RENOVATION:

We need to continue the improvements and repairs of our facilities so that our buildings will last into the future. The buildings have been well maintained. Money for major renovations is not available, so we will do what we can till we find a source of funding. We continue to refine our facilities improvement plan.

OSTP PREPARATION (STUDENTS AND TEACHERS):

Accountability will continue to increase in difficulty through the State. Each year the standards will increase. We will work to stay ahead of the State in all areas of testing, and Sterling Public Schools will strive for the top rating status from the State.

PERSONNEL RETENTION AND RECRUITMENT:

We have pulled together a well prepared and dedicated faculty and staff, and we will do what we can to retain them. The four day week has brought some great teachers in and this has also helped us find applicants when other schools are having a shortage of interested, qualified applicants. We have a Christmas Dinner planned and I am trying to find a way to have an end of year meeting with the school employees. I work to support our

employees and to get to know them as a person.

CONTINUE IMPROVING SCHOOL SAFETY:

We will continue to monitor school safety to ensure our schools are as safe as they can be. Our school is safer now than it has ever been, but we will continue to find ways to improve.

DEVELOPMENT OF A PLAN THAT SUPPORTS TEAM OF SIX'S VISION:

The only potential new monies for Sterling Public Schools coming from a reduction in personnel and cutting local budgets, so this is a tough situation. Hopefully, the Legislature will come through with more school funding. We are already functioning with a skeleton crew and local budgets have been reduced drastically the past few years. The loss in enrollment may require further cuts.

MAINTAIN OUR PUSH TO EXCEL WITH OUR TECHNOLOGY:

We will continue to provide emerging technology for our teachers and students the best we can. We will encourage teachers to use technology during instruction so our students are prepared for the future training or college.

PERSONNEL HIRES/CHANGES:

Teachers make the difference. The relationships and support that teachers build with students is what makes a lasting impression and influences students after graduation. It is very important for the board and administration to provide a firm, consistent foundation that allows our teachers and staff to function at the highest possible level and establish these positive relationships. This will guarantee continuous improvement of the school system in the future.

With these concerns in mind what support of the board is needed?

- It is important for the Board to understand the financial picture and budget requirements and restraints, as I know you do. We will not use a lack of funds to be an excuse for not providing an excellent education for our students, but we do have some limitations due to funding.
- Maintain your vision as a Board, focused on academic success - student future success.
- Stay updated on legislative issues that will have an effect on Schools.
- Promote Longevity of our quality personnel.
- Continue to support the professional educators as they perform their duties by maintaining the expectation that problems are handled at the lowest level.
- Stay the course on building a culture of professionalism associated with our school.
- Participate in training opportunities to increase knowledge of overall school operations and guidelines
- Stay focused on "charting the district's course." Micromanaging can sidetrack our vision. To maintain focus it is imperative that everyone follows the procedures set in place. Continue to follow our District procedures and Board procedures when problems arise.

Sterling Public Schools

MISSION

Sterling Public Schools will have high expectations of achievement in all areas fostering adequate emotional stability, intellectual understanding, physical development, and social competence for every student, preparing them for success in the future.

VISION

Sterling Public Schools will strive for excellence in all areas of education developing contributing citizens in our society.

GOALS

- Sterling Public Schools will place student success as the priority in all decisions.
- Sterling Public Schools will recruit, develop, train, and support highly motivated staff members who are determined to help students succeed.
- Sterling Public Schools will strive to provide high performing campuses using relevant and effective instruction coupled with high expectations for all students and staff.
- Sterling Public Schools will provide facilities that support an exemplary learning environment.
- Sterling Public Schools will encourage parents to become partners in their student's learning.
- Sterling Public Schools will exercise fiscal responsibility.

SUPERINTENDENT EVALUATION

STERLING INDEPENDENT SCHOOL DISTRICT

Calendar:

January

Summative Evaluation (written) and Conference - Set performance goals that define expectations and set priorities for the Superintendent. - Action to retain or non-renew will be taken annually following the evaluation.

Objectives:

- Provide positive and constructive feedback to the Superintendent that will support and promote the superintendent's professional growth and development;
- Help the Board evaluate their work in planning the educational program in this community;
- Strengthen the working relationship between the Board and the Superintendent by providing a comprehensive vehicle of communication.

Evaluation Directions for the Board of Trustees:

- *Board members should individually complete this document and then collaboratively complete the document to be presented to the Superintendent.*
- *The scores and all subsequent comments reported to the Superintendent should reflect the consensus of the board.*
- *Should a score of "below expectations" be awarded for any objective, comments must be provided that clearly specify the reasons for the score with suggestions for improvement.*
- *The Board shall provide the Superintendent with a signed copy of the completed appraisal instrument and discuss the contents with the Superintendent in executive session.*
- *All discussions and the evaluation are confidential.*

Rating Scale:

Exceeds Expectations: Score 3

Well satisfied with this function of the district.

Meets Expectations: Score 2

Acceptable

Below Expectations: Score 1

Not happy with how the district is performing.

SUPERINTENDENT EVALUATION

STERLING INDEPENDENT SCHOOL DISTRICT

School Year: 2019-2020

Superintendent: Kent Lemons

Exceeds Expectations: Score 3

Meets Expectations: Score 2

Below Expectations: Score 1

LEADERSHIP

- _____ Creates a direction for the District
- _____ Takes ownership of actions
- _____ Shows a willingness and an ability to make decisions
- _____ Faces controversy openly
- _____ Remains true to convictions and succeeds in a high-pressure job
- _____ Supports staff development
- _____ Delegates when possible
- _____ Willing to listen and consider different approaches to situations
- _____ Focused on improving the school district
- _____ Provides opportunity for staff to develop potential

- _____ TOTAL FOR LEADERSHIP (10-30)

Comments:

COMMUNICATION

- _____ Writes and speaks effectively
- _____ Is accessible to staff, parents, students, and community members
- _____ Builds relationships among staff, parents, students, and community members
- _____ Listens and is receptive to concerns
- _____ Shares information openly and frequently
- _____ Communicates Board expectations, standards of professional behavior, and areas of growth to staff

- _____ TOTAL FOR COMMUNICATION (6-18)

Comments:

Exceeds Expectations: Score 3

Meets Expectations: Score 2

Below Expectations: Score 1

PUBLIC RELATIONS

- _____ Promotes the District, employees, and students
- _____ Available to the press, staff, and community groups with special or general interests
- _____ Is visible in the community at school and community events

- _____ TOTAL FOR PUBLIC RELATIONS (3-9)

Comments:

MANAGEMENT

- _____ Follows the Board Policies
- _____ Stays current with State and Federal laws and keeps the district in compliance
- _____ Competent in the decision-making process
- _____ Responsive to school problems
- _____ Identifies and analyzes issues
- _____ Effective problem solver
- _____ Competent in curriculum and program planning
- _____ Competent in business management, plant operations and maintenance, and personal administration
- _____ Seeks to foster high morale and cohesiveness among staff
- _____ Recruits and retains high quality staff

- _____ TOTAL FOR MANAGEMENT (10-30)

Comments:

PROFESSIOANLISM

- _____ Participates in professional activities for professional growth
- _____ Exhibits confidence
- _____ Professional appearance
- _____ Promotes integrity and professionalism
- _____ Promotes a climate of excellence among school personnel
- _____ Loyal to the District

- _____ TOTAL FOR PROFESSIONALISM (6-18)

Comments:

SUPERINTENDENT EVALUATION

BOARD SUMMARY

What are the strongest areas of the Superintendent's performance during this past year?

List areas where the Superintendent should place additional time and consideration:

STERLING PUBLIC SCHOOLS BOARD OF TRUSTEES RECOMMENDATION:

- Retain/Recommendation for Contract increase and a year Extension
- Retain/Continue with present Contract and a year Extension
- Retain/Plan of Improvement (may be with or without a year Extension)
- Non-Renewal – no extension

Signature of Board President

Signature of Superintendent

Date

The signature of the Superintendent indicates receipt of the evaluation. The Superintendent has 5 business days to respond to the Board President in the case of a disagreement of findings. The response and the documentation will be attached to the evaluation.

NOTE: The following salary and benefits package should be reviewed and acted upon after completing the Superintendent's annual appraisal.

Salary and Benefits Package

	2019-2020	2020-2021
Contract Length/Type Term Contract with annual action to be taken in January of each year	2 year	2 year
Current Salary - Annual	\$91,762.50 (with raise applied)	\$91,762.50
Cell Phone Allowance	\$50.00 a month	\$50.00 a month
Health Insurance	Health Choice High member premium	Health Choice High member premium
Reimbursement for School Related Expenses	Actual expenses incurred in the performance of duties	Actual expenses incurred in the performance of duties
Professional Dues	CCOSA/OASA	CCOSA/OASA

The above salary and benefits package was developed by consensus and approved by the Sterling Public Schools Board of Trustees.

Board President: _____
(Signature)

Date: _____

Board Vice-President: _____
(Signature)

Date: _____

Board Clerk: _____
(Signature)

Date: _____

Board Member: _____
(Signature)

Date: _____

Board Member: _____
(Signature)

Date: _____

SUPERINTENDENT PUBLIC SCHOOLS

CONTRACT OF EMPLOYMENT FOR SUPERINTENDENT

This employment contract is made and entered into on this the 1st day of July, 2019, by and between Independent School District No. I-003 of Comanche County, Oklahoma (also known as the Sterling Public Schools and hereinafter referred to as "District") and Kent Lemons (herein after referred to as "Superintendent."). The parties, in consideration of the mutual promises and assurances, hereby enter into the following agreement:

1. **TERM:** The term of this contract shall be for a period of two (2) year(s), beginning on July 1, 2020 and ending on June 30, 2022;

2. **CERTIFICATION:** Superintendent shall hold a valid certificate issued by the State of Oklahoma. Superintendent agrees to keep such certificate on file in District's administrative office and maintain such certificate in good standing during the term of this agreement.

3. **COMPENSATION:** District agrees to pay Superintendent a salary of \$92,737.50 (per year)

The Superintendent's salary shall be reviewed by the District in January of each year during the term of this contract. The District may increase the yearly salary of the Superintendent for year 2 of this agreement based upon the evaluation and performance of the Superintendent during the previous year, however, the parties agree that in no event shall the salary of the Superintendent be reduced below the above referenced annual base.

Any increase in salary shall be by a written addendum to this contract, but all other covenants and conditions of said employment agreement shall remain in full force and effect. The method of payment shall be the same as other twelve month employees of the District.

4. **DUTIES:** The Superintendent shall be the chief executive officer of the Board of Education and the administrative head of the District. The Superintendent shall select and recommend for employment, subject to superintendent and board approval, all certified and non-certified employees, consultants, and administrators, and, shall direct, supervise, transfer, assign, and reassign all such personnel in the manner in which in his/her judgment best serves the District. The Superintendent shall recommend to the board such policies as he/she deems necessary or which are in the best interests of the District. The Superintendent shall have the right to attend all meetings of the board of education and is entitled to provide recommendations to the board on each agenda item.

The Board of Education shall, individually and collectively, refer all comments, criticisms, complaints and suggestions to the Superintendent for his/her investigation, study and recommendation.

5. **NON-REASSIGNMENT:** The Superintendent shall not be reassigned during the term of this contract to any other position except by written consent of the Superintendent.

6. **EVALUATION, DISMISSAL, AND NON-REEMPLOYMENT:** The board of education shall

evaluate the performance of the Superintendent on or before the January Board meeting of each year of this contract. The Superintendent may be dismissed or non-reemployed as provided by Oklahoma law.

- 7. LEGAL DEFENSE:** District agrees to defend and provide Superintendent with legal representation at District expense in any action or legal proceedings resulting from the good faith performance of duties while Superintendent was acting within the scope of his/her employment. Said representation shall include the payment of costs, including depositions, witness fees, filing fees, expert witness fees, transcript costs, investigation and such other costs as are reasonable and necessary for the defense of the claim or action. District further agrees to indemnify and hold Superintendent harmless from any demands, claims, suits, actions, meditations, arbitrations, appeals, settlements, or judgment brought or obtained against the Superintendent in his/her individual capacity, provided the claim arose while the Superintendent was acting in good faith and within the scope of his/her employment. In no event shall District be required to defend or indemnify Superintendent for any actions related to the dismissal or nonreemployment of his/her employment with the District. If the District or its counsel determines that a conflict exists and counsel cannot represent Superintendent in said action, then the Superintendent shall have the right to select his/her own attorney and the District may be responsible for payment of all reasonable and documented attorney fees and costs incurred in behalf of the defense of the Superintendent. In no event shall District be required to pay any punitive damage awards rendered against Superintendent.
- 8. PROFESSIONAL/CIVIC ORGANIZATIONS:** It is beneficial to the District for the Superintendent to be active in bona fide professional/civic organizations. The Superintendent shall become a member of the American Association of School Administrators (AASA), the Oklahoma Association of School Administrators (OASA). The District may pay expenses of the Superintendent to attend bona fide professional meetings and workshops at the local, state and national level, in accordance with the District's reimbursement policy in existence at the time. The Superintendent should attend local civic functions as his/her time permits. (The Board of Education gives days to the Superintendent to participate in civic activities not to exceed four working days per contract year.)
- 9. AUTOMOBILE EXPENSE:** Superintendent, when using the Superintendent's personal vehicle for the performance of duties required by this contract, shall be reimbursed for expenses related to such use in the following manner: Superintendent will be reimbursed at the standard allowable for professional expense by the I.R.S. for approved school business.
- 10. COMPENSATION AND BENEFITS OTHER THAN SALARY:**

(1) Insurance:

The District agrees to provide the Superintendent with health insurance in accordance with the District's insurance plan.

(2) Teacher's Retirement:

District shall pay the District's share of contributions to the Oklahoma Teacher's Retirement System as required by law.

(3) Cafeteria Plan:

Superintendent shall be allowed to participate in the District's cafeteria plan.

(4) Sick Leave:

Superintendent may be absent from the performance of duties due to personal accidental injury, illness or pregnancy (if applicable), or accidental injury or illness in the Superintendent's immediate family without the loss of salary not to exceed 12 days during the term of this contract. Superintendent shall be allowed to accrue and carry over unused sick leave as permitted by District policy.

(5) Vacation Leave:

Superintendent shall be granted 10 days per year of vacation leave, with full pay.

(6) Holidays:

Superintendent will be granted holidays per board of education policy, with full pay.

(7) Personal Leave:

Superintendent shall be granted 3 days personal leave per year without the loss of pay. Unused personal leave days shall be added to accumulated sick leave.

(8) Professional Leave:

Superintendent shall attend appropriate meetings, conferences, seminars, and workshops associated with his/her duties as Superintendent. The Superintendent shall receive full pay while in attendance or traveling to or from said functions.

(9) Bereavement Leave:

Superintendent may be absent from the performance of duties for the purpose of bereavement without the loss of salary for not to exceed three (3) days. Such leave is granted due to the death of a member of the immediate family.

(10) Jury Duty:

Superintendent may be absent from the performance of duties for the purpose of jury duty as required by Oklahoma law.

(11) Reimbursement for School Related Expenses:

Superintendent shall be entitled to reimbursement for actual expenses incurred in the performance of his/her duties. Travel and Meal Expenses shall be reimbursed in accordance with District policy in effect at the time. The Superintendent shall provide documentation sufficient to receive reimbursement for said expenses consistent with District policy.

(12) Tuition Reimbursement:

If the Superintendent is required by law, or by the District, to obtain additional training or certification, the District shall reimburse as the Superintendent for tuition at a rate not to exceed the cost of said tuition at a four year comprehensive university in the State of Oklahoma, or the actual expense for said tuition expense, whichever is less.

(14) Miscellaneous Expenses:

Superintendent shall be entitled to the reimbursement of actual expenses incurred by the Superintendent in the performance of the duties set forth in this contract, provided that such reimbursements shall be subject to any limitations established by District's Board of Education and shall not exceed the amount authorized by the Board of Education for such purpose during the term of this contract. Superintendent shall provide receipts identifying the items purchased and their unit cost in advance of reimbursement.

(15) Stipends:

District shall pay any and all stipends to Superintendent which are approved by District's Board of Education for payment to all certified staff including Superintendent as evidenced by the minutes approving any such stipend.

11. SAVINGS CLAUSE: It is the intent of the parties that if any portion of this contract be determined to be void or unauthorized, then that portion of the contract shall be removed and the remainder shall be enforced and construed to effectuate the intent of the parties.

12. LAW GOVERNING: This contract shall be construed pursuant to the laws of the State of Oklahoma.

13. FILING REQUIREMENTS: Superintendent agrees to file a copy of this contract with the Oklahoma State Department of Education within fifteen days of the date of signing. District agrees to prepare a schedule of salaries and fringe benefits paid to administrators by the District, including a description of the fringe benefits, no later than October 1st of each year. Superintendent agrees to furnish a copy of such schedule to the Oklahoma State Department of Education within one week of its completion.

14. SIGNATURES:

Independent School District No. 1003 of Comanche County, Oklahoma

Superintendent

Date

President, Board of Education

Attest: Clerk, Board of Education

FY 20 SUPPORT SALARY SCHEDULE

SHEILA BARTLETT	CUSTODIAN	11.82 HR
TISHA BREAK	H.S SECRETARY	14.82 HR
RONITA BRIDGES	SUPT SEC/BUS MGR/ TREASURER BOARD MINUTES CLERK	27.77 HR
LISA BYRD	MAINTENANCE	8.66 HR
ANNETTE COOK	CAFETERIA MANAGER	11.96 HR
GEORGIA CROKE	TEACHER ASSISTANT	10.75 HR
ELIZABETH DAVIS	TEACHERS ASSISTANT	9.84 HR
TAMRA BARTLETT	HEAD COOK	10.58 HR
ASHLEY HALE	TEACHER ASSISTANT	9.93 HR
KENDAL HUGHES	TEACHER ASSISTANT	9.74 HR
TIFFANY JOHLE	SPECIAL NEEDS ASSISTANT	9.93 HR
ANGELIA KERKHOFF	TEACHER ASSISTANT	9.79 HR
KATHY NICKELL	CUSTODIAN	10.00 HR
LORI KING	COMPUTER TECH / ACTIVITY FUND CUST.	18.62 HR
HELEN MANSEL	LIBRARY ASSISTANT	11.00 HR
TERRI MANSEL	TITLE 1	11.00 HR
KIM MOORE	COOK	9.93 HR
LISA PAWLOWSKI	ELEM SECRETARY / ENCUMBRANCE CLERK	11.30 HR
DANNY SMART	TITLE 1	11.00 HR
AUSTYN SPARKS	TEACHER ASSISTANT	9.74 HR
LINDA WARNER	COOK	10.00 HR
	SUMMER MAINTENANCE HIRE (ADULT)	10.00 HR
	SUMMER MAINTENANCE HIRE (STUDENT)	7.25 HR
	REGULAR BUS ROUTE	\$41.76 RTE
	HALF REGULAR BUS ROUTE	\$20.88 HALF RTE
	VO-TECH BUS ROUTE	\$39.92 RTE
	ACTIVITY BUS DRIVER	10.00 HR
	SUBSTITUTE CAFETERIA WORKERS	8.00 HR
	SUBSTITUTE TEACHER ASSISTANT	9.00 HR



Wave
1/2-19

Parent/Guardian's Application for a Student Transfer due to Emergency

Beginning School Year 20 19 - 20 20

Instructions: The parent must complete and begin transfer application with the superintendent of the Receiving District. "On an adequate showing of emergency, the superintendent of the receiving school district may make and order a transfer, subject to approval by the State Board of Education." [70 § 8-104]. The Receiving District must submit student transfer applications to the State Department of Education only via the online Wave Student Transfer System. *Sending District MUST SIGN if application is for Mutual District Consent RFT 05.

No student may be granted more than one *Open Transfer* per school year, but may qualify for additional transfers pursuant to emergency provisions of the Open Transfers Act or a legal change in residence. [OAC 210:10-1-18 (d)]

RECEIVING SCHOOL DISTRICT
(request transfer to)

County Number 1 6 District Number 1 0 0 3

District Name Stealing Public Schools

County Name Comanche

SIGNED [Signature]

APPROVE DENY CANCEL

SENDING SCHOOL DISTRICT
(transfer from)

County Number 1 6 District Number 1 0 9

District Name Fletcher

County Name Comanche

Emergency transfers may only be cancelled with the concurrence of the board of the Receiving District and student's parent. OAC 210:10-1-18(g)(2)

Student Information: Enter the Grade level for the school year the child will attend if transfer is approved; use EC for any PreK program

(PRINT) First Name	Middle Name	Last Name	Birth Date	Grade	IEP**	Reason***	District Use
<u>Kyle</u>	<u>Marie</u>	<u>Hire</u>	<u>4/5/07</u>	<u>7</u>		<u>08</u>	
Jayden	Christan	Van Treese	7/28/11	1		08	

**Check (✓) Individualized Education Program (IEP) column if applicable. If this transfer is for a student with a disability being served through an IEP, the IEP and necessary records must be submitted to the Receiving District. Both districts shall maintain such records in accordance with confidentiality regulations, state laws, and federal laws. An IEP Service Agreement does not constitute a transfer under the Open Transfer Act and should not be formalized using a transfer form.

***Reason for Transfer (RFT): The Receiving District must select Reason for Transfer and enter correct code number in column above.

~~zone~~ Isaac Douglas 12/29/14 Prek

- Destruction or partial destruction of a school building;
- Inability to offer the subject a pupil desires to pursue if the pupil becomes a legal resident of a school district after February 1 of the school year immediately prior to the school year for which the pupil is seeking the transfer;
- Catastrophic medical problem of a student which for purposes of this section shall mean an acute or chronic serious illness, disease, disorder or injury which has a permanently detrimental effect on the body's system or renders the risk unusually hazardous;
- Total failure of transportation facilities; (school-provided transportation/bus service)
- Concurrence of both the Receiving District and Sending District and the Sending District Superintendent must sign the application.
The Sending District must enter approve or deny online in the Wave within 10 business days or an automatic approval will result
- * For RFT 05 Approve / Deny Sending District Superintendent's SIGNATURE [Signature]
- Unavailability of remote or on-site internet-based instruction (by course title) in the district of residence for a student identified as in need of drop-out recovery or alternative education services, provided such student was enrolled at any time in a public school in this state during the previous three (3) years.
- Unavailability of a Specialized Deaf Education Program for a student who is deaf or hearing impaired;
- When a student has been the victim of harassment, intimidation and bullying as defined in Title 70 O.S. § 24-100.3, upon verification by the Receiving District that the student has been the victim of harassment, intimidation or bullying, and that the Sending District was notified of the incident(s) prior to the filing of the application for transfer.

Parent/Guardian

- Are you (parent/guardian) requesting to CANCEL a previously approved emergency transfer? Yes / No
- The applicant signed below verifies that he/she is the parent or guardian of the student(s) named above. This applicant acknowledges that if transferred, the student(s) and parent/guardian shall be bound by the Receiving District's rules and regulations and by the State of Oklahoma compulsory school attendance laws.

Brittany Douglas (PRINT) Name of Parent/Guardian Applicant [Signature] (SIGNATURE) Parent/Guardian 11/14/19 Date

503 Griffin Residence Street Address Fletcher City 73541 Zip Code (580) 512-1084 Home Phone _____ Second Contact Phone