



Yukon Public Schools
Board of Education Special Meeting Wednesday, April 6, 2022 6:00 PM
Yukon Public School District ISD #27 Administration Bldg., Board Room
600 Maple Dr.
Yukon, OK 73099

1. Invocation and Flag Salute

Scott Kinney with Trinity Baptist Church will provide the invocation.

2. Call to Order and Roll Call

Attendance Taken at 6:00 PM.

Suzanne Cannon: Present

Mr. Brian Coulson: Present

Mr. Chris Cunningham: Present

Mr. Cody Sanders: Present

Mr. Leonard Wells: Present

Time: 6:00pm

3. Reports/ Comments from Superintendent and/or Staff

Dr. Simeroth was not available. Desarae Witmer indicated next month we will be celebrating retirements, years of service, and many student/athlete accomplishments.

4. Board Member Communications and Announcements

4.A. Individual Board Member Comments

Mr. Sanders: Spring is upon us and spring sports are in full swing.

Mrs. Cannon: Congratulations to Mr. Wells and thank you to Mr. Gerber for running a clean campaign.

Mr. Coulson: Congratulations to Mr. Wells

Mr. Wells: If you missed the high school musical, you missed a real treat! Mr. Gerber called me last night as results were posted, and I appreciated that.

Mr. Cunningham: Congratulations Mr. Wells. This year our wrestling team qualified 12 wrestlers for the state championship.

4.B. Upcoming Meetings/ Events:

APRIL:

- 5 Legislative Breakfast 7am Archery Traditions of Oklahoma
- 15-29 Annual Plant Sale

MAY:

- 2 Board of Education Meeting 6:00pm (Staff retirement recognition)
- 3 Legislative Breakfast 7am Archery Traditions of Oklahoma
- 20 Graduation - Yukon High School - Miller Stadium

5. Finance Consent Docket- All of the finance consent items will be discussed, considered and approved or disapproved by one vote unless a board member desires to have a separate vote on any or all of the consent items.

I move we approve all business items on the Finance Consent Docket as listed Passed with a motion by Mr. Cody Sanders and a second by Mr. Leonard Wells.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham:
m: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

- 5.A. Encumbrances and Change Orders as recommended by Dr. Jason Simeroth, Superintendent, and Jim Fenrick, Chief Financial Officer

- 5.B. Treasurer's Report(s) and General Fund Report(s)

- 5.C. Child Nutrition Report

6. March 1, Meeting Minutes

I move we approve the minutes as shown Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham:
m: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

7. March 24, Special Board Meeting Minutes

I move we approve the minutes as attached Passed with a motion by Suzanne Cannon and a second by Mr. Leonard Wells.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham:
m: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

8. Business Consent Docket: All of the consent items will be discussed, considered and approved or disapproved by one vote unless a board member requests to have a separate vote on any or all of the consent items.

I move we table new board regulation EK-R1 Passed with a motion by Suzanne Cannon and a second by Mr. Leonard Wells.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham:
m: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

I move we approve all business consent items as shown Passed with a motion by Suzanne Cannon and a second by Mr. Cody Sanders.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham:
m: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

8.A. After a 30-day public comment and review period, the updated or new policies EK-R1, FFG, EIED, and EIA are ready to be voted on.

The full policy(ies) can be previewed by clicking this link:
<https://sites.google.com/a/yukonps.com/policy/?scrlybrkr>

Per the first motion, new policy EK-R1 will be removed from the consent docket for further examination and discussion.

8.B. Continuing contract with Department of Rehabilitative Services

8.C. Continuing contract with Department of Rehabilitative Services

8.D. Donation notice to Excise Board

8.E. Shedeck Smencils Fundraiser

8.F. Out of State Travel Requests

Marshall Hahn, Colby Webb, Cole Lockwood, and Keenan Kellett want to travel to Kearney, Nebraska, April 10-12, 2022, for clinic instruction and to observe practice at the University of Nebraska Kearney. All expenses will be covered by the booster club.
Craig Hubbard, Kory Kuykendall, and Kevin Ray want to travel to Seward, Nebraska, April 18-19, 2022, to watch spring ball practices at Concordia University. All expenses will be covered by the booster club.
Dain Foster and Leander Walker want to travel to Philadelphia, PA, June 28-July 1, 2022, for Nat'l Athletic Trainers Assn. Annual Symposium. Vocational Incentive Funds will pay for these expenses.
Dr. Jason Brunk wishes to travel to Orlando, FL, October 9-13, 2022, to attend the American Assn. of School Personnel Administrators Annual Conference. Title II funds will pay for these expenses.

8.G. Contract renewal with Oklahoma Hearing Solutions for School Year 2022-2023

Mr. Wells asked if there were any changes in this and the two DRS contracts. Amy Beams indicated there were no changes, just continuing contracts.

8.H. Recommendations for Bond 2021 Technology Expenditures and Category 2 eRate Funds

Mr. Sanders asked why the huge difference in alternative solutions. Mr. McDaniel indicated these were alternatives to continuing with the same system in place at Central Elementary. eRate funds are a Federal subsidy based on free and reduced lunch counts. We are currently subsidized at 60%.

8.I. Realignment of attendance zones for Surrey Hills and Ranchwood Elementary Schools.

This realignment is to provide some pressure relief at Surrey Hills while the new classrooms are being built.

9. New Business: this business, in accordance with Oklahoma Statutes, title 25-311 (A)(9) is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.

There is no new business

10. Personnel Docket:

10.A. Personnel-Vote to convene or not to convene in executive session pursuant to 25 O.S.307 (B)(1) to discuss the resignations, employment of support and certified personnel, promotions, recommendation of change of assignment, and/or transfers as listed on the attached Exhibit A and the rehires as listed in the two attached letters.

I move we not convene in executive session to discuss the personnel docket Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr.
Brian
Coulson Yes
on:

Mr.
Chris
Cunningham Yes
on:

Mr.
Cody
Sanders Yes
on:

Mr.
Leon
Wells Yes
on:

Suzanne
Cannon Yes
on:

10.B. Acknowledge the board has returned from executive session. Executive session minutes compliance announcement.

The board did not enter into executive session.

10.C. Discussion and possible action on Personnel items on Exhibit A and the two attached letters.

I move we approve all personnel items as presented on Exhibit A. Passed with a motion by Mr. Cody Sanders and a second by Suzanne Cannon.

Mr.
Brian
Coulson Yes
on:

Mr.
Chris
Cunningham: Yes

Mr.
Cody
Sanders: Yes

Mr.
Leonard
Wells:
:

Suzanne
Cannon: Yes

11. Adjournment

Time: 6:30pm

I move we adjourn Passed with a motion by Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Brian
Coulson: Yes

Mr. Chris
Cunningham: Yes

Mr. Cody
Sanders: Yes

Mr.
Leonard
Wells: Yes

Suzanne
Cannon: Yes

PONumber	Account	Amount	PODate	OrderName	AcctDescription
221677	1105321706192390000000753	18.99	3/1/2022	AMAZON	SUPPLIES AND MATERIALS - SpEd
221678	1105321706192390000000753	456.70	3/1/2022	E SPECIAL NEEDS, LLC	SUPPLIES AND MATERIALS - SpEd
221680	1151110006194290000000115	157.86	3/1/2022	AMAZON	SUPPLIES AND MATERIALS - Title I
221681	1151125735804290000000520	88.50	3/1/2022	CLAY MCDONALD	STAFF TRAVEL - Title I
221682	1105310006192390000000135	213.15	3/1/2022	Therapro Inc	SUPPLIES AND MATERIALS - SpEd
221683	1151122135804290000000520	88.50	3/1/2022	Sabrina M Beasley	STAFF TRAVEL - Title I
221684	1151122135804290000000520	88.50	3/1/2022	Lucus Dekinder	STAFF TRAVEL - Title I
221685	1106710006531002500000767	3,000.00	3/2/2022	Capital One/HelpDocs	TECHNOLOGY - RELATED SUPPLIES - IT BOOKS
221687	110712220641000000000105	423.40	3/2/2022	JUNIOR LIBRARY GUILD	TECHNOLOGY - RELATED SUPPLIES - IT BOOKS
221688	1141210008103158700000705	50.00	3/2/2022	OKLA TSA	DUES & FEES - Career Tech
221689	1141210006193158700000705	275.00	3/2/2022	PITSCO EDUCATION LLC	SUPPLIES AND MATERIALS - Career Tech
221690	1141210006193158700000705	2,000.00	3/2/2022	WALMART/CAPITAL ONE TRADE CREDIT	SUPPLIES AND MATERIALS - Career Tech
221691	1105310006192390000000753	275.00	3/3/2022	AMAZON	SUPPLIES AND MATERIALS - SpEd
221692	1105321406142390000000753	486.74	3/3/2022	NCS PEARSON, INC	TESTING SUPPLIES & MATERIALS - SpEd
221693	1105321526192390000000753	196.06	3/3/2022	Say It Right LLC	SUPPLIES AND MATERIALS - SpEd
221694	11541550086000000000196	1,250.00	3/3/2022	PAYNE EDUCATION CENTER	STAFF REGISTRATIONS - Title I/A
221695	110801000619100000000150	57.90	3/3/2022	LAKESHORE LEARNING MATERIALS	SUPPLIES AND MATERIALS - RIS
221696	1141222135803168178000705	160.00	3/3/2022	Donnieta Ray	STAFF TRAVEL - Career Tech
221697	1156121996194290000000705	600.00	3/7/2022	POSITIVE PROMOTIONS INC	SUPPLIES AND MATERIALS - Title VI
221698	1156121996484290000000050	29.00	3/7/2022	TRIBAL COLLEGE JOURNAL/AIHEC	MAGAZINES - Title VI
221700	1156121996194290000000705	500.00	3/7/2022	Sharps Pawn Shop	SUPPLIES AND MATERIALS - Title VI
221701	1151122135804290000000520	88.50	3/7/2022	Jessie Pingry	STAFF TRAVEL - Title I
221702	1151125735804290000000520	88.50	3/7/2022	Dionne Rogers	STAFF TRAVEL - Title I
221703	1151122135804290000000520	88.50	3/7/2022	Sharon Meziere	STAFF TRAVEL - Title I
221704	1151122135804290000000520	88.50	3/7/2022	Joshua Hardle	STAFF TRAVEL - Title I
221705	1151122135804290000000520	88.50	3/7/2022	Laurie Finkenbinder	STAFF TRAVEL - Title I
221706	1151122135804290000000520	88.50	3/7/2022	Kristin Olson	STAFF TRAVEL - Title I
221707	1151125735804290000000520	88.50	3/7/2022	Phillip Ward	STAFF TRAVEL - Title I
221708	1105310003202390000000753	3,600.00	3/8/2022	NCS PEARSON, INC	PROF EDUCATION SERVICES - SpEd
221709	110652132619000000000050	297.48	3/8/2022	Hopkins Medical Products	SUPPLIES AND MATERIALS - Student Health
221710	110652132619000000000050	309.60	3/8/2022	Red Cross Store	SUPPLIES AND MATERIALS - Student Health
221711	1151110006414291050000105	510.00	3/9/2022	SCHOLASTIC BOOK FAIRS (REMIT)	BOOKS (ebooks) - Title I
221711	1151121946414290000000105	834.46	3/9/2022	SCHOLASTIC BOOK FAIRS (REMIT)	BOOKS (ebooks) - Title I
221712	1106310006192510000000763	60.00	3/10/2022	AMAZON	SUPPLIES AND MATERIALS - Gifted
221713	11032100061910010500000520	1,150.00	3/10/2022	Air Force Association	SUPPLIES AND MATERIALS - Curriculum
221714	1108210006191005000000705	565.00	3/16/2022	AMAZON	SUPPLIES AND MATERIALS - HS
221715	1106710006191002500000767	2,123.93	3/16/2022	AMAZON	SUPPLIES AND MATERIALS - IT
221716	1141210006533158852000705	2,051.78	3/16/2022	DELL MARKETING L P	TECHNOLOGY - RELATED SUPPLIES - Career Tech
221717	1141210006193158852000705	200.00	3/16/2022	E GROUP INC	SUPPLIES AND MATERIALS - Career Tech
221718	1141210008103158852000705	50.00	3/16/2022	OKLA TSA	DUES & FEES - Career Tech
221720	1151121946194290000000115	83.10	3/22/2022	OFFICE DEPOT	SUPPLIES AND MATERIALS - Title I

PONumber	Account	Amount	PODate	OrderName	AcctDescription
221721	1141222138603158869000140	50.00	3/22/2022	OKLAHOMA TECHNOLOGY STUDENT ASSOCIATION	STAFF REGISTRATIONS - Career Tech
221722	1141222138603158855000145	50.00	3/22/2022	OKLAHOMA TECHNOLOGY STUDENT ASSOCIATION	STAFF REGISTRATIONS - Career Tech
221723	1141222138603158828000520	50.00	3/22/2022	OKLAHOMA TECHNOLOGY STUDENT ASSOCIATION	STAFF REGISTRATIONS - Career Tech
221724	1105310006192390000000753	86.50	3/22/2022	Magid Glove & Safety Mfg Co LLC	SUPPLIES AND MATERIALS - Spfd
221725	1151121946414290000000115	87.63	3/22/2022	SCHOLASTIC BOOK CLUBS	BOOKS (ebooks) - Title I
221726	1105327205802390000000753	88.50	3/22/2022	Matthew Brooke	STAFF TRAVEL - Spfd
221727	1106310006532511050000763	100.00	3/22/2022	Pixel Press Technology LLC	TECHNOLOGY - RELATED SUPPLIES - Gifted
221728	1107810006191000000000140	1,586.00	3/23/2022	AMAZON	SUPPLIES AND MATERIALS - IIS
221729	1107810006191000000000140	250.00	3/23/2022	LIBERTY FLAGS INC.	SUPPLIES AND MATERIALS - IIS
221730	1107810006191000000000140	326.50	3/23/2022	OFFICE DEPOT	SUPPLIES AND MATERIALS - IIS
221731	110542720810000000000054	21.75	3/23/2022	PAMELA RIVERA	DUES & FEES - Transp
221732	110542720810000000000054	18.00	3/23/2022	Maria Cano	DUES & FEES - Transp
221733	110542720810000000000054	56.50	3/23/2022	Dwight Moore	DUES & FEES - Transp
221734	110512321860000000000051	50.00	3/24/2022	USSA	DUES & FEES - Transp
221735	1151110006414291050000140	754.65	3/24/2022	AMAZON	STAFF REGISTRATIONS - Admin
221736	114121000653158838000520	452.53	3/24/2022	VEX ROBOTICS INC	BOOKS (ebooks) - Title I
221737	1108210005301000000000705	500.00	3/24/2022	Eduspire Solutions LLC	TECHNOLOGY - RELATED SUPPLIES - Career Tech
221739	110512321810000000000051	57.25	3/28/2022	Jaime Franklin	COMMUNICATION & SOFTWARE SERVICES - HS
221740	110512321810000000000051	57.25	3/28/2022	Chong M Holliday	DUES & FEES - Admin
221741	110512321810000000000051	57.25	3/28/2022	Barbara Hughes	DUES & FEES - Admin
221742	1108126404310000000000520	70.00	3/29/2022	AMAZON	DUES & FEES - Admin
221743	1108110006191003071000520	150.00	3/29/2022	PENDER'S MUSIC CO	Non Tech Repairs and Maintenance - RIS
221744	1141210006193148434000705	1,001.97	3/29/2022	WALMART/CAPITAL ONE TRADE CREDIT	SUPPLIES AND MATERIALS - RIS
221745	1107922206410000000000145	5,130.00	3/30/2022	BOUND TO STAY BOUND BOOKS INC	SUPPLIES AND MATERIALS - Career Tech
221746	1141210005803128600000705	407.00	3/30/2022	Jayna L Cox	BOOKS - LIS
221747	110542620619000000000054	150.00	3/30/2022	LIBERTY FLAGS INC.	STAFF TRAVEL - Career Tech
221748	110542620619000000000054	175.00	3/30/2022	SAM'S CLUB DIRECT	SUPPLIES AND MATERIALS - Transp
221749	110322199449000000000705	2,587.50	3/30/2022	CONVENTIONS & MORE	SUPPLIES AND MATERIALS - Transp
221750	1151110006194290000000110	788.66	3/30/2022	DIDAX EDUCATIONAL RESOURCES	Other Rentals or Lease Services - Curriculum
221751	1105321356192390000000753	40.93	3/30/2022	FUN AND FUNCTION	SUPPLIES AND MATERIALS - Title I
221752	1155255006810000000000196	2,061.60	3/30/2022	PAYNE EDUCATION CENTER	SUPPLIES AND MATERIALS - Spfd
221753	1151110006194290000000110	979.33	3/30/2022	LAKESHORE LEARNING MATERIALS	COCURRICULAR SUPPLIES - Title IVA
221754	1151110006194290000000110	52.48	3/30/2022	LEARNING RESOURCES INC	SUPPLIES AND MATERIALS - Title I
221755	1105321526192390000000753	56.00	3/30/2022	PRO ED INC	SUPPLIES AND MATERIALS - Spfd
221756	1105123215800000000000051	400.00	3/30/2022	SOUTHWEST AIRLINES/CAPITAL ONE	STAFF TRAVEL - Admin
221757	1105321526192390000000753	1,012.73	3/30/2022	SUPER DUPER PUBLICATIONS	SUPPLIES AND MATERIALS - Spfd
221758	1155255006190000000000196	626.40	3/30/2022	WILSON LANGUAGE TRAINING CORP	SUPPLIES AND MATERIALS - Title IVA
221759	1105321356142390000000753	106.70	3/30/2022	WPS	TESTING SUPPLIES & MATERIALS - Spfd
221760	1105321526192390000000753	321.96	3/30/2022	Say It Right LLC	SUPPLIES AND MATERIALS - Spfd
221761	1151121946414290000000110	350.00	3/30/2022	SCHOLASTIC BOOK CLUBS	SUPPLIES AND MATERIALS - Spfd
221762	1105321526192390000000753	212.84	3/30/2022	Northern Speech Services, Inc	BOOKS (ebooks) - Title I
					SUPPLIES AND MATERIALS - Spfd

PONumber	Account	Amount	PODate	OrderName	AcctDescription
221763	1154155008600000000000196	6,860.00	3/30/2022	Clerestory Learning/Make Way for Books	STAFF REGISTRATIONS - Title IIA
221764	1105321523202390000000753	1,513.00	3/30/2022	Continued.com, LLC	PROF EDUCATION SERVICES - SPED
221765	1105321526192390000000753	835.01	3/30/2022	Bjorem Speech Publications, LLC	SUPPLIES AND MATERIALS - SPED
221766	1105321526192390000000753	132.94	3/30/2022	Speech Corner LLC	SUPPLIES AND MATERIALS - SPED
221767	1105321356192390000000753	25.98	3/30/2022	AMAZON	SUPPLIES AND MATERIALS - SPED
221768	1106710006531002500000767	349.90	3/30/2022	AMAZON	TECHNOLOGY - RELATED SUPPLIES - IT
221769	1141210006193158835000520	120.00	3/30/2022	Atwood Distributing L.P.	SUPPLIES AND MATERIALS - Career Tech
	General Fund	<u>54,088.39</u>			
221686	2121743003320000000000705	120,000.00	3/1/2022	The Stacy Group Inc	ARCHITECTURAL SERVICES - Baseball/Softball
221770	212252620438000000000105	186,449.03	3/30/2022	Pro Grade Flooring LLC	Other Building Repairs and Maintenance - Central
221770	212252620438000000000110	134,446.28	3/30/2022	Pro Grade Flooring LLC	Other Building Repairs and Maintenance - Myers
221770	212252620438000000000115	134,233.28	3/30/2022	Pro Grade Flooring LLC	Other Building Repairs and Maintenance - Shedeck
	Building Fund	<u>575,128.59</u>			
221679	3722226207360000000000520	8,082.12	3/1/2022	JOHNSTONE SUPPLY	MACHINERY - HVAC
221699	3725110006531000000000767	5,298.80	3/7/2022	VIDEO REALITY	TECHNOLOGY - RELATED SUPPLIES - IT
221719	3725310006531000000000767	5,298.80	3/16/2022	VIDEO REALITY	TECHNOLOGY - RELATED SUPPLIES - IT
221738	3725110006531000000000767	18,130.00	3/28/2022	CDW GOVERNMENT INC	TECHNOLOGY - RELATED SUPPLIES - IT
	2017 Bond Fund	<u>36,809.72</u>			

YUKON PUBLIC SCHOOLS
DISTRICT I-27, CANADIAN COUNTY
TREASURER'S GENERAL LEDGER
2021-2022

FY22 CUMULATIVE

Assets		Balance	Total Deposits	Transfers	Drawn and	Balance
		Beg. Of Year	And Collections	In/<Out>	Warrants Paid	
Cash						
0101	YNB	1,901,012.08	72,398,573.23	-7,650,000.00	64,440,493.29	2,209,092.02
0102	Bank of Oklahoma - Checking	245.12	13.92	0.00	12.00	247.04
0103	Bank of Oklahoma - Money Market	0.00	0.00	0.00	0.00	0.00
0106	Oklahoma Liquid Asset Program	0.00	0.00	0.00	0.00	0.00
0108	Bank of Oklahoma - Insured Cash Sweep (ICS)	9,639,637.49	4,135.31	8,033,151.56	0.00	17,676,924.36
	Deposits/Checks in Transit	296.04	-296.04	0.00	0.00	0.00
	Bank Adjustment	0.00	-10,936.14	0.00	-11,136.14	200.00
	Total Cash	11,541,190.73	72,391,490.28	383,151.56	64,429,369.15	19,886,463.42
Investments						
0104	CD - Bank of Oklahoma	0.00	-60,199.65	34,331,381.52	0.00	34,271,181.87
0104	CD - Bank of Ok. Investment in Transit	0.00	0.00	0.00	0.00	0.00
0105	CDAR's	34,700,000.00	14,533.08	-34,714,533.08	0.00	0.00
0107	CD - YNB	0.00	0.00	0.00	0.00	0.00
	CD -YNB CDARs	0.00	0.00	0.00	0.00	0.00
	Total Investments	34,700,000.00	-45,666.57	-383,151.56	0.00	34,271,181.87
	Total Assets	46,241,190.73	72,345,823.71	0.00	64,429,369.15	54,157,645.29
Liabilities and Fund Balances						
2021-22 General Fund	2-11	0.00	52,014,017.13	8,735,107.83	37,306,747.90	23,442,377.06
2020-21 General Fund	1-11	17,960,300.03	0.00	-7,654,308.54	9,990,272.62	315,718.87
2019-20 General Fund	0-11	1,080,799.29	0.00	-1,080,799.29	0.00	0.00
2021-22 Building Fund	2-21	0.00	3,137,554.43	4,080,999.82	2,487,235.17	4,731,319.08
2020-21 Building Fund	1-21	4,165,615.62	0.00	-4,065,787.50	78,642.20	21,185.92
2019-20 Building Fund	0-21	15,212.32	0.00	-15,212.32	0.00	0.00
2021-22 Child Nutrition Fund	2-22	0.00	3,144,360.50	1,638,089.62	1,721,277.30	3,061,172.82
2020-21 Child Nutrition Fund	1-22	1,695,007.99	0.00	-1,638,089.62	56,918.37	0.00
2018 Building Bond	2-37	0.00	0.00	5,951,364.25	1,010,906.03	4,940,458.22
2018 Building Bond	1-37	5,859,441.33	0.00	-5,851,118.69	8,322.64	0.00
2018 Building Bond	0-37	100,245.56	0.00	-100,245.56	0.00	0.00
2008 Building Bond	2-38	0.00	0.00	101,936.57	0.00	101,936.57
2008 Building Bond	1-38	101,936.57	0.00	-101,936.57	0.00	0.00
2013 Transportation Bond	2-39	0.00	84,766.44	799,971.96	443,760.54	440,977.86
2013 Transportation Bond	1-39	799,971.96	0.00	-799,971.96	0.00	0.00
2021-22 Sinking Fund	2-41	0.00	13,867,397.21	13,809,322.25	11,211,835.63	16,464,883.83
2020-21 Sinking Fund	1-41	13,809,322.25	0.00	-13,809,322.25	0.00	0.00
2021-22 Vision Insurance Plan	2-82	0.00	97,728.00	327,652.70	89,951.17	335,429.53
2020-21 Vision Insurance Plan	1-82	344,632.12	0.00	-327,652.70	16,979.42	0.00
2021-22 Workers Comp Fund	2-83	0.00	0.00	31,115.61	0.00	31,115.61
2020-21 Workers Comp Fund	1-83	31,115.61	0.00	-31,115.61	0.00	0.00
2021-22 Unemployment Comp	2-87	0.00	0.00	277,590.08	6,520.16	271,069.92
2020-21 Unemployment Comp	1-87	277,590.08	0.00	-277,590.08	0.00	0.00
	Total Liabilities and Fund Balances	46,241,190.73	72,345,823.71	0.00	64,429,369.15	54,157,645.29

YUKON PUBLIC SCHOOLS
DISTRICT I-27, CANADIAN COUNTY
TREASURER'S GENERAL LEDGER
2021-2022

February-22

Assets	Balance	Total Deposits And Collections	Transfers In/<Out>	Drawn and Warrants Paid	Balance
Cash					
0101 YNB	1,303,023.03	17,536,190.54	-11,750,000.00	4,880,121.55	2,209,092.02
0102 Bank of Oklahoma - Checking	246.84	0.20	0.00	0.00	247.04
0103 Bank of Oklahoma - Money Market	0.00	0.00	0.00	0.00	0.00
0106 Oklahoma Liquid Asset Program	0.00	0.00	0.00	0.00	0.00
0108 Bank of Oklahoma - Insured Cash Sweep (ICS)	38,788,148.46	506.59	-21,111,730.69	0.00	17,676,924.36
Deposits/Checks in Transit	0.00	0.00	0.00	0.00	0.00
Bank Adjustment	0.00	-601.29	0.00	-801.29	200.00
Total Cash	40,091,418.33	17,536,096.04	-32,861,730.69	4,879,320.26	19,886,463.42
Investments					
0104 CD - Bank of Oklahoma	1,470,000.00	-60,548.82	32,861,730.69	0.00	34,271,181.87
0104 CD - Bank of Ok. Investment in Transit	0.00	0.00	0.00	0.00	0.00
0105 CDAR's	0.00	0.00	0.00	0.00	0.00
0107 CD - YNB	0.00	0.00	0.00	0.00	0.00
CD -YNB CDARs	0.00	0.00	0.00	0.00	0.00
Total Investments	1,470,000.00	-60,548.82	32,861,730.69	0.00	34,271,181.87
Total Assets	41,561,418.33	17,475,547.22	0.00	4,879,320.26	54,157,645.29

Liabilities and Fund Balances

2021-22 General Fund	2-11	17,174,153.90	10,521,886.35	0.00	4,253,663.19	23,442,377.06
2020-21 General Fund	1-11	315,718.87	0.00	0.00	0.00	315,718.87
2019-20 General Fund	0-11	0.00	0.00	0.00	0.00	0.00
2021-22 Building Fund	2-21	3,896,477.24	1,411,817.00	0.00	576,975.16	4,731,319.08
2020-21 Building Fund	1-21	21,185.92	0.00	0.00	0.00	21,185.92
2019-20 Building Fund	0-21	0.00	0.00	0.00	0.00	0.00
2021-22 Child Nutrition Fund	2-22	2,578,273.48	484,788.03	0.00	1,888.69	3,061,172.82
2020-21 Child Nutrition Fund	1-22	0.00	0.00	0.00	0.00	0.00
2018 Building Bond	2-37	4,954,587.77	0.00	0.00	14,129.55	4,940,458.22
2018 Building Bond	1-37	0.00	0.00	0.00	0.00	0.00
2018 Building Bond	0-37	0.00	0.00	0.00	0.00	0.00
2008 Building Bond	2-38	101,936.57	0.00	0.00	0.00	101,936.57
2008 Building Bond	1-38	0.00	0.00	0.00	0.00	0.00
2013 Transportation Bond	2-39	367,718.86	84,766.44	0.00	11,507.44	440,977.86
2013 Transportation Bond	1-39	0.00	0.00	0.00	0.00	0.00
2021-22 Sinking Fund	2-41	11,504,975.43	4,959,908.40	0.00	0.00	16,464,883.83
2020-21 Sinking Fund	1-41	0.00	0.00	0.00	0.00	0.00
2021-22 Vision Insurance Plan	2-82	342,904.82	12,381.00	0.00	19,856.29	335,429.53
2020-21 Vision Insurance Plan	1-82	0.00	0.00	0.00	0.00	0.00
2021-22 Workers Comp Fund	2-83	31,115.61	0.00	0.00	0.00	31,115.61
2020-21 Workers Comp Fund	1-83	0.00	0.00	0.00	0.00	0.00
2021-22 Unemployment Comp	2-87	272,369.86	0.00	0.00	1,299.94	271,069.92
2020-21 Unemployment Comp	1-87	0.00	0.00	0.00	0.00	0.00
Total Liabilities and Fund Balances		41,561,418.33	17,475,547.22	0.00	4,879,320.26	54,157,645.29

National School Lunch Program - School Food Authority Claim Summary

09-I027 YUKON
600 Maple Street
Yukon, OK 73099-2533

General Information

Date Signed	<input type="text" value="2/9/2022"/>	Revision	<input type="text" value="Original"/>		
Claim Date	<input type="text" value="2/9/2022"/>	Claim Month	<input type="text" value="January"/>	Claim Year	<input type="text" value="2022"/>
Number of Days In Operation	<input type="text" value="17"/>	Number of Sites	<input type="text" value="10"/>	Number of Children Enrolled	<input type="text" value="5163"/>

This district is claiming students who are not enrolled (i.e., visiting students, adult education students, or out-of-home placement students).

This district is claiming preprimary students who are not enrolled (preprimary children under the age of four).

Comments

Number of Enrolled Students On Site

Free	<input type="text" value="1660"/>	Reduced	<input type="text" value="468"/>	Paid	<input type="text" value="3157"/>
------	-----------------------------------	---------	----------------------------------	------	-----------------------------------

Average Daily Participation

Breakfast	<input type="text" value="0"/>	Lunch	<input type="text" value="0"/>
-----------	--------------------------------	-------	--------------------------------

Adult and Contract Meals

Adult Lunches	<input type="text" value="0"/>	Contract Lunches	<input type="text" value="0"/>
Adult Snacks	<input type="text" value="0"/>	Contract Snacks	<input type="text" value="0"/>
Adult Breakfast	<input type="text" value="0"/>	Contract Breakfast	<input type="text" value="0"/>
Adult SNB	<input type="text" value="0"/>	Contract SNB	<input type="text" value="0"/>

Provision 2

Provision 3

CEP

Breakfast

Type	Meals	Rate	Reimbursement
Free	0	\$1.97	\$0.00
Reduced	0	\$1.67	\$0.00
Paid	0	\$0.33	\$0.00
Total	0		\$0.00

Note: Regular breakfast served – do not include severe need breakfast (SNB) sites.

Severe Need Breakfast

Type	Meals	Rate	Reimbursement
Free	0	\$2.35	\$0.00
Reduced	0	\$2.05	\$0.00
Paid	0	\$0.33	\$0.00
Total	0		\$0.00

Note: Regular Severe Need Breakfast served – do not include severe need Severe Need Breakfast (SNB) sites.

Breakfast - Sub-Totals

Total Breakfast Reimbursement:	\$0.00
Total Adjustments:	\$0.00
Warrant Amount:	\$0.00

Lunch

Type	Meals	Rate	Reimbursement
Free	0	\$3.66	\$0.00
Reduced	0	\$3.26	\$0.00
Paid	0	\$0.35	\$0.00
Performance Incentive	0	0.07	\$0.00
Total	0		\$0.00

After School Snack Program (ASSP)

Over 50%

Meals	Rate	Reimbursement
1376	\$1.00	\$1,376.00

Under 50%

Type	Meals	Rate	Reimbursement
Free	1970	\$1.00	\$1,970.00
Reduced	0	\$0.50	\$0.00
Paid	0	\$0.09	\$0.00

After School Snack Program Sub-Total

Total Meals	3346	Reimbursement	\$3,346.00
-------------	------	---------------	------------

Lunch / Snack Sub-Totals

Total Lunch/Snack Reimbursement:	\$3,346.00
Total Adjustments:	\$0.00
Warrant Amount:	\$3,346.00

Special Milk - Non Pricing

Special Milk - Option 1

Special Milk - Option 2

Special Milk - Sub-Totals

NSLP SFA Summary Total

\$3,346.00

Advances and Payments

Advance Amount	\$0.00	Adjusted Amount	\$0.00
Payment Plan Amount	\$0.00	Previous Claim Amount	\$0.00
Amount Paid	\$3,346.00		

Claim Management

Submit	Print Disbursement	Claims
Print Claim Summary	Use 60 Day Exception	Process Claims
Print Site Summary	Override 60 Day Exception	
Unsubmit SFA Claim		

If you have questions or need assistance, please contact our office at 405-521-3327.

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - CENTRAL ES (105)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="1677"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$4,368.58"/>
Lunch	<input type="text" value="3700"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$16,881.25"/>
* Performance Incentive	<input type="text" value="3700"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$21,249.83"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$16,881.25"/>
Breakfast Warrant Amount	<input type="text" value="\$4,368.58"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 12:51:41 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - INDEPENDENCE INTERME (140)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="2000"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$5,210.00"/>
Lunch	<input type="text" value="7477"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$34,113.81"/>
* Performance Incentive	<input type="text" value="7477"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$39,323.81"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$34,113.81"/>
Breakfast Warrant Amount	<input type="text" value="\$5,210.00"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 12:56:30 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - LAKEVIEW INTERMEDIAT (145)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="2450"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$6,382.25"/>
Lunch	<input type="text" value="7866"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$35,888.62"/>
* Performance Incentive	<input type="text" value="7866"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$42,270.87"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$35,888.62"/>
Breakfast Warrant Amount	<input type="text" value="\$6,382.25"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 12:57:37 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - MYERS ES (110)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="1854"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$4,829.67"/>
Lunch	<input type="text" value="4434"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$20,230.12"/>
* Performance Incentive	<input type="text" value="4434"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$25,059.79"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$20,230.12"/>
Breakfast Warrant Amount	<input type="text" value="\$4,829.67"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 12:59:34 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - PARKLAND ES (130)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="1855"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$4,832.27"/>
Lunch	<input type="text" value="4638"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$21,160.87"/>
* Performance Incentive	<input type="text" value="4638"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$25,993.14"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$21,160.87"/>
Breakfast Warrant Amount	<input type="text" value="\$4,832.27"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:33:03 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - RANCHWOOD ES (120)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="2022"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$5,267.31"/>
Lunch	<input type="text" value="3833"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$17,488.06"/>
* Performance Incentive	<input type="text" value="3833"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$22,755.37"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$17,488.06"/>
Breakfast Warrant Amount	<input type="text" value="\$5,267.31"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:01:26 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - REDSTONE INTERMEDIAT (150)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="4799"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$12,501.39"/>
Lunch	<input type="text" value="9290"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$42,385.62"/>
* Performance Incentive	<input type="text" value="9290"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$54,887.01"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$42,385.62"/>
Breakfast Warrant Amount	<input type="text" value="\$12,501.39"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:05:33 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - REDSTONE INTERMEDIAT (150)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="4799"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$12,501.39"/>
Lunch	<input type="text" value="9290"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$42,385.62"/>
* Performance Incentive	<input type="text" value="9290"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$54,887.01"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$42,385.62"/>
Breakfast Warrant Amount	<input type="text" value="\$12,501.39"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:05:33 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - SHEDECK ES (115)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="1768"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$4,605.64"/>
Lunch	<input type="text" value="4662"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$21,270.37"/>
* Performance Incentive	<input type="text" value="4662"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$25,876.01"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$21,270.37"/>
Breakfast Warrant Amount	<input type="text" value="\$4,605.64"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:08:33 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - SKYVIEW ES (135)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="2129"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$5,546.04"/>
Lunch	<input type="text" value="5468"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$24,947.75"/>
* Performance Incentive	<input type="text" value="5468"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$30,493.79"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$24,947.75"/>
Breakfast Warrant Amount	<input type="text" value="\$5,546.04"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:12:07 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - SURREY HILLS ES (125)

Days operated this claim period

Breakfast	<input type="text" value="3521"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$9,172.20"/>
Severe Need Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Lunch	<input type="text" value="7188"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$32,795.25"/>
* Performance Incentive	<input type="text" value="7188"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$41,967.45"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$32,795.25"/>
Breakfast Warrant Amount	<input type="text" value="\$9,172.20"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:13:37 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - YUKON MS (520)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="5456"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$14,212.88"/>
Lunch	<input type="text" value="16431"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$74,966.43"/>
* Performance Incentive	<input type="text" value="16431"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$89,179.31"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$74,966.43"/>
Breakfast Warrant Amount	<input type="text" value="\$14,212.88"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:14:34 PM

National School Lunch Program - Claim Entry

09-I027 YUKON
 600 Maple Street
 Yukon, OK 73099-2533
 (405) 354-2587

Seamless Summer Program

Claim (January, 2022) - Original - YUKON HS (705)

Days operated this claim period

Breakfast	<input type="text" value="0"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$0.00"/>
Severe Need Breakfast	<input type="text" value="3045"/>	X	<input type="text" value="\$2.6050"/>	=	<input type="text" value="\$7,932.22"/>
Lunch	<input type="text" value="11935"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$54,453.43"/>
* Performance Incentive	<input type="text" value="11935"/>	X	<input type="text" value="0"/>	=	<input type="text" value="\$0.00"/>
Supper	<input type="text" value="0"/>	X	<input type="text" value="\$4.5625"/>	=	<input type="text" value="\$0.00"/>
Snacks	<input type="text" value="0"/>	X	<input type="text" value="\$1.0775"/>	=	<input type="text" value="\$0.00"/>
Total Reimbursement				=	<input type="text" value="\$62,385.65"/>

- * FY 22 Only: SSO meals will be reimbursed under SFSP Rural or Self-Prep rate, per USDA.
- * If you are participating in After School Snack Program, Snacks should be claimed on NSLP.
- * If you are participating in At-Risk, Snacks and Supper meals should be claimed on CACFP.

Lunch Warrant Amount	<input type="text" value="\$54,453.43"/>
Breakfast Warrant Amount	<input type="text" value="\$7,932.22"/>
Warrant Effective Date	<input type="text"/>

Last Updated: 2/1/2022 1:15:34 PM



Yukon Public Schools
Board of Education Regular Meeting
Tuesday, March 1, 2022 6:00 PM
Yukon Public School District ISD #27
Administration Bldg., Board Room
600 Maple Dr., Yukon, OK 73099

1. Invocation and Flag Salute

Paster Mark Borseth with Resurrection Lutheran Church will provide the invocation.

2. Call to Order and Roll Call

Attendance Taken at 6:09 PM.

Mrs. Suzanne Cannon: Present
Mr. Brian Coulson: Present
Mr. Chris Cunningham: Absent
Mr. Cody Sanders: Present
Mr. Leonard Wells: Present

3. Reports/ Comments from Superintendent and/or Staff

3.A. Beginning of a 30-day public comment and review of the updated or new policies EK-R1, FFG, EIED, and EIA with the intent of board action during the April 4, 2022, regular board meeting.

The full policy(ies) can be previewed by clicking this link:

<https://sites.google.com/a/yukonps.com/policy/?scrllybrkr>

3.B. Melissa Barlow, Yukon High School, will present the annual dropout and remediation report.

4. Board Member Communications and Announcements

4.A. Individual Board Member Comments

Mr. Sanders: Wrestlers had 12 members made state. Congratulations!

Mrs. Cannon: I'd like to recognize our bus drivers. Thank you to our bus drivers!

Mr. Coulson: Spring Break is coming up, let's make it through. Be safe!

Mr. Wells: Lakeview student story on the Yukon website is worth a read. Yukon Millerettes named champion state academics!

4.B. Upcoming Meetings/ Events:

MARCH:

11 No School

14-18 Spring Break

24 Special Board Meeting to sell bonds - Noon

APRIL:

4 Board Meeting 6:00pm

5 Legislative Breakfast 7am Archery Traditions of Oklahoma

15-29 Annual Plant Sale

5. Communications - Request for patrons to address the board - Pursuant to Board Policy AF, comments can be made only by district patrons concerning items listed on this agenda.

No one requested to address the board.

6. Finance Consent Docket- All of the finance consent items will be discussed, considered and approved or disapproved by one vote unless a board member desires to have a separate vote on any or all of the consent items.

I move we approve all business items on the Finance Consent Docket as listed Passed with a motion by Mrs. Suzanne Cannon and a second by Mr. Cody Sanders.

Mr. Chris Cunningham: Absent
Mr. Brian Coulson: Yes
Mr. Cody Sanders: Yes
Mr. Leonard Wells: Yes
Mrs. Suzanne Cannon: Yes

6.A. Encumbrances and Change Orders as recommended by Dr. Jason Simeroth, Superintendent, and Jim Fenrick, Chief Financial Officer

6.B. Treasurer's Report(s) and General Fund Report(s)

6.C. Child Nutrition Report

7. Business Consent Docket: All of the consent items will be discussed, considered and approved or disapproved by one vote unless a board member requests to have a separate vote on any or all of the consent items.

I move we approve all items on the Business Consent Docket as presented Passed with a motion by Mrs. Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Chris Cunningham: Absent
Mr. Brian Coulson: Yes
Mr. Cody Sanders: Yes
Mr. Leonard Wells: Yes
Mrs. Suzanne Cannon: Yes

7.A. Minutes of the February 7, 2022, board meeting.

7.B. Out of state travel requests

Diana Williams will take 90 students and 25 parents to San Antonio, TX, May 23 - 26, 2022, for musical enrichment
The date of the trip to Chicago, IL differs from the date on the application because of the conflict with prom.

7.C. School calendar 2023-2024

7.D. Surplus items

7.E. Yukon Fine Arts Center Rental Agreement

Primrose School of Yukon, Graduation, May 5, 2022

8. New Business: this business, in accordance with Oklahoma Statutes, title 25-311 (A)(9) is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.

9. Personnel Docket:

9.A. Personnel-Vote to convene or not to convene in executive session pursuant to 25 O.S.307 (B)(1) to discuss the resignations, employment of support and certified personnel, promotions, recommendation of change of assignment, and/or transfers as listed on the attached Exhibit A as well as the rehires listed on the attached letter from Dr. Simeroth.

At 6:42 we voted to enter executive session.

I move we convene in executive session to discuss the personnel docket Passed with a motion by Mrs. Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Chris Cunningham: Absent
Mr. Brian Coulson: Yes
Mr. Cody Sanders: Yes
Mr. Leonard Wells: Yes
Mrs. Suzanne Cannon: Yes

9.B. Acknowledge the board has returned from executive session. Executive session minutes compliance announcement.

The board entered into executive session pursuant to State 25 O.S. 307 (B)(1) of the Open Meeting Act at 6:42 to discuss the resignations, employment of support and certified personnel, promotions, recommendation of change of assignment, and/or transfers as listed on the attached Exhibit A. Those present in executive session were Dr. Simeroth, Mr. Colson, Mrs. Cannon, Mr. Sanders, and Mr. Wells. No action was taken by the board of education. The board returned to open session at 7:14.

9.C. Discussion and possible action on Personnel items on Exhibit A and rehires.

I move we approve all personnel items as presented on Exhibit A. Passed with a motion by Mr. Cody Sanders and a second by Mrs. Suzanne Cannon.

Mr. Chris Cunningham: Absent
Mr. Brian Coulson: Yes
Mr. Cody Sanders: Yes
Mr. Leonard Wells: Yes
Mrs. Suzanne Cannon: Yes

10. Adjournment

Time: 7:15

I move we adjourn Passed with a motion by Mr. Brian Coulson and a second by Mrs. Suzanne Cannon.

Mr. Chris Cunningham: Absent
Mr. Brian Coulson: Yes
Mr. Cody Sanders: Yes
Mr. Leonard Wells: Yes
Mrs. Suzanne Cannon: Yes



Yukon Public Schools
Board of Education Special Meeting
Thursday, March 24, 2022 12:00 PM
Yukon Public School District ISD #27
Administration Bldg., Board Room
600 Maple Dr., Yukon, OK 73099

1. Call to Order and Roll Call

Attendance Taken at 12:09 AM.

Mrs. Suzanne Cannon: Here; Mr. Brian Coulson: Here; Mr. Chris Cunningham: Absent; Mr. Cody Sanders: Here; Mr. Leonard Wells: Here

2. Board to discuss annual review of existing or consider and take action on the adoption of written policies and procedures for post-issuance compliance.

Policy can be found here: [YPS Board Policy CCD](#)

3. Board to discuss continuing disclosure obligations.

4. Board to receive bids for the \$14,000,000 General Obligation Combined Purpose Bonds of this school district and award bonds to the lowest bidder.

I move we award bonds to the lowest bidder Passed with a motion by Mrs. Suzanne Cannon and a second by Mr. Cody Sanders.

Mr. Chris Cunningham: absent; Mr. Brian Coulson: Yes; Mr. Cody Sanders: Yes; Mr. Leonard Wells: Yes; Mrs. Suzanne Cannon: Yes

5. Board to consider and take action on a resolution providing for the issuance of General Obligation Combined Purpose Bonds in the sum of \$14,000,000 by this school district, authorized at an election called and held for such purpose; prescribing form of bonds; deeming the preliminary official statement to be "final" for the purposes of SEC rule 15(C)2-12; agreeing to comply with continuing disclosure requirements of SEC rule 15(C)2-12; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue.

I move we approve the resolution Passed with a motion by Mrs. Suzanne Cannon and a second by Mr. Brian Coulson.

Mr. Chris Cunningham: absent; Mr. Brian Coulson: Yes; Mr. Cody Sanders: Yes; Mr. Leonard Wells: Yes; Mrs. Suzanne Cannon: Yes

6. Adjournment

I move we adjourn Passed with a motion by Mr. Cody Sanders and a second by Mr. Brian Coulson.

Mr. Chris Cunningham: absent; Mr. Brian Coulson: Yes; Mr. Cody Sanders: Yes; Mr. Leonard Wells: Yes; Mrs. Suzanne Cannon: Yes

ITEM FOR CONSIDERATION
Board of Education Meeting
April 4, 2022

TOPIC: Renewal of Contractual Agreement with the Oklahoma Department of Rehabilitation Services

RATIONALE FOR RECOMMENDATION: The purpose of this renewal contract is to perform employment training for students. "Work Adjustment Training" (WAT).

FISCAL NOTE: In Consideration of the satisfactory performance of said services, the DRS agrees to pay the contractor as per the amounts set forth in the contract. (See Contract for details) No noted changes.

CONTACT PERSON: Amy Beams, Executive Director of Special Services
Jalonda Bengs, Assistant Director of Special Services



**STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
WORK ADJUSTMENT TRAINING (WAT)**

This agreement, consisting of twenty-one (21) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

**YUKON PUBLIC SCHOOLS
600 MAPLE
YUKON, OK 73099**

("Contractor"), and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

RECITALS

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

WHEREAS, the Oklahoma Department of Rehabilitation Services desires employment training for its individuals; and

WHEREAS, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services, O.A.C. 612: 10-7-164 to provide work adjustment training; and

WHEREAS, the fees for services set forth herein have been approved as fixed rates by the Oklahoma Commission for Rehabilitation Services and the Office of Management and Enterprise Services pursuant to 74 O.S. § 85.7(A)(6)(f).

NOW THEREFORE, the parties agree as follows:

I. Contract Period

The Contract is effective from the latest date of signature of both parties or July 1, 2022, whichever is the latter, through June 30, 2023. The Contract may be renewed for two additional one-year periods upon written agreement of the DRS and the Contractor.

II. Contract Services

A. Contractor's Obligations

1. The Contractor agrees to submit a proposal initially to start a program or as requested by DRS staff. A proposal should include a description of the referral process, staff qualifications, admission criteria, individualized assessment tools, individualized training plan forms, curriculum, progress assessment and reporting methods and tools, a plan for post-training services, and information about facilities and equipment to be utilized. Upon approval, a contract shall be issued to the Contractor. **The work adjustment training program is designed to prepare high school age youth with the most significant disabilities or equally significant barriers for competitive integrated employment in the community by developing important work habits, attitudes and personal and social adjustment skills.** Services such as these are made possible by the Workforce Innovation and Opportunity Act (WIOA) of 2014.
2. DRS clients preauthorized to participate in work adjustment training (WAT) may do so for a maximum 18 cumulative months, as pre-approved on an individual basis by the DRS counselor. If the DRS client requires more time to make additional progress, the DRS counselor may authorize additional time. If the Contractor provides WAT during the summer months, any summer months worked by the DRS client count as part of the maximum 18 cumulative months. **The Contractor agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract and pertinent documents.**

Students eligible to participate include those DRS transition students:

- a. with documented disabilities (includes individualized education plan (IEP), 504 Plan, or other documents)
who:
 - have been determined eligible for DRS services. or
 - are on a trial work plan as determined by the DRS counselor.
 - b. with an approved DRS case.
 - c. with an individualized plan for employment (IPE) in place.
 - d. with WAT as a line of service on the IPE.
 - e. who have been provided written authorization by DRS as to their start date.
and
 - f. who are at least 16 years of age.
3. There are rare cases where students NOT on an IPE may participate in WAT under a Trial Work Plan, as approved by the DRS counselor. In either case, no services may begin without prior written authorization from DRS.

4. Students who are completing high school at the end of the school year and who are participating in seNices through the Contract must cease participation upon their last day of school/graduation. They may not continue to participate in WAT beyond their last day of high school (unless in rare cases and only with DRS counselor approval).
5. Work adjustment training provided under the provisions of the Contract must comply with the component parts as described:

8. Program Requirements

1. Referral

The Contractor agrees to provide work adjustment training to eligible individuals of the DRS who are referred to the Contractor by the DRS and pre-authorized in writing by the DRS counselor. All seNices for DRS individuals shall be pre-authorized in writing by the DRS counselor as "work adjustment training". It is the Contractor's responsibility to market and educate others about its program.

2. Staff Qualifications

The work adjustment training center shall assure that all instructional staff and assistants are properly trained to perform their assigned functions. Minimum staff training and qualifications should include the following:

- a. complete DRS Employment Consultant Training within the first year of employment; or
- b. be a certified special education teacher; and
- c. have experience working with people with disabilities and knowledge of transition requirements under IDEA and the Pre-ETS of WIOA.

The instructional staff must also have access to technical assistance and receive update training as appropriate. The Contractor shall document qualifications and ongoing training/professional development.

3. Admission Criteria

The work adjustment training center shall provide specific admission criteria for individuals with the most significant disabilities or equally significant barriers expressing a desire to obtain competitive integrated employment in the community after completing work adjustment training. Admission criteria shall be made available in accordance with the DRS requirements. The Contractor shall make every effort to educate clients and parents about working toward competitive integrated community employment.

4. Individualized Assessment

The work adjustment training center shall assure that each individual is afforded, **on a monthly basis**, an individualized assessment of interpersonal and competitive work related skills. This shall be documented on the DRS Monthly Progress Report form and any other assessments chosen by the Contractor. The individualized assessment shall be documented and must include:

- a. an assessment of the individual's interpersonal skills, including the ability to interact socially.
- b. capacity to understand verbal and written instructions.
- c. job skills, including the ability to meet both the physical and social aspects of competitive integrated employment.
- d. work speed and endurance.
- e. career interest and awareness.
- f. work behaviors, which include the ability to work independently. and
- g. physical capacities and psychomotor skills.

The Contractor shall assist each client in developing a realistic vocational goal upon completion of one school year (i.e., 9 months) in the work adjustment training center program. This shall include working with clients to identify strengths, interests, abilities, challenges, job matches and mismatches, and researching alternative jobs within various career fields. This vocational goal shall be shared with the DRS counselor upon development with the intent of aligning this goal with the IPE goal and jointly planning activities to reach the goal. The Contractor shall share with the DRS concerns regarding client participation or lack of progress as soon as possible as well as a change in client's goal toward achieving competitive integrated employment.

5. Individualized Training Plan (ITP)

- a. The work adjustment training center shall assure that an individualized training plan be prepared for each individual served within 60 calendar days of admission. The goal of the individualized training plan shall be working towards independent competitive community integrated employment and shall be based on input from the individual and his/her parent(s) or authorized representative. It should address areas of strength and needed services based on the individualized assessment, and provide the basis for periodic evaluation of progress towards competitive employment. ITPs for each client must be submitted to the DRS counselor within 60 calendar days.
- b. This ITP shall be reviewed regularly (or at least every 3 months along with the DRS Progress Report) and shall also contain a detailed description of how each client shall progress through work adjustment training and ultimately into a paid work experience through the Transition School-to-Work: Work Study contract, or other paid or unpaid work experience (e.g.,

job shadowing, on the job training). DRS counselors shall work with the Contractor on an individual basis to determine when a client is ready to transition out of work adjustment training and into a work experience; however, the DRS counselor and the Contractor shall be given the flexibility to allow for alternate plans for exceptional individual cases. The Contractor shall also assist each DRS client with developing a transportation plan for employment upon completion of services (e.g., city bus, call-a-ride, taxi, walking, carpooling, parent driving, driving self, riding a bicycle, Uber). This may be included in the ITP or another document but must be in writing.

6. Curriculum

a. The work adjustment training center shall provide instruction and orientation to work practices which is tailored to individual needs and falls within the five core Pre-Employment Transition Services:

- 1a. job Exploration Counseling;
- 2a. work-based Learning Experiences;
- 3a. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
- 4a. workplace Readiness, including social and independent living skills;
and
- 5a. self-advocacy, including peer mentoring.

and that encompasses:

- 6a. career interest/awareness and Job seeking skills (e.g., utilize resources for finding jobs, stating job interests, recognizes purpose for work and need to develop skills).
- 7a. work Behaviors (e.g., attendance, punctuality, working independently or in groups, dressing appropriately, demonstrating safety and maturity, and following work rules, using breaks wisely, cell phones and other electronic devices in the workplace, e-mail etiquette).
- 8a. job Skills (e.g., switching tasks, remaining on task, obtaining supplies, and cleaning up work area).
- 9a. work speed and endurance (e.g., completing tasks with accuracy, increasing time on task, asks for additional work, and adjusts to change).
- 10a. interpersonal/communication skills (e.g., ability to interact socially, cooperate, ask for help, use appropriate manners, respond to criticism; initiate, maintain, and end conversations; appropriate conversation topics for the workplace; forms of harassment and how to respond/get help; what is NOT harassment).
- 11a. independent living skills (e.g., value of money, how to organize money, banking, setting a budget, money/identify safety, preparing for

meals, grocery shopping, light meal preparation, kitchen safety, accessing and using various transportation options, transportation safety, community safety, sorting laundry, using washing machines/dryers, community resources, personal needs/medical, home safety, emergencies); Safety training may include real life practice, class discussion and activities, role playing, watching safety videos, having guest speakers, etc. Sample transportation topics may include, but are not limited to:

- specific equipment and documentation to keep in vehicle or on your person.
- emergency procedures for specific transportation option.
- communication between program and driver before, during, and after transport.
- maintenance and inspection of vehicles and bicycle.
- safety in and around vehicles.
- school zones, railroad crossings.
- unloading and double-checking vehicles after unloading.
- knowing your surroundings and people around you.
- seatbelts, car seats, booster seats, helmets, and other safety devices.
- waiting on the curb.
- crossing the street.
- waiting at bus stops.
- rules for bicycles.
- strangers and
- being street smart.

12a. understanding verbal and written instructions (e.g., following directions, responding to directions in a timely manner, remembering steps, and asking for help). and

13a. work related skills (e.g., dealing with work pressures, counting, measuring, telling/managing time, travel and transportation, including planning around work schedules to arrive on time, what to do when you will be late or not able to go to work).

- b. The Contractor shall integrate the use of technology for clients and ensure clients are accessing technology in meaningful ways that will help better prepare them for ways to use technology for employment purposes (e.g., resume development, online applications, job searches, e-mail, and interest inventories). If a client has a cell phone or other electronic device and can be taught how to use it for reminders, lists or steps, video modeling, the Contractor is encouraged to make use of such opportunities for independence.

- c. The curriculum must also include real work observation and include a variety of work experiences in the community (e.g., ability to transfer work skills, learn new job tasks, and demonstrate appropriate behavior). The Contractor shall ensure that each client is afforded the opportunity to experience at least six (6) different types of jobs in various community settings (e.g., retail, hotel, restaurant, manufacturing, industry, customer service, medical) throughout each school year. This must include at least 6 separate experiences in the community. Situations in which students would be performing tasks of a volunteer nature may count as only one of the 6 experiences. The DRS counselor and the Contractor shall be given the flexibility to allow for alternate plans for **exceptional individual cases**.
- d. Virtual opportunities for WAT that's available through the Contractor may be provided to students due to Covid-19-related concerns. A proposal for virtual training **MUST** be received and approved by the DRS Transition Coordinator in order to continue with the WAT program, if the need for virtual training occurs. The vendor **MUST** provide detailed information regarding virtual activities on any progress reports and in the time sheet notes. The Contractor **MUST** justify what has been done virtually with each DRS client. Online YouTube videos and virtual job shadowing opportunities for students can be used to continue the various community experiences. There shall be no change to time sheet billing amounts during virtual training.

7. **Progress Assessment And Reporting**

The work adjustment training center shall have established procedures for evaluating the individual's progress toward independent competitive integrated employment and skills identified in items 4 and 5 above and must report results periodically in accordance with the DRS requirements. Evaluation of progress of individuals shall be required every 30 days, and an additional evaluation of level of independence every 90 days, with work adjustment training not to exceed a maximum 18 cumulative months, unless pre-approved by the DRS counselor. All progress reports and time sheets must be submitted to the DRS counselor by the 15th of the following month for timely payment to the Contractor for students participating in work adjustment training.

8. **Post-Training Services**

The work adjustment training center shall provide post-training referral services for each individual in accordance with the individual's needs. Such services should include but not be limited to referrals for job placement assistance and/or continuing education.

9. Facilities And Equipment

The work adjustment training center shall have adequate equipment and facilities to facilitate the training services provided by the center. The equipment and facilities used for training purposes shall meet or exceed all appropriate safety standards. Additionally, the facilities must meet the ADA requirements for accessibility. The Contractor shall ensure adequate staff to supervise students in the various facilities utilized for work adjustment training. Staff assigned to implement WAT program requirements must have appropriate training and qualifications (e.g., employment consultant training).

10. Reporting

The Contractor agrees to maintain all appropriate training standards and provide monthly attendance and progress reports for each authorized individual. These reports shall be processed through the assigned DRS counselor. The DRS staff shall conduct ongoing annual evaluations through visits, reviewing paperwork, and onsite auditing to ensure compliance with the DRS guidelines. Should the DRS find areas of noncompliance, the Contractor shall be required to submit a corrective action plan (CAP) within 30 days. The DRS shall do a follow-up visit within two months to ensure all areas on noncompliance are corrected. Final reporting and recommendation regarding competitive employment abilities or obstacles shall be completed by the Contractor on each individual at the conclusion of the work adjustment training period. This final report shall include each client's plans for future employment.

C. Additional Contractor Requirements

The Contractor's designated teacher/transition coordinator(s) shall:

1. be knowledgeable about the contents and requirements of the Contract, especially the Key Points documented in Appendix A.
2. obtain written preauthorization from the DRS counselor before initiating services for students.
3. be a part of the decision making process for community work experiences and transitioning students out of the WAT program.
4. provide information regarding the program to school personnel, students, and parents.
5. provide job readiness instruction and assistance to the students as outlined above that fall within the following five core Pre-Employment Transition Services:
 - a. job exploration counseling;
 - b. work-based learning experiences;
 - c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
 - d. workplace readiness, including social and independent living skills;
 - e. self-advocacy, including peer mentoring.

6. assist with regular assessment of the students' progress.
7. work with the DRS counselor to maintain a list of all authorized participating students at least one time per semester or updated as new students join or exit.
8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the WAT services provided by DRS, including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP.
9. document such transition services or Pre-Employment transition services provided and completed by participating students on the progress report form or other documents developed by the Contractor or required by DRS.
10. provide monthly documentation to DRS counselor, such as progress reports and attendance reports.
11. provide an ITP within 60 calendar days of admission to the DRS counselor. and
12. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to DRS.

D. DRS's Obligations

The DRS counselor shall:

1. provide the Contractor written preauthorization prior to the initiation of services for each student approved for the WAT program.
2. provide to the Contractor a signed copy of each client's IPE within 30 days of beginning the WAT program.
3. accept referrals, process applications, and assist with the coordination of the IEP and the IPE and offer input to the IEP employment goals.
4. provide payment to the Contractor for work adjustment training as set forth in Paragraph III. A, in a timely manner when provided with progress reports and timesheets for processing.
5. serve as a member of the transition team and help make decisions regarding experiences and transition out of the WAT program.
6. organize his or her work schedule in order to be available to confer with the Contractor, the students in the program, parents, employers and other partners in the process.
7. arrange and provide services as needed, including vocational evaluations, and counseling and guidance.
8. provide technical assistance to the Contractor.
9. make regular visits to the WAT program, either at the facility or in the community to observe activities and client progress.
10. work with the school staff/teachers to maintain a list of all authorized participating students, the vocational goal, experiences, skills learned, and areas for further development, at least one time per semester or updated as new students join or vocational goals change. and
11. ensure the Contractor is submitting accurate monthly time sheets and progress reports, including documentation of transition services or pre-employment transition services (as completed).

III. Compensation

A. Contract Amount

In consideration of the satisfactory performance of said services, the DRS shall pay the Contractor at the rates set forth below.

1. The DRS shall pay a fixed rate to the Contractor up to \$375.00 per month for half day (3 hour) training periods, \$250.00 per month for 2 hour per day training periods, or \$125.00 per month for 1 hour per day training periods per individual client. The Contractor shall be paid at the full amount for clients who participate in trainings for at least 61% of school days in each month. A school day is defined as a day in which school is in session and students are expected to be in attendance. Snow days do not count as school days. Participation of 60% or less must be prorated accordingly. For example, if a student was present 12 out of the 20 possible school days in a month (i.e., 60%) and was in the program daily for at least 2 hours (i.e., \$250), the Contractor would bill the DRS for \$150.00 (i.e., 60% of \$250). A school month begins effective the first day the student is authorized to attend. For example, if school starts August 1, but the student is not authorized to attend until August 15, the school days that month available to that student begin on August 15.
2. For all school months containing fewer than 10 school days, the DRS shall pay to the Contractor on a prorated daily rate per individual client. The daily rates to be utilized are as follows.

Daily rate for clients participating for 3 hours at \$375.00 per month--
\$18.75 per day.

Daily rate for clients participating for 2 hours at \$250.00 per month--
\$12.50 per day.

Daily rate for clients participating for 1 hour at \$125.00 per month--
\$6.25 per day.

3. For example, if a student was present 9 out of the 9 school days for the month of December (100% of the days in the short month) and was in the program daily for at least 3 hours (which would be at the \$375.00 per month amount), the Contractor would bill the DRS at a daily rate of \$18.75 for each day (i.e., \$168.75, which is \$18.75 times 9 school days).
4. This daily rate is to account for the months in which a school incurs a long holiday or significant break of any kind in which the students would not be attending school the typical number of days in a month (i.e., an average of 20 school days), and to account for schools that go year-round.
5. A student is considered in attendance for the day if the student is present at least 50% of the time that day that they are designated to be in Work Adjustment Training. For example, if a student is enrolled in Work Adjustment Training for 3 hours per day, and they are present in the program for at least 1 ½ hours of the program that day, they are considered in attendance. If they are present less than that amount of time due to illness or other reason, they are considered not

in attendance. If they are enrolled in 2 hours, they would need to be present for at least 1 hour that day, and for 1 hour of enrollment, they would need to be present for at least a half an hour that day to be counted in attendance. Billing invoices must be adjusted if a student averages less time during the month than which he or she was originally authorized (e.g., a student who is authorized 3 hours a day who really ends up averaging about 2 hours a day over the month shall only be billed at 2 hours that month).

6. Time in WAT begins when instruction or employment readiness/practice begins and ends when said instruction/readiness ends. Breaks are not allowable billed time for DRS WAT programs. Travel time to get to the WAT facility does not count toward billable time.
7. There are no "free/excused" absences that may still be billed for by the Contractor. Daily student attendance must be counted.
8. The school Contractor providing WAT for its students and the Community Rehabilitation Provider (CRP) providing WAT services to students are responsible for providing transportation for DRS transition clients to and from community employment activities (unless other arrangements are made between the school and CRP) and may not seek reimbursement from the DRS for travel expenses. Schools are responsible for transporting their students to and from the CRP who is providing the WAT program for their students.
9. If an individual does not participate in training during any given month, payment shall not be made for that month. Payment shall be made upon submission of properly completed and approved progress reports and time sheets documenting services. By law the DRS cannot pay in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided and accepted by the DRS pursuant to the Contract.
10. The Contractor may use funds to develop, enhance, and implement the WAT program. All funds paid to the Contractor by DRS must be put back into the program and used for implementing the program. Examples of ways in which funds may be spent include, but are not limited to:
 - a. WAT staff salaries and compensation package.
 - b. facility and maintenance costs.
 - c. substitutes to cover staff when at trainings.
 - d. training costs for WAT staff to attend the Annual Oklahoma Transition Institute (OTI), job coach training, and other training relevant to fulfilling the requirements of the WAT contract (and may include registration fees, hotel, per diem, mileage, and parking for WAT staff).
 - e. curriculum.
 - f. gas for transporting DRS clients to and from community businesses for the required minimum 6 community visits.
 - g. WAT vehicle maintenance, repairs, and depreciation.
 - h. program materials. and

- i. uniforms or protective clothing and equipment required by community business partners.
11. DRS funds shall NOT be used to purchase food without the written permission from the designated DRS contract monitor and solely for the purpose of teaching independent living skills. DRS shall only authorize the use of funds for food in situations in which independent living skills are taught to DRS clients, and the clients have a role in planning the menu, preparing shopping lists, budgeting, shopping, preparing and cooking, serving, and cleaning after the skills instruction .
12. Upon request, the Contractor shall submit to the DRS monitor an expenditure report or other proof of purchase/payment for expenditures of DRS funds.

B. Payment

The State of Oklahoma has forty-five (45) days from receipt of a proper invoice documenting the provision of services and/or receipt of a proper claim for reimbursement of travel expenses pursuant to the contract for services , timesheets, and progress reports documenting the provision of services to issue payment to the Contractor. Invoices/claims, time sheets and progress reports shall be sent to the DRS counselor who authorized services for each DRS client. The DRS counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma Statutes. The Contractor is responsible for claiming the interest. DRS cannot make payment for services that are not pre-approved in writing by the DRS counselor .

All students who are placed in the Work Adjustment Training program must be active VRNS clients and have a trial work plan and/or an Individualized Plan of Employment (IPE) in place in order for the training facility to be paid a fixed rate.

C. Lapse Of Invoices/Claims

Proper invoices documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

IV. Standard Terms

A. Equal Opportunity/Non-Discrimination

The Contractor shall at all times comply with all federal laws relating to nondiscrimination , including but not limited to, Presidential Executive Order 11246 as

amended and the Civil Rights Act of 1964, 42 U.S.C. §2000 *et seq.*; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794; the Americans With Disabilities Act of 1990, 42 U.S.C. §12101 *et seq.*; Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*; the Age Discrimination in Employment Act, 42 U.S.C. §6101 *et seq.* and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts, including, but not limited to, providing equal opportunity both to those seeking employment and those seeking services without regard to race, color, religion, sex, national origin, age, or handicap.

B. Lobbying Activities

The Contractor certifies the following:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. Debarment And Suspension

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contract for the Contractor's default. Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

D. Drug-Free Workplace

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

E. Modification

The Contract may only be modified by mutual consent of the parties in writing.

F. Cancellation

1. With Cause: In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS mailed the notice, whichever occurs first. Such cancellation shall not be an exclusive remedy, but shall be in addition to any other rights and remedies provided for by law. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.

2. Without Cause: It is further agreed that the Contract may be canceled by either party by providing thirty (30) days prior written notice.

G. Access To And Retention Of Records

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education, or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts, and/or transcripts. The Contractor shall be required to maintain all records for three (3) years after the DRS makes final payment and all other pending matters are closed.

H. Subcontracting

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

I. Compliance With State And Federal Laws

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

J. Travel

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel

expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements, and provide supporting documentation for reimbursement.

K. Client Confidentiality

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

L. Unallowable Costs

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

M. Audit

1. Federal Funds

Organizations that expend \$750,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

2. State Funds

Corporations both for-profit and non-profit, and governmental entities that receive \$50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report shall include a supplementary schedule of awards listing all state and federal funds by funding source.

3. Auditor Approval and Audit Distribution

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control

review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report to the Department of Rehabilitation Services - Contracts Unit 3535 N.W. 58th Street, Suite 300, Oklahoma City, Oklahoma 73112, plus a copy of the management letter, if applicable, and corrective action plan to all audit findings, and the auditor's latest external quality control review report within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request to the address listed above for an extension citing the reason for delay. DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if DRS has not received the prior year audit.

N. Clean Air Act

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.* The Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

O. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

P. Insurance

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer. The Contractor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract, and provide the DRS with evidence of such insurance and renewals upon request.

Q. Punitive Actions

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS.

No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

R. Prior DRS/State Employment

The Contractor hereby certifies that at the start of the contract period neither he/she, or if applicable, no member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(8), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract.

S. Legal Employment Status Verification System

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312, and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at www.dhs.gov/E-Verify.

T. Contract Jurisdiction

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

U. Severability

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of the Contract or its application that can be given effect without the invalid provision or application.

Appendix A

Key Points of the DRS Work Adjustment Training Contract

1. The Contractor must obtain written preauthorization from the DRS counselor before initiating services for students.
2. Students may participate 1 hour per day (\$125 per month to the Contractor), 2 hours per day (\$250 per month to the Contractor), or 3 hours per day (\$375 per month to the Contractor).
3. Students may participate in WAT for a maximum 18 cumulative months, as pre-approved by the DRS counselor. Additional WAT training exceeding the maximum 18 cumulative months must be pre-approved by the DRS counselor.
4. The team must meet to determine when the student can transition out of WAT and into a less restrictive employment experience.
5. A minimum of 6 community employment experiences must be completed for each student.
6. DRS shall reimburse the Contractor for the amount invoiced based on student attendance and prorated accordingly.
7. Documents required for payment:
 - a. the monthly timesheet; and
 - b. the progress report(s).
 - c. These documents should be sent to the DRS counselor on a monthly basis. Waiting until the end of the semester or the end of the year to submit them is not acceptable.
8. WAT Payment Process:
 - a. School sends individual student Progress Report and Time Sheet to the DRS counselor.
 - b. The DRS counselor authorizes payment to the Contractor.
 - c. The DRS counselor enters payment amount.
 - d. The DRS State Office sends a check to the Contractor.
 - e. The State of Oklahoma has forty-five (45) days from receipt of proper timesheets and progress reports to make payment to the Contractor.

Appendix B

Resources to Assist in Program Implementation

Free Resources

1. Autism Speaks (IL Skills)
https://www.autismspeaks.org/sites/default/files/docs/ttk2_independent_living.pdf
2. Biz Kids (Money Management)
<http://bizkids.com/>
<http://bizkids.com/students>
<http://moneytalks4teens.ucanr.edu/>
<http://www.themint.org/teens/index.html>
3. Caseylifeskills (Money, Home, and Food Management)
http://www.casey.org/media/CLS_ResourceGuides_subdocs_PAYAModule1.pdf
4. Caseylifeskills (Moving Out on Your Own)
http://www.casey.org/media/CLS_ResourceGuides_subdocs_imgettingready.pdf
5. University of
 - a. Self-Determination Assessments for Transition
<http://www.ou.edu/content/education/centers-and-partnerships/zarrow/self-determination-assessment-tools.html>
 - b. Self-Determination Curriculum
<http://www.ou.edu/content/education/centers-and-partnerships/zarrow/choicemaker-curriculum.html>
 - c. Transition Education Materials
<http://www.ou.edu/content/education/centers-and-partnerships/zarrow/trasition-education-materials.html>
 - d. Preference Indicators
<http://www.ou.edu/content/education/centers-and-partnerships/zarrow/transition-assessment--severe-disabilities.html>
 - e. Timeline of Transition Activities developed by the Oklahoma Transition Council
<http://www.ou.edu/content/education/centers-and-partnerships/zarrow/timeline-of-transition-activities.html>
6. Minnesota Literacy Council (Employment Readiness)
<http://mnliteracy.org/tools/employment-readiness-curriculum>
7. Applied Educational System
<http://www.aeseducation.com/careercenter21/employability-skills-lesson-plans/>

Resources for Purchase

8. Conover Company (Functional Skills)
https://www.conovercompany.com/downloads/fss_brochure.pdf
9. University of Oklahoma Zarrow Center for Learning Enrichment Resources
 - a. Transition Assessments
<https://tagg.ou.edu/tagg/>
10. Brigance Transition Skills
<http://www.curriculumassociates.com/products/detail.aspx?title=BrigTSA>

11. Skills USA

<http://www.skillsusa.org/programs/career-readiness-curriculum/>

Resources for Driving Readiness

[Montgomery College readiness checklist](#)

[Children's Hospital of Philadelphia readiness](#)

[Quizlet Driver Readiness flashcards](#)

[DriveWell Info and Resources for Drivers](#)

ITEM FOR CONSIDERATION
Board of Education Meeting
April 4, 2022

TOPIC: Renewal of Contractual Agreement with the Oklahoma Department of Rehabilitation Services

RATIONALE FOR RECOMMENDATION: The purpose of this renewal contract is to provide transition services from school to post school activity and employment for students. "Transition School-To-Work" (Work Study).

FISCAL NOTE: In Consideration of the satisfactory performance of said services, the DRS agrees to provide a plan for Vocational Rehabilitation Services to implement the Transition from School-to-Work (See Contract for details) No noted changes.

CONTACT PERSON: Amy Beams, Executive Director of Special Services
Jalonda Bengs, Assistant Director of Special Services



**STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
TRANSITION SCHOOL-TO-WORK: WORK STUDY**

This agreement, consisting of fourteen (14) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

**Yukon Public Schools
600 Maple Avenue
Yukon OK 73099-2533**

("Contractor" or "School"), and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

RECITALS

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties, and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

WHEREAS, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post-school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services at Subchapter 7 of Chapter 10 of Title 612 of the Oklahoma Administrative Code to implement the Transition from School-to-Work Program; and

WHEREAS, in the School-to-Work program, there are many services needed. Some of these services are provided by the school under the individualized education plan (IEP) and some are provided by the Oklahoma Department of Rehabilitation Services under the individualized plan for employment (IPE). Other services may be provided by the parents, Career Tech, and others. A major component of the Transition School-to-Work program is work-readiness training and work experience. The work experience can be provided through Work Adjustment Training or the three types of Work Study Programs.

NOW THEREFORE, the parties agree as follows:

I. Contract Period

The Contract is effective from the latest date of signature of both parties or July 1, 2022, whichever is the latter, through June 30, 2023. The Contract may be renewed for two additional one-year periods upon written agreement of the DRS and the Contractor.

II. Contract Services

Students eligible to participate include those DRS transition students:

- with documented disabilities (includes IEP, 504 Plan, or other documents), who:
 - o have been determined eligible for DRS services; or
 - o are on a trial work plan as determined by the DRS counselor;
- with an approved case;
- with an individualized plan for employment (IPE) in place;
- with SWS as a line of service on the IPE;
- who are at least 16 years of age; and
- who are attending high school.

DRS clients preauthorized to participate in Work Study may do so for **no more than 24 cumulative months**, as approved on an individual basis by the DRS counselor. The months do not need to be consecutive. Based on individual needs and barriers due to disability, there may be exceptions where the client requires more time to make additional progress. In that instance, the DRS counselor may authorize additional time. Summer months spent in Work Study count in the 24 cumulative months. Transportation, scheduling, administrative or family convenience, or family/individual income needs are not acceptable reasons to extend Work Study beyond 24 cumulative months.

Participating students may work **no more than 15 cumulative hours per week during the school year** (i.e., during the day, evenings, weekends, or holidays). In each of the cases described above, the students must be given school credit for their participation during the school day, and the School staff and the DRS counselor will provide important guidance and instructional help around the work experience. If the student works after school hours, in the evening or on weekends, the School may also choose to give the student school credit and is encouraged to do so to support earning elective credits. The School will provide staff to work with the DRS counselor in the area of transition. The School will have at least one person designated to serve as the "teacher/transition coordinator". Paraprofessionals could serve as Transition Coordinator or could also be assigned to help with the process and documentation. The Contractor agrees to provide designated staff time for performing the needed duties related to transition. The Contractor agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract.

Students wishing to continue working through the summer as part of Transition School-To-Work: Work Study may do so if the School's current contract, which expires June 30, is

renewed for the following fiscal year that begins July 1st.

The maximum number of hours worked per student that's reimbursable by the DRS cannot exceed 15 cumulative hours per week during the school year. The maximum number of hours worked may exceed 15 cumulative hours per week for summer work only when pre-approved by the DRS counselor. The student can work a maximum of 20 cumulative hours per week during the summer. The DRS will reimburse 100% of the wages paid by the school for a maximum 20 cumulative hours per week. Students may work a maximum 20 cumulative hours per week beginning with the first day of summer break. However, upon the first day back to school, the students must go back to working no more than a maximum 15 cumulative hours per week. All Child Labor Laws apply and must be adhered to.

<https://www.dol.gov/general/topic/youthlabor>

The School is required to continue supervising, monitoring, and reporting on students working in the School or in the community during the summer.

Paid work positions must reflect **real work/jobs** and include tasks that would normally be a function of that position. The students must be learning skills that will transfer to competitive, integrated employment in the community. Classroom instructional time does not count as work. The Contractor must ensure that students have access to a wide variety of work/job types and must also ensure the Contractor has enough work to cover the number of students intended to participate in the program. Examples of work/jobs within the School include, but are not limited to, the following.

- *Custodial/bus barn:* learning simple maintenance of School vehicles, detailing School vehicles.
- *Manager of sports teams:* scheduling, scorekeeping, ordering, inventory maintenance, hauling, moving.
- *Teacher's Aid/Assistant:* reading to groups of or individual children, cleaning, organizing, grading, designing bulletin boards.

- *Office Assistant:* Making ID badges, taking photos for badges, using a camera, laminating, answering phones, taking phone messages, greeting visitors and directing to locations, data entry, filing.
- *Information Technology Assistant:* use compressed air to clean computers and keyboards, replace batteries, replace mice, clean monitors, conduct virus scans, clean out old hard drives, organizing, inventory maintenance, stocking, ordering.

The same guidelines should be adhered to when selecting community placements for paid work experiences.

The final 9 months of their Work Study must be outside the school/district and **in the community** (unless approved by the DRS counselor in special circumstances).

Students may not work in their family owned business unless approved by the DRS counselor. This includes farms and other businesses.

Students who are completing high school at the end of the school year and who are participating in services through the Contract must cease work upon their last day of school/graduation. They may not continue to work through School Work Study or Work Site Learning beyond their last day of high school.

A. Work Study Program

There are two types of Work Study through DRS:

1. School Work Study (SWS) allows students with disabilities to **work on the School campus**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working on campus.
2. Work Site Learning allows students with disabilities to **work in the community**. The students are supervised or closely monitored by School personnel, and the School pays the students a wage with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working off campus.

B. Other Work Opportunities

This is not a Work Study through DRS:

1. Employer Work Study allows students with disabilities employment experience in **part-time jobs in the community** with the employers paying the wages/salary(ies). In this instance, the students are employees of the community employers, **employers maintain liability**, and **the DRS does not reimburse the employers for the wages/salary(ies)**.

C. Contractor's/School's Obligations

The designated teacher/transition coordinator(s) shall:

1. be knowledgeable about the contents and requirements of the Contract.
2. obtain written preauthorization from the DRS counselor before initiating services for students (i.e., not starting the student to work before DRS has approved in writing).
3. serve as a member of the IEP team and make decisions for job placement as a team.
4. provide information regarding the program to School personnel, students, and parents.
5. provide job readiness instruction and assistance to the students in the program prior to starting their jobs (e.g., helping them prepare for interviewing for the potential position) through transition services or five core pre-employment transition services.
 - a. job exploration counseling;

- b. work-based learning experiences ;
 - c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification , etc.);
 - d. workplace readiness, including social and independent living skills;
 - e. self-advocacy, including peer mentoring.
6. assist with job placement and regular follow-up on the students' progress.
 7. work with the DRS counselor to maintain a list of all authorized participating students, the place of employment , job title, and tasks learned or practiced, at least one time per semester or updated as new students join or jobs/job duties change.
 8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the SWS services provided by DRS, including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP.
 9. document such transition services or Pre-Employment transition services provided and completed by participating students .
 10. provide such documentation to the DRS counselor at the end of each semester.
 11. submit by the 15th of the following month (or whenever payroll is run by the School for their payment cycle), at the same time, monthly invoices/pay stubs, time sheets, progress reports, and proof of payment to students for reimbursement of the wages paid for students participating in School Work Study or Work Site Learning. and
 12. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to DRS.

If claiming mileage reimbursement for teacher/transition coordinator travel to/from job sites of DRS clients, submit monthly itineraries and travel claims, which are each signed and verified by the school district superintendent.

D. DRS's Obligations

The DRS counselor shall:

1. provide teacher/transition coordinators written preauthorization prior to initiation of services for each student approved to work.
2. accept referrals, process applications , and assist with the coordination of the IEP and the IPE and offer input to the IEP employment goals.
3. serve as a member of the IEP team and make decisions for job placement as a team.
4. organize his or her work schedule in order to be available to confer with the School personnel, the students in the program, parents, employers and other partners in the process.
5. arrange and provide services as needed, including vocational evaluations, and counseling and guidance.
6. provide teacher/transition coordinators updated information (as available) as requested.
7. assist with job placement and regular follow-up on the students' progress.
8. work with the School staff/teachers to maintain a list of all authorized participating

- students, the place of employment, job title, and tasks learned or practiced, at least one time per semester or updated as new students join or jobs/job duties change.
9. regularly monitor students at job sites.
 10. ensure the school/district is submitting monthly time sheets, progress reports, proof of payment to students, and documentation of transition services or Pre-Employment Transition Services (as completed).
 11. provide reimbursement for the wages of students participating in School Work Study and Work Site Learning. and
 12. provide mileage reimbursement at the state rate for teacher coordinator travel to/from job sites of DRS clients participating in School Work Study and Work Site Learning.

E. Student Wage

1. The DRS and the Contractor agree that students who are employed by the School as part of a training program are not independent contractors, but employees of the School. **The Contractor agrees to deduct state and federal income tax from wages paid to the student.** The Contractor is responsible for costs incurred for workers' compensation or other expenses not included in the minimum wage reimbursed by the DRS, as part of its contribution toward providing coordinated transition services outlined in the Individuals with Disabilities Education Act (IDEA) and the Workforce Innovation and Opportunity Act (WIOA).

2. The DRS and the Contractor further agree that **IRS regulations provide that services performed by a student, who is employed by the School in which the student is enrolled, are not considered "employment" for purposes of FICA (Federal Insurance Contribution Act-Social Security and Medicare) and FUTA (Federal Unemployment Tax Act-employment tax)** payroll deductions. 26 C.F.R. § 31.3121(b)(10)-2(a)(1) and § 31.3306(c)(10)-2(b). The rules provide that the services performed by the student must be incident to and for the purposes of pursuing a course of study at the School. Section 31.3121(b)(10)-2(c). **The DRS and the Contractor agree that students who are employed by the School as part of a training program are not subject to FICA or FUTA.** The employee/student must be enrolled and regularly attending classes at the School at which the employee is employed to have the status of a student within the meaning of the regulations. This exemption does not apply if the student is working for a private employer through Employer Work Study, rather than the School, as part of an internship program. *The student must be employed by the School in order for the exception to apply.* The Oklahoma Employment Security Act provides that employment as part of a work-training program is exempt from the definition of "employment" and, therefore, not subject to the Act and, therefore, should not be documented as wages paid in quarterly submissions to the OESC. 40 O.S. §1-210 (15)(1). **At the end of the calendar year, students are to be provided with a W-2, Wage and Tax Statement, and not a 1099-Misc Form for Independent Contractors.**

3. For the School to be reimbursed for the student's wage, the student must have a trial work plan and/or an Individualized Plan of Employment (IPE) with the Oklahoma Department of Rehabilitation Services, and be participating in School Work Study or Work Site Learning.

Additionally, the School must have received in writing preauthorization for students to begin working before payments will be issued.

III. Compensation

A. Contract Amount

The DRS shall reimburse the Contractor as follows:

- school months -the current federal minimum wage. EXEMPT from FICA and FUTA, thus should not be taken out of the student's check.
- summer months -the current federal minimum wage, plus FICA and FUTA, as summer months are NOT exempt due to the student not being enrolled at least half-time in school.

Payment shall be made upon receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services. By law the DRS cannot pay in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided to and accepted by the DRS pursuant to the Contract.

The DRS will cancel the Contract if procedures are not followed (e.g., putting students to work before authorized, inappropriate job placements, delayed billing, not submitting proper documentation as outlined in the contract). If a settlement/ratification agreement must be reached between the Contractor and the DRS, the Contractor will receive only 50% of the funds for which it is seeking reimbursement.

The Oklahoma State Constitution, Article 10, Section 23 states, "Balanced Budget - Procedures. The state shall never create or authorize the creation of any debt or obligation, or fund or pay any deficit, against the state, or any department, institution or agency thereof, regardless of its form or the source of money from which it is to be paid, except as may be provided in this section and in Sections 24 and 25 of Article X of the Constitution of the State of Oklahoma."

An express or written contract is a document evidencing, among other things, the mutual consent of the contracting parties. The written document becomes effective when the parties have signified their mutual consent by the act of signing it. The act of signing occurs when it occurs and applies only to events in the future.

To ensure you stay within the law and that you receive full compensation for services provided, please wait for official written documentation from your DRS counselors as to when a service may actually begin for an approved DRS client. The DRS CAN NOT backdate in order to pay for services for any youth with disabilities.

According to 70 O.S. § 5-142 school districts must conduct national criminal record background searches and fingerprinting on prospective employees. Therefore, the DRS will reimburse the school district up to \$45.00 per DRS client who:

- * is going to participate in School Work Study or Work Site Learning.
- * is at least 18 years of age. and
- * has not previously had a criminal background check completed by the school district or any other school district in Oklahoma.

This reimbursement will occur upon request and submission of properly completed documentation to the DRS counselor. If the Contractor chooses to request the expedited background check (\$58.00) from the Oklahoma State Department of Education, the Contractor will be responsible for any additional fees beyond the \$45.00.

B. Payment

The State of Oklahoma has forty-five (45) days from receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor. Invoices/pay stubs, timesheets, progress reports, and claims shall be sent to the DRS counselor who authorized services for each DRS client. **DRS cannot reimburse wages for work study hours that are not preapproved in writing by the DRS counselor.**

The DRS counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma Statutes. The Contractor is responsible for claiming the interest.

All students who are placed in the Transition Work Study program must be active Vocational Rehabilitation (VR) or Services for the Blind and Visually Impaired (SBVI) clients and have a trial work plan and/or an IPE in place in order for the school/district to be reimbursed for wages paid through School Work Study or Work Site Learning, or for the student to participate in Employer Work Study.

C. Lapse Of Invoices/Claims

Properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

IV. **Standard Terms**

A. Equal Opportunity/Non-Discrimination

The Contractor shall at all times comply with all federal laws relating to nondiscrimination, including but not limited to, Presidential Executive Order 11246 as amended and the Civil Rights Act of 1964, 42 U.S.C. §2000 *et seq.*; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794; the Americans With Disabilities Act of 1990, 42 U.S.C. §12101 *et seq.*; Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*; the Age Discrimination in Employment Act, 42 U.S.C. §6101 *et seq.* and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts, including, but not limited to, providing equal opportunity both to those seeking employment and those seeking services without regard to race, color, religion, sex, national origin, age, or handicap.

B. Lobbying Activities

The Contractor certifies the following:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. Debarment And Suspension

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contract for the Contractor's default. Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

D. Drug-Free Workplace

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

E. Modification

The Contract may only be modified by mutual consent of the parties in writing.

F. Cancellation

1. With Cause: In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS mailed the notice, whichever occurs first. Such cancellation shall not be an exclusive remedy, but shall be in addition to any other rights and remedies provided for by law. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.

2. Without Cause: It is further agreed that the Contract may be canceled by either party by providing thirty (30) days prior written notice.

G. Access To And Retention Of Records

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education, or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts, and/or transcripts. The Contractor shall be required to maintain all records for three (3) years after the DRS makes final payment and all other pending matters are closed.

H. Subcontracting

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

I. Compliance With State And Federal Laws

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

J. Travel

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements, and provide supporting documentation for reimbursement.

K. Client Confidentiality

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

L. Unallowable Costs

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

M. Audit

1. Federal Funds

Organizations that expend \$750,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

2. State Funds

Corporations both for-profit and non-profit, and governmental entities that receive \$50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report

shall include a supplementary schedule of awards listing all state and federal funds by funding source.

3. Auditor Approval and Audit Distribution

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report to the Department of Rehabilitation Services - Contracts Unit 3535 N.W. 58th Street, Suite 300, Oklahoma City, Oklahoma 73112, plus a copy of the management letter, if applicable, and corrective action plan to all audit findings, and the auditor's latest external quality control review report within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request to the address listed above for an extension citing the reason for delay. DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if DRS has not received the prior year audit.

N. Clean Air Act

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq.* The Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

O. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

P. Insurance

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer.

The Contractor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract, and provide the DRS with evidence of such insurance and renewals upon request.

Q. Punitive Actions

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS. No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

R. Prior DRS/State Employment

The Contractor hereby certifies that at the start of the contract period neither he/she, or if applicable, no member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(8), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract.

S. Legal Employment Status Verification System

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312, and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at www.dhs.gov/E-Verify.

T. Contract Jurisdiction

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

U. Severability

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other

Signature:

Email: contracts@okd rs.gov

STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
WORK PLAN

Yukon Public Schools
VENDOR

Contract Number

Tabitha Pogi has been appointed contract monitor for the above stated contract and assumes responsibility for the monitoring of all programmatic aspects of the contract, including the periodic and ongoing review of reports or other valid indications of performance. The contract monitor also assumes oversight responsibility for fiscal monitoring of said contract.

The contract monitor has been assigned the following duties:

1. monitoring services provided through the contract;
2. periodically reviewing interim reports or other indications of past contract performance;
3. monitoring contractor compliance to the requirements and specifications of the contract;
4. monitoring pre-authorization of contract services in AWARE;
5. monitoring the Oklahoma Department of Rehabilitation Services (DRS) authorizing authority's approvals for services provided through the contract;
6. monitoring the DRS authorizing authority's receiving, reviewing, approving, and submitting of invoices/claims for payment to DRS Finance – Accounts Payables (State Office);
7. If the contract number begins with 805, the contract monitor shall submit requests for additional funding to the DRS Contracts Section prior to the expenditure of funds.

All information pertinent to this contract (i.e., original contract copies, addendums, revisions, vendor correspondence, evaluations, reports, audits, compliance reviews and staff comments regarding service provision) shall be maintained in the central repository located in the DRS Contracts Section. Documentation shall be made available for review upon request by the Office of Management and Enterprise Services (OMES). Copies of invoices/claims shall be maintained in the DRS Finance Unit. Confidential DRS client information shall be maintained in the DRS client's case service file.

The services to be performed through the contract are necessary for DRS to carry out its policies, rules, and regulations regarding the provision of indicated and appropriate rehabilitation services in a timely manner leading to employment of eligible disabled individuals, per the Code of Federal Regulations (CFR), Section 261.42(a)(4).

CASH FUND ESTIMATE OF NEEDS AND REQUEST FOR APPROPRIATION

FOR THE FY2021-22 BUILDING FUND OF 1-27, CANADIAN COUNTY, OKLAHOMA

Certificate of School Treasurer

I hereby certify that I have received and now hold in actual cash actually on hand available for and subject to appropriation to the FY2021-2022 Building Fund of 1-27 of Canadian County, Oklahoma, derived from the following designated sources and restricted by statute to expenditures for the purposes for which such fund was created as follows, to-wit:

From	<u>SWOSU Foundation donation</u>	The sum of	<u>\$ 583,333.33</u>
From	_____	The sum of	_____
TOTAL unappropriated available for purposes of said fund			<u>\$ 583,333.33</u>

Said sums include no part of any revenues heretofore reported and appropriated for the purposed of said cash fund and are being held subject to action by the County Excise Board.

Certified to this 11th day of March, 2022.

Joni Tenrick

Treasurer

To The Excise Board of Canadian County, Oklahoma

This is to certify that, pursuant to the 5th proviso of 62 Okl. St. Ann. § 331 there has accrued in the Treasury and is hereinbefore certified to as available for appropriation and use in the Building Fund of the aforesaid District, an amount of money equal to or greater than the total estimated needs hereinafter set out, that the itemized purposes hereinafter named are lawful purposed to which said fund may be put, and we hereby respectfully request approval and appropriation therefore as follows, to-wit:

<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>	<u>APPROVED BY EXCISE BOARD</u>
Unappropriated Income	\$ 583,333.33	\$ 583,333.33

Done by order of the Governing Board of said District and recorded in the minutes of the Clerk at Yukon, Oklahoma, this ___ day of _____, 2022.

ATTEST:

Clerk of Board of Education

President of Board of Education

Certificate of the County Excise Board

County of Canadian, State of Oklahoma, ss.

We, the undersigned duly qualified and acting members of the Excise Board in aforesaid County and State, having considered the estimate of needs submitted by the Governing Board of said District and, to the extent that the same was within the amount of cash available for such purpose, we have approved the several items of appropriation ascertained to be for purposed authorized by law and have indicated the items and amounts for approval in the last column of said estimate of needs.

Done at El Reno, Oklahoma, this ___ day of _____, 2022

COUNTY EXCISE BOARD OF THE AFORESAID COUNTY AND STATE

ATTEST:

Secretary of County Excise Board

Chairman

Member

Member

FUND RAISING OR SOLICITATION REQUEST

Date: 02/07/2022

Organization: Shedeck PTO

Employee making request:

Full Name Gaye Jech

Describe the Fund-Raising event:

Smecils

Beginning Date: 02/21/2022

Ending Date: 05/26/2022

If items are to be sold, when will they be distributed, and by whom? at time of purchase, the office

Can items be purchased locally? yes

Where will they be purchased? Shedeck

Will students be utilized?

Yes

No

If so, how & when?

when buying the smencils

Who will handle the money? Gaye Jech

Will money be deposited in Student Activity Account? yes 975-005

Percentage of Profit? 50 %

Estimated Revenue 2100

How are proceeds to be used? (Be specific)

supplies for classroom teachers

Fund raising events to date: (current school year) read-a-thon

Fund raising planned for remainder of year: (only 1 product sale) none

Attached Workflow Direct Rpt -> Supervisor -> Supt. Office

Current Status Submitted

Workflow Steps

1	Signed by Gaye Jech on 02/07/2022 at 3:31 PM Signature: Gaye Jech	Secretary
---	---	-----------

- 2 Approved by Diedre Bradley on 02/25/2022 at 10:23 AM Principal
 - 3 Approval Group:
-

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Marshall Hahn
Date of Request 03/25/2022
Name of Organization, Grade Yukon High School Football
Departure Date of Trip 04/10/2022
Return Date of Trip 04/12/2022
Departure Time 12:00 pm
Departure Location Yukon High School
Number of Days 2

Means of Transportation

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating 0

Number of Parents/Guardians Attending 0

Age of Students N/A

Place, Purpose, and Nature of the Trip

Visiting University of Nebraska Kearney football staff for professional development. Coaches are providing clinic instruction and and we will observe practice.

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: 0

Lodging Cost/PO Number: Booster Paid

Airfare or Personal or District Vehicle

Transportation Costs/PO Number: Booster Paid

Per diem (meals, taxi/uber, parking): 0

Cost of a Substitute: No sub required

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

N/A

Educational Benefits

Continued growth in teaching and applying tactics and strategies for a successful football team.

Attachments:

Upload Schedule of Events: Schedule of Events.docx

Upload Itinerary: Itinerary UNK.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Marshall Hahn on 03/25/2022 at 2:51 PM Signature: Marshall Hahn	Assistant Athletic Director
2	Approved by Melissa Barlow on 03/25/2022 at 3:33 PM	Principal
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 10, 2022

12:00 pm depart Yukon

7:00 pm arrive Kearney, Nebraska

Apr 11, 2022

8:00 am arrive UNK campus

3:00 pm watch practice

Apr 12, 2022

8:00 am arrive UNK campus

12:00 pm depart UNK campus

7:00 pm arrive Yukon

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Craig Hubbard
Date of Request 03/25/2022
Name of Organization, Grade Yukon High School
Departure Date of Trip 04/18/2022
Return Date of Trip 04/19/2022
Departure Time 6am
Departure Location Seward, Nebraska
Number of Days 2

Means of Transportation

- Airline
 School Vehicle
 Private Vehicle

Number of Students Participating none

Number of Parents/Guardians Attending none

Age of Students n/a

Place, Purpose, and Nature of the Trip

Concordia University
 Seward, Nebraska
 -we are going to visit with the football staff and watch spring ball practices

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: zero

Lodging Cost/PO Number: booster paid

Airfare or Personal or District Vehicle

Transportation Costs/PO Number: booster paid

Per diem (meals, taxi/uber, parking): zero

Cost of a Substitute: \$170.00; paid by Athletics

Will Participation Lead to Further Competition?

- Yes
 No

If Yes, Explain

Educational Benefits

We will be visiting with the coaches at Concordia University about practice structure, organization and how they teach their players. This will benefit our staff when it comes to being efficient and having better communication between our staff and players.

Attachments:

Upload Schedule of Events: Schedule of Events Concordia.docx

Upload Itinerary: Itinerary Concordia.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Craig Hubbard on 03/25/2022 at 3:17 PM Signature: Craig Hubbard	History Teacher
2	Approved by Melissa Barlow on 03/25/2022 at 3:33 PM	Principal
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 18, 2022

6:00 am Depart Yukon

12:30 pm arrive Concordia campus

3:00 pm watch practice

Apr 12, 2022

8:00 am arrive Concordia campus

12:00 pm depart Concordia campus

7:00 pm arrive Yukon

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Keenan Kellett
Date of Request 03/28/2022
Name of Organization, Grade Yukon Football
Departure Date of Trip 04/10/2022
Return Date of Trip 04/12/2022
Departure Time 1:00 PM
Departure Location Wellness
Number of Days 2

Means of Transportation

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating 0
Number of Parents/Guardians Attending 0
Age of Students 0

Place, Purpose, and Nature of the Trip

University of Nebraska-Kearney

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: 0
Lodging Cost/PO Number: Booster Paid
Airfare or Personal or District Vehicle
Transportation Costs/PO Number: Booster Paid
Per diem (meals, taxi/uber, parking): 0
Cost of a Substitute: athletics

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

Receiving professional development in areas that will help improve our offense

Educational Benefits

I will learn from other top educators so that I can be the best coach I can be for Yukon.

Attachments:

Upload Schedule of Events: Schedule of Events.docx

Upload Itinerary: Itinerary UNK.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Keenan Kellett on 03/28/2022 at 3:04 PM Signature: Keenan James Kellett	Teacher
2	Approved by Clay McDonald on 03/28/2022 at 4:54 PM	Principal
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 10, 2022

12:00 pm depart Yukon

7:00 pm arrive Kearney, Nebraska

Apr 11, 2022

8:00 am arrive UNK campus

3:00 pm watch practice

Apr 12, 2022

8:00 am arrive UNK campus

12:00 pm depart UNK campus

7:00 pm arrive Yukon

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Kevin Ray
Date of Request 03/30/2022
Name of Organization, Grade Football
Departure Date of Trip 04/17/2022
Return Date of Trip 04/19/2022
Departure Time 6:00 am
Departure Location YHS
Number of Days 2

Means of Transportation

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating 0

Number of Parents/Guardians Attending 0

Age of Students N/A

Place, Purpose, and Nature of the Trip

Visit Concordia University football coaching staff.

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: 0

Lodging Cost/PO Number: Booster paid

Airfare or Personal or District Vehicle

Transportation Costs/PO Number: Booster paid

Per diem (meals, taxi/uber, parking): 0

Cost of a Substitute: Athletics

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

Educational Benefits

Learn about culture as it pertains to competition.

Attachments:

Upload Schedule of Events: Schedule of Events Concordia.docx

Upload Itinerary: Itinerary Concordia.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Kevin Ray on 03/30/2022 at 11:48 AM	Math Teacher
	Signature: J Kevin Ray	
2	Approval	
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 17, 2022

6:00 am Depart Yukon

12:30 pm arrive Concordia campus

3:00 pm watch practice

Apr 18, 2022

8:00 am arrive Concordia campus

12:00 pm depart Concordia campus

7:00 pm arrive Yukon

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Michael Colby Webb
Date of Request 03/27/2022
Name of Organization, Grade Yukon Football
Departure Date of Trip 04/10/2022
Return Date of Trip 04/12/2022
Departure Time 2pm
Departure Location Yukon High School
Number of Days 3

Means of Transportation

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating 0

Number of Parents/Guardians Attending 0

Age of Students 0

Place, Purpose, and Nature of the Trip

Nebraska Kearney, professional development of coaching staff

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: 0

Lodging Cost/PO Number: Booster Paid

Airfare or Personal or District Vehicle

Transportation Costs/PO Number: Booster Paid

Per diem (meals, taxi/uber, parking): 0

Cost of a Substitute: 170

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

Educational Benefits

Learning about a specific system and scheme of offense.

Attachments:

Upload Schedule of Events: Schedule of Events.docx

Upload Itinerary: Itinerary UNK.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Michael Colby Webb on 03/27/2022 at 3:00 PM Signature: Michael Webb	Life Science Teacher
2	Approval	
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 10, 2022

12:00 pm depart Yukon

7:00 pm arrive Kearney, Nebraska

Apr 11, 2022

8:00 am arrive UNK campus

3:00 pm watch practice

Apr 12, 2022

8:00 am arrive UNK campus

12:00 pm depart UNK campus

7:00 pm arrive Yukon

OUT OF STATE TRAVEL REQUEST

School employee requesting trip.

Full Name Cole Lockwood
Date of Request 03/25/2022
Name of Organization, Grade Yukon High School Football
Departure Date of Trip 04/10/2022
Return Date of Trip 04/12/2022
Departure Time 12:00
Departure Location Yukon High School
Number of Days 3

Means of Transportation

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating 0

Number of Parents/Guardians Attending 0

Age of Students N/A

Place, Purpose, and Nature of the Trip

To further the football coaching staff's knowledge of the game and coaching today's athlete.

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Cost Analysis

Registration Costs /PO Number: 0

Lodging Cost/PO Number: Booster Paid

Airfare or Personal or District Vehicle

Transportation Costs/PO Number: Booster Paid

Per diem (meals, taxi/uber, parking): 0

Cost of a Substitute: Athletics

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

Educational Benefits

We will meet, as a staff, with an accomplished program to better our knowledge of the game as well as coaching today's athlete. This will help us prepare for the upcoming football season.

Attachments:

Upload Schedule of Events: Schedule of Events.docx

Upload Itinerary: Itinerary UNK.docx

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Workflow Steps

1	Signed by Cole Lockwood on 03/25/2022 at 11:02 PM Signature: Cole Lockwood	English Teacher
2	Approval	
3	Review	Group:
4	TBD	
5	Approval	
6	Review	Group:

Schedule of Events

Monday Apr 11, 2022

8:00 am meet with coaching staff

11:00 am Lunch

12:00 pm meet with coaching staff

3:00 pm watch practice

Tuesday Apr 12, 2022

8:00 am meet with coaching staff

Itinerary

Apr 10, 2022

12:00 pm depart Yukon

7:00 pm arrive Kearney, Nebraska

Apr 11, 2022

8:00 am arrive UNK campus

3:00 pm watch practice

Apr 12, 2022

8:00 am arrive UNK campus

12:00 pm depart UNK campus

7:00 pm arrive Yukon

Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

School employee requesting trip.

Date of Request required


  Allowed format is MM/DD/YYYY Ex: 03/30/2022

Name of Organization, Grade required

Departure Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 03/30/2022

Return Date of Trip required

  Allowed format is MM/DD/YYYY Ex: 03/30/2022

Departure Time required

Departure Location required

Number of Days required

2

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

0

Place, Purpose, and Nature of the Trip required

To attend a Professional Development at Concordia University.

COST ANALYSIS

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Registration Costs /PO Number: required

0

Lodging Cost/PO Number: required

Booster Paid

Transportation Costs/PO Number: required

Booster Paid

Airfare or Personal or District Vehicle

Per diem (meals, taxi/uber, parking): required

0

Cost of a Substitute: required

Athletics

Will Participation Lead to Further Competition?

Yes

No

If Yes, Explain

Educational Benefits required

To learn more about culture and alignment for a specific subject.

Attachments

Upload Schedule of Events: Schedule of Events Concordia.docx

Upload Itinerary: Itinerary Concordia.docx

Workflow

**Attached
Workflow**

Out of State Travel Request

Current Status

Submitted

Submitted By

Kory Kuykendall

Workflow Steps

	1	Signed by Kory Kuykendall on 03/30/2022 at 11:38 AM Signature: Kory Kuykendall
	2	Approval by Supervisor: Rebecca Reape + 6
	3	Review by Group: Superintendent's Office
	4	TBD
	5	Approval by William Simeroth
	6	Review by Group: Superintendent's Office

Kory Kuykendall

----DRAFT----

Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

Michael

Foster

School employee requesting trip.

Date of Request required

03/30/2022

Allowed format is MM/DD/YYYY Ex: 04/01/2022

Name of Organization, Grade required

Yukon Sports Medicine

Departure Date of Trip required

06/28/2022

Allowed format is MM/DD/YYYY Ex: 04/01/2022

Return Date of Trip required

07/01/2022

Allowed format is MM/DD/YYYY Ex: 04/01/2022

Departure Time required

6:00am

Departure Location required

Oklahoma City

Number of Days required

Means of Transportation required

Airline
 School Vehicle
 Private Vehicle

Number of Students Participating required

Number of Parents/Guardians Attending required

Age of Students required

Place, Purpose, and Nature of the Trip required

Philadelphia, PA- 2022 National Athletic Trainers' Association Annual Symposium. Continuing Education Conference.

COST ANALYSIS

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Registration Costs /PO Number: required

Lodging Cost/PO Number: required

Transportation Costs/PO Number: required

1000

Airfare or Personal or District Vehicle

Per diem (meals, taxi/uber, parking): required

276.50

Cost of a Substitute: required

0

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

Educational Benefits required

Continuing education for Athletic Training Board of Certification renewal.

Attachments

Upload Schedule of Events: 2022 NATA Program.pdf

Upload Itinerary: NATA 2022 Itinerary.pdf

Workflow

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Submitted By

Michael Foster

Workflow Steps

- Completed

1

Signed by Michael Foster on 03/30/2022 at 02:42 PM
Signature: Michael D. Foster
- Completed

2

Approved by Melissa Barlow on 03/31/2022 at 12:37 PM
- Current

3

Review by Group: Superintendent's Office
- Forthcoming

4

TBD
- Forthcoming

5

Approval by William Simeroth
- Forthcoming

6

Review by Group: Superintendent's Office

Michael Foster

----DRAFT----

Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

William

Walker

School employee requesting trip.

Date of Request required

03/30/2022



Allowed format is MM/DD/YYYY Ex: 04/01/2022

Name of Organization, Grade required

Yukon Sports Medicine

Departure Date of Trip required

06/28/2022



Allowed format is MM/DD/YYYY Ex: 04/01/2022

Return Date of Trip required

07/01/2022



Allowed format is MM/DD/YYYY Ex: 04/01/2022

Departure Time required

6:00 Am

Departure Location required

Will Rogers World Airport

Number of Days required

4

Means of Transportation required

- Airline
- School Vehicle
- Private Vehicle

Number of Students Participating required

0

Number of Parents/Guardians Attending required

0

Age of Students required

N/A

Place, Purpose, and Nature of the Trip required

Philadelphia, PA. National Athletic Trainers' Association Annual Symposium; Continuing education conference.

COST ANALYSIS

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Registration Costs /PO Number: required

420/ PO in Progress

Lodging Cost/PO Number: required

500/ PO in Progress

Transportation Costs/PO Number: required

1000/PO in Progress

Airfare or Personal or District Vehicle

Per diem (meals, taxi/uber, parking): required

276.50/PO in Progress

Cost of a Substitute: required

None

Will Participation Lead to Further Competition?

Yes
 No

If Yes, Explain

N/A

Educational Benefits required

Leading educational symposium for AT's. These continuing education hours will meet our CEU requirements to maintain our current AT national certification and state licensure with the Oklahoma Board of Medical Licensure and Supervision.

Attachments

Upload Schedule of Events: 2022 NATA Program.pdf

Upload Itinerary: NATA 2022 Itinerary.pdf

Workflow

Attached Workflow

Out of State Travel Request

Current Status

Submitted

Submitted By

William Walker

Workflow Steps

- Completed

1

Signed by William Walker on 03/30/2022 at 02:39 PM
Signature: W. Leander Walker
- Completed

2

Approved by Melissa Barlow on 03/31/2022 at 12:37 PM
- Current

3

Review by Group: Superintendent's Office
- Forthcoming

4

TBD
- Forthcoming

5

Approval by William Simeroth
- Forthcoming

6

Review by Group: Superintendent's Office

William Walker

----DRAFT----

Out of State Travel Request



This form must be submitted to the Board secretary by 12:00 p.m. on Wednesday, prior to the monthly Board of Education meeting regularly scheduled the first Monday of the month.

Full Name required

Jason

Brunk

School employee requesting trip.

Date of Request required

03/30/2022

Allowed format is MM/DD/YYYY Ex: 03/31/2022

Name of Organization, Grade required

Human Resources

Departure Date of Trip required

10/09/2022

Allowed format is MM/DD/YYYY Ex: 03/31/2022

Return Date of Trip required

10/13/2022

Allowed format is MM/DD/YYYY Ex: 03/31/2022

Departure Time required

6:45am

Departure Location required

Okc, OK

Number of Days required

Means of Transportation required

Airline
 School Vehicle
 Private Vehicle

Number of Students Participating required

Number of Parents/Guardians Attending required

Age of Students required

Place, Purpose, and Nature of the Trip required

This is the American Association of School Personnel Administrators Annual Conference. The location is Orlando, FL. I will be staying in a hotel that is not the conference hotel because the rate is significantly less.

COST ANALYSIS

If booster club is paying an amount is required. If activity fund is being used, a PO number and amount is required.

Registration Costs /PO Number: required

Lodging Cost/PO Number: required

Transportation Costs/PO Number: required

221395 Flight, cost of \$355

Airfare or Personal or District Vehicle

Per diem (meals, taxi/uber, parking): required

\$310 (PO will come after 7-1-22 and will be out of Title II)

Cost of a Substitute: required

N/A

Will Participation Lead to Further Competition?

- Yes
- No

If Yes, Explain

N/A

Educational Benefits required

I am currently the president of the Oklahoma School Personnel Administrators. We have monthly meetings. A significant group of HR Administrators are attending this conference for the first time. I will be a part of not only leading our group, but also will benefit from the educational components of the conference as well as learning from my peers during the travel and evenings. This conference is the gold standard for personnel training for schools, compared to the SHRM conference which is the gold standard for personnel training for all personnel administrators, whether they are in schools or not.

Attachments

Upload Schedule of Events: Schedule at a Glance _ aaspaconf.pdf

Upload Itinerary: Itinerary for AASPA.pdf

Workflow

Attached Workflow

Out of State Travel Request


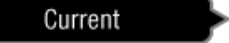



Current Status

Submitted

Submitted By

Jason Brunk

Workflow Steps

 Completed	1	Signed by Jason Brunk on 03/30/2022 at 05:17 PM Signature: JDB
 Current	2	Approval by Supervisor: William Simeroth
 Forthcoming	3	Review by Group: Superintendent's Office
 Forthcoming	4	TBD
 Forthcoming	5	Approval by William Simeroth
 Forthcoming	6	Review by Group: Superintendent's Office

Jason Brunk

----DRAFT----

ITEM FOR INFORMATION
Board of Education Meeting
March 29, 2022

TOPIC: Renewal Contract with Oklahoma Hearing Solutions, LLC for Audiological Services for School year 2022-23

RATIONALE FOR RECOMMENDATION: Renewal Contract to provide services as needed for hearing impaired students. No noted changes from the past years

FISCAL NOTE: Purchase Requisitions for services will be submitted as needed.

CONTACT PERSON: Amy Beams, Executive Director of Special Services
Jalonda Bengs, Assistant Director of Special Services



**Oklahoma Hearing Solutions
Public School Audiology Service Contract**

March 29, 2022

Yukon Public Schools
600 Maple
Yukon, OK 73099

Re: Audiological Services for the 2022-2023 school year

To Whom It May Concern

Enclosed you will find the proposed Audiology Service Contract for the 2022-2023 school year. Please sign the original and return it at your earliest convenience. You are more than welcome to email them as well.

Our audiology staff is experienced in the utilization of assistive listening devices such as FM Units, Auditory Trainers and Soundfield amplification. We are one of the few clinics that offer Auditory Processing Disorder (APD) evaluations in the Oklahoma City metro area. Upon request, we are able to test individuals with challenges using two audiologists at no additional cost. We are also available to assist you with IEP matters involving your hearing impaired students, their families, and their teachers. In addition, we are contracted Medicaid/Sooner Care providers for medical services and necessary hearing equipment under their guidelines, as well as most private insurance companies. We also have an audiologist specializing in Cochlear Implants. We are able to do CI Evaluations, fittings and mappings in our clinic. We have included these costs in the proposed contract as well.

We consider it an honor to serve your district with the best hearing healthcare service available. For your added convenience, we have two locations to better serve you. Fine Hearing Care is located in Edmond at 2405 S. Bryant Ave. Suite 100 Edmond, OK 73013 and Hearing Solutions is located at 408 S. Mustang Rd. Ste. B Yukon, OK 73099. We are able to see your students at either of our locations. If you have any questions or comments regarding this matter, please contact Jill Laxton at jill.laxton@finehearingcare.com or at 405-340-9191. We look forward to serving you and your students.

Sincerely,

Lisa L. Irby, Au.D., CCC-A
Owner/Head Audiologist

Oklahoma Hearing Solutions

2405 S. Bryant, Suite 100 Edmond, OK 73013
408 S. Mustang Road, Suite B Yukon, OK 73099

Phone: 405.340.9191 Fax 405.340.9185
Phone: 405.265.1133 Fax 405.265.1144

**AUDIOLOGY SERVICE CONTRACT
FOR THE YUKON PUBLIC SCHOOL DISTRICT**

Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2022-2023 school year in the Yukon Public School District.

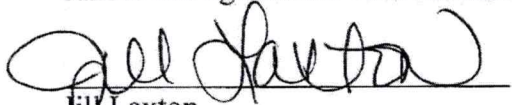
These services may include:

- ◆ Hearing Evaluation (in our office) \$ 60.00
- ◆ Hearing Aid Evaluation \$ 60.00
- ◆ Central Auditory Processing (CAP) Evaluation \$ 175.00
- ◆ Otoacoustic Emissions (OAE) \$ 30.00
- ◆ Tympanometry \$ 15.00
- ◆ FM Unit Fitting \$ 75.00
- ◆ FM Unit / Equipment Check \$ 30.00 per unit
- ◆ Earmolds \$ 65.00
- ◆ Hearing Aid/FM Repairs (with 6 month warranty) \$ 250.00
- ◆ Equipment and/or Parts Cost + 30%
- ◆ Hearing Aid Accessories and/or Parts Cost + 30%
- ◆ Hearing Aid Batteries (single package) \$ 5.00 per card
- ◆ Hearing Aid Batteries (size 312, 13 or 10/box of 40) \$ 20.00 per box
- ◆ Retube Earmold \$ 5.00
- ◆ Mapping for Cochlear Implant \$ 150.00
- ◆ Programming for Hearing Aid \$ 100.00
- ◆ In-service Training / Consultation ** \$ 75.00 per hour
- ◆ Additional Visits with Students ** \$ 75.00 per hour

** Mileage added for on-site services at the rate of \$.45 per mile

Other services, equipment, and/or products are available with pricing upon request.

The effective dates of this agreement are July 1, 2022 to June 30, 2023. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.


 Jill Laxton
 Oklahoma Hearing Solutions, LLC
 DBA: Fine Hearing Care

3/29/22
 Date

 Name:
 Yukon Public Schools

 Date

To: Yukon Public Schools Board of Education

From: Jason McDaniel, MA, PMP | Executive Director & CIO
YPS Office of Technology & Information Services

Date: April 4th, 2022

Subject: Recommendation of Approval for Bond 2021 Technology Expenditures & Category 2 eRate Funds

2021 Bond Items of Consideration

The following technology expenditures as part of the Bond 2021 initiative are recommended for approval:

ITEM 1 RECOMMENDATION: Approval of RFQ 20220308-002 funding expenditure in the amount of \$825,700.00 for Chromebook refresh of 2,300 end-of-life devices out of 2021 bond allocations to be completed by Trafera.

ITEM 1 RATIONALE:

- Awarding of RFQ 20220308-002: Chromebook 1:1 Refresh Initiative for the 2021 bond:
 - Vendor: Trafera for \$825,700.00 to refresh 2,300 chromebooks approaching end-of-life.
 - 4 quotes were received from a Request for Quote (RFQ) process and evaluated for the device specified, warranty, parts replacement, white-glove configuration, and service experience.
 - Trafera was selected as the lowest cost option that met all requirements of the RFQ.
 - This refresh will replace 2,300 of our chromebook devices that will reach end-of-life this summer and is one of several chromebook refreshes throughout the lifecycle of the 2021 bond.
 - Refresh is scheduled to start in Summer of 2022.

ITEM 2 RECOMMENDATION: Approval RFP 20220207-001 funding expenditure in the amount of \$604,057.26 for a district-wide Avigilon security camera solution out of 2021 bond allocations to be completed by United Systems, Inc.

ITEM 2 RATIONALE:

- Awarding of RFP 20220207-001 - Districtwide Security Camera Solution
 - Vendor: United Systems, Inc with Avigilon System for \$604,057.26
 - 7 bids were received with 3 bids for the requested Avigilon System and 5 alternative system bids.
 - United Systems, Inc. had the lowest bid for the requested solution and bid requirements.
 - Installation is scheduled to start in Summer of 2022 across all sites and be completed no later than May of 2023.

E-Rate Category 2 Item of Consideration

The following technology expenditure as part of the federal E-Rate program are recommended for approval:

ITEM 3 RECOMMENDATION: Approval of the E-rate Category 2 Funding expenditure in the amount of \$705,103.27 for applicants share of project costs to be paid for out of 2021 bond allocations and completed by United Systems,

Inc.

ITEM 3 RATIONALE:

The Federal Communications Commission (FCC) administers the E-rate program, which provides substantial discounts for telecommunications services such as voice and data services, Internet access, and on-campus (internal) networks that are purchased or constructed by school districts and public libraries. YPS participates in the E-rate program to subsidize the cost of internet access and fiber connections (Category 1), as well as making system upgrades, including upgrades to internal connections, managed internal broadband services, and basic maintenance of Internal connections (Category 2).

The e-rate program covers approximately 60% of the cost of the project through the Universal Service Administrative Company (USAC), with the district paying the remaining 40% portion. YPS solicited competitive proposals following a very prescriptive process defined by USAC. for these services that will allow for updating the internal connections and broadband services to include the refresh of all of our cabling and layer 2 and layer 3 switches that provide network connectivity across the district. One bid was received by United Systems, Inc. and was competitively priced below state contract pricing. The amount requested for approval by the board is the district's portion of the total cost of the project (\$705,103.27), with \$1,057,654.91 being paid by USAC. The district portion will be covered out of 2021 bond expenditures already allocated for this purpose.



Office of Administrative Services

Diana Lebsack / Exec Director Secondary Ed

Ph: 405.354.2587 | Fax: 405.354.4208

April 4th, 2022

I, Diana Lebsack, Executive Director of Secondary Schools, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2022-2023 school year, effective on or after July 1st, 2022.

Barlow, Melissa	Principal
Hein, Scott	Principal
McDonald, Clay	Principal
Pendleton, Jody	Principal
Sowinski, Tracy	Principal
Young, Amy	Principal
Barlow, Richard	Assistant Principal
Castleberry, Denley (Binet)	Assistant Principal
Davis, Kimberly	Assistant Principal
Dutton, Shannon	Assistant Principal
Frame, Victoria	Assistant Principal
Hunt, Steven	Assistant Principal
Jefferies, Christine	Assistant Principal
Kesler, Virginia (Vicky)	Assistant Principal
Megli, Melissa (Lisa)	Associate Principal
Reape, Rebecca	Assistant Principal
Stowe, Randy	Assistant Principal
Ward, Phillip	Assistant Principal

Sincerely,

Diana Lebsack

YPS will empower learners to be self-sustaining, successful contributors, to life and the global community.

April 4th, 2022

I, Lance Haggard, Executive Director of Elementary Schools, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2022-2023 school year, effective on or after July 1st, 2022.

Bradley, Diedre	Principal
Brummet, Ronald	Principal
Gallagher, Laurie	Principal
Lipe, Kristin	Principal
Mitchell, Heather	Principal
Pierce, Billy (Bill)	Principal
Smith, Carla	Principal
Rodriques, Amber	Assistant Principal

Sincerely,



Lance Haggard

PERSONNEL REPORT



EXHIBIT A

RECOMMENDATION TO HIRE:

ADMINISTRATIVE CONTRACT

Name	Position	Site/Dept	Effective
	Social Studies Curriculum Coordinator		7/11/2022

RECOMMENDATION TO HIRE:

CERTIFIED TEMPORARY CONTRACT

Name	Position	Site/Dept	Effective
	1st Grade Teacher		8/4/2022
	5th Grade Math/Science		8/4/2022
	6th Grade Science		8/4/2022
	MOVE/YALE teacher		8/4/2022
	Art teacher		8/4/2022
	Math teacher		8/4/2022
	3rd Grade Teacher		8/4/2022
	SpEd Teacher		8/4/2022
	TBD		8/4/2022
	2nd Grade Teacher		8/4/2022
	LEAP SpEd Teacher		8/4/2022
	History Teacher		8/4/2022
	Science Teacher		8/4/2022
	3rd Grade Teacher		8/4/2022

	2nd Grade Teacher		8/4/2022
--	----------------------	--	----------

RECOMMENDATION TO HIRE:

SUPPORT

Name	Position	Site/Dept	Effective
	Para		3/1/2022
	MAS Supervisor		3/7/2022
	Cafeteria Monitor		3/2/2022
	MAS Aide		3/28/2022
	Guest Teacher		3/9/2022
	Guest Teacher		3/9/2022
	Guest Teacher		3/3/2022
	Guest Teacher		3/28/2022
	Guest Teacher		3/3/2022
	Guest Teacher		3/22/2022
	Guest Teacher		3/25/2022

SEASONAL STUDENT AND/OR ADULT:

Name	Position	Site/Dept	Effective
NONE			

CHANGE FORM POSITION/HOURS/LOCATION/RATE OF PAY:

Name	Position	Site/Dept	Effective	Explanation of Change
Thompson, Vernie	IT Support Specialist II	IT	7/1/2022	from ITSS I
Allison	Para	RIS	3/2/2022	new start date
Park, Darin	Bud Driver	Transportation	3/1/2022	from Bus aide
Richardson, Ann	LPN	YHS	3/8/2022	first day change
Cline, Brooklyn	1st Grade Teacher	Myers ES	8/4/2022	from Central ES
Franklin, Linda	Math teacher	YMS	8/4/2022	from YHS
Mohr, Hannah	4th grade teacher	IIS	8/4/2022	from STEM @ Surrey Hills ES
Bartz, Pam	Bus Driver	Transportation	3/7/2022	Monitor

Powers, Jennifer	Insurance & Benefits Specialist	Administration	4/1/2022	step change from 5 to 9
Raper, Justin	SpEd teacher	YHS	4/1/2022	add 5% SpEd teacher rate
Birdwell, Morgan	3rd Grade Teacher	Ranchwood ES	8/4/2022	from 2nd grade
Stultz, Whitney	4th grade ELA/SS	Redstone IS	8/4/2022	from Surrey Hills 1st grade
Taylor, Nathella	5th grade teacher	Independence IS	8/4/2022	from Redstone IS
Purdum, Jessica	Gifted/Virtual Teacher	Administration	8/4/2022	from 3rd grade at Skyview ES
Wilkening, Ashley	EL Teacher	TBD	8/4/2022	Ranchwood Kindergarten
McLain, Sarah	EL Teacher	TBD	8/4/2022	from 2nd grade at Shedeck ES
Andraszek, Jaci	1st grade teacher	Skyview ES	8/4/2022	from Parkland 2nd grade
Patric, Shanna	Kindergarten teacher	Parkland ES	8/4/2022	at Surrey Hills ES

STIPEND ASSIGNMENT: EXTRA DUTY/2ND JOB:

Name	Position	Site/Dept	Effective
Menge, Kara	MAS	Community Ed	3/21/2022

RESIGNATIONS/RETIREMENTS/SEPARATIONS:

Name	Position	Site/Dept	Effective	Explanation of Change
Cox, Jayna	Career Tech Marketing Teacher	YHS	5/20/2022	leaving education
McDonough, Gabrielle	2nd grade teacher	Myers ES	5/20/2022	personal reasons
Logan, Sally	SpEd Teacher	YHS	5/20/2022	leaving education
Cline, Hannah	Math Teacher	YMS	5/20/2022	maternity
Bley, Gilbert	Contractor	Maintenance	6/28/2022	retirement
Miller, Natalie	School Psychologist	Special Services	5/24/2022	leaving education
Shelton, Emily	Paraprofessional	Surrey Hills ES	5/19/2022	maternity

Hall, Christin	SpEd Teacher	YMS	5/20/2022	another school in state
Marquez, Kyleigh	1st Grade Teacher	Shedeck ES	5/20/2022	another school in state
Jandebeur, Amy	1st Grade Teacher	Skyview ES	5/20/2022	personal reasons
Gossen, Lori	Library Media Consultant	Lakeview IS	5/20/2022	another school in state

PERSONNEL REPORT



EXHIBIT A

RECOMMENDATION TO HIRE:

ADMINISTRATIVE CONTRACT

Name	Position	Site/Dept	Effective
Kropf Lezlie	Social Studies Curriculum Coordinator	Administration	7/11/2022

RECOMMENDATION TO HIRE:

CERTIFIED TEMPORARY CONTRACT

Name	Position	Site/Dept	Effective
Krien, Kensley	1st Grade Teacher	Surrey Hills ES	8/4/2022
Herring, Halle	5th Grade Math/Science	Redstone IS	8/4/2022
Ford, Kassie	6th Grade Science	Redstone IS	8/4/2022
Bohanon, Haley	MOVE/YALE teacher	YALE	8/4/2022
Lawter, Jennifer	Art teacher	YMS	8/4/2022
Newcomb, Hunter	Math teacher	YMS	8/4/2022
Cossey, Peyton	3rd Grade Teacher	Myers ES	8/4/2022
Clayton, Katie	SpEd Teacher	YHS	8/4/2022
Dennis, Kristina	TBD	YMS	8/4/2022
Morris, Melissa	2nd Grade Teacher	Parkland ES	8/4/2022
Raizola, Abreaunna	LEAP SpEd Teacher	IIS	8/4/2022
Bradley, James	History Teacher	YHS	8/4/2022
Dean, Darrin	Science Teacher	YHS	8/4/2022
Oriskasa, Konoka	3rd Grade Teacher	Myers ES	8/4/2022

Hightower, Jayme	2nd Grade Teacher	Myers ES	8/4/2022
------------------	-------------------	----------	----------

RECOMMENDATION TO HIRE:

SUPPORT

Name	Position	Site/Dept	Effective
Kelly, Kayla	Para	Parkland ES	3/1/2022
Angela	MAS Supervisor	Community Ed	3/7/2022
Maldonado Perez, Neri	Cafeteria Monitor	Surrey Hills ES	3/2/2022
Long, Libby	MAS Aide	Community Ed	3/28/2022
Bozeman, Wade	Guest Teacher	Administration	3/9/2022
Calhoun, Alexandria	Guest Teacher	Administration	3/9/2022
Compton, Maurice Jr	Guest Teacher	Administration	3/3/2022
Dennis, Kristina	Guest Teacher	Administration	3/28/2022
Foster, Drake	Guest Teacher	Administration	3/3/2022
Carmen	Guest Teacher	Administration	3/22/2022
Donna	Guest Teacher	Administration	3/25/2022

SEASONAL STUDENT AND/OR ADULT:

Name	Position	Site/Dept	Effective
NONE			

CHANGE FORM POSITION/HOURS/LOCATION/RATE OF PAY:

Name	Position	Site/Dept	Effective	Explanation of Change
Thompson, Vernie	IT Support Specialist II	IT	7/1/2022	from ITSS I
Allison	Para	RIS	3/2/2022	new start date
Park, Darin	Bud Driver	Transportation	3/1/2022	from Bus aide
Richardson, Ann	LPN	YHS	3/8/2022	first day change
Cline, Brooklyn	1st Grade Teacher	Myers ES	8/4/2022	from Central ES
Franklin, Linda	Math teacher	YMS	8/4/2022	from YHS
Mohr, Hannah	4th grade teacher	IIS	8/4/2022	from STEM @ Surrey Hills ES
Bartz, Pam	Bus Driver	Transportation	3/7/2022	Monitor

Powers, Jennifer	Insurance & Benefits Specialist	Administration	4/1/2022	step change from 5 to 9
Raper, Justin	SpEd teacher	YHS	4/1/2022	add 5% SpEd teacher rate
Birdwell, Morgan	3rd Grade Teacher	Ranchwood ES	8/4/2022	from 2nd grade
Stultz, Whitney	4th grade ELA/SS	Redstone IS	8/4/2022	from Surrey Hills 1st grade
Taylor, Nathella	5th grade teacher	Independence IS	8/4/2022	from Redstone IS
Purdum, Jessica	Gifted/Virtual Teacher	Administration	8/4/2022	from 3rd grade at Skyview ES
Wilkening, Ashley	EL Teacher	TBD	8/4/2022	Ranchwood Kindergarten
McLain, Sarah	EL Teacher	TBD	8/4/2022	from 2nd grade at Shedeck ES
Andraszek, Jaci	1st grade teacher	Skyview ES	8/4/2022	from Parkland 2nd grade
Patric, Shanna	Kindergarten teacher	Parkland ES	8/4/2022	at Surrey Hills ES

STIPEND ASSIGNMENT: EXTRA DUTY/2ND JOB:

Name	Position	Site/Dept	Effective
Menge, Kara	MAS	Community Ed	3/21/2022

RESIGNATIONS/RETIREMENTS/SEPARATIONS:

Name	Position	Site/Dept	Effective	Explanation of Change
Cox, Jayna	Career Tech Marketing Teacher	YHS	5/20/2022	leaving education
McDonough, Gabrielle	2nd grade teacher	Myers ES	5/20/2022	personal reasons
Logan, Sally	SpEd Teacher	YHS	5/20/2022	leaving education
Cline, Hannah	Math Teacher	YMS	5/20/2022	maternity
Bley, Gilbert	Contractor	Maintenance	6/28/2022	retirement
Miller, Natalie	School Psychologist	Special Services	5/24/2022	leaving education
Shelton, Emily	Paraprofessional	Surrey Hills ES	5/19/2022	maternity

Hall, Christin	SpEd Teacher	YMS	5/20/2022	another school in state
Marquez, Kyleigh	1st Grade Teacher	Shedeck ES	5/20/2022	another school in state
Jandebeur, Amy	1st Grade Teacher	Skyview ES	5/20/2022	personal reasons
Gossen, Lori	Library Media Consultant	Lakeview IS	5/20/2022	another school in state

April 4th, 2022

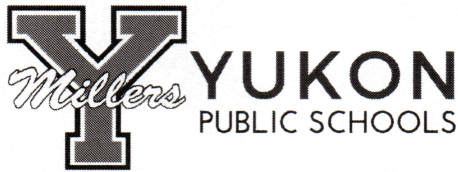
I, Lance Haggard, Executive Director of Elementary Schools, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2022-2023 school year, effective on or after July 1st, 2022.

Bradley, Diedre	Principal
Brummet, Ronald	Principal
Gallagher, Laurie	Principal
Lipe, Kristin	Principal
Mitchell, Heather	Principal
Pierce, Billy (Bill)	Principal
Smith, Carla	Principal
Rodriques, Amber	Assistant Principal

Sincerely,



Lance Haggard



Office of Administrative Services

Diana Lebsack / Exec Director Secondary Ed

Ph: 405.354.2587 | Fax: 405.354.4208

April 4th, 2022

I, Diana Lebsack, Executive Director of Secondary Schools, hereby recommend to the Yukon Public Schools Board of Education that the following administrators be provided contract renewal with an administrator's contract for the 2022-2023 school year, effective on or after July 1st, 2022.

Barlow, Melissa	Principal
Hein, Scott	Principal
McDonald, Clay	Principal
Pendleton, Jody	Principal
Sowinski, Tracy	Principal
Young, Amy	Principal
Barlow, Richard	Assistant Principal
Castleberry, Denley (Binet)	Assistant Principal
Davis, Kimberly	Assistant Principal
Dutton, Shannon	Assistant Principal
Frame, Victoria	Assistant Principal
Hunt, Steven	Assistant Principal
Jefferies, Christine	Assistant Principal
Kesler, Virginia (Vicky)	Assistant Principal
Megli, Melissa (Lisa)	Associate Principal
Reape, Rebecca	Assistant Principal
Stowe, Randy	Assistant Principal
Ward, Phillip	Assistant Principal

Sincerely,

Diana Lebsack

YPS will empower learners to be self-sustaining, successful contributors, to life and the global community.

PERSONNEL REPORT



EXHIBIT A

RECOMMENDATION TO HIRE:

ADMINISTRATIVE CONTRACT

Name	Position	Site/Dept	Effective
	Social Studies Curriculum Coordinator		7/11/2022

RECOMMENDATION TO HIRE:

CERTIFIED TEMPORARY CONTRACT

Name	Position	Site/Dept	Effective
	1st Grade Teacher		8/4/2022
	5th Grade Math/Science		8/4/2022
	6th Grade Science		8/4/2022
	MOVE/YALE teacher		8/4/2022
	Art teacher		8/4/2022
	Math teacher		8/4/2022
	3rd Grade Teacher		8/4/2022
	SpEd Teacher		8/4/2022
	TBD		8/4/2022
	2nd Grade Teacher		8/4/2022
	LEAP SpEd Teacher		8/4/2022
	History Teacher		8/4/2022
	Science Teacher		8/4/2022
	3rd Grade Teacher		8/4/2022

	2nd Grade Teacher		8/4/2022
--	----------------------	--	----------

RECOMMENDATION TO HIRE:

SUPPORT

Name	Position	Site/Dept	Effective
	Para		3/1/2022
	MAS Supervisor		3/7/2022
	Cafeteria Monitor		3/2/2022
	MAS Aide		3/28/2022
	Guest Teacher		3/9/2022
	Guest Teacher		3/9/2022
	Guest Teacher		3/3/2022
	Guest Teacher		3/28/2022
	Guest Teacher		3/3/2022
	Guest Teacher		3/22/2022
	Guest Teacher		3/25/2022

SEASONAL STUDENT AND/OR ADULT:

Name	Position	Site/Dept	Effective
NONE			

CHANGE FORM POSITION/HOURS/LOCATION/RATE OF PAY:

Name	Position	Site/Dept	Effective	Explanation of Change
Thompson, Vernie	IT Support Specialist II	IT	7/1/2022	from ITSS I
Allison	Para	RIS	3/2/2022	new start date
Park, Darin	Bud Driver	Transportation	3/1/2022	from Bus aide
Richardson, Ann	LPN	YHS	3/8/2022	first day change
Cline, Brooklyn	1st Grade Teacher	Myers ES	8/4/2022	from Central ES
Franklin, Linda	Math teacher	YMS	8/4/2022	from YHS
Mohr, Hannah	4th grade teacher	IIS	8/4/2022	from STEM @ Surrey Hills ES
Bartz, Pam	Bus Driver	Transportation	3/7/2022	Monitor

Powers, Jennifer	Insurance & Benefits Specialist	Administration	4/1/2022	step change from 5 to 9
Raper, Justin	SpEd teacher	YHS	4/1/2022	add 5% SpEd teacher rate
Birdwell, Morgan	3rd Grade Teacher	Ranchwood ES	8/4/2022	from 2nd grade
Stultz, Whitney	4th grade ELA/SS	Redstone IS	8/4/2022	from Surrey Hills 1st grade
Taylor, Nathella	5th grade teacher	Independence IS	8/4/2022	from Redstone IS
Purdum, Jessica	Gifted/Virtual Teacher	Administration	8/4/2022	from 3rd grade at Skyview ES
Wilkening, Ashley	EL Teacher	TBD	8/4/2022	Ranchwood Kindergarten
McLain, Sarah	EL Teacher	TBD	8/4/2022	from 2nd grade at Shedeck ES
Andraszek, Jaci	1st grade teacher	Skyview ES	8/4/2022	from Parkland 2nd grade
Patric, Shanna	Kindergarten teacher	Parkland ES	8/4/2022	at Surrey Hills ES

STIPEND ASSIGNMENT: EXTRA DUTY/2ND JOB:

Name	Position	Site/Dept	Effective
Menge, Kara	MAS	Community Ed	3/21/2022

RESIGNATIONS/RETIREMENTS/SEPARATIONS:

Name	Position	Site/Dept	Effective	Explanation of Change
Cox, Jayna	Career Tech Marketing Teacher	YHS	5/20/2022	leaving education
McDonough, Gabrielle	2nd grade teacher	Myers ES	5/20/2022	personal reasons
Logan, Sally	SpEd Teacher	YHS	5/20/2022	leaving education
Cline, Hannah	Math Teacher	YMS	5/20/2022	maternity
Bley, Gilbert	Contractor	Maintenance	6/28/2022	retirement
Miller, Natalie	School Psychologist	Special Services	5/24/2022	leaving education
Shelton, Emily	Paraprofessional	Surrey Hills ES	5/19/2022	maternity

Hall, Christin	SpEd Teacher	YMS	5/20/2022	another school in state
Marquez, Kyleigh	1st Grade Teacher	Shedeck ES	5/20/2022	another school in state
Jandebeur, Amy	1st Grade Teacher	Skyview ES	5/20/2022	personal reasons
Gossen, Lori	Library Media Consultant	Lakeview IS	5/20/2022	another school in state

PERSONNEL REPORT



EXHIBIT A

RECOMMENDATION TO HIRE:

ADMINISTRATIVE CONTRACT

Name	Position	Site/Dept	Effective
Kropf Lezlie	Social Studies Curriculum Coordinator	Administration	7/11/2022

RECOMMENDATION TO HIRE:

CERTIFIED TEMPORARY CONTRACT

Name	Position	Site/Dept	Effective
Krien, Kensley	1st Grade Teacher	Surrey Hills ES	8/4/2022
Herring, Halle	5th Grade Math/Science	Redstone IS	8/4/2022
Ford, Kassie	6th Grade Science	Redstone IS	8/4/2022
Bohanon, Haley	MOVE/YALE teacher	YALE	8/4/2022
Lawter, Jennifer	Art teacher	YMS	8/4/2022
Newcomb, Hunter	Math teacher	YMS	8/4/2022
Cossey, Peyton	3rd Grade Teacher	Myers ES	8/4/2022
Clayton, Katie	SpEd Teacher	YHS	8/4/2022
Dennis, Kristina	TBD	YMS	8/4/2022
Morris, Melissa	2nd Grade Teacher	Parkland ES	8/4/2022
Raizola, Abreaunna	LEAP SpEd Teacher	IIS	8/4/2022
Bradley, James	History Teacher	YHS	8/4/2022
Dean, Darrin	Science Teacher	YHS	8/4/2022
Oriskasa, Konoka	3rd Grade Teacher	Myers ES	8/4/2022

Hightower, Jayme	2nd Grade Teacher	Myers ES	8/4/2022
------------------	-------------------	----------	----------

RECOMMENDATION TO HIRE:

SUPPORT

Name	Position	Site/Dept	Effective
Kelly, Kayla	Para	Parkland ES	3/1/2022
Angela	MAS Supervisor	Community Ed	3/7/2022
Maldonado Perez, Neri	Cafeteria Monitor	Surrey Hills ES	3/2/2022
Long, Libby	MAS Aide	Community Ed	3/28/2022
Bozeman, Wade	Guest Teacher	Administration	3/9/2022
Calhoun, Alexandria	Guest Teacher	Administration	3/9/2022
Compton, Maurice Jr	Guest Teacher	Administration	3/3/2022
Dennis, Kristina	Guest Teacher	Administration	3/28/2022
Foster, Drake	Guest Teacher	Administration	3/3/2022
Carmen	Guest Teacher	Administration	3/22/2022
Donna	Guest Teacher	Administration	3/25/2022

SEASONAL STUDENT AND/OR ADULT:

Name	Position	Site/Dept	Effective
NONE			

CHANGE FORM POSITION/HOURS/LOCATION/RATE OF PAY:

Name	Position	Site/Dept	Effective	Explanation of Change
Thompson, Vernie	IT Support Specialist II	IT	7/1/2022	from ITSS I
Allison	Para	RIS	3/2/2022	new start date
Park, Darin	Bud Driver	Transportation	3/1/2022	from Bus aide
Richardson, Ann	LPN	YHS	3/8/2022	first day change
Cline, Brooklyn	1st Grade Teacher	Myers ES	8/4/2022	from Central ES
Franklin, Linda	Math teacher	YMS	8/4/2022	from YHS
Mohr, Hannah	4th grade teacher	IIS	8/4/2022	from STEM @ Surrey Hills ES
Bartz, Pam	Bus Driver	Transportation	3/7/2022	Monitor

Powers, Jennifer	Insurance & Benefits Specialist	Administration	4/1/2022	step change from 5 to 9
Raper, Justin	SpEd teacher	YHS	4/1/2022	add 5% SpEd teacher rate
Birdwell, Morgan	3rd Grade Teacher	Ranchwood ES	8/4/2022	from 2nd grade
Stultz, Whitney	4th grade ELA/SS	Redstone IS	8/4/2022	from Surrey Hills 1st grade
Taylor, Nathella	5th grade teacher	Independence IS	8/4/2022	from Redstone IS
Purdum, Jessica	Gifted/Virtual Teacher	Administration	8/4/2022	from 3rd grade at Skyview ES
Wilkening, Ashley	EL Teacher	TBD	8/4/2022	Ranchwood Kindergarten
McLain, Sarah	EL Teacher	TBD	8/4/2022	from 2nd grade at Shedeck ES
Andraszek, Jaci	1st grade teacher	Skyview ES	8/4/2022	from Parkland 2nd grade
Patric, Shanna	Kindergarten teacher	Parkland ES	8/4/2022	at Surrey Hills ES

STIPEND ASSIGNMENT: EXTRA DUTY/2ND JOB:

Name	Position	Site/Dept	Effective
Menge, Kara	MAS	Community Ed	3/21/2022

RESIGNATIONS/RETIREMENTS/SEPARATIONS:

Name	Position	Site/Dept	Effective	Explanation of Change
Cox, Jayna	Career Tech Marketing Teacher	YHS	5/20/2022	leaving education
McDonough, Gabrielle	2nd grade teacher	Myers ES	5/20/2022	personal reasons
Logan, Sally	SpEd Teacher	YHS	5/20/2022	leaving education
Cline, Hannah	Math Teacher	YMS	5/20/2022	maternity
Bley, Gilbert	Contractor	Maintenance	6/28/2022	retirement
Miller, Natalie	School Psychologist	Special Services	5/24/2022	leaving education
Shelton, Emily	Paraprofessional	Surrey Hills ES	5/19/2022	maternity

Hall, Christin	SpEd Teacher	YMS	5/20/2022	another school in state
Marquez, Kyleigh	1st Grade Teacher	Shedeck ES	5/20/2022	another school in state
Jandebeur, Amy	1st Grade Teacher	Skyview ES	5/20/2022	personal reasons
Gossen, Lori	Library Media Consultant	Lakeview IS	5/20/2022	another school in state