



**MINUTES OF
IDABEL PUBLIC SCHOOLS
REGULAR MEETING OF THE BOARD OF EDUCATION
December 11, 2023**

THE IDABEL PUBLIC SCHOOLS, IDABEL INDEPENDENT SCHOOL DISTRICT
NUMBER FIVE, IDABEL, OKLAHOMA MET December 11, 2023 AT 5:30 PM WITH THE
FOLLOWING MEMBERS PRESENT:

Attendance Taken at 5:30 PM.

Brent Bolen: Present
Alan Bryant: Present
Donny Butler: Present
Darrell Courtney: Present
James Raley: Absent
Jerry Robinson: Present

1. OPENING: CALL TO ORDER AND ROLL CALL OF MEMBERS.

A.

- A. PRESIDENT: DONNY BUTLER**
- B. VICE PRESIDENT: JERRY ROBINSON**
- C. CLERK: DARRELL COURTNEY**
- D. MEMBER: BRENT BOLEN**
- E. MEMBER: JAMES RALEY**

**2. CONSENT AGENDA: VOTE TO APPROVE OR DISAPPROVE THE
FOLLOWING ITEMS:
MINUTES OF (DATE) REGULAR MEETING
NOVEMBER 13, 2023**

**TREASURER'S REPORT
ENCUMBRANCES**

FUND NUMBERS:

GENERAL FUND 11 - # 428-499
5 MIL BUILDING FUND 21- # 21-27
CHILD NUTRITION FUND 22- # 30-31
BUILDING BOND 36 - # 4-5
SINKING FUND 41- # 3

ACTIVITY FUND BALANCES (ATTACHED)

RESIGNATIONS AND RETIREMENTS:

MOTION TO APPROVE THE CONSENT AGENDA Passed with a motion by Darrell Courtney and a second by Brent Bolen.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

3. **PRINCIPALS/DIRECTORS REPORT**
SUPERINTENDENTS REPORT
4. **STAFF RECOGNITION.**

5. **VOTE TO APPROVE OR DISAPPROVE OUT OF STATE TRAVEL FOR SWEET SOUNDS TRIP TO THE PEROT THEATER IN TEXARKANA, TX ON JANUARY 29, 2024 TO SEE "GIRAFFES CAN'T DANCE". THIS WILL BE FOR STUDENTS AGE PRE-K TO 2ND GRADE.**

MOTION TO APPROVE OUT OF STATE TRAVEL FOR SWEET SOUNDS TRIP TO THE PEROT THEATER IN TEXARKANA, TX ON JANUARY 29, 2024 TO SEE "GIRAFFES CAN'T DANCE". THIS WILL BE FOR STUDENTS AGE PRE-K TO 2ND GRADE. Passed with a motion by Brent Bolen and a second by Darrell Courtney.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

6. **MOTION TO APPROVE OR DISAPPROVE REQUEST TO TRANSFER ACTIVITY ACCOUNT FUNDS FROM 810-800 ALL SPORTS TO 830- FFA- HS FOR FREE PULLED PORK IN THE AMOUNT OF \$1000.00.**

MOTION TO APPROVE REQUEST TO TRANSFER ACTIVITY ACCOUNT FUNDS FROM 810-800 ALL SPORTS TO 830- FFA- HS FOR FREE PULLED PORK IN THE AMOUNT OF \$1000.00. Passed with a motion by Darrell Courtney and a second by Jerry Robinson.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

- 7. VOTE TO APPROVE OR DISAPPROVE THE SURPLUS OF AN OFFICE DESK (SERIAL NUMBER A00506858) FROM CHILD NUTRITION AND ADD TO DISTRICT INVENTORY.**

MOTION TO APPROVE THE SURPLUS OF AN OFFICE DESK (SERIAL NUMBER A00506858) FROM CHILD NUTRITION AND ADD TO DISTRICT INVENTORY.

Passed with a motion by Brent Bolen and a second by Donny Butler.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

8. **VOTE TO APPROVE OR DISAPPROVE THE CHANGE ORDER FOR EASTERN ELECTRIC.**

MOTION TO APPROVE THE CHANGE ORDER FOR EASTERN ELECTRIC Passed with a motion by Darrell Courtney and a second by Brent Bolen.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

9. **MOTION TO APPROVE OR DISAPPROVE FORM 307 TO ADD APPROPRIATIONS FOR STATE AND FEDERAL FUNDS**

MOTION TO APPROVE FORM 307 TO ADD APPROPRIATIONS FOR STATE AND FEDERAL FUNDS. Passed with a motion by Brent Bolen and a second by Jerry Robinson.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

10. **VOTE TO APPROVE OR DISAPPROVE THE QUOTE FROM ROSS TRANSPORTATION FOR \$159,394.00 PURCHASE USING SCHOOL TRANSPORTATION BOND.
(3QUOTES REQUESTED FROM OKLAHOMA BUS MANUFACTURER: ROSS**

TRANSPORTATION (BID PROVIDED), MIDWEST BUS SALES (BID PROVIDED), AND NATIONAL BUS SALES (WOULD NOT ORDER CUSTOM ACTIVITY BUS, WANTED US TO PURCHASE FROM LOT, BUS NOT WHAT DISTRICT WANTS).

MOTION TO APPROVE THE QUOTE FROM ROSS TRANSPORTATION FOR \$159,394.00 PURCHASE USING SCHOOL TRANSPORTATION BOND. (3QUOTES REQUESTED FROM OKLAHOMA BUS MANUFACTURER: ROSS TRANSPORTATION (BID PROVIDED), MIDWEST BUS SALES (BID PROVIDED), AND NATIONAL BUS SALES (WOULD NOT ORDER CUSTOM ACTIVITY BUS, WANTED US TO PURCHASE FROM LOT, BUS NOT WHAT DISTRICT WANTS). Passed with a motion by Darrell Courtney and a second by Brent Bolen.

Brent Bolen: Yea

Alan Bryant: Yea

Donny Butler: Yea

Darrell Courtney: Yea

James Raley: Absent

Jerry Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

- 11. VOTE TO APPROVE OR DISAPPROVE THE FOLLOWING BOARD POLICY UPDATES:
CKBB: WARNING SYSTEMS INCLEMENT WEATHER
CKC: SAFETY DRILLS
CKC-R1: FIRE DRILLS RULES AND PROCEDURES**

CKC-R2: Tornado Drills Rules and Procedures
CKCB: Bomb Threats
CKDA: Tobacco Use Prohibited
CKE(R): Hazardous Materials
CKHA: Assaults Upon School Employees
CKHA-R: Assaults Upon School Employees (Regulation)
CL: Buildings, Equipment, and Grounds
CLB: Equipment Accountability
CLF: School Property Ownership and Inspection
CMAB: Textbooks: Distribution and Care of
CN: School Transportation
CN-R1: School Transportation (Regulations)
CNAB: Transportation Management
CNAB-R: Transportation Procedures
CO: Wellness Policy
CKAF: Use of Metal Detectors
FFFD: Vehicle Use and Parking Students
FNCD: Bullying
FNCD-E: harassment/bullying incident report form
FNCD-P: Prohibiting Bullying
FNCD-R: Prohibiting Bullying Regulations
BAAB: Nepotism
DPB: Substitute Teachers

MOTION TO APPROVE THE FOLLOWING BOARD POLICY UPDATES: CKBB:
 WARNING SYSTEMS INCLEMENT WEATHER CKC: SAFETY DRILLS CKC-R1:
 FIRE DRILLS RULES AND PROCEDURES CKC-R2: Tornado Drills Rules and
 Procedures CKCB: Bomb Threats CKDA: Tobacco Use Prohibited CKE(R): Hazardous
 Materials CKHA: Assaults Upon School Employees CKHA-R: Assaults Upon School
 Employees (Regulation) CL: Buildings, Equipment, and Grounds CLB: Equipment
 Accountability CLF: School Property Ownership and Inspection CMAB: Textbooks:
 Distribution and Care of CN: School Transportation CN-R1: School
 Transportation (Regulations) CNAB: Transportation Management CNAB-R:
 Transportation Procedures CO: Wellness Policy CKAF: Use of Metal Detectors FFFD:
 Vehicle Use and Parking Students FNCD: Bullying FNCD-E: harassment/bullying
 incident report form FNCD-P: Prohibiting Bullying FNCD-R: Prohibiting Bullying
 Regulations BAAB: Nepotism DPB: Substitute Teachers Passed with a motion by Jerry
 Robinson and a second by Brent Bolen.

Brent
 Bolen: Yea

Alan
 Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

12. DISCUSSION OF SUPERINTENDENT EVALUATION PROCESS.

13. VOTE TO GO INTO PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1). EMPLOYMENT OF:

- A. SHELBY JOHNSON - SPED PARAPROFESSIONAL - CENTRAL**
- B. MISTY SMITH - SPED PARAPROFESSIONAL - CENTRAL**
- C. TAYLOR JOHNSON - SPED PARAPROFESSIONAL - PRIMARY SOUTH**
- D. KAYLA BROWN - SPED PARAPROFESSIONAL - EVENSTART**
- E. LISA HUTCHISON - PARAPROFESSIONAL - MIDDLE SCHOOL**

MOTION TO GO INTO PROPOSED EXECUTIVE SESSION DENIED TO DISCUSS THE FOLLOWING ITEMS: EMPLOYMENT OF: A. SHELBY JOHNSON - SPED PARAPROFESSIONAL - CENTRAL B. MISTY SMITH - SPED PARAPROFESSIONAL - CENTRAL C. TAYLOR JOHNSON - SPED PARAPROFESSIONAL - PRIMARY SOUTH D. KAYLA BROWNT - SPED PARAPROFESSIONAL - EVENSTART E. LISA HUTCHISON - PARAPROFESSIONAL - MIDDLE SCHOOL AUTHORIZED BY: 25 O.S. SECTION 307 (B)(1) Passed with a motion by Darrell Courtney and a second by Jerry Robinson.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

14. ACKNOWLEDGE THAT THE BOARD HAS RETURNED TO OPEN SESSION.

15. EXECUTIVE SESSION MINUTES COMPLIANCE: STATEMENT BY BOARD PRESIDENT: THE IDABEL BOARD OF EDUCATION MET IN EXECUTIVE SESSION FOR THE PURPOSE OF HIRING:

- A. SHELBY JOHNSON - SPED PARAPROFESSIONAL - CENTRAL**
- B. MISTY SMITH - SPED PARAPROFESSIONAL - CENTRAL**
- C. TAYLOR JOHNSON - SPED PARAPROFESSIONAL - PRIMARY SOUTH**
- D. KAYLA BROWN - SPED PARAPROFESSIONAL - EVENSTART**
- E. LISA HUTCHISON - PARAPROFESSIONAL - MIDDLE SCHOOL**

16. VOTE TO APPROVE OR DISAPPROVE THE HIRING OF:

- A. SHELBY JOHNSON - SPED PARAPROFESSIONAL - CENTRAL**
- B. MISTY SMITH - SPED PARAPROFESSIONAL - CENTRAL**
- C. TAYLOR JOHNSON - SPED PARAPROFESSIONAL - PRIMARY SOUTH**
- D. KAYLA BROWN - SPED PARAPROFESSIONAL - EVENSTART**
- E. LISA HUTCHISON - PARAPROFESSIONAL - MIDDLE SCHOOL**

Motion to approve the hiring of A. SHELBY JOHNSON - SPED PARAPROFESSIONAL - CENTRAL B. MISTY SMITH - SPED PARAPROFESSIONAL - CENTRAL C. TAYLOR JOHNSON - SPED

PARAPROFESSIONAL - PRIMARY SOUTH D. KAYLA BROWN - SPED
PARAPROFESSIONAL - EVENSTART E. LISA HUTCHISON -
PARAPROFESSIONAL - MIDDLE SCHOOL Passed with a motion by Darrell
Courtney and a second by Jerry Robinson.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

17. **CONSIDER AND POSSIBLE ACTION ON ANY MATTER NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN REASONABLY FORSEEN PRIOR TO THE TIME OF PREPARATION OF THE AGENDA FOR THE REGULARLY SCHEDULED MEETING.**

18. **VOTE TO ADJOURN**

Motion to adjourn at (time) Passed with a motion by Darrell Courtney and a second by Brent Bolen.

Brent
Bolen: Yea

Alan
Bryant: Yea

Donny
Butler: Yea

Darrell
Courtney: Yea

James
Raley: Absent

Jerry
Robinson: Yea

Yea: 5, Nay: 0, Absent: 1

DONNY BUTLER, PRESIDENT
BYASSEE, MINUTES CLERK

KELLIE

Purchase Order Register

Options: Year: 2023-2024, Fund: GENERAL FUND FOR OP, Date Range: 7/1/2023 - 6/30/2024, PO Range: 428 - 600

| PO No | Date | Vendor No | Vendor | Description | Amount |
|-------|------------|-----------|-------------------------------------|--|------------|
| 428 | 11/15/2023 | 2548 | TELECOMP HOLDINGS, INC. | 006- TECHNOLOGY | 300.72 |
| 429 | 11/16/2023 | 8362 | DEPARTMENT OF ENVIRONMENTAL QUALITY | HS-FEES | 347.71 |
| 430 | 11/17/2023 | 262 | MILLER OFFICE SUPPLY | DISTRICT-COPIERS | 19,200.00 |
| 431 | 11/17/2023 | 140 | AMERICAN ELECTRIC POWER | DISTRICT-ELECTRICITY | 195,800.00 |
| 432 | 11/17/2023 | 142 | IDABEL PUBLIC WORKS | DISTRICT-WATER | 32,400.00 |
| 433 | 11/17/2023 | 3406 | WEX BANK-VALERO FLEET | DISTRICT-FUEL | 50,000.00 |
| 434 | 11/17/2023 | 3085 | DAVISON FUELS & OIL COMPANY | DISTRICT-FUEL | 6,000.00 |
| 435 | 11/27/2023 | 8353 | VISA-ARVEST | 715- Stronger Connections | 375.00 |
| 436 | 11/27/2023 | 1473 | GAMMON, CHRIS | 715-STRONGER CONNECTIONS | 340.00 |
| 437 | 11/27/2023 | 3627 | STERRETTE COFFMAN | 715-STRONGER CONNECTIONS | 340.00 |
| 438 | 11/27/2023 | 8363 | ATTACHMENT & TRAUMA NETWORK, INC. | VIRTUAL CONFERENCE | 280.00 |
| 439 | 11/27/2023 | 3703 | AMAZON CAPITAL SERVICES | 621 CLASSROOM USE MATERIALS | 200.00 |
| 440 | 11/27/2023 | 3703 | AMAZON CAPITAL SERVICES | 621, SUPPLIES, SHIELD BLOCKING PADS | 100.00 |
| 441 | 11/27/2023 | 3406 | WEX BANK-VALERO FLEET | SPED 613 FUEL | 200.00 |
| 442 | 11/27/2023 | 3406 | WEX BANK-VALERO FLEET | FUEL FOR 615 | 200.00 |
| 443 | 11/27/2023 | 3085 | DAVISON FUELS & OIL COMPANY | SPED 615 FUEL | 200.00 |
| 444 | 11/27/2023 | 3085 | DAVISON FUELS & OIL COMPANY | 613 SPED FUEL | 200.00 |
| 445 | 11/27/2023 | 8353 | VISA-ARVEST | 715-Stronger Connections | 375.00 |
| 446 | 11/27/2023 | 8361 | HANDLE WITH CARE BEH MGMT SER. | 715-Stronger Connections | 3,050.00 |
| 447 | 11/27/2023 | 8353 | VISA-ARVEST | DISTRICT-SUP EXPENSES | 6,000.00 |
| 448 | 11/27/2023 | 8353 | VISA-ARVEST | JOM-SUPPLIES | 300.00 |
| 449 | 11/27/2023 | 8353 | VISA-ARVEST | AFTER SCHOOL-SUPPLIES | 899.68 |
| 450 | 11/27/2023 | 8353 | VISA-ARVEST | DISTRICT-SUPPLIES | 256.19 |
| 451 | 11/27/2023 | 8353 | VISA-ARVEST | JOM-SUPPLIES | 1,708.00 |
| 452 | 11/27/2023 | 8353 | VISA-ARVEST | JOM-SUPPLIES | 768.00 |
| 453 | 11/27/2023 | 8353 | VISA-ARVEST | DISTRICT-MEDICAL SUPPLIES | 153.00 |
| 454 | 11/27/2023 | 8353 | VISA-ARVEST | JOM-SUPPLIES | 1,025.00 |
| 455 | 11/27/2023 | 3908 | JACKSON, JAKE | GENERAL ACCOUNT | 600.00 |
| 456 | 11/29/2023 | 8365 | OESC - TAX PAYMENT | UNEMPLOYMENT TAXES | 100.00 |
| 457 | 11/30/2023 | 3627 | STERRETTE COFFMAN | GENERAL FUND PO FOR PROFESSIONAL DEVELOPMENT MEALS | 500.00 |
| 458 | 11/30/2023 | 8353 | VISA-ARVEST | OASA CONFERENCE HOTEL | 150.00 |
| 459 | 11/30/2023 | 8353 | VISA-ARVEST | SPED LAW CONFERENCE HOTEL | 150.00 |
| 460 | 11/30/2023 | 8353 | VISA-ARVEST | 000-General | 150.00 |
| 461 | 11/30/2023 | 177 | OSSBA | 000 | 150.00 |
| 462 | 11/30/2023 | 3703 | AMAZON CAPITAL SERVICES | 587-HS | 650.00 |
| 463 | 11/30/2023 | 2076 | EXPRESS TIRE | TIRES | 15,000.00 |
| 464 | 12/01/2023 | 8368 | COMMUNICATIONS TECHNOLOGIES, INC. | HS-METAL DETECTORS | 20,251.50 |
| 465 | 12/04/2023 | 8353 | VISA-ARVEST | REGISTRATION LODGING OK AUTISM CENTER | 700.00 |
| 466 | 12/04/2023 | 8353 | VISA-ARVEST | SPED PARA CONFERENCE HOTEL | 200.00 |
| 467 | 12/05/2023 | 8353 | VISA-ARVEST | 412-FACS-HS | 400.00 |
| 468 | 12/05/2023 | 3703 | AMAZON CAPITAL SERVICES | 412-FACS-HS | 500.00 |

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2023-2024, Fund: GENERAL FUND FOR OP, Date Range: 7/1/2023 - 6/30/2024, PO Range: 428 - 600

| PO No | Date | Vendor No | Vendor | Description | Amount |
|--------------|-------------|------------------|----------------------------------|--|---------------|
| 469 | 12/06/2023 | 8369 | INTERWORLD HIGHWAY, LLC | 86" INFOCUS BOARD, STAND, PC COMPONENT | 4,381.00 |
| 470 | 12/06/2023 | 2772 | FOLLETT SCHOOL SOLUTIONS, INC. | PSE LIBRARY BOOKS | 2,400.00 |
| 471 | 12/06/2023 | 198 | HILLTOP HARDWARE AND LUMBER, LLC | 412-AG-HS | 1,000.00 |
| 472 | 12/06/2023 | 808 | GAME ONE | BASEBALL-HS | 1,836.00 |
| 473 | 12/07/2023 | 3703 | AMAZON CAPITAL SERVICES | GENERAL-MS | 500.00 |
| 474 | 12/07/2023 | 2172 | BYPASS CHURCH OF CHRIST | DISTRICT-MEETING | 250.00 |
| 475 | 12/07/2023 | 2586 | BSN SPORTS | WEIGHT ROOM-HS | 3,000.00 |
| 476 | 12/07/2023 | 1574 | BEST WESTERN SADDLEBACK-OKC | 412-AG-HS | 1,214.00 |
| 477 | 12/07/2023 | 8371 | WYNDHAM GRAND- OKC DOWNTOWN | POPTIME-HS | 990.00 |
| 478 | 12/07/2023 | 2650 | FAIRFIELD INN & SUITES - TULSA | POPTIME-HS | 500.00 |
| 479 | 12/07/2023 | 139 | MATHESON TRI - GAS | 412-AG-HS | 1,000.00 |
| 480 | 12/07/2023 | 3703 | AMAZON CAPITAL SERVICES | MAINTENANCE SUPPLIES | 700.00 |
| 481 | 12/07/2023 | 8165 | TEXARKANA GLASS COMPANY | REPLACE GLASS | 1,200.00 |
| 482 | 12/07/2023 | 3615 | IDEMIA | GENERAL | 502.80 |
| 483 | 12/07/2023 | 3908 | JACKSON, JAKE | GENERAL | 100.00 |
| 484 | 12/07/2023 | 3151 | POND, SHANNON | GENERAL | 100.00 |
| 485 | 12/07/2023 | 80958 | HAILIE M GARGANO | GENERAL | 100.00 |
| 486 | 12/07/2023 | 2679 | RATCLIFF, STEPHENIE | GENERAL | 100.00 |
| 487 | 12/07/2023 | 3625 | CAMILLE CRANE | GENERAL | 100.00 |
| 488 | 12/07/2023 | 8372 | WRIGHT, GENA | GENERAL | 100.00 |
| 489 | 12/07/2023 | 8373 | ROZELL, MCKAYLA | GENERAL | 100.00 |
| 490 | 12/07/2023 | 3586 | KATEDRIA MOSLEY | GENERAL | 100.00 |
| 491 | 12/07/2023 | 1133 | SWAFFORD, MICHAEL | GENERAL | 100.00 |
| 492 | 12/07/2023 | 8279 | KODY DONALDSON | GENERAL | 100.00 |
| 493 | 12/07/2023 | 1823 | ROUTH ENTERPRISES, INC. | REPAIR RESTROOM PARTITION | 0.00 |
| 494 | 12/07/2023 | 1998 | VOSS CONSTRUCTION, INC. | EROSION CONTROL | 6,000.00 |
| 495 | 12/07/2023 | 1806 | SCHOOL OUTFITTERS | 3 COMPASS CHAIRS W/SEATBELTS AND STABILITY FEET | 1,530.00 |
| 496 | 12/07/2023 | 3703 | AMAZON CAPITAL SERVICES | 110 WRIST SUPPORT W/GUARD, SHIELD AND PUNCHING BAG | 400.00 |
| 497 | 12/07/2023 | 3598 | RIVERSIDE INSIGHTS | 621 TESTING MATERIALS SPECIAL SERVICES | 1,513.60 |
| 498 | 12/07/2023 | 3758 | PEARSON | 621 TESTING MATERIALS SPEECH | 465.00 |
| 499 | 12/07/2023 | 341 | SOUTHEASTERN ALARM | SERVICING ALARMS | 2,500.00 |

| | |
|---------------------------|---------------------|
| Non-Payroll Total: | \$393,402.20 |
| Payroll Total: | \$0.00 |
| Report Total: | \$393,402.20 |

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2023-2024, Fund: 5 MILL BUILDING FUND, Date Range: 7/1/2023 - 6/30/2024, PO Range: 21 - 600

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------------|------------------|--------------------------------|------------------------|---------------------|
| 21 | 12/06/2023 | 8370 | FALCON ACOUSTIC DESIGN, LLC | HS-BAND HALL | 30,775.00 |
| 22 | 12/06/2023 | 3418 | NORTHEAST RURAL SERVICES, INC. | SECURITY CAMERAS | 14,000.00 |
| 23 | 12/06/2023 | 80756 | DEVIN BLAYNE GILLEY | CONTRACT LABOR | 250.00 |
| 24 | 12/07/2023 | 1436 | OSWELL CONSTRUCTION CO., INC | REPAIR STAIRWELL | 3,640.00 |
| 25 | 12/07/2023 | 1823 | ROUTH ENTERPRISES, INC. | REPAIR HS RR PARTITION | 3,400.00 |
| 26 | 12/07/2023 | 1823 | ROUTH ENTERPRISES, INC. | LOCKER ROOM REMODEL | 45,000.00 |
| 27 | 12/07/2023 | 202 | LAMBERT PLUMBING | LOCKER ROOM REMODLE | 40,000.00 |
| Non-Payroll Total: | | | | | \$137,065.00 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$137,065.00 |

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2023-2024, Fund: CHILD NUTRITION FUND, Date Range: 7/1/2023 - 6/30/2024, PO Range: 30 - 31

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------------|------------------|-----------------------|---------------------------------------|---------------------|
| 30 | 11/27/2023 | 8353 | VISA-ARVEST | CNP-EXPENSES | 9,500.00 |
| 31 | 11/30/2023 | 3734 | KEYSTONE FOOD SERVICE | THREE MONTHS FOOD SERVICE EXPENSES | 300,000.00 |
| Non-Payroll Total: | | | | | \$309,500.00 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$309,500.00 |

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2023-2024, Fund: FUND 38 BUILDING BOND 2021, Date Range: 7/1/2023 - 6/30/2024, PO Range: 4 - 5

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------------|------------------|--------------------------------|--------------------|-----------------|
| 4 | 11/28/2023 | 8355 | HADDOCK EDUCATION TECHNOLOGIES | HS-BAND HALL | 0.00 |
| 5 | 12/08/2023 | 1823 | ROUTH ENTERPRISES, INC. | HS-BOYS BATHROOM | 750.00 |
| Non-Payroll Total: | | | | | \$750.00 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$750.00 |

IDABEL PUBLIC SCHOOLS

Purchase Order Register

Options: Year: 2023-2024, Fund: SINKING FUND, Date Range: 7/1/2023 - 6/30/2024, PO Range: 3 - 3

| PO No | Date | Vendor No | Vendor | Description | Amount |
|---------------------------|-------------|------------------|---------------|--------------------|---------------------|
| 3 | 11/28/2023 | 342 | UMB BANK | DISTRICT-BOND | 456,421.87 |
| Non-Payroll Total: | | | | | \$456,421.87 |
| Payroll Total: | | | | | \$0.00 |
| Report Total: | | | | | \$456,421.87 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---|--------------------------|--------------------|------------------------------|--------------------|-----------------------------|-------------------|--------------------|
| Unit - 050 DISTRICT WIDE | | | | | | | |
| 983 GENERAL - ADMINISTRATION | \$0.00 | \$0.00 | \$794.56 | \$655.00 | \$139.56 | \$110.62 | \$28.94 |
| 984 DISTRICT TECH FEES - ADMINISTRATION | \$0.00 | \$21,780.00 | \$10,354.69 | \$11,281.46 | \$20,853.23 | \$6,854.49 | \$13,998.74 |
| 985 DRIVERS ED - ADMINISTRATION | \$0.00 | \$2,850.00 | \$0.00 | \$300.00 | \$2,550.00 | \$0.00 | \$2,550.00 |
| 986 REFUND ACCT - ALL SCHOOLS | \$0.00 | \$9,520.49 | \$0.00 | \$0.00 | \$9,520.49 | \$0.00 | \$9,520.49 |
| 987 CAFETERIA - REFUND ACCT | \$0.00 | \$10.00 | \$0.00 | \$0.00 | \$10.00 | \$0.00 | \$10.00 |
| 988 EVEN START CACFP CAFETERIA | \$0.00 | \$629.34 | \$0.00 | \$0.00 | \$629.34 | \$0.00 | \$629.34 |
| Total Unit - 050 DISTRICT WIDE | \$0.00 | \$34,789.83 | \$11,149.25 | \$12,236.46 | \$33,702.62 | \$6,965.11 | \$26,737.51 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|--|--------------------------|--------------------|------------------------------|--------------------|-----------------------------|-------------------|--------------------|
| Unit - 110 CENTRAL ELEMENTARY | | | | | | | |
| 930 GENERAL STUDENT - CENTRAL | \$0.00 | \$27,019.62 | \$26,895.21 | \$19,215.16 | \$34,699.67 | \$908.70 | \$33,790.97 |
| 931 BOOK FAIR - CENTRAL | \$0.00 | \$2,782.71 | \$7,028.75 | \$2,990.29 | \$6,821.17 | \$0.00 | \$6,821.17 |
| 932 COKE - CENTRAL | \$0.00 | \$990.00 | \$4,639.87 | \$1,020.25 | \$4,609.62 | \$0.00 | \$4,609.62 |
| 933 ARCHERY - CENTRAL | \$0.00 | \$0.00 | \$606.75 | \$0.00 | \$606.75 | \$0.00 | \$606.75 |
| 934 BROADWAY KIDS - CENTRAL | \$0.00 | \$1,830.00 | \$2,431.09 | \$1,194.00 | \$3,067.09 | \$250.00 | \$2,817.09 |
| 935 2ND GRADE - CENTRAL | \$0.00 | \$0.00 | \$889.12 | \$0.00 | \$889.12 | \$0.00 | \$889.12 |
| 936 5TH GRADE - CENTRAL | \$0.00 | \$0.00 | \$245.11 | \$0.00 | \$245.11 | \$0.00 | \$245.11 |
| 938 PTO - CENTRAL | \$0.00 | \$273.00 | \$5,437.01 | \$0.00 | \$5,710.01 | \$0.00 | \$5,710.01 |
| 939 MUSIC ED - CENTRAL | \$0.00 | \$201.00 | \$896.19 | \$209.35 | \$887.84 | \$0.00 | \$887.84 |
| Total Unit - 110 CENTRAL ELEMENTARY | \$0.00 | \$33,096.33 | \$49,069.10 | \$24,629.05 | \$57,536.38 | \$1,158.70 | \$56,377.68 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|---------------------------------------|---------------|--------------------|--------------------|--------------------|--------------------|-------------------|--------------------|
| Unit - 120 PRIMARY SOUTH | | | | | | | |
| 941 PSE LIBRARY - PRIMARY SOUTH | \$0.00 | \$1,266.83 | \$1,312.91 | \$1,266.83 | \$1,312.91 | \$24.29 | \$1,288.62 |
| 942 COKE - PRIMARY SOUTH | \$0.00 | \$446.00 | \$7,586.91 | \$1,311.00 | \$6,721.91 | \$314.00 | \$6,407.91 |
| 947 PTO - PRIMARY SOUTH | \$0.00 | \$897.50 | \$330.05 | \$0.00 | \$1,227.55 | \$0.00 | \$1,227.55 |
| 952 STUDENT SERV-PRIMARY SOUTH | \$0.00 | \$760.31 | \$1,443.82 | \$256.86 | \$1,947.27 | \$800.00 | \$1,147.27 |
| 953 SWEET SOUNDS-PRIMARY SOUTH | \$0.00 | \$996.00 | \$481.39 | \$83.90 | \$1,393.49 | \$524.00 | \$869.49 |
| 962 PRE K & K - PRIMARY SOUTH | \$0.00 | \$14,874.46 | \$16,434.27 | \$10,265.08 | \$21,043.65 | \$4,397.18 | \$16,646.47 |
| 980 GENERAL STUDENT - EVENSTART | \$0.00 | \$405.00 | \$343.63 | \$0.00 | \$748.63 | \$265.00 | \$483.63 |
| Total Unit - 120 PRIMARY SOUTH | \$0.00 | \$19,646.10 | \$27,932.98 | \$13,183.67 | \$34,395.41 | \$6,324.47 | \$28,070.94 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|--|------------------|--------------------|----------------------|--------------------|---------------------|--------------------|--------------------|
| Unit - 505 IDABEL MIDDLE SCHOOL | | | | | | | |
| 900 ART - MIDDLE SCHOOL | \$0.00 | \$0.00 | \$1.86 | \$0.00 | \$1.86 | \$0.00 | \$1.86 |
| 902 BAND - MIDDLE SCHOOL | \$0.00 | \$458.00 | \$44.36 | \$284.01 | \$218.35 | \$200.00 | \$18.35 |
| 903 CHEERLEADERS-MIDDLE SCHOOL | \$0.00 | \$5,426.34 | \$4,274.20 | \$6,233.60 | \$3,466.94 | \$500.00 | \$2,966.94 |
| 904 CHORAL MUSIC - MIDDLE SCHOOL | \$0.00 | \$290.00 | \$5,673.70 | \$539.40 | \$5,424.30 | \$505.00 | \$4,919.30 |
| 905 COMP SPORTS - MIDDLE SCHOOL | \$0.00 | \$14,870.70 | \$17,386.23 | \$13,398.70 | \$18,858.23 | \$3,056.93 | \$15,801.30 |
| 906 FACULTY ACCOUNT-MIDDLE SCHOOL | \$0.00 | \$0.00 | \$1,744.63 | \$59.99 | \$1,684.64 | \$75.00 | \$1,609.64 |
| 907 HONOR SOCIETY-MIDDLE SCHOOL | \$0.00 | \$0.00 | \$5,042.90 | \$318.61 | \$4,724.29 | \$100.00 | \$4,624.29 |
| 908 STEM - MIDDLE SCHOOL | \$0.00 | \$20.00 | \$3,012.09 | \$86.88 | \$2,945.21 | \$0.00 | \$2,945.21 |
| 909 LIBRARY MISC - MIDDLE SCHOOL | \$0.00 | \$633.41 | \$2,680.93 | \$695.65 | \$2,618.69 | \$700.00 | \$1,918.69 |
| 910 TIME TREKKERS - MIDDLE SCHOOL | \$0.00 | \$11,229.65 | \$19,038.37 | \$5,635.80 | \$24,632.22 | \$1,275.52 | \$23,356.70 |
| 911 COMP ACADEMICS-MIDDLE SCHOOL | \$0.00 | (\$3.00) | \$437.17 | \$0.00 | \$434.17 | \$0.00 | \$434.17 |
| 913 SCIENCE DEPT - MIDDLE SCHOOL | \$0.00 | \$161.00 | \$1,652.79 | \$230.74 | \$1,583.05 | \$0.00 | \$1,583.05 |
| 915 SPORT JACKET - MIDDLE SCHOOL | \$0.00 | \$0.00 | \$35.29 | \$0.00 | \$35.29 | \$0.00 | \$35.29 |
| 916 STUDENT CO - MIDDLE SCHOOL | \$0.00 | \$874.77 | \$1,880.55 | \$894.37 | \$1,860.95 | \$0.00 | \$1,860.95 |
| 921 MIDDLE SCHOOL SPECIAL - MS | \$0.00 | \$9,268.02 | \$13,833.91 | \$9,892.98 | \$13,208.95 | \$5,310.23 | \$7,898.72 |
| 922 HISPANIC CLUB - MIDDLE SCHOOL | \$0.00 | \$0.00 | \$312.72 | \$5.15 | \$307.57 | \$0.00 | \$307.57 |
| 927 YEARBOOK - MIDDLE SCHOOL | \$0.00 | \$0.00 | \$272.88 | \$0.00 | \$272.88 | \$0.00 | \$272.88 |
| Total Unit - 505 IDABEL MIDDLE SCHOOL | \$0.00 | \$43,228.89 | \$77,324.58 | \$38,275.88 | \$82,277.59 | \$11,722.68 | \$70,554.91 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|--|---------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| Unit - 710 IDABEL HIGH SCHOOL | | | | | | | |
| 802 ANNUAL - HS | \$0.00 | \$40.00 | \$4,842.05 | \$0.00 | \$4,882.05 | \$0.00 | \$4,882.05 |
| 803 ALUMNI ASSOCIATION - HS | \$0.00 | \$0.00 | \$6,500.67 | \$807.40 | \$5,693.27 | \$0.00 | \$5,693.27 |
| 804 ART - HS | \$0.00 | \$0.00 | \$3.12 | \$0.00 | \$3.12 | \$0.00 | \$3.12 |
| 805 LEO CLUB - HS | \$0.00 | \$0.00 | \$729.02 | \$26.26 | \$702.76 | \$0.00 | \$702.76 |
| 806 BASEBALL FIELD PRO-HS | \$0.00 | \$0.00 | \$750.17 | \$0.00 | \$750.17 | \$0.00 | \$750.17 |
| 807 SPIRIT CLUB - HS | \$0.00 | \$0.00 | \$166.00 | \$0.00 | \$166.00 | \$0.00 | \$166.00 |
| 808 SPECIAL OLYMPICS- HS | \$0.00 | \$10.00 | \$3,051.66 | \$413.54 | \$2,648.12 | \$70.29 | \$2,577.83 |
| 809 BAND UNIFORMS - HS | \$0.00 | \$0.00 | \$0.34 | \$0.00 | \$0.34 | \$0.00 | \$0.34 |
| 810 ATHLETICS - HS | \$0.00 | \$67,313.10 | \$53,394.61 | \$67,881.08 | \$52,826.63 | \$20,202.91 | \$32,623.72 |
| 811 FOOTBALL LOCKERS - HS | \$0.00 | \$0.00 | \$541.83 | \$0.00 | \$541.83 | \$0.00 | \$541.83 |
| 812 BAND - HS | \$0.00 | \$16,141.27 | \$5,462.69 | \$17,669.62 | \$3,934.34 | \$180.00 | \$3,754.34 |
| 813 TRACK SURFACE - HS | \$0.00 | \$0.00 | \$8,170.00 | \$0.00 | \$8,170.00 | \$0.00 | \$8,170.00 |
| 815 ATHLETIC TRAINING-NFL GRANT - HS | \$0.00 | \$0.00 | \$9,886.22 | \$0.00 | \$9,886.22 | \$0.00 | \$9,886.22 |
| 818 CHEERLEADERS - HS | \$0.00 | \$16,400.56 | \$11,047.40 | \$24,786.45 | \$2,661.51 | \$166.00 | \$2,495.51 |
| 820 DANCE TEAM - HS | \$0.00 | \$1,565.00 | \$991.38 | \$1,995.53 | \$560.85 | \$157.97 | \$402.88 |
| 822 FACULTY CONCESSIONS - HS | \$0.00 | \$35.30 | \$250.78 | \$150.00 | \$136.08 | \$30.00 | \$106.08 |
| 826 FBLA (BPA) - HS | \$0.00 | \$2,638.00 | \$3,964.77 | \$2,053.57 | \$4,549.20 | \$516.96 | \$4,032.24 |
| 828 FCA - HS | \$0.00 | \$0.00 | \$209.25 | \$0.00 | \$209.25 | \$0.00 | \$209.25 |
| 830 FFA - HS | \$0.00 | \$37,874.00 | \$5,521.16 | \$4,381.74 | \$39,013.42 | \$3,185.65 | \$35,827.77 |
| 832 FHA (FCCLA) - HS | \$0.00 | \$2,187.00 | \$6,421.73 | \$2,644.05 | \$5,964.68 | \$827.55 | \$5,137.13 |
| 833 GUIDANCE - HS | \$0.00 | \$520.00 | \$1,772.23 | \$189.72 | \$2,102.51 | \$0.00 | \$2,102.51 |
| 837 KEY CLUB - HIGH SCHOOL | \$0.00 | \$447.00 | \$1,300.32 | \$0.00 | \$1,747.32 | \$959.72 | \$787.60 |
| 839 IHS ACADEMIC TEAM - HS | \$0.00 | \$0.00 | \$854.14 | \$225.00 | \$629.14 | \$200.00 | \$429.14 |
| 840 LIBRARY - HS | \$0.00 | \$58.00 | \$1,994.35 | \$64.89 | \$1,987.46 | \$0.00 | \$1,987.46 |
| 842 NATIVE AM CLUB - HS | \$0.00 | \$0.00 | \$770.22 | \$46.40 | \$723.82 | \$53.60 | \$670.22 |
| 843 JACKETS - HS | \$0.00 | \$346.44 | \$160.85 | \$346.44 | \$160.85 | \$0.00 | \$160.85 |
| 846 NAT'L HONOR SOC - HS | \$0.00 | \$0.00 | \$1,106.86 | \$0.00 | \$1,106.86 | \$0.00 | \$1,106.86 |
| 851 MISS I.H.S. - HS | \$0.00 | \$25.00 | \$4,654.01 | \$0.00 | \$4,679.01 | \$200.00 | \$4,479.01 |
| 852 POPTIME - HS | \$0.00 | \$2,353.00 | \$4,825.20 | \$2,002.95 | \$5,175.25 | \$1,633.41 | \$3,541.84 |
| 854 SENIORS 2025- HS | \$0.00 | \$0.00 | \$110.90 | \$0.00 | \$110.90 | \$0.00 | \$110.90 |
| 856 SENIORS 2023- HS | \$0.00 | \$127.00 | \$958.59 | \$0.00 | \$1,085.59 | \$0.00 | \$1,085.59 |
| 858 SENIORS 2022 - HS | \$0.00 | \$0.00 | \$1.00 | \$0.00 | \$1.00 | \$0.00 | \$1.00 |
| 859 SPANISH CLUB - HS | \$0.00 | \$0.00 | \$1,697.25 | \$0.00 | \$1,697.25 | \$0.00 | \$1,697.25 |
| 861 SENIORS 2024 - HS | \$0.00 | \$0.00 | \$1,041.58 | \$12.18 | \$1,029.40 | \$769.15 | \$260.25 |
| 862 STUDENT INCENTIVE - HS | \$0.00 | \$5,610.53 | \$938.45 | \$3,519.89 | \$3,029.09 | \$75.69 | \$2,953.40 |
| 866 STUDENT COUNCIL- HS | \$0.00 | \$2,310.73 | \$47.81 | \$705.44 | \$1,653.10 | \$339.09 | \$1,314.01 |
| 867 WARRIOR ACADEMY-HS | \$0.00 | \$0.00 | \$684.42 | \$0.00 | \$684.42 | \$0.00 | \$684.42 |
| 870 WARRIOR CLUB - HS | \$0.00 | \$18,815.94 | \$12,230.52 | \$2,138.74 | \$28,907.72 | \$7,990.58 | \$20,917.14 |
| Total Unit - 710 IDABEL HIGH SCHOOL | \$0.00 | \$174,817.87 | \$157,053.55 | \$132,060.89 | \$199,810.53 | \$37,558.57 | \$162,251.96 |

IDABEL PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2023 - 6/30/2024

| | Begin Balance | Receipts | Adjusting Entries | Payments | Cash End Balance | Unpaid POs | End Balance |
|--------------|--------------------------|-----------------|------------------------------|-----------------|-----------------------------|-------------------|--------------------|
| Total | \$0.00 | \$305,579.02 | \$322,529.46 | \$220,385.95 | \$407,722.53 | \$63,729.53 | \$343,993.00 |




TO: THE BOARD OF EDUCATION
SCHOOL DISTRICT #5
IDABEL, OKLAHOMA

**REQUEST TO TRANSFER
ACTIVITY ACCOUNTS**

THE FOLLOWING REQUEST TO TRANSFER ACTIVITY FUNDS IS MADE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE SCHOOL DISTRICT BOARD OF EDUCATION.

SCHOOL: High School SITE: 710 DATE: 11/29/23
SCHOOL: _____ SITE: _____

| <u>TRANSFER TO:</u> | <u>TRANSFER FROM:</u> | <u>REASON:</u> | <u>AMOUNT:</u> |
|---------------------|---------------------------|-------------------------|----------------|
| <u>830-FFA-HS</u> | <u>810-800 All Sports</u> | <u>Free Pulled Pork</u> | <u>1000.00</u> |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |



APPROVED BY: PRINCIPAL

11/30/2023


DATE



FINANCIAL SECRETARY:

11/30/23

DATE



SPONSOR

11/30/23

DATE

APPROVED BY THE BOARD OF EDUCATION DATE: _____
UPDATED:2020

Resource Search

Add Resource

Resource Lists

Transfer Resources

Resource Orders

Update Resources

Update Software

Digital Signature Agreements

Child Nutrition Surplus for bean machine

Desk - Office

Add Item



Resource Details Items

How do I... ?

Items at District Resources: 1 (0 available)

Group by: -- None --



Barcode (Serial Number)
A00506858

District Identifier

Status

Condition

Home Location

In Use

New

District



"On Order" Items

There are no "On Order" items.



Create Help Ticket



Edit



Update Digital Content



Duplicate



Delete

Off-site Items

There are no off-site items.

AIA® Document G701® - 2017

Change Order

PROJECT: (Name and address)
 Idabel Public Schools Band Room
 200 NE Avenue C
 Idabel, OK 74745

OWNER: (Name and address)
 Idabel Public School
 200 NE Avenue C
 Idabel, OK 74745

CONTRACT INFORMATION:
 Contract For Idabel Public Schools BR
 Bid Package #24-Electrical

Date: October 14, 2020

ARCHITECT: (Name and address)
 CWA
 River Oaks Plaza
 3637 West Main Street
 Norman, OK 73072

CHANGE ORDER INFORMATION:
 Change Order Number 003

Date: November 2, 2023

CONTRACTOR: (Name and address)
 Eastern Electric
 218 East Main Street
 Wilburton, OK 74578

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

See attached Job Proposal

The original Contract Sum was
 The net change by previously authorized Change Orders
 The Contract Sum prior to this Change Order was
 The Contract Sum will be increased by this Change Order in the amount of
 The new Contract Sum including this Change Order will be

| | |
|----|------------|
| \$ | 225,000.00 |
| \$ | 26,802.52 |
| \$ | 251,802.52 |
| \$ | 1,500.00 |
| \$ | 253,302.52 |


The Contract Time will be unchanged by Zero (0) days
 The new date of Substantial Completion will be

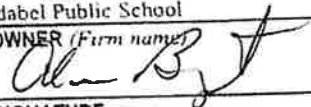
NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

CWA
 ARCHITECT (Firm name)

 SIGNATURE
 V. Tom Ratanasin - Architect
 PRINTED NAME AND TITLE
 11/14/2023
 DATE

Eastern Electric
 CONTRACTOR (Firm name)

 SIGNATURE
 Eli Tullier, Owner
 PRINTED NAME AND TITLE
 11-02-2023
 DATE

Idabel Public School
 OWNER (Firm name)

 SIGNATURE
 Alan Bryant, Superintendent
 PRINTED NAME AND TITLE
 11-17-23
 DATE



P.O. Box 456
 218 E. Main
 Wilburton, OK 74578
 Phone: 918-465-0150
 Fax: 918-465-0110

Oklahoma State Contractor
 Electrical License: 2186
 Mechanical License: 22792
 Plumbing License: 22792

Job Proposal

| | |
|------------|------------|
| Date | Estimate # |
| 10/27/2023 | 9155 |

| |
|--|
| Name / Address |
| Idabel Public Schools 901 East Lincoln Road Idabel, OK 74745 |

| |
|---|
| Ship To |
| Idabel Public School Bandroom--Saferoom Electrical Contract |

| |
|--------|
| Site # |
| |

| Item | Qty | Description | Cost | Total |
|----------------|-----|--|----------|----------|
| Electrical ... | | Add dedicated 20A circuit for dry pipe sprinkler system air compressor. Furnish and install breaker, pipe, wire, junction box, ect to air compressor. | 1,500.00 | 1,500.00 |

| | | |
|--|--------------|-------------------|
| | Total | \$1,500.00 |
|--|--------------|-------------------|

Acceptance of proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Default Clause: In the event of default, debtor becomes legally liable for any reasonable attorney and/or collection fees and all related cost necessary to remit balance to EASTERN ELECTRIC INC.

| | |
|-------------------------|--------|
| Sales Tax (0.0%) | \$0.00 |
|-------------------------|--------|

Signature _____

Reviewed and approved -
 11/01/23

| <i>PURPOSE OF ITEM OR APPROPRIATION</i> | <i>PRIOR APPROVED APPROPRIATIONS</i> | <i>REQUESTED APPLICATION OF FUNDS</i> | <i>CURRENT APPROVED APPROPRIATIONS</i> | <i>ADDED BY COUNTY CLERK</i> |
|---|--|---|--|--------------------------------------|
| <i>Current Expense/Gen Fund</i> | <i>\$ 15,713,322.61</i> | <i>\$ 59,792.49</i> | <i>\$ 15,773,115.10</i> | |
| <i>Current Expense/Bldg Fund</i> | <i>\$784,254.98</i> | <i>\$ 18670.30</i> | <i>\$ 802,925.28</i> | |
| <i>Current Expense/CNF</i> | <i>\$ 923,082.70</i> | <i>\$4134.72</i> | <i>\$927,217.42</i> | |

Submitted, by order of the Board, this day of DECEMBER 11 2023.

President of the Board

Clerk

***CERTIFICATE OF COUNTY CLERK
STATE OF OKLAHOMA, COUNTY OF McCURTAIN:***

I, the duly qualified and acting County Clerk in and for the said County and State, do hereby certify that I have added the requested amount to the appropriations of the school district in the manner requested by the School's Board of Education.

Done at _____ Oklahoma, this _____ day of _____ 20 _____.

by _____ County Clerk/ Deputy



2500 South Meridian • Oklahoma City, OK 73108-1744
 Office: 405-681-6691 • Toll Free: 800-965-7677 • Fax: 405-681-6693

DISTRIBUTORS OF **BLUE BIRD** SCHOOL BUSES

Corporate Office
Ryan Ross, General Manager

Oklahoma Bus Sales
Ryan Ross, Sales Representative

BID TO: Idabel Public Schools
ADDRESS: 101 E. Kirby
CITY/STATE/ZIP: Idabel, Oklahoma 73093

CONTACT: Mr. Chris Gammon
TELEPHONE: 580-286-7639
BID DUE DATE: Immediate

GENERAL DESCRIPTION: (MFSAB):

2025MY Model (Type C, MFSAB) School Bus

44 passenger capacity in School Bus Activity Seating

SPECIFICATIONS:

| | |
|--|---|
| AIR CONDITIONER: | Equipment: Trans Arctic T340 / Electronic Control / Dual Loop / 12V 170,000 Total BTU Valeo TM55 Compressor – 8 Groove Clutch / 12V Driver's Dash Air / Stepwell Heater Overhead Parcel Racks with LED Reading Lights, Adjustable Louvers 280 amp, Leece Neville, 12 volt |
| ALTERNATOR: | 12,000# rating, oil lubed bearings |
| AXLES, SPRINGS & SHOCK ABSORBERS: | Front axle: 10,000# capacity, "Softek" Parabolic tapered leaf Front springs: 21,000# capacity, 5.29:1 ratio, oil lubed bearings Rear axle: 21,000# capacity – Hendrickson Air Ride Rear Suspension Rear (Air): AD-IP Air Dryer, Automatic Drain Valves – DV2 on Air Wet Tank, Heated Air Equipment: Direct acting, front and rear Shocks absorbers: 112DB Safety alarm - operates while in reverse gear |
| BACKUP ALARM: | Three (3), 12 volt, Group 31, 2100 cca rating, enclosed with sliding tray & locking latch |
| BATTERIES: | Dual full Air Brake System with anti-lock |
| BRAKE SYSTEM: | Front: 16.5" X 5" X 7/8" Rear: 16.5" X 7" X 7/8" Automatic slack adjusters |
| BUMPERS: | Front-15" x 3/16", steel – Rear -12" x 3/16", steel (Black) |
| CERTIFICATION: | Colorado Rack & Kentucky Pole Test Certified Altoona Tested Sleeping Child Check System, Warning Light Activated |
| CHILD REMINDER: | Manual resetting circuit breakers on body circuits, Fuses on Chassis Circuits |
| CIRCUIT PROTECTION: | MFSAB |
| CONSTRUCTION: | Mounted LH & RH at windshield |
| COWL STEPS & GRIP HANDLES: | Double Outward type with Air Powered Controls – Two (2) Position Door Switch |
| DOORS: | Entrance: Entrance door laminated glass, tinted 70% light transmittal 3-step step-well with black vinyl ribbed step treads Exit: Rear center mounted with upper/lower glass, tinted 30% light transmittal Retainer to hold door open Black self-skinning foam Header Pad: (Entrance & Rear Exit Door): Entrance door equipped with key lock Vandal Locks: Rear door equipped with sliding bolt interlock Per Oklahoma Requirements |
| EMERGENCY EQUIPMENT: | 5lb Fire Extinguisher, First Aid Kit, Warning Devices, Body Fluid Cleanup Kit & Seatbelt Cutter |
| EMERGENCY EXITS: | Roof Hatches: Two (2) Advantage combination escape hatch/vents Push-out windows: Vertical Hinged, two (2) per side – four (4) per body |
| ENGINE: | Cummins Diesel, Model B6.7L, 2024 EPA Emissions |
| Configuration/Cylinders: | In-line 6 cylinder |
| Horsepower rating: | 260 hp @ 2400 rpm |
| Torque rating: | 660 lb-ft @ 1600 rpm |
| ENGINE COOLING SYSTEM: | De-aeration system with tank & sight glass Charge air & down-flow radiator mounted in tandem |

ENGINE EQUIPMENT: Cummins Compleat (Blue) Antifreeze (150,000 miles, / 4000hr. service)
 Engine warning system, low oil pressure/high water temperature
 Electric block heater, 750 watt, front bumper plug-in
Electromagnetic fan drive, Pre-set high idle switch, Cruise Control
 Firewall Insulation, Driver's Area

ENGINE NOISE REDUCTION: **Acoustic Headlining – 1" two (2) sections, solid aft to rear**

EXHAUST SYSTEM (Primary): Diesel Particulate Filter (DPF), Selective Catalytic Reductant (SCR) & Diesel Exhaust Fluid (DEF)
 Diesel Exhaust Fluid (DEF) Tank w/ a capacity of 15 gal., locking access door & marked "DEF"
 Tailpipe exits through rear bumper

FLOOR COVERING: Heavy Duty Black Rubber with aluminum aisle trim
 5/8" Treated plywood subflooring over steel floor, affixed with screws

FUEL TANK: Primary fuel filter / water separator:
 100 gallon capacity, mounted between frame rails
 4 Micron filter, heated
 Water in fuel sensor & primer pump

GAUGES: Floor mounted inspection plate, locking fuel tank access door
 Speedometer, trip-odometer, tachometer, seven-digit odometer, clock, voltmeter
 Oil pressure, coolant temperature, transmission temperature, fuel gauge
 Glove box - below windshield, right side w/ latch & Console mounted armrest

GLOVE BOX / CONSOLE: **¾ Graphics Package Included**

GRAPHIC: **Note: Roof Area will remain white per State of Oklahoma Requirements**
 Extra height headroom, 77 inches (6'5") at center aisle

HEADROOM: 90,000/btu

HEATERS: Left front heater & defroster: 30,000/btu
 Step-well heater & defroster: 50,000/btu
 Rear under seat heater (LH, Front) 50,000/btu
 Rear under seat heater (LH, Rear) 50,000/btu
 Heater water booster pump:
 Dual defroster fans: 12 volt, on/off switch

HOOD & FENDERS: Mounted upper center & upper left, 2-speed switch
 Fiberglass tilting hood & fenders

HORNS: Dual electric horns

INSULATION: Fiberglass/mineral wool, full body insulated

LETTERING: "Activity Bus" – FRT and Rear Caps
 GVWR, Capacity & Height - Exterior

LIGHTS: Backup lights: Two (2) clear lens, 4" -rear, LED
 Clearance lights: Two (2) red lens, grommet mount -rear, LED
 Identification lights: Three (3) amber lens, grommet mount -front / Three (3) red lens, grommet mount -rear, LED
 Directional lights: Two (2) amber lens -front, fender mounted / Two (2) amber lens, 7" -rear, LED
 Directional lights, side: One (1) amber lens, per side, LED
 Dome lights: Two rows, mounted above passenger seats, 15-candle power
 Single dome light for driver's area, separate switch
 Exterior Light Test w/ Switch

Pre-Trip: Interior, operates with door control, incandescent
 Step-well light: Two (2) red lens, 4" & Two (2) red lens, 7" -rear, LED
 Stop & Tail lights:

LUGGAGE COMPARTMENTS: Dual Door Luggage Boxes – LH & RH side, mid-mounted, 28.40cu.ft. per box w/ Gas Springs and Locks

MIRRORS: Exterior rearview: ROSCO, Open View (ES) Split Mirror System, 7"x10" Flat Mirror & 7"x 10" Convex Mirror
 Exterior cross-view: Stainless steel brackets Rearview & Cross-view exterior mirrors
 ROSCO, Eye-Max-LP Asymmetric Shaped Mirrors
 Bell-Mount brackets for Cross-view Mirrors
 All exterior mirrors are electrically heated, Rearview (exterior) are heated & remote controlled
 6"x30" flat mirror, padded edge

Interior rearview: Black rubber mud flaps, front and rear
 Black rubber fenders at rear wheel-housing opening

MUD FLAPS & FENDERS: Solid Bright White w/ Black posts between side windows
 White Top – Per State Specifications

PAINT: Exterior: Two (2) year discoloration & Five (5) year adhesion
 Side, 16-gauge, 25/3/4" Skirts

PANELS: Warranty (Paint): Roof sheets, constructed of 20-gauge galvanized steel (window header to window header)
 Exterior: Ceiling Panels: 22-gauge steel, double-hemmed w/ rivet installation (No screws)
 Interior: 12 volt, mounted in switch panel, for cell phone, etc.
 AM-FM-MP3-USB-SD-MMC-BT-PA Radio with eight (8) interior speakers
 3M™ reflective vinyl, White
 Side & rear marker strips - marker strip surrounds each emergency exit - White
 Four (4) double-ribbed, 16-gauge steel exterior body rub rails

POWER SOCKET: 35" School Bus Activity Seating - 44 Passenger Capacity – Two (2) per seat

RADIO: Grey Fire Block Upholstery

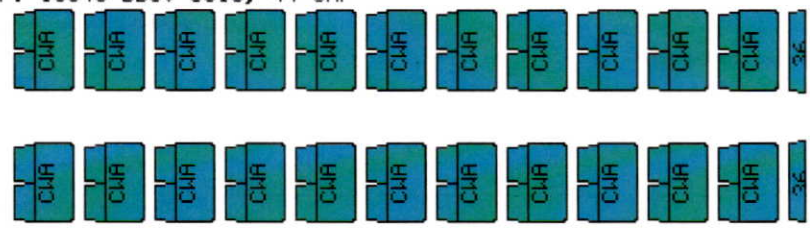
REFLECTIVE TAPE: National Hi-back seat w/ Air pedestal & RH armrest
 Charcoal Cloth Upholstery, Orange shoulder harness & lap belt restraint

RUB RAILS: 35" School Bus Activity Seating - 44 Passenger Capacity – Two (2) per seat

SEATS: Passenger: 35" School Bus Activity Seating - 44 Passenger Capacity – Two (2) per seat
 Upholstery: Grey Fire Block Upholstery
 Driver: National Hi-back seat w/ Air pedestal & RH armrest
 Charcoal Cloth Upholstery, Orange shoulder harness & lap belt restraint

Please Review Floor-plan for seating Placement and Capacity Details.

SP: 18840 BBCV 3310, 44 CAP



STEERING: Hydraulic power, tilt & telescoping wheel, 50 degree wheel cut

SUNVISOR: 6.5"x30", Green plexi-glass, padded edge

SWITCHES: Rocker type switches w/ latching noise suppression switch

TIRES & RIMS: Front: Kumho11R22.5, 16ply, Highway tread
 Rear: Kumho11R22.5, 16ply, Highway tread
 Rims: 22.5 x 8.25, 10-Stud, Hub Piloted, Disc Rims w/ Stainless Steel Wheel Liners

TOW HOOKS: Dual hooks, front and rear, chassis frame mounted
 TRANSMISSION: Allison Electronic Automatic, Model 2500 PTS w/SEM – TCM Programmed for Performance
 5 speeds forward with overdrive - TranSynd® synthetic transmission fluid
 External transmission oil filter, Transmission oil cooler
 Underneath body fully undercoated

UNDERCOATING: Tinted to allow 30% light transmittal – Black Framed
 WINDOWS: Side, split sash: Tinted to allow 70% light transmittal
 Rear, fixed panel: Tinted to allow 30% light transmittal – Black Framed
 Entrance Door-& Driver Window: Tinted to allow 70% light transmittal

WINDSHIELD: Two (2) piece curved, shaded safety plate
 WINDSHIELD WIPERS: Electric, intermittent speed, w/washers
 WIRING: Multiplex chassis wiring w/ LED readout on module
 Chassis: Colored and continuously number coded in molding on top of side windows
 Body: 273" wheelbase/36"6" turning radius (wall)

WHEELBASE/TURNING RADIUS: Blue Bird Standard Limited Warranty Included
 WARRANTY: Allison 7 year/Unlimited miles, Limited Warranty
 Base Body & Chassis: Cummins 5 year/100,000 mile Limited Warranty Included
 Allison Transmission:
 Cummins Diesel Engine:

This Blue Bird School Bus meets the State of Oklahoma and Federal School Bus requirements, effective for date of manufacture.

TOTAL UNIT COST, FOB: School----- **\$159,394.00, per unit**

DELIVERY TIME: ----- **150 - 180 Days Upon PO**

Ryan Ross
 ROSS TRANSPORTATION, Inc.

BID ACCEPTED BY SCHOOL DISTRICT OFFICIAL

12/06/2023



Customer Quotation

Prepared For:

Idabel Public Schools
200 NE Ave. C, Idabel, OK 74745

Prepared By :

Conner Haydon
Midwest Bus Sales
C:405-585-7095

Quote Number:
401250

Quote Date:
12/7/2023

Customer Order No:
IdabelPSMFSAB

Model Profile: Saf-T-Liner C2 341TS

| | |
|----------------------------|--|
| Product Type: | School Transportation |
| Year: | |
| Chassis Model: | B2 106 |
| Chassis MFG: | FLNER |
| GVWR: | GVWR |
| Passenger Capacity: | 44 (RED BODY) |
| Headroom: | 78 |
| Wheelbase: | 279 |
| Brake Type: | HYDRAULIC W/AIR SUPPLY |
| Engine Type: | CUMMINS B6.7 220 DIESEL, 6 Cyl, 220 HP, 2600 RPM |
| Fuel Type: | DIESEL |
| Fuel Tank Capacity: | 100 |
| Transmission Type: | AUTOMATIC |
| Axle, Front: | 10000-lb Capacity |
| Axle, Rear: | 21000-lb Capacity |
| Tires, Front: | RADIAL FRONT TIRE, MICHELIN XZE2, 11R22.5 16 PLY |
| Tires, Rear: | MICHELIN X MULTI D 11R22.5 16 PLY REAR TIRES |
| Suspension Front: | [FRONT SUSPENSION] |
| Suspension Rear : | [REAR SUSPENSION] |

Total for 1 complete unit(s):
Delivery Cost:

\$ 169,968
Delivery 9-12 months

Includes the Following Equipment:

- BODY**
- ACCESSORIES**
- 1 LOC-1ST.SEAT DRVRSIDE REFL TRIANGLE
 - 1 LOCKS-KEYED ALIKE #CH545
 - 1 METHOD-FASTENER SCREWS
- CERTIFICATION/SAFETY**
- 1 FIRE EXTINGUISHER-5 3A-40BC
 - 1 REFLECTORS-AMBER (4) MID/FRONT 3"
 - 1 REFLECTORS-RED (4) RR/RR SI 3"
 - 1 ELECTRICAL-ROOF ESCAPE HATCH POS 3
 - 1 HANDLES-W/S SERVICE, BLACK
 - 1 KIT,FIRST AID 24 UNIT OKLAHOMA
 - 1 KIT,BODY FLUID CLEAN UP OKLAHOMA
 - 1 LABEL-PASS ADVISOR INSTRUCTION
 - 1 CUTTER-SEAT BELT W/HAND GRIP
 - 1 TRIANGLES-REFL. 3 W/BOX
 - 1 LABEL(S)-SPECIAL DATA, IL
 - 1 LABEL-VEHICLE CERTIFICATION
- DOORS**
- 1 STEP-RS ALUM.ENT.DR W/HTR 8.75"RISER
 - 1 HANDLE-EXTERIOR REAR DOOR WITH RECESS
 - 1 VANDALOCK-REAR DOOR W/BOLT
 - 1 DOOR-ENT AG2 TINT TEMP LOCK
 - 1 VANDALOCK-ALUM.ENT.DR.CYLINDER W/KEY
 - 1 PULL-ENTRANCE DOOR, EXTERNAL ALUMINUM

- 1 KEY-VANDALOCK REAR DOOR NONE
- 1 TRIM-ENTRANCE DOOR INTERIOR
- 1 PAD-DR HEADER, RR EMER 36"W
- 1 TRIM-STEPWELL HORIZONTAL WITH RIBBED NOSE

ELECTRICAL - BODY

- 1 FAN-CIRC MID W/S HDR BLACK
- 1 ELEC-FAN MID W/S HDR
- 1 FAN-CIRC DRV'S WDO HDR BLACK
- 1 ELECTRICAL-FAN DRIVER'S WINDOW HEADER
- 1 OPER-AUTOMATIC FAST IDLE
- 1 ELEC-PWR CELL PHONE OUTLET LS
- 1 OPERATION-DOOR REAR EMERGENCY WITH BUZZER/PILOT LAMPS
- 1 SWITCH-RKR DOME LPS FRT/RR
- 1 MODULE-PWR.DIST.ELEC.SYS.
- 1 SWITCH-ROCKER PANEL LAMPS DIMMER
- 1 ELEC-LPS EXT AFT OF ENT DOOR
- 1 OPER-STPWLL LPSW/PARKLPS&ENT DR.
- 1 LPS-STP/TAIL/DIR AMBER/REV LED
- 1 ADVISORY-PASSENGER BUZZER ACTIVATION, WITH SWITCH
- 1 LPS-PILOT VANDALOCK STATUS RED
- 1 ELEC-PWR, GND, NETWORK, BUZZ
- 1 LAMPS-PILOT BRAKE LIGHTS RED
- 1 LAMPS-PILOT REAR EMERGENCY DOOR RED
- 1 LAMPS-PILOT POST TRIP INSPECTION RED
- 1 OPERATION-LAMPS REVERSE WITH REAR EMERGENCY DOOR OPEN
- 1 LPS-ID AMB/RED LED
- 1 LPS- STOP/TAIL 4" FLS.MT L.E.D.
- 1 SWITCH-ROCKER FAN DEFROST WINDSHIELD
- 1 SWITCH-ROCKER NOISE SUPPRESSION ON/OFF
- 1 SWITCH-ROCKER STROBE LAMPS
- 1 OPERATION-LAMP STROBE, IGNITION & SWITCH ACTIVATED
- 1 ELEC-CABLE PRIM PWR & GND-CUSTOMER ACCESS
- 1 OPERATION-LAMPS SIDE DIRECT.OONLY
- 1 BLOCK-FUSE CUSTOMER ACCESS
- 1 OPER-PRE-TRIP INSPECTION
- 1 ELEC-SEAT BELT PILOT LAMP
- 1 OPER-SEAT BELT PILOT LAMP
- 1 LAYOUT-ROCKER SWITCH STANDARD
- 1 SWITCH-RKR HTR BOOST PUMP
- 1 ELEC-HTR ENT DOOR STEPWELL
- 1 112DB BACKUP ALARM

EXTERIOR

- 1 FLAPS-MUD, REAR 22.5"W
- 1 FLAPS-MUD, FRONT 16"W X 12"H
- 1 STEPS-EXT W/S SERVICE
- 1 FENDER-QUARTER 24" BATTERY BOX DOOR
- 1 BODY ADJUSTMENT-FREIGHTLINER, BTR RS FUEL FILL LOCATION
- 1 CAP-ENTRANCE DOOR STANDARD
- 1 FLOOR-NON ADA
- 1 SKT.FWD.STPWLL LO DEF
- 1 DOOR-U/B L BATTERY 24"
- 1 DOOR-FUEL FILL ACCESS BTR
- 1 RS STORAGE BOX 1 - 100" WIDE
- 1 RAIL-SNOW RAIL PRESENT

HVAC

- 1 HTR-U/S LS 84,000 BTU LOC 3
- 1 HEATER-ENTRANCE DOOR STEPWELL
- 1 CLAMPS-PLUMBING HEATER CONSTANT TORQUE
- 1 CLAMPS-UNDERSEAT HEATER CONSTANT TORQUE
- 1 HEATER, DEFROSTER,AND AIR COND

INTERIOR

- 1 VISOR-WINDSHIELD SUN 6"X30" TINTED
- 1 DOOR-STORAGE BOX W/O GLASS
- 1 TRIM-LOWER REAR HEATER NO A/C

- 1 BTR FUEL FILL RECESS, W/DOOR
- 1 COVER-TRIM DRVS HDR W/STORAGE
- 1 FLR-BLK WHEELHOUSE AND HEATER
- 1 INSULATION-FRT BULKHEAD W/ACRSY 2"POLY
- 1 INSULATION - URETHANE
- 1 TUBE-FILL BTR & OVERFLOW HOSE
- 1 CAP-FUEL FILL BTR NON-LOCKING

MISC

- 1 PDI IDENTIFIER-DEALER PERFORMED
- 1 MANUAL-DRVR'S/MAINT.ENGLISH
- 1 NO COOLANT HEATER - GAS/DIESEL
- 1 70 MPH ROAD SPEED LIMIT
- 1 SAF-T-LINER C2

PAINT/LETTERING

- 1 DECAL-UNITED AUTO WORKERS
- 4 LABEL-P/O WDO EMER EXIT 2" BLACK
- 1 DECAL-LOW SULFUR FUEL
- 1 DECAL-ENTRANCE DOOR VANDALOCK ENGLISH
- 1 LABEL-RR EMERGENCY DOOR INSTRUCTION
- 1 LABEL-"DEF ONLY"
- 1 LABEL-REGENERATION WARNING 2010/2013 EPA ENGLISH
- 1 HANDLE-INT RR DR RED
- 1 PAINT-EXT HNDLE(S) BLACK
- 1 DECAL-"DIESEL"
- 1 PAINT-EXT BUMPER REAR BLACK
- 1 HEADLINING-VESTIBULE ACOUSTIC, GRAY, DRIVER LAMP
- 1 PAINT - ONE SOLID COLOR
- 1 CAB COLOR B - NONE
- 1 CAB COLOR C: NONE

SEATS

- 1 OFF-SET LS BARRIER 4"
- 1 2014 SEATING ALERT
- 1 SEAT BELT - DRIVERS SEAT
- 1 39" BARR-VERT.WALL MT 45"H RS 2009
- 1 39"8DEG BARR-REV. WALL-MT 45"H 2009
- 2 PROFORM EDO BLUE UPHOLSTERY-45"HIGH RECESSED BARRIER
- 1 RAIL-ASSIST FRT ENT DR 39"W
- 1 ARMREST NATIONAL DRVR'S ST. RS
- 1 COVER PEDASTAL NATIONAL NONE
- 1 SLIDE STOP NATIONAL DR.ST. NONE
- 1 POUCH-DR.ST.STORAGE NONE
- 1 RISER-DRIVERS SEAT, NATIONAL
- 12 S3B 39"RS WALL MT RESTRAINING/NO BELT
- 1 S3B 26" LS WALL MT RESTRAINING/NO BELT
- 11 S3B 39"LS WALL MT RESTRAINING/NO BELT
- 24 FIREBLOCK BLUE UPHOLSTERY - S3B SEAT
- 24 S3B WALL MT HARDWARE-RESTRAINT

WINDOWS/GLASS

- 1 GLASS-WINDSHIELD ONE PIECE WITH TINTED BAND
- 1 GLASS-RS FRT STAT TNT TEMP
- 1 GLASS-LS FRT STAT TNT TEMP
- 1 GLASS-REAR STAT TINTED TEMP
- 1 FRAME-WDO SPLIT
- 16 FRAME-WDO SPLIT 30"W
- 2 FRAME-WDO SPLIT 40"W
- 2 FRAME-WDO P/O VERT TEMP TNT LS
- 2 WDO P/O VERT TEMP TNT RS
- 16 GLASS-WDO TINT TEMP 30"
- 2 GLASS-WDO TINT TEMP 40"
- 1 STOPS-WDO 12"
- 1 GLS-LWR RR DR TEMP TNT BONDED
- 1 GLS-UPR RR DR TEMP TNT BONDED
- 1 WDO-DRIVER'S TEMP TINT

OTHER

- 1 LOGO-FRT RS & RR
- 1 LOGO-THOMAS DECALS YELLOW
- 1 ELEC-RF ESC HATCH POS 9
- 1 ARM ASSEMBLY-WINDSHIELD WIPER (2)
- 1 ELECTRICAL-ROOF HATCH OR P/O WINDOW (DASH)
- 1 OPER-FAN W/S HDR
- 1 OPER-FAN DRV'S WDO HDR
- 1 OPER-ALARM BACKING W/REV.
- 1 OPER-RF HATCH BUZZER
- 1 AC DUCT-NOT PRESENT NO SIDE EVAP
- 1 EVAPORATOR QTY - NONE
- 1 ANTENNA - RADIO SWIVEL BASE
- 1 ELEC-ANTENNA RADIO COAXIAL
- 1 KIT-RADIO ANTENNA MOUNTING @ DRIVER'S HEADER
- 1 TRIM-A POST
- 1 WHEELHOUSES-REAR L&R
- 1 FRONT END FRAME
- 1 FRT END FRAME MTG KIT
- 1 RS TANK ALERT - NONE
- 1 DOOR ALERT - LS ENT NONE
- 1 TRIM-REAR DOOR
- 1 HINGES-REAR DOOR PIN TYPE
- 1 LATCH-SINGLE-POINT, REAR EMERGENCY DOOR
- 1 STOP-DOOR REAR EMERGENCY, 1-POS
- 1 OPERATION-VANDLOCK ENTRANCE/EMGENCY DOOR(S) WITH PILOT LAMPS
- 1 DOOR-LS ENT RS EXIT -NONE REQD
- 1 INT COLOR -RR DOOR GRAY
- 1 VANDALOCK-NONE REQUIRED RS
- 1 VANDALOCK-NONE REQUIRED LS
- 1 DOOR ALERT - RS EXIT NONE
- 1 DOOR, REAR EMERGENCY
- 1 LATCH-STORAGE COMPARTMENT 100 LOCK RIGHT SIDE 1ST
- 1 THRESHOLD REAR EMERGENCY DOOR
- 1 ELEC-DRIVER'S DOME LPS
- 1 OPERATION-SWITCH, PANEL LAMPS DIMMER
- 1 SWITCH-RKR FAN DEFROST L.S.
- 1 BUZZER-SWITCH PANEL 1 TONE
- 1 OPERATION-NOISE SUPPRESSION
- 1 OPER-LPS BODY TAIL W/PARK SW.
- 1 SWITCH-ROCKER DOME LAMPS DRIVER ON/OFF
- 1 OPER-DRVR'S DOME LPS ON/OFF
- 1 OPER-HTR BOOSTER PUMP OPER WITH SWITCH
- 1 OPERATION-LAMPS INTERIOR/EXTERIOR RIGHT FRONT ENTRANCE DOOR
- 1 OPERATION-LAMPS SERVICE BRAKE WITH PILOT LAMPS
- 1 OPERATION-SWITCH ID/MARKER LAMPS WITH PARK
- 1 OPER-LPS DOME (2)ON/OFF
- 1 OPER-LPS REVERSE
- 1 ELEC-(3) SWITCH BANKS
- 1 ELEC-ELECTRONIC COMP ASM
- 1 OPER-LPS DIR./HAZ.
- 1 SWITCH-RKR MIRROR HTR.
- 1 ELEC-MIR A HTD & RC
- 1 RAIL-EXT GRD @ SEAT FRT END LS
- 1 RAIL-EXT GRD@ FLOOR, NONE
- 1 TRIM-FRT CAP RS/LS
- 1 PANELS-EXTERIOR REAR
- 1 SHEET-DRIVERS EXTERIOR 20 GA.
- 1 OPER-MIRRORS EXT HTD.
- 1 PAINT-EXT ENT DOOR NONE
- 1 LS STORAGE BOX 2 - NONE
- 1 RS STORAGE BOX 2 - NONE
- 1 RS STORAGE BOX ROH - NONE
- 1 LS STORAGE BOX ROH - NONE
- 1 PANELS-REAR END INTERIOR REAR GALVALUME
- 1 PANELS-ACCESS RR GRAY PASS ADVISORY

- 1 COVER-ACCESS FRT END HARNESS
- 1 COVER-FUEL SENDING INSPECTION
- 1 SWITCH-ROCKER HEATER STEPWELL
- 1 LUGGAGE RACK ALERT - NONE
- 1 SWITCH-ROCKER HEATER LEFT 1ST
- 1 SWITCH-ROCKER HEATER LEFT 2ND
- 1 ELEC-HTR U/ SEAT POS 3
- 1 LAYOUT-SEAT RAIL HOLES RS
- 1 LAYOUT-SEAT RAIL HOLES LS
- 1 CABINET-SW, FWD
- 1 CABINET-SWITCH, LOWER WITHOUT POCKET
- 1 CABINET-SWITCH, UPPER
- 1 CABINET-TOP PLATE (3 BANK)
- 1 OPER-HTR U/ SEAT LS FWD
- 1 OPER-HTR STEPWELL
- 1 INSULATION-VEST HEADLINING 2"
- 1 INSULATION-RR BULKHEAD 2" POLY
- 1 OPER-HTR U/ SEAT LS AFT
- 1 HARNESS COVER COLOR - GRAY
- 1 SPEAKER ALERT - PRESENT
- 1 DOME LPS - MINIMUM
- 1 HEADLINING COLOR - GREY
- 1 MAT, FLOOR VESTIBULE
- 1 TRIM-INTERIOR DASH FORWARD
- 1 INSTALLATION-PARK BRAKE ASSEMBLY
- 1 LUGGAGE RACK ALERT - NONE
- 1 OPER-WDO P/O
- 1 VANDALOCK,STARTER DISABLE W/ANY LOCKED EMER DR(S),LH PT LAMP
- 1 REINFORCED NYLON FUEL LINES
- 1 SINGLE SUCTION AND RETURN FUEL LINES
- 1 FUEL TANK MOUNTED BETWEEN RAILS, AFT OF REAR AXLE, WITH CAGE
- 1 REMOTE-MOUNTED SURGE TANK
- 1 BASIC WIRING SCHEMATIC,UNMOUNTED,12-VOLT NEGATIVE GROUND SYS
- 1 PAINTED BATTERY PANEL COVER
- 1 BATTERY BOX FRAME MOUNTED
- 1 INTEGRAL ELECTRONIC TURN SIGNAL FLASHER
- 1 BATT ENABLED 3 AMBER INBOARD ID LAMPS,2 AMBER OUTBOARD MARKE
- 1 STROBE LAMP, IGNITION SWITCH OR LH DASH SWITCH ACTIVATED
- 1 STANDARD BODY VISUAL WARNING,LOWER RR,REV LAMPS ON DR/OPEN
- 1 STANDARD WIRING
- 1 DRIVER'S IGNITION OPERATED DOME LP WITH ON/OFF SW
- 1 PASSENGER COMPARTMENT DOME LAMPS, IGNITION ACTIVATED
- 1 PASSENGER COMPARTMENT DOME LPS, DUAL ON/OFF SWITCH
- 1 STEPWELL LAMP ON WITH DOOR OPEN AND MARKER LAMPS ON
- 1 SHIFT LEVER, CABLE LINKAGE, AUTOMATIC TRANSMISSION
- 1 DRIVELINE GUARD
- 1 NON-ASBESTOS FRONT BRAKE LININGS
- 1 FRONT SHOCK ABSORBERS
- 1 NON-ASBESTOS REAR BRAKE LININGS
- 1 TWO QUART SEE THRU POWER STEERING RESERVOIR
- 1 POWER STEERING PUMP
- 1 ZINC-PLATED HEXHEAD CHASSIS FASTENERS
- 1 SQUARE END OF FRAME
- 1 COMBINATION S/T/T/R LAMPS, LED
- 1 RR EMER DR,IGN CTRL,BZ ON W/DR
- 1 MAINTENANCE-FREE RUBBER BUSHINGS - FRONT SUSPENSION
- 1 CAB MOUNTING FOR HOOD AND COWL CHASSIS
- 1 MANUAL ENT DOOR LOCK/BUZZER ON W/EMERGENCY DOORS UNLATCHED
- 1 ONE GALLON WINDSHIELD WASHER RESERVOIR
- 1 SINGLE ELECTRIC WINDSHIELD WIPER MOTOR W/DELAY
- 1 GRAY/CHARCOAL FLAT DASH
- 1 STANDARD TUNNEL/FIREWALL LINER
- 1 STANDARD HVAC DUCTING
- 1 MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH,& NOISE SUPPRES
- 1 WINDSHIELD FAN,(1) HEADER MOUNTED

- 1 DRIVER'S FAN,(1) MOUNTED ABOVE SIDE WINDOW
- 1 AUX BODY HEATER,UNDER SEAT,FWD
- 1 AUXILIARY BODY HEATER, UNDER SEAT, AFT
- 1 GRAY INSTRUMENT PANEL-DRIVER
- 1 BODY SUPPLIED HEATED MIRRORS
- 1 ROOF MOUNTED VENT/ESCAPE HATCH
- 1 PUSH OUT BODY SIDE WINDOWS, BUZZER WITH WINDOW UNLATCHED
- 1 SEPARATE PANEL LAMP DIMMER,LH DRIVER'S SWITCH PANEL
- 1 CHASSIS COWL AND HOOD ONLY
- 1 PILOT,LH DASH,STOP LAMP MONITOR
- 1 BUMPER: BLACK
- 1 NO SPARE WHEEL PAINT
- 1 CHASSIS: VENDOR BLACK
- 1 EXPECTED GROSS VEHICLE WEIGHT CAPACITY
- 1 EXPECTED FRONT AXLE(S) LOAD
- 1 EXPECTED REAR DRIVE AXLE(S) LOAD
- 1 COWL CHASSIS CONFIGURATION COMPLIES WITH SBMTC
- 1 BUS BODY WITH WHEELWELL
- 1 PASSENGER COMMODITY
- 1 100% ON-HIGHWAY (CITY) TERRAIN
- 1 DOMICILED OKLAHOMA

CHASSIS

AXLES AND SUSPENSIONS

- 1 SPL100 DANA SPICER MAIN DRIVELINE
- 1 DA-F-10-3 10,000# FF1 71.5 KPI/3.74 DROP SINGLE FRONT AXLE
- 1 CHICAGO RAWHIDE FRONT OIL SEALS
- 1 SYNTHETIC 75W-90 FRONT AXLE LUBE
- 1 SYNTHETIC 75W-90 REAR AXLE LUBE
- 1 IRON REAR AXLE CARRIER HOUSING
- 1 CHICAGO RAWHIDE (SCOT) REAR OIL SEALS
- 1 GUNITE IRON REAR HUBS
- 1 10,000 LB. TAPERLEAF FRONT SUSPENSION
- 1 COMFORT-TEC SUSPENSION

BRAKES

- 1 BOSCH HYDRAULIC PIN-SLIDE DISC FRONT
- 1 DISC BRAKE FRONT ROTORS FOR HYDRAULIC BRAKES
- 1 BOSCH HYDRAULIC PIN-SLIDE DISC REAR
- 1 REAR BRAKE DUST SHIELDS
- 1 FRONT BRAKE DUST SHIELDS
- 1 REAR DISC BRAKE ROTORS

CHASSIS EQUIPMENT

- 1 SHIELD-EXHAUST PIPE
- 1 B2 106 CONVENTIONAL CHASSIS
- 1 SET-BACK AXLE - TRUCK
- 1 ELECTRIC GRID AIR INTAKE WARMER
- 1 DELCO 12V 29MT STARTER WITH INTEGRATED M
- 1 ENGINE COMPARTMENT MOUNTED AIR RESTRICTION INDICATOR W/LIGHT
- 1 RIGHT HAND SIDE-FILL FUEL TANK CAP
- 1 100GALLON/378 LITER STEEL RECTANGULAR FUEL TANK,BETWEEN RAIL
- 1 11.5 GALLON DEF TANK
- 1 MAGNETIC ENGINE DRAIN, REAR AXLE DRAIN & FILL PLUG
- 1 NO TRACTION STABILIZER
- 1 TRW THP-60 POWER STEERING
- 1 450MM(18") LK FOUR-SPOKE CHARCOAL STEERING WHEEL
- 1 7075MM (279") WHEELBASE
- 1 1-PIECE 14" PTD STL 1/4" HD BUMPER JACK PROVISION
- 1 FRONT FRAME-MOUNTED TOW HOOKS
- 1 FIBERGLASS HOOD
- 1 (2) CUPHOLDERS, LEFT HAND AND RIGHT HAND DASH

ELECTRICAL - CHASSIS

- 1 LN 12 VOLT 270 AMP 4949PA PAD MOUNT ALTERNATOR
- 1 CRUISE CONTROL-ELEC ENG,W/SWITCHES IN LH SWITCH PANEL
- 1 DIAGNOSTIC INTERFACE CONNECTOR,9-PIN, S
- 1 IGNITION SWITCH CONTROLLED ENGINE STOP

- 1 12VOLT POWER SUPPLY LH PANEL
- 1 SOLID STATE CIRCUIT PROTECTION, PDMS WIT
- 1 SELF CANCEL TURN SIGNAL SWITCH W/DIM/WASH&HAZZARD IN HANDLE
- 1 STANDARD FRONT TURN SIGNAL LIGHTS
- 1 PARK LMP SW INTGRAL W/HL SWITCH, ID/MARKER/CLEARANCE/PARK ON
- 1 NO FENDER MTD TURN/MARK COMBO LPS
- 1 AMBER LED MIDSHIP TURN SIGNALS
- 1 NO UTILITY/ADVERTISING LIGHT
- 1 NO BAGGAGE COMPARTMENT LAMP
- 1 NO BODY MTD INT SPOT/WORK LAMP
- 1 FASTEN SEAT BELT INDICATOR FOR CUSTOMER SUPPLIED SEAT BELT
- 1 LOCATING SYSTEM WITH VEHICLE MONITORING
- 1 ELECTRONIC SPEEDOMETER WITH SECONDARY KPH SCALE, NO ODOMETER
- 1 PRE/POST TRIP SYSTEM TEST
- 1 ENGINE AND HOUR METERS INTEGRAL WITH DRIVER DISPLAY
- 1 DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY
- 1 ELECTRIC FUEL GAUGE
- 1 ELECTRIC ENGINE OIL PRESSURE GAUGE
- 1 ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE

ENGINE AND EQUIPMENT

- 1 ENGINE-MOUNTED OIL CHECK AND FILL
- 1 CUMMINS SPIN ON FUEL FILTER
- 1 STANDARD ENGINE OIL
- 1 FULL FLOW OIL FILTER
- 1 EXHAUST BRAKE NONE
- 1 ALUMINUM FLYWHEEL HOUSING
- 1 PHILLIPS 750 WATT/115 VOLT BLOCK HEATER
- 1 STANDARD OIL PAN
- 1 ENGINE HEATER RECEPTACLE MOUNTED FACE OF BUMPER, LEFT SIDE
- 1 ELECTRONIC ENGINE INTEGRAL WARNING AND DERATE PROTECTION
- 1 ADDL AUX LINES W/MANIFOLD PLUMBING AND COMBINED SHUTOFF
- 1 CONSTANT TORQUE BREEZE CLAMPS ON 1" IN DIA GREATER, SS C
- 1 CAST BOOSTER PUMP
- 1 30,600 BTU STEPWELL HEATER, RH FRONT ENTRANCE DOOR
- 1 DONALDSON ONE-STAGE AIR CLEANER
- 1 VISCOUS FAN DRIVE
- 1 NO IDLE SHUTDOWN CONFIGURATION

TRANSMISSION AND EQUIPMENT

- 1 ALLISON 2500 PTS AUTOMATIC TRANSMISSION
- 1 ALLISON VOCATIONAL PACKAGE 354 - FIFTH GEN
- 1 TRANSMISSION OIL CHECK AND FILL
- 1 SYNTHETIC 50W TRANSMISSION LUBE (TES-295 COMPLIANT)
- 1 WATER TO OIL TRANSMISSION COOLER - IN RADIATOR END TANK
- 1 NO MODE SWITCH

WHEELS AND TIRES

- 1 TIRE/WHEEL BALANCING-LEAD FREE WEIGHTS
- 1 ACCURIDE PKBLK21 POWDER BLACK WHEEL (N0001H) - REAR

DEALER ADD On's

EQUIPMENT

- 1 Additional delivery charge
- 1 Lugs & moons
- 1 Rooftop AC w/ducted parcel racks, lights, USB

Meets all FMVSS requirements in effect at the time of manufacture.

Total for 1 complete unit(s):
Delivery Cost:

\$ 169,968
Quote Available Upon Request

Additional options you may want to consider:
Paint, Graphics or Wrap

Anywhere from \$5,000 - \$20,000
depends on design/what school wants.

Terms and Conditions: Est. Del 9-12 Months
Quote Expires:

Customer Signature: _____ **Date:** _____

Dealer Signature: _____ **Date:** _____

AttachedDetail

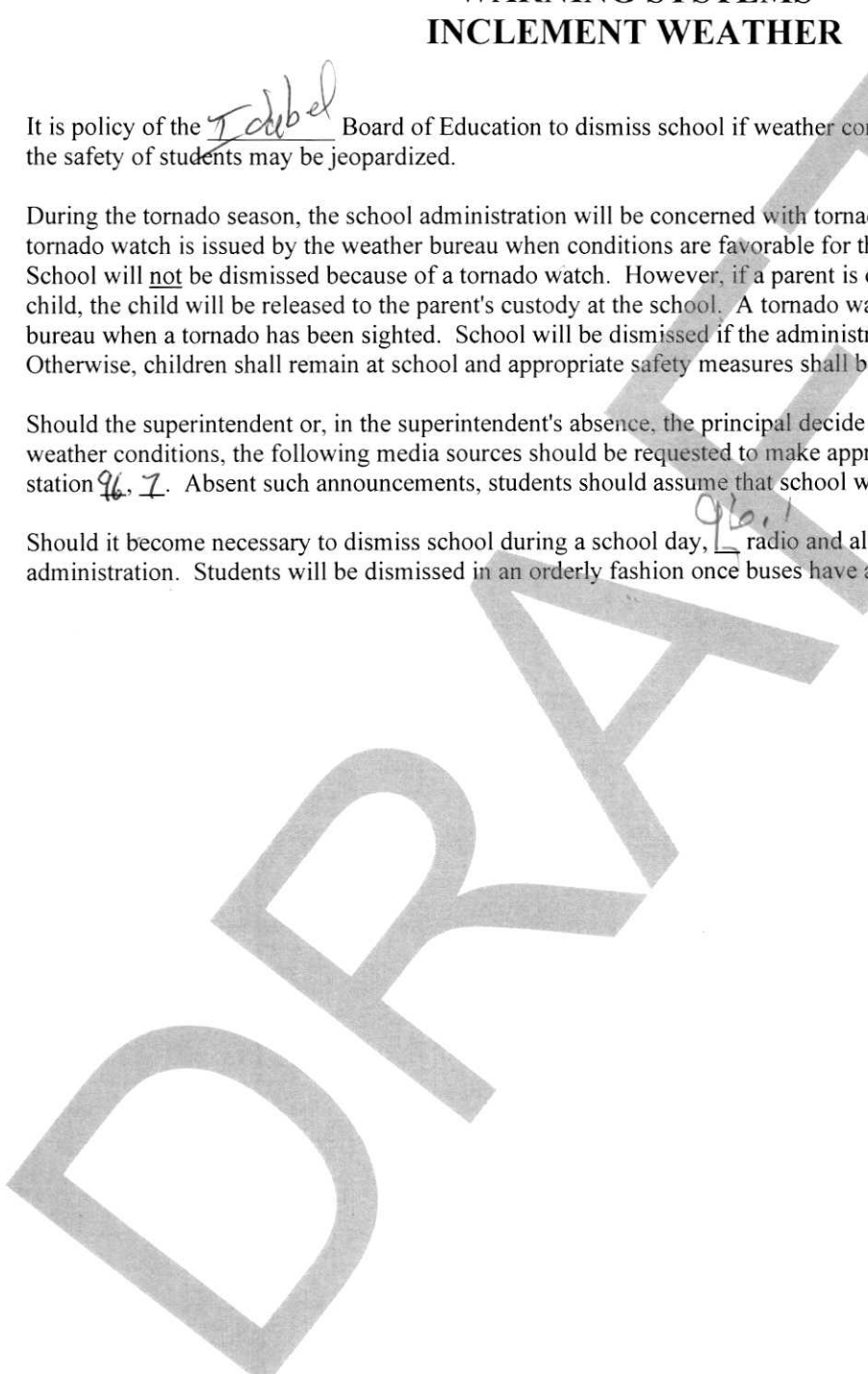
**WARNING SYSTEMS
INCLEMENT WEATHER**

It is policy of the Idabel Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. A tornado watch is issued by the weather bureau when conditions are favorable for the development of tornadoes. School will not be dismissed because of a tornado watch. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. A tornado warning is issued by the weather bureau when a tornado has been sighted. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken.

Should the superintendent or, in the superintendent's absence, the principal decide to dismiss school because of weather conditions, the following media sources should be requested to make appropriate announcements: Radio station 96.7. Absent such announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, 96.1 radio and all bus drivers will be notified by the administration. Students will be dismissed in an orderly fashion once buses have arrived.



SAFETY DRILLS

The School District will conduct ten (10) safety drills each school year. The Superintendent shall be responsible for ensuring that all ten (10) drills have been appropriately conducted at each school site within the school district. It shall be the duty of the site principal, under the direction of the superintendent, to conform to the written plans and procedures adopted by the school district. All students and teachers shall participate in the safety drills. The extent of student involvement in intruder drills shall be determined by the superintendent in consultation with the building principal. The ten (10) drills shall consist of the following:

1. ~~Lockdown~~ Security drills. A minimum of ~~two (2)~~ four (4) security lockdown drills shall be conducted at each site within the school district each school year. No lockdown security drill can be conducted at the same time of day as a previous lockdown security drill in the same school year, and no more than two drills shall be conducted in the same semester. One security drill shall be conducted within the first fifteen (15) days of each semester. Security ~~Lockdown~~ drills shall be conducted for the purpose of securing school buildings to prevent or mitigate injuries or deaths that may result from a threat ~~around~~ ~~on~~ or ~~in~~ near the school.

2. Fire drills. Each site school shall conduct a minimum of two (2) fire drills per school year. Each fire drill shall be conducted within the first fifteen (15) days of each semester. The fire drills shall include the sounding of a distinctive audible signal designated as the fire alarm signal.

3. ~~Intruder drills. Each school site shall conduct a minimum of two (2) intruder drills per school year. Intruder drills are conducted for the purpose of mitigating injuries or deaths by executing a plan as an alternative to the lockdown method. Each intruder drill shall be conducted within the first fifteen (15) days of each semester.~~

4. Tornado drills. Each school site shall conduct a minimum of two (2) tornado drills per school year. Tornado drills are required to be conducted in the months of September and March.

4.5. Safety drills. Each school site shall conduct a minimum of two (2) safety drills per year that can consist of any of the aforementioned drills.

Documentation of completion of the drills shall be maintained. Records for each fire drill shall be preserved in writing for at least three years and made available to the State Fire Marshal or the marshal's agent upon request. The school district shall document all other safety drills in writing and by school site with a copy of the report remaining at the school, a copy filed with the district administrative office, and a copy with the Oklahoma School Security Institute ~~for School Security Resources~~.

REFERENCE: 70 O.S. § 5-148
70 O.S. § 5-149

*Evacuation of the building to various safe locations in a random order is preferred so that anyone threatening harm will not have prior knowledge of the evacuation route and safe areas.

FIRE DRILLS RULES AND PROCEDURES

In accordance with the policy of the board of education and Oklahoma law, fire drills will be scheduled by the principal at least twice each ~~semester school year~~. The ~~first fire drills~~ shall be conducted within the first fifteen days of each semester. ~~The second fire drill must occur after the first 30 days of each semester.~~ The purpose of a fire drill is to train students, under staff direction, to move safely, quickly, and quietly from any location within the building to an assigned evacuation area outside.

The following rules and procedures will be complied with in all schools:

1. Rules for fire evacuation will be posted in each room. These rules will indicate the primary and alternate exits and the evacuation area to which the student should proceed upon leaving the building. The posted rules will be discussed with each class using the room during the first day(s) of the school year.
2. A district fire alarm signal will be used for fire drills only; another signal will be established by the principal for return to class.
3. No person is to remain in the building during fire drills.
4. Evacuation areas will be at least 50 feet (100 feet if possible) away from buildings and driveways at the north and south ends of the school.
5. It is each student's responsibility to move quickly, quietly, and in an orderly manner through the assigned exit to the assigned evacuation area.
6. Provided safety considerations allow, the teacher or other fire evacuation leader will be responsible for:
 - A. Seeing that windows are closed.
 - B. Assuring that electrical circuits and gas jets are turned off.
 - C. Maintaining order during the evacuation.
 - D. Assigning students to hold doors open, if their group is the first to evacuate from such doors, and instructing students holding doors to rejoin the class after the last person has passed through the doors.
 - E. Taking the roll book and checking roll when the class is in the assigned evacuation area. The name of any student not accounted for will be reported immediately to the principal or the principal's designee.
7. The exercise will be observed by the vice-principals and a report made to the principal as to the time required to complete the evacuation.
8. The principal will provide the superintendent, or the superintendent's designee, with a report on all fire drills, including the time required for evacuation. The superintendent shall preserve such reports for at least three years and make them available to the State Fire Marshal, or his agent, upon request.

REFERENCE: 70 O.S. §5-149

TORNADO DRILLS RULES AND PROCEDURES

In accordance with the policy of the board of education, tornado drills will be scheduled by the principal at least ~~one~~ ~~for each two months that school is in session~~ two times per school year in order to ensure the best possible plan has been established and to ensure all students and personnel know what they are to do when a signal for a tornado drill is given. ~~The first drill shall be conducted within the first month of school.~~ Tornado drills must be conducted in September and March of each school year. The principal or designated staff member shall submit a copy of the drill plan for the building to the superintendent's office during the first month of school. Tornado drills are to be held on different days of the week at different hours of the day. ~~so that students will not be able to distinguish between tornado drills and actual tornadoes.~~

Definition of Terms

A **tornado watch** indicates that, within a period of several hours, a tornado may strike in a designated area.

A **tornado warning** indicates a tornado has been spotted or indicated on radar and that the tornado is likely to strike in a designated area immediately or within the next hour.

Procedures

When a tornado warning has been received, the superintendent or designated administrator shall notify all schools in the area. Upon being notified of a tornado warning, the principal or designated staff member must check weather conditions in the area to determine if it is necessary for students to be moved into the refuge areas. A designated staff member will monitor commercial radio or TV for tornado warnings, even if the school has a NOAA weather radio tone-alert system.

It is not necessary for schools to wait for the "weather alert" before moving students into the refuge areas. If the principal or designated staff member deems it advisable to move students into the refuge areas, this should be done immediately. Designated staff members will be assigned to bring in children from playgrounds or other outdoor areas during a tornado warning.

Each principal or staff representative will need to use individual best judgment as to when students should leave the refuge areas and return to the classrooms.

Refuge Areas

Students housed in single story buildings should be moved into a basement or the interior corridors that are not parallel to the tornado's path (usually from the southwest).

Students housed in single story buildings that do not have corridors should seek refuge under tables, desks, etc. preferably away from areas containing glass.

In situations where some of the students are housed in annexes adjacent to the main building, students should be moved from the annex into the main building when space is available.

Avoid the use of large enclosed areas, such as auditoriums, gymnasiums, cafeterias, or other rooms with wide, free-span roofs as places of refuge.

TORNADO DRILLS, RULES AND PROCEDURES (Cont.)

If a school bus is caught in the open when a tornado is approaching, the children will be escorted to a nearby ditch or ravine and made to lie face down, hands over their heads. They should be far enough away from the bus so that the bus cannot topple onto them.

Planning Security Drills

When developing a tornado security drill, selecting refuge areas to be used should be the first consideration. After refuge areas are determined, the following should be accomplished:

1. Assign and fit the students into the refuge areas. Adjustment may be necessary.
2. Conduct drills with one or two rooms at a time.
3. Determine the position(s) to be taken in the refuge areas and explain them to the students. The following positions are recommended:
 - A. Down on knees, lean forward, cover as much of exposed body as possible by crossing arms and burying the face in the arms.
 - B. Cross legs, sit on the floor, and cover face with folded arms. (Students should turn their backs to natural light.)
4. Determine the signal to be used for the security drill and ensure all school personnel and students know how to distinguish it from other signals. Establish a backup alarm to be used in the event of a power failure, e.g. a battery-operated bullhorn, hand-cranked siren, or hand bell.
5. Conduct a building drill and make any changes necessary to improve the plan.

Teacher Responsibility

The classroom teacher has the responsibility of preparing the students for the drills as well as the real emergency. Information given by the teacher will do much to protect the emotional health of the child. Statements by uninformed or poorly informed individuals can cause students to become emotionally upset. It would seem psychologically sound to teach all students the usable facts that can be understood at their intelligence level. There cannot be a quick course of instruction once a tornado has struck.

Preparation of the Building

Close the outside doors on the side from which the tornado is approaching.

Open outside doors on the side of the building opposite to the approaching tornado. Doors must be fastened securely so there is no danger of their blowing shut. Tapered wedges and/or doorstops should be used for this. All inside doors leading into corridors must be left open.

TORNADO DRILLS, RULES AND PROCEDURES (Cont.)

The custodian or alternate **MUST** turn off the gas on the outside of the building when a tornado warning has been received.

Variety

It is recommended that tornado drills be held under all kinds of conditions and circumstances and from all parts of the building in order to prepare students for any emergency that would make it necessary for them to be moved into the refuge areas. Among these would be the following situations:

- From regular classrooms
- From regular classrooms with a blocked exit
- From assemblies
- When some of the students are in the classrooms and others are on the school grounds or in the cafeteria
- When students are in the process of changing classes
- Any other situation in which students might be found
- From the cafeteria
- From a bus

Informing Parents

A bulletin to parents, giving information about the school's tornado drill plan, is a **MUST**. This bulletin should include a sketch of the floor plan where refuge areas are located. Room numbers or names of teachers shown in relation to each refuge area will help parents know where their children will be placed during drills.

Dismissal from School

School will not be dismissed because of a tornado warning. (See also policy CKBB.)

Children will not be permitted to leave school during a tornado warning alert in the immediate area. However, parents may go to the school and get their children. Parents should contact the principal's office and let a member of the school staff get the student from the classroom. When parents go to the classroom, it excites the other students and disrupts teaching.

If, at dismissal time, a storm is approaching and it is believed the children will not have time to reach home before it strikes, children should be kept in the building until it is deemed safe to dismiss them. School buses will not be used during tornado warnings.

BOMB THREATS

In the event of a call or notice to the effect that a bomb has been placed in a school or any other building or establishment, the following procedures are recommended:

1. Immediate evacuation of the school or buildings.*
2. If the call was not received originally by the fire and police departments, immediate notification is required.
3. A search of the building or premises should be conducted by the police and/or fire department.
4. If a thorough search has been conducted and nothing found, the principal of the building should be notified by the police and/or fire department that reentry will be permitted.
5. A request for investigation of the incident should be made to the local police department.

Any decision concerning the dismissal of school students and subsequent action after the above procedures have been followed is the prerogative of the superintendent.

*Evacuation of the building to various safe locations in a random order is preferred so that anyone threatening harm will not have prior knowledge of the evacuation route and safe areas.

BOMB THREAT PROCEDURES

In accordance with the policy of the board of education, these procedures shall be followed in the event of a bomb threat communicated to any employee or student of the public schools.

In the event that you receive a telephoned bomb threat, try to remain calm - do not manifest fear. If not placed in immediate danger, attempt to safely follow the following procedure. The attached form (see CKCB-E) should be located near each telephone and be accessible to each user. Have the form before you as you talk. Try to keep the caller as occupied as possible. Keep the caller talking as long as you can. In addition to the information on the form, ask for the caller's name; where the caller is calling from; why the caller wants to blow up the building; where the bomb is located; how and when the bomb is set to explode.

When the caller hangs up, notify immediately the following persons. Do not discuss the call with anyone else.

1. Fire department and police department.
2. Principal.
3. Superintendent, Assistant Superintendent, or designee.

TOBACCO USE PROHIBITED

The use of a tobacco product or vapor product shall be prohibited 24/7 in or on an educational facility that offers an early childhood education program or in which children in grades kindergarten through twelve are educated. The use of a tobacco product or vapor product shall also be prohibited 24/7 in school vehicles, and at any school-sponsored or school-sanctioned event or activity.

1. "Educational facility" is defined as any property, building, permanent structure, facility, auditorium, stadium, arena or recreational facility owned, leased, or under the control of the school district.
2. "School Vehicle" is defined as any transportation equipment or auxiliary transportation equipment as defined in 70 O.S. § 9-104.
3. "Chewing tobacco" is defined as any Cavendish, twist, plug, scrap, and any other kinds and forms of tobacco suitable for chewing.
4. "Smoking tobacco" is defined as any granulated, plug cut, crimp cut, ready rubbed, and any other kinds and forms of tobacco suitable for smoking in a pipe or cigarette.
5. "Tobacco product" is defined as any bidis, cigars, cheroots, stogies, smoking tobacco and chewing tobacco, however prepared. Tobacco products shall include any other articles or products made of tobacco or any substitute thereof. ~~Tobacco product will also include any vaping product.~~
6. "Vapor product" is defined as noncombustible products, that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. Vapor product shall also include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device. Vapor products do not include any products regulated by the United States Food and Drug Administration under Chapter V of the Food, Drug, and Cosmetics Act.

Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited

Students are also prohibited from possessing tobacco on, in, or upon any school property. If students are found to be carrying cigarettes or other tobacco products, the tobacco product will be confiscated.

Employees are warned that violation of this policy may lead to dismissal action. Patrons who violate this policy will be asked to leave the school premises. Students violating this policy will be disciplined.

For career technology center districts only!

A technology center school district may designate smoking areas outside of buildings, away from general traffic areas and completely out of sight of children under eighteen (18) years of age, for use by adults attending training courses, sessions, meetings, or seminars. In addition, a technology center school district may designate an area outside of the educational facility for the use of adults during certain activities or functions, including but not limited to, athletic contests.

REFERENCE: 21 O.S. §1247
63 O.S. §1-1522, et seq.
70 O.S. § 1210.212
20 U.S.C. §6083

DRAFT

HAZARDOUS MATERIALS

The *Federal* Board of Education realizes that hazardous materials are used in the day-to-day operation of the school facilities and in the support of education requirements. The board also recognizes that with the use of hazardous materials, responsibility must be taken to ensure personal safety and to protect the environment during the use, storage, and transportation of such materials.

Therefore, this school district shall establish and maintain conditions of work which are reasonably safe and healthful for our employees. The school district's safety standards and safeguards shall be those which are reasonably necessary for the protection of the life, health and safety of our employees.

The term "hazardous materials" includes any substance or mixture of substances that pose a fire, explosive, reactive, or health hazard (such as bloodborne pathogens). Examples are common household cleaning supplies, spray oven cleaners, cleaning solvents, photo chemicals, soldering flux, some ceramic glazes, oils, gasoline and other fuels, and all other materials for which a "material safety data sheet" (MSDS) has been prepared. The U.S. Occupational Safety and Health Administration maintains complete listings of hazardous substances and materials.

The superintendent will develop regulations and/or procedures that govern the purchase, storage, handling, transportation, and disposal of hazardous materials for school facilities and operations.

Such regulations will establish an ongoing process by which each location in the district will have a program of identifying and managing hazardous material. District personnel will be encouraged to substitute non-hazardous material for hazardous material to the extent possible and to minimize the quantities of hazardous substances used and stored on school property.

HAZARDOUS MATERIALS (REGULATION)

In accordance with the policy of the board of education, the following regulation establishes procedures for the use, storage, and transportation of hazardous materials in this school district.

Hazardous materials are defined to be those items listed in Oklahoma and federal law and regulations regarding the transportation of hazardous materials. Examples include, but are not limited to the following:

Non-building related asbestos materials;

Lead and lead compounds (included in school supplies, e.g., art supplies, ceramic glazes, etc.);

Compressed gases (natural gas), and explosive (hydrogen), poisonous (chlorine), or toxic gases (including exhaust gases such as carbon monoxide);

Solvents (gasoline, turpentine, mineral spirits, alcohol, carbon tetrachloride);

Liquids, compounds, solids or other hazardous chemicals that might be toxic, poisonous, or cause serious bodily injury;

Materials required to be labeled by the Department of Agriculture or the EPA (pesticides, algacide, rodenticide, bactericides);

Regulated underground storage tank hazardous materials (including diesel fuel, regular and unleaded gasoline, oil (both new and used), and propylene glycol).

Each building principal or project manager is responsible for ensuring receipt, proper labeling and storage of hazardous materials received at their location. Copies of the current inventory will be provided to the superintendent no later than May 1 of each year. Inventory lists will be maintained and may be made available to appropriate police, fire, and emergency service districts as appropriate.

The superintendent or superintendent's designee will maintain a set of material safety data sheets (MSDS) for the district.

Purchase orders for hazardous materials will include a requirement that the shipment of any such materials include MSDS with any order or portion of order. Purchase orders also will note that failure to provide MSDS with the shipment may result in either the District's refusing to accept the shipment or conditionally accepting the shipment and refusing to pay for the material until the MSDS are provided. These procedures will apply to all hazardous materials regardless of the method of acquisition.

Storage of hazardous materials will be in compliance with any local ordinances and state and federal law and regulations. Hazardous materials will be separated and labeled according to hazardous characteristics and stored safely in storage areas appropriate to the risk posed by the materials. Where appropriate, storage cabinets may be locked and access to students or non-authorized staff limited. Containers will be labeled to show the date of receipt by the district, shelf life, and expiration date. Materials should be stored so that the oldest materials are used first.

HAZARDOUS MATERIALS, REGULATION (Cont.)

The superintendent or designee will maintain a master Chemical Information List (CIL) that shall contain the common and trade names of all hazardous substances used or stored within the district. Any new substances introduced into the district will be added to the master CIL within 30 days.

The superintendent or designee will maintain a CIL on each employee who works with or who has had chemical exposure at a workplace within the district. Such CILs shall be presented to any employee upon request and to all appropriate employees at least once annually. The master and individual CILs will be made available for inspection within 24 hours of an employee's request.

Each building principal will maintain a Chemical Information List (CIL) of hazardous materials used or stored in their respective building. Such CILs will be available for inspection by any employee working in the building or who is known to have had exposure to any chemical or other hazardous substance stored within the building.

REFERENCE: 40 O.S. §401, §403
40 O.S. §450, et seq.

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HAZARD COMMUNICATION

It is the policy of the Idabel Public Schools to provide in-service training on an annual basis concerning hazard communications (Right To Know Law) and the Maintenance, Operation of Plants (MOPs) workshops by the Oklahoma State Department of Education.

1. MOP Workshop in-services will be mandatory for district employees, custodial staff, appropriate support personnel, and student workers and any other employees who work during the summer.
2. Hazard communications in-service will be conducted by district personnel or outside consultants. Employees to attend are custodial staff, appropriate support personnel, lunchroom personnel, and student workers.

Certificates of attendance will be maintained in the employee's personnel file on an annual basis.

ASSAULTS UPON SCHOOL EMPLOYEES

It is the policy of the *Idabel* Board of Education to encourage the prosecution of any person who commits assault, battery, or assault and battery upon the person of a school employee or student or threatens and places an employee or student of the public schools in immediate fear of bodily harm while the employee or student is in the performance of his duties as a school employee or student. The following statement will be posted in at least one prominent location at each school site:

FELONY CHARGES MAY BE FILED AGAINST ANY PERSON(S) COMMITTING AN AGGRAVATED ASSAULT OR BATTERY UPON ANY SCHOOL EMPLOYEE.

School employee is hereby defined to include any duly appointed person or employee of a firm contracting with a school system for any purpose, including personnel not directly related to the teaching process and including school board members during school board meetings.

REFERENCE: 21 O.S. §650.7

**ASSAULTS UPON SCHOOL EMPLOYEES
(REGULATION)**

Assaults/battery upon school district personnel and/or students will not be tolerated. Appropriate action must be taken immediately. Procedures to be followed by the building administrator when an assault/battery has occurred are:

1. Restore order and contact proper law enforcement authorities, if necessary;
2. Secure medical assistance, if necessary;
3. Conduct a preliminary investigation;
4. Submit a written report to the superintendent.

After reviewing the written report of the incident, the superintendent may refer the matter to the district attorney.

Nothing herein shall be construed as limiting the individual employee's or student's right or duty to report such occurrence.

BUILDINGS, EQUIPMENT, AND GROUNDS

The *Idabel* Board of Education believes that the education of children is dependent upon many factors including a proper physical environment that is safe, clean, attractive, and smoothly functioning.

The care, custody, and safekeeping of all school district property is the general responsibility of the superintendent. It is also the superintendent's responsibility to establish procedures for the proper maintenance and safekeeping of school property.

Citizens of the district, students, and members of the police department are encouraged to cooperate in reporting to the chief of security any incidents of vandalism to property belonging to the district and the name(s) of the person or persons believed to be responsible. Every employee of the district shall report to the principal of the school - and the principal in turn to the chief of security - any incident of vandalism known to them, and, if known, the names of those responsible.

The superintendent is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism to school property. The superintendent is further authorized to delegate, as seen fit, authority to sign such complaints and to press charges.

The superintendent shall have authority to let contracts for minor repair work not exceeding \$5000.00. Contracts beyond minor repair shall require board approval.

For public use of school property, see the policy on the community use of school property located elsewhere in this manual (see policy GK).

The school district shall be entitled to recover damages in a court of competent jurisdiction from the parents of any minor under 18 years of age, living with the parents at the time of the act, who commits any criminal or delinquent act resulting in bodily injury to any person or damage to or larceny of any property, real, personal or mixed, belonging to the school district. The amount of damages awarded shall not exceed \$2,500.00.

REFERENCE: 23 O.S. §10

EQUIPMENT ACCOUNTABILITY

It is the policy of the ^{Idabel} Board of Education that each teacher shall be charged with the responsibility of accounting for equipment or supplies used by the teacher.

Inventories will be made of all equipment, books, furniture, computing devices and supplies at the beginning and close of the school year. The inventory will be filed in the office of the superintendent. ^{via buildings principal}

No school property or equipment may be removed from the school for non-school use without the approval of the superintendent. Any equipment on loan must be operated by a school approved operator. The borrower shall assume the expense of the operator and the full responsibility for the equipment while it is in the borrower's possession.

Equipment purchased with federal funds shall be utilized in the program or project for which it was acquired as long as needed. When no longer needed for the original program or project, the equipment can be utilized in other programs or projects which are approved by the superintendent or designee. Prior to any sale of property, the board of education will need to vote to declare the property as surplus. When acquiring replacement property, the school district may utilize the equipment to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property.

Any property that is purchased with federal funding is the property of the school district and should be identified on inventory lists with a description of the property, a serial number or other identification number, the source of funding for the property, the acquisition date, and the cost of the property, the location, use and condition of the property, any ultimate disposition information including the date of disposal and sale price of the property. Any sale of property that was purchased with federal funding must ensure the highest possible return for the school district and adhere to district policy regarding sale of personal property.

**REFERENCE: 70 O.S. §5-130
2 C.F.R. §§ 200.33, 200.94, 200.20 and 200.313.
Department of Education, Administrator's Handbook**

**SCHOOL PROPERTY
OWNERSHIP AND INSPECTION**

The school district owns all school property and has access at any and all times to all school property including school lockers; desks; file cabinets; school equipment and tools and tool boxes; school vehicles, including school buses; all school buildings, grounds and premises, including parking lots; and any and all other school property as well as contents, objects, or things located or placed in school property. In order to attempt to properly supervise the welfare of the students, school personnel, and school property in the best interests of the district, school property, including, but not limited to, items of school property listed above, may be opened and examined by school officials or administrators at any time. As such, school personnel should have no reasonable expectation of privacy towards school officials or administrators in school property or the contents thereof.

In addition, school property, the contents thereof, and personal items or property of school employees in or on school property, will be searched whenever, in the opinion of school officials or administrators, a reasonable suspicion for the search exists.

The school reserves the right to use inspection animals or devices to inspect all areas of the campus for the purpose of locating any illegal drugs, contraband, dangerous substances, and other prohibited substances.

**CROSS-REFERENCE: Policy CKAE, Drugs, Alcohol and Contraband Searches
Policy FNF, Search of Students**

**TEXTBOOKS:
DISTRIBUTION AND CARE OF**

The *Idabel* Board of Education believes that all employees and students are responsible for the proper care of school facilities, equipment, and property in their use or under their control.

Cooperation is expected from the professional staff regarding the care and distribution of school-owned textbooks. The superintendent may delegate authority to building principals for the care, custody, and distribution of textbooks, as well as other instructional material and equipment.

Students using school-owned textbooks or library books are responsible for them and shall reimburse the school for any lost or damaged books. If a misplaced book is returned, the student may be refunded any charges previously paid to the school for the book.

The school district may withhold from a third party transcripts or other school records relating to a student if the student fails to return a textbook or fails to make payment for the textbook if not returned. The superintendent is authorized to apply this provision on a case-by-case basis taking into consideration the student's (or parent's) ability to pay for lost textbooks and reasons for the nonreturn of such textbooks. For the purpose of this policy, transcript means any record of a grade or grades given to a student by a teacher.

The school district will not - and the superintendent is not authorized to - prevent a student from receiving a grade to which the student is entitled, from graduating upon completion of graduation requirements, or from obtaining any records or information supplied to the school or otherwise owned by the student.

The school district will forward all educational records of a student to another school district in which the child is enrolling within three (3) business days of the request as per 70 O.S. § 24-101.4 regardless of whether all fines and fees have been paid by the former student.

REFERENCE: 70 O.S. §16-121

OSSBA POLICY SERVICES REVIEW NOTES:

The district may withhold transcripts/records only from third parties. Under the FERPA, they may not be withheld from the student or the student's parents. The district is required to provide other schools with student records within three (3) business days regardless of whether or not fees or fines have been paid. 70 O.S. §24-101.4

SCHOOL TRANSPORTATION

The Idabel school district recognizes that in Oklahoma, student transportation is a service that may be provided for its students by the school district. The school district wishes to assure its citizens that any transportation services provided by the district are to accomplish three goals:

1. To ensure that children of our district school are transported in the safest manner possible (see also policy CNAB);
2. To ensure that the transportation services provided are cost effective to our district's taxpayers;
3. To ensure that all transportation services are rendered in an equitable manner.

The school district will accomplish these goals through strict enforcement of its school transportation policies.

Definitions: For the purposes of clarification, the following terms are defined.

1. Supervisor of Transportation--the person appointed by the board of education responsible for the operation of student transportation services.
2. School bus driver--any person who operates a vehicle transporting school children under the direct auspices of the board of education.
3. School bus, transportation equipment--any vehicle or conveyance used to transport school children from their homes to school and from school to their homes.
4. Auxiliary transportation equipment--includes, but is not limited to, equipment used for transporting students to and from extracurricular activities, but does not include transportation equipment used for transporting students from their homes to school and from school to their homes.

Drivers of all school transportation equipment will abide by state laws, rules, and regulations and shall make appropriate reports as required.

(Optional language) The school district will install and operate a video-monitoring system in or on the school buses or the bus stop-arms operated by the school district or may contract with a private vendor to do so for the purpose of recording violations of state law related to drivers overtaking school buses that are stopped to take on or discharge school children and the red loading signals are in operation.

Yes

may?

**REFERENCE: 70 O.S. §9-104
47 O.S. § 11-705**

SCHOOL TRANSPORTATION (REGULATIONS)

In accordance with the policy of the board of education, the following regulations shall apply to the district's school transportation program. Responsibility for implementing these regulations shall be delegated to the supervisor of transportation.

School Bus Maintenance

1. All school buses purchased and used by the district will meet or exceed any and all state and federal minimum safety construction standards. (SDE Regulation)
2. The district shall have each school bus mechanically inspected annually by an approved Department of Public Safety fleet inspector. (SDE Regulation)
3. The driver shall perform a daily pre-trip safety inspection of the vehicle. The inspection shall include brakes, lights, tires, exhaust system, gauges, windshield wipers, steering, and fuel. The driver shall make a daily written report describing the condition of the bus and listing any deficiencies. This report is to remain on file with the superintendent or designee for a period of ninety (90) days. (SDE Regulation)
4. Any school bus deemed unsafe shall immediately be placed out of service until all necessary repairs are made. All repairs to school buses shall be made by a duly qualified automotive technician.
5. It is the responsibility of all drivers to clean and refuel any bus entrusted to their operation. It is furthermore the responsibility of all school bus drivers to inform the supervisor of transportation when routine maintenance is required.
6. The district shall adopt a preventative maintenance schedule to prolong the life of all school buses and to ensure the safety of the passengers. This schedule shall be developed by the supervisor of transportation.

School Bus Drivers

1. Any person employed as a school bus driver, whether full- or part-time, shall hold the appropriate driver's license and endorsements required by the Department of Public Safety for the operation of a school bus.
2. Any person employed as a school bus driver, whether full- or part-time, shall successfully complete a school bus drivers course and hold a school bus driver's certificate as required by the Oklahoma State Department of Education (SDE).
3. The driving records of all school bus drivers shall be checked annually and all drivers must meet the requirement of the SDE for school bus drivers' records. All new drivers shall have a felony records check conducted prior to employment and must meet SDE requirements.
4. All school bus drivers shall have an annual health certificate signed by a physician licensed by this state filed in the superintendent's office attesting that such physician has examined the driver and that the driver has no sign or symptoms of ill health, and is otherwise, from the observation of such physician, physically and mentally capable of safely operating a school bus. (SDE Regulation)

SCHOOL TRANSPORTATION, REGULATIONS (Cont.)

5. The use of tobacco by a school bus driver is not permitted during the operation of the bus or while on school premises as per board policy CKDA. The use of any intoxicating beverage and/or controlled dangerous substance by the driver within 8 hours prior to or during the operation of a school bus is strictly prohibited. (SDE Regulation)
6. Any school bus driver involved in a school bus accident resulting in personal injury, property damage of \$500.00 or more, or charged with a violation of traffic law shall submit to a screening test to detect if alcohol or a controlled dangerous substance was used by the driver prior to school bus operation (see DCCB).
7. All school bus drivers shall be evaluated annually for job performance purposes. All new drivers shall be evaluated within the first 90 days of the beginning of the school year. All drivers shall receive written notification of the date of evaluation one week prior to evaluation. All procedures relative to and including the written evaluation form shall be on file in the office of the supervisor of transportation. These procedures shall be available to any interested party upon request.

Any school bus driver receiving a deficiency or reprimand may respond in writing to the transportation supervisor within 10 working days. A written plan of improvement shall be furnished to the school bus driver. A formal reevaluation shall be scheduled within 30 days. All evaluations shall be made available to the board of education and may be introduced as evidence in any disciplinary action or termination of employment hearings. Immediate suspension pending due process proceedings for termination of employment shall be made for any of the following reasons:

- A. Failure to conduct a thorough daily pre-trip inspection;
- B. The use of alcohol or any controlled dangerous substance within eight hours prior to the operation of a school bus.
- C. Operating a school bus in a careless or wanton manner without regard for the safety of persons or property or in violation of the conditions outlined in 47 O.S. §11-801:
 1. No person shall drive a school bus at a speed greater than a maximum of 55 miles per hour on paved ~~two lane roads highways~~, except on the state highway system, the interstate highway system and the turnpike system and interstate highways where the maximum shall be 65 miles per hour.
 2. On any highway outside of a municipality, the speed limit in a properly marked school zone shall be a maximum of 25 miles per hour, unless otherwise determined by the Oklahoma Department of Transportation.
 3. Many school bus routes will not warrant speeds even as high as 15 miles per hour. A driver must always adapt driving to conditions.
- D. Failure to stop for a railroad crossing in a school bus when children are being transported; failure to exercise proper judgment at any railroad crossing, endangering the safety of any school children.

SCHOOL TRANSPORTATION, REGULATIONS (Cont.)

- E. Conviction of any crime of moral turpitude involving children.
 - F. Abuse of sick leave; excessive absenteeism and/or tardiness.
 - G. Use of any portable electronic communications device while the vehicle is in motion
8. Any school bus driver shall be suspended with pay pending the outcome of an investigation of any charge of recklessly endangering the safety of persons or property while operating a school bus or any charge of moral turpitude involving children.
 9. All school bus drivers shall comply with requirements of the supervisor of transportation regarding attendance of and participation in in-service and periodic safety meetings for the purpose of increased student safety.
 10. All school bus drivers shall dress appropriate to the operation of a school bus. Prohibited articles of clothing shall include:
 - A. Thong-type sandals;
 - B. Halter tops or see-through blouses;
 - C. Dresses shorter than three inches above the knee;
 - D. Any article of clothing with logos promoting alcohol or tobacco products, phrases that are sexually implicit or suggestive, and phrases containing profanity;
 - E. Any gang-related paraphernalia.
 11. Substitute and activity school bus drivers shall meet all the requirements prescribed for regular bus drivers.

School Bus Safety

1. Illegally passing a school bus is a violation of state law. All school bus drivers are required to report, within 24 hours of the alleged offense, drivers who illegally pass their buses. Each report is to include the vehicle color, license tag number, and the time and place of the violation and is to be made to the law enforcement authority of the municipality where the violation occurred and to the district's director of transportation.
2. All auxiliary transportation equipment owned by this district shall comply with state law requirements and shall be of such construction as to provide safe, comfortable, and economical transportation of passengers.
3. School bus drivers transporting children under the age of six will utilize a child passenger restraint system or a seat belt when using school-owned vehicles other than school buses to transport the students.

SCHOOL TRANSPORTATION, REGULATIONS (Cont.)School Bus Route

1. Transportation shall be restricted to use for the students of this school district who reside within the boundaries of the school district. All Oklahoma State Board of Education Regulations regarding school bus routes shall be strictly adhered to.
2. All school bus stops shall be selected with the safety of the children at the bus stop the first consideration. When possible, a bus stop shall be located within one-half (½) mile of the home of each child being transported.
3. All school bus routes shall be evaluated annually. A copy of the evaluation shall be forwarded to the government agency responsible for maintaining the roadway if any physical hazards are noted. If identifiable hazards exist on a school bus route, all drivers shall exercise due caution. Route and bus stop changes may be made at the discretion of the supervisor of transportation.
4. School bus drivers may not deviate from established school bus routes without the written permission of the supervisor of transportation.
5. It is the duty of the parents or legal guardian to have their children at the bus stop at the proper time. No children may board any school bus except at a designated bus stop.
6. No children shall be discharged from their school bus at any point except the designated bus stop unless permission from the parent or guardian is furnished to the supervisor of transportation. Furthermore, no child shall be released to anyone except the parents having legal custody unless written permission is furnished to the supervisor of transportation or the principal.

Auxiliary or Activity Transportation

1. Any person operating a school bus for auxiliary transportation purposes shall adhere to all school transportation policies regarding driver qualifications and operational procedures.
2. No school buses will be utilized for any activity trip prohibited by Oklahoma State Board of Education regulations.
3. It is the responsibility of the parents or legal guardians of all children riding activity buses to have their children at the designated site for departure and arrival of all activity trips.
4. All adults transported in connection with activity trips must be designated sponsors or appropriate school personnel such as the superintendent, principal, or sponsor.
5. All requests for auxiliary transportation must be made to the supervisor of transportation or principal prior to the trip.

SCHOOL TRANSPORTATION, REGULATIONS (Cont.)

Student Discipline

1. Due to the serious nature of student transportation, no disruptive behavior shall be tolerated on any school bus that might endanger the life or safety of any student transported.
2. During a school assembly or upon enrollment, all students will be presented with a copy of the school bus rider rules. These rules must be discussed with each child by their parent or legal guardian and each parent or legal guardian must sign a written statement supporting the school district in the enforcement of these rules (see CN-A2).
3. Any violation of these rules could result in the following:
 - A. Two-day suspension of school bus riding privileges;
 - B. Two-day in-house suspension;
 - C. Suspension of bus riding privileges.
4. Any student carrying alcohol, a controlled dangerous substance, firearm, or weapon on any school bus will lose school bus riding privileges for the remainder of the school year and shall be reported to the appropriate enforcement agency.
5. All school bus riding rules and discipline policies shall apply both to school bus routes and to all activity trips.

School Bus Accidents and Emergencies

1. All students transported in school buses shall receive instructions in safe riding practices and will participate in emergency evacuation drills within the first two weeks of each semester. All students riding on activity trips shall be included. These drills shall be conducted on school grounds under the direction of the supervisor of transportation. Documentation of these drills shall be kept on file at the office of the supervisor of transportation and available to interested parties.
2. In the event of an accident, the following procedures shall be strictly followed by the bus driver:
 - A. The bus must be stopped and the driver should preserve the accident scene, evacuate the students from the school bus if necessary, and render first aid to the best of the driver's abilities to any injured children or parties.
 - B. The bus driver will notify the proper authorities and the supervisor of transportation.

SCHOOL TRANSPORTATION, REGULATIONS (Cont.)

- C. The school bus driver shall make no comments to any party involved, witnesses, or students except to furnish proof of driver's license and school bus driver certification upon request. Any comments made to the investigating officer shall be contained to answering direct questions. At the accident scene, the school bus driver shall not submit to any media or press interviews unless approved by the superintendent. The school bus driver shall obtain the name and address of all witnesses to the accident.
- 3. The superintendent or designee shall be responsible for any communications with the various press or media outlets. A person shall be designated as spokesperson in the absence of the superintendent or designee.
- 4. Upon request, in the event of serious injury or death of a student, the principal shall consider contacting the mental health authorities and/or the ministerial alliance to arrange counseling sessions for parents, students, and all school employees.
- 5. All school bus accidents shall be investigated and the proper reports shall be submitted to the State Department of Public Safety and the State Department of Education as per state law and regulations.
- 6. In the event of any serious school bus accident, especially any involving personal injury, the superintendent will inform the chief legal counsel of the school district of the events surrounding the accident. Notification to the insurance carrier shall be made by the supervisor of transportation.

Parental Grievance Procedures

- 1. All parental grievances relating to student discipline and transportation services must be initiated with the principal.
- 2. In cases of disciplinary action concerning student suspension from school transportation, all decisions of the superintendent shall be final pending a formal hearing conducted by the board of education. All hearings must be requested in writing by the child's parent or legal guardian.
- 3. All inquiries regarding school bus stops shall be initiated with the supervisor of transportation, principal, or superintendent or his/her designee.
- 4. All complaints regarding any unsafe driving practices involving a school bus driver shall be directed to the school administration or superintendent for formal action. Documentation forms will be available in the office of the supervisor of transportation (see CN-A3).

REFERENCE: 47 O.S. §11-705

TRANSPORTATION MANAGEMENT

The ^{Idabel} Board of Education recognizes that transportation is a necessary element of educational opportunity and, therefore, the board shall grant appropriations for transportation. Transportation is a privilege extended to students in the district only when necessary for the accomplishment of one of the following purposes:

1. To provide transportation for any child who is participating in prekindergarten, kindergarten, or early childhood program operated by the school district or any Head Start program offered by the school district.
2. To transport children whose homes are more than a reasonable walking distance, as defined by regulations of the State Board of Education, from the school attended by such child. Transportation may be provided to children whose residence is within one and one-half miles of the school attended only within the limits of time, space, and funds. Such transportation privileges shall be withdrawn if the board believes it to be in the best interest of the school district.
3. To allow, when practicable, the use of school buses for the transportation of students to school activities and on field trips that have been approved by the superintendent. Expenses for such transportation shall be paid by the students transported or by the school activity or school organization requiring the transportation. Such costs may also be paid from other private sources. Any money so collected will not be chargeable to or become a part of the school district's finances.
4. To provide adequate education facilities and opportunities which otherwise would not be available;
5. To contract for the use of school buses and other school transportation for general public use including religious, political, literary, community, cultural, scientific, mechanical, agricultural, or parental involvement purposes, and to make a reasonable charge to cover the cost of the use of school buses and other school transportation.
6. For group movements for participants to and from contests, athletic games, or other school functions under the direct auspices of the board of education:
 - A. Activity trips for children participating in regularly scheduled school activities within the state.
 - B. Activity trips for children participating in educational contests and activities with neighboring out-of-state schools for normally scheduled inter-school functions.
 - C. FFA and FHA trips in the state for children participating in regularly scheduled activities.
 - D. 4-H trips in the state, for children in regularly scheduled activities, if under the supervision of a member of the local school faculty.
 - E. Transportation for school children participating in educational contests and activities outside the State of Oklahoma or outside the districts in which they reside upon request from the State Director of Cooperative Extension Work in Agriculture and Home Economics (Service), or the State Director of Vocational Education, or the State Supervisor of Vocational Agriculture.

TRANSPORTATION MANAGEMENT (Cont.)

- F. Trips for purposes connected with summer youth activities, upon approval of the school board.
- G. Transportation for adults enrolled in adult and community education class.

District-owned vehicles will not be used for the following:

1. Transportation for students to and from night programs, contests, athletic games, or other school functions at the local schools.
2. Transportation for adults to and from programs, contests, athletic games, or other non-supervised school functions.
3. Transportation for non-participating students to and from contests, athletic games, or other school functions.

In accordance with state law, bus lights will be activated at all times any school bus is in operation.

REFERENCE: 47 O.S. §12-228
70 O.S. §5-130
70 O.S. §9-101
70 O.S. §9-108

TRANSPORTATION PROCEDURES

The following procedures shall apply to transportation to athletic events as well as other school-sponsored trips:

1. All trips must be approved by the building principal and the athletic director/sponsor.
2. All transportation requests must be in the transportation director's file by noon of the Thursday preceding the trip. Requests will be processed on Fridays.
3. Requests are to be made in duplicate if a record of the bus number and driver assigned to your trip is required.
4. Students will not be permitted to drive cars on school-sponsored trips. Students will not be permitted to drive a car to a school-sponsored contest if the student is a participant unless parents are passengers in the car.
5. Due to the increased chances of an accident, only two cars are permitted on each trip. If more students are making the trip than can be safely accommodated by two cars, the coach or sponsor should request bus transportation.
6. If the distance of the trip will require extra fuel, the coach or sponsor is to check out a credit card from the administration office. The credit card can be used for school-owned vehicles only. All gas tickets must be turned in to the transportation secretary.
7. Extremely long distances or overnight trips must be approved by the principal and the athletics director/sponsor before a request for transportation is made.
8. All auxiliary vehicles shall be checked out for school use. They are to be driven by school personnel only. Approval must be obtained from the principal/athletic director.
9. Departure times for all buses used on a long trip should be the same time, if possible. Spare tires and a jack will be provided.
10. Each student making the trip must have a permission slip filled out and signed by a parent and given to the coach or sponsor. Permission slips should be kept on file the entire school year.

WELLNESS POLICY

PURPOSE

The Idabel Public School District recognizes the important role that schools play in the development of children's lifelong health habits, their ability to learn, and their overall well-being. Schools can improve the health of students not only by educating them about the importance of healthy behaviors, but also by implementing policies that promote those behaviors. Therefore, the District establishes the following policy to promote the health and wellness of students and staff and to ensure its schools comply with those standards established by federal and state law. Specifically, this policy requires all schools in the District to do the following:

- Allow parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review, and update of the school wellness policy.
- Establish nutrition guidelines that meet or exceed the United States Department of Agriculture's (USDA) school meal requirements and the nutrition standards for competitive foods and beverages.
- Create goals for nutrition promotion and education, physical activity and physical education, and other activities that promote student health.
- Adopt a plan to ensure the policy is properly implemented, regularly assessed, and periodically updated.

DEFINITIONS

School campus: All areas of the property under the jurisdiction of the school that are accessible to students during the school day

School day: The period of time from the midnight before to 30 minutes after the end of the instructional day.

Competitive foods and beverages: Foods and beverages that are sold on campus outside of the federal reimbursable school meals program during the school day (e.g., in vending machines or school stores).

Smart Snacks standards: Nutrition standards, issued by the USDA that set limits on the amount of calories, salt, sugar, and fat in competitive foods and beverages.

NUTRITION

School Meal Requirements

The District will make nutritious foods available on campus during the school day to promote student and staff health. At a minimum, the District Child Nutrition Program will serve reimbursable meals that meet the United States Department of Agriculture's (USDA) requirements and follow the Dietary Guidelines for Americans (DGA). Specifically, the District will ensure that all meals are the following:

- Accessible, appealing, and attractive to all children
- Served in a clean, pleasant, and supervised setting
- High in fiber, free of added trans fats, and low in added fats, sugar, and sodium
- Respectful of cultural diversity (e.g., students will be encouraged to suggest local, cultural, and favorite ethnic foods) and religious preferences
- Reviewed by a registered dietitian or other certified nutrition professional / based on a meal plan provided by a professional resource (such as the State Department of Education, the USDA, the Alliance for a Healthier Generation, or The Lunch Box)



WELLNESS POLICY (Cont.)

The District will also ensure that schools do the following:

- Encourage students to start the day with a healthy breakfast.
- Provide breakfast through the USDA School Breakfast Program.

Water

Schools will make clean drinking water available and accessible without restriction and at no charge at every district facility (including cafeteria and eating areas, classrooms, hallways, playgrounds, and faculty lounges) throughout the entire school day. Schools will also ensure the following:

- Students will be provided drinking cups, glasses, or reusable water bottles in places where meals are served.
- Students will be allowed to bring drinking water from home and take water into the classroom, provided that the water is in a capped container, such as a bottle, to prevent spills.
- All water sources and containers will be maintained on a regular basis to ensure good hygiene standards (including drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water).

Information and Promotion

As required under the National School Lunch Program (7 CFR 210.12), the District will promote activities to involve students and parents in the School Lunch Program. In addition, the District will do the following:

- Inform families about the availability of breakfasts for students.
- Distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.
- Send applications for reimbursable meal programs to families at the beginning of the school year and make applications available on the District website.

Adequate Time to Eat

The District will allow students at least 10 minutes to eat breakfast and 20 minutes to eat lunch from the time they are seated.

Competitive Foods and Beverages

All competitive foods and beverages sold to students during the school day must meet or exceed the USDA's Smart Snack Standards

Classroom Parties and Celebrations

Only foods and beverages that meet the USDA's Smart Snacks standards will be allowed to be served during classroom parties and celebrations. The District, however, may allow exemptions for up to two celebrations during the school year, during which the foods and beverages served are not required to meet the Smart Snack standards as long as healthy options are available.

WELLNESS POLICY (Cont.)

The District will provide parents and teachers with a list of ideas for healthy food as well as non-food alternatives for classroom parties and celebrations.

Fundraising on Campus During the School Day

Only fundraisers that feature non-food items or foods and beverages that meet the Smart Snacks standards will be permitted. The District will encourage fundraisers that do not sell food and/or that promote physical activity.

After-School Fundraisers and Concessions (e.g., during after-school programming, events, clubs, and evening concessions)

Clubs, Groups and Organizations should support children's health and reinforce nutrition lessons and the District should encourage fundraising activities that include healthy foods and/or physical activity and/or non-food items.

Nutrition Education

Schools will offer—and integrate into the core curriculum—nutrition education to all grades, providing students the knowledge and skills necessary for lifelong healthy eating behaviors, including the following:

- What it means to eat healthfully, consume the proper nutrients, and maintain a wholesome and balanced diet.
- How to read labels and understand the problems associated with unhealthy food marketing to children.

In addition, schools will ensure that nutrition education:

- Complies with state and federal learning objectives and standards.
- Provides opportunities for students to practice and apply the skills and knowledge taught in the classroom (e.g., by using the cafeteria as a learning lab, visiting local farms, etc.). Is made available for staff.
- Is promoted to families and the community.

Rewards and Punishment

Food, beverages, and candy will not be used to reward or punish academic performance or student behavior.

Nutrition and Healthy Food Promotion

- The District will promote healthy food and beverage choices and appropriate portion sizes by doing the following: Exhibiting posters, signs, or other displays on the school campus that promote healthy nutrition choices.
- Providing age-appropriate activities, such as contests, food demonstrations, and taste-testing that promote healthy eating habits.
- Offering information to families (via communications with parents, educational workshops, screening services, and health-related exhibitions and fairs) and encouraging them to teach their children about nutrition and healthy eating behaviors.

WELLNESS POLICY (Cont.)

- Encouraging school staff to display healthy eating habits and physical activity choices to students (e.g., by consuming only healthy snacks, meals, and beverages in front of their students, sharing positive experiences about physical activity with their students, etc.).

Food and Beverage Marketing

Only foods and beverages that meet the USDA's Smart Snacks standards may be marketed in schools. Marketing includes the following:

- Advertising on any property or facility owned or leased by the school district or school and used at any time for school-related activities (including school buildings, athletic fields, parking lots, school buses, vending machines, scoreboards, uniforms, educational materials, and supplies).
- Coupons, discounts, and corporate incentive programs that reward students (e.g., when they reach certain academic goals) with free or discounted items. Such rewards may not include foods or beverages that fail to satisfy the USDA's Smart Snacks standards.
- Corporate-sponsored programs that provide funds to schools in exchange for consumer purchases of certain items.
- Programs involving purchase of foods and beverages that do not meet the USDA's Smart Snacks standards are not permitted. If the non-compliant advertising is a permanent feature of a permanent fixture (e.g., a scoreboard), such advertising can remain until the permanent fixture is removed or replaced.

Staff Qualifications and Training

The District will require all personnel in the school nutrition programs to complete annual continuing education and training. In addition, Child Nutrition Staff will do the following:

- Receive training in basic nutrition, nutrition education, safe food preparation, and nutrition standards for healthy meals.
- Organize and participate in educational activities that support healthy eating behaviors and food safety

Farm-to-School Programs and School Gardens

The District will allow school gardens &/or greenhouses on District property. The following will also occur:

- The District will dedicate resources (e.g., tools, materials, volunteer hours, etc.) to build a school garden on District property and/or actively participate in community gardens by dedicating the same resources as would be required for gardens on District property.
- The District will incorporate local and/or regional products into the school meal program. Schools will take field trips to local farms.
- The District will work with their local food distributor to highlight locally sourced products
- As part of their education, students will learn about agriculture and nutrition.

PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

WELLNESS POLICY (Cont.)General Requirements

The District will provide opportunities for participation in a broad range of competitive and noncompetitive physical activities that help to develop the skills needed to participate in lifetime physical activities. The District will encourage all students (K-12) to participate in a minimum of 60 minutes of physical activity each day, whether through physical education, exercise programs, after-school athletics, fitness breaks, recess, classroom activities, or wellness and nutrition education.

Recess and Physical Activity Breaks Recess

The District will require schools to provide elementary school students (K-5) at least 20 minutes of recess each day (in addition to the PE requirements). Additionally, the District will also develop indoor recess guidelines to ensure students can have adequate physical activity on days when recess must be held indoors.

Physical Activity Breaks

The District will require schools to provide all students (K-12) short breaks throughout the day to let them stretch, move around, and break up their time spent sitting. These physical activity breaks may take place during and/or between classroom time.

Physical Education (PE)

The District will require all schools to establish a comprehensive, standards-based PE curriculum for each grade (K-12). Schools will ensure that PE classes and equipment afford all students (K-12) an equal opportunity to participate in PE.

Elementary school students (K-5) will participate in at least 150 minutes of PE/Physical Activity per week. Activity may be through recess, daily physical activity integrated into the school day and physical education time.

Middle and high school students (6-12) will have the option to participate in at least [225] minutes of PE per week throughout the entire school year. Students participating in PE will engage in moderate to vigorous physical activity for more than 50 percent of the PE class time.

Teacher Qualifications, Training, and Involvement

- Teachers will receive training on how to integrate physical activity into the curriculum. Some portion of this training will be incorporated into annual professional development.
- Schools will allow teachers the opportunity to participate in or lead physical activities throughout the school day.
- PE classes will be taught by licensed teachers who are certified or endorsed to teach PE. Punishment and

Rewards

- Physical activity will not be used or withheld as punishment. (This does not apply to participation on sports teams that have specific academic requirements.)

WELLNESS POLICY (Cont.)

- The District will provide a list of alternative ways for teachers and staff to discipline students.
- The District will strongly encourage teachers to use physical activity (e.g., extra recess) as a reward.

Grounds, Facilities, and Equipment

The District will ensure the availability of proper equipment and facilities that meet safety standards and will conduct necessary inspections and repairs.

Community Use of Recreational Facilities

The District will encourage school staff, students, and their families to participate in physical activity outside of the school day. Allowing staff, students, and their families to use school recreational facilities during non-school hours is one way to increase opportunities to engage in physical activity.

Active Transportation

The District will do the following:

- Encourage children and their families to walk and bike to and from school.
- Work with local officials to designate safe or preferred routes to school.
- Promote National and International Walk and Bike to School Week/Day.
- Provide bike racks.
- Encourage parents to supervise groups of children who walk or bike together to and from school.

OTHER ACTIVITIES THAT PROMOTE SCHOOL WELLNESSHealthy and Fit School Advisory Committee (HFSAC)

All Oklahoma public schools must establish a HFSAC comprising of at least six individuals who represent different segments of the community, including teachers, parents, school counselors, health care professionals, and business community representatives. The HFSAC is responsible for making recommendations and providing advice to the school principal regarding health education, nutrition, and health services, and will meet at least two times a year. The school principal will give consideration to the HFSAC's recommendations.

Staff Wellness

The District will implement an employee wellness program that promotes the physical, mental, and emotional needs of its staff. The program will include the following:

- Health education
- Voluntary annual health screenings
- Stress management programs
- A breastfeeding policy
- Physical activity opportunities, available before and/or after school

WELLNESS POLICY (Cont.)

- Nutrition education and weight management programs
- Promotion of the OK Tobacco Helpline (1-800-QUIT-NOW) Oklahoma State Employee Assistance Programs for substance abuse
- Crisis management and prevention training
- Free or low-cost first aid and CPR training

Professional Development

The District will provide staff with educational resources and annual training in health and health-related topics.

Coordinated School Health

The district adopts the Coordinated School Health Program model recommended by the Centers for Disease Control and Prevention (CDC) for planning and coordinated school health activities. This model will help create a school environment that conveys consistent messages and is conducive to healthy eating, physical activity, and wellness for all staff, students and their families.

The Coordinated School Health Program includes the following eight components: Health Education; Physical Education; Health Services; Family and Community Involvement; Counseling, Psychological, and Social Services; Nutrition Services; Healthy School Environment, and Health Promotion for Staff.

Health Education

The District will implement Health Education Curriculum for all grade levels that follow The Oklahoma Academic Standards for Health/Safety Education (PASS Standards for Health/Safety) or National Health Education Standards

IMPLEMENTATION, MONITORING, AND EVALUATION

Leadership

The District will designate one or more official(s) to facilitate the development of the local school wellness policy, oversee appropriate updates to the policy, and ensure each school's compliance with the policy. The District will ensure that the designated official(s) fully understand(s) the federal and state laws related to wellness policies. ~~Include the name(s), position(s), and contact information of the designated official(s) here:~~

- ~~Sherri Lane~~ Susan Ramsey, School Nurse, 580-286-5115
- ~~Carolyn Janz~~ Child Nutrition Director, 580-550-1668
- ~~Doug Brown~~ Superintendent, 580-286-7639

Community Involvement

The District will permit parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review, and update of the local school wellness policy.

WELLNESS POLICY (Cont.)

To encourage broad public participation in the process, the District will do the following:

- Actively notify parents and the broader community about the content and implementation of as well as any changes to the wellness policy, whether through electronic communications (e.g., email, District website, etc.), non-electronic means (e.g., mailings, presentations, etc.), or both.
- Ensure that all outreach and communication is culturally appropriate and translated as needed.
- Educate community stakeholders on how they can participate in the development, implementation, review, and update of the wellness policy and let them know why their participation is important to the health and wellness of students and the broader community.

Assessments, Revisions, and Policy Updates

Every three years, the District will measure the extent to which schools are in compliance with the local wellness policy, as well as progress made in attaining the policy's goals. Additionally:

- Parents, students, physical education teachers, school health professionals, the school board, school administrators, and the general public will be allowed to participate in the development, implementation, and periodic review and update of the local wellness policy.
- The District will assess how its policy compares with the latest national recommendations on school health and will update the policy accordingly.
- The District will inform and update the public about the content and implementation of the local wellness policy (via the District's website, handouts, newsletters sent directly to families' homes, etc.)

USE OF METAL DETECTORS

(OPTION 1)

The deterrence of the possession of weapons or other dangerous objects as defined in this policy is necessary to promote health and safety within the school setting and to provide a school environment conducive to education. The administration is authorized to utilize stationary or mobile metal detectors when:

The administration has reasonable cause to believe weapons or dangerous objects are in the possession of students or other persons on school property;

There has been a pattern of weapons or dangerous objects found at school, on school property, at school functions, or in the vicinity of a school;

Violence involving weapons or dangerous objects has occurred at the school, on school property, at school functions or in the vicinity of the school.

School personnel operating the metal detectors must comply with the rules and regulations for the use of such devices as adopted by the board of education. Any search of a student's person as a result of the activation of the detector shall be conducted in accordance with board policy on student searches.

(OPTION 2)

In view of the escalating presence of weapons in our schools, the _____ Board of Education authorizes the use of walk-through metal detectors to check a student's person or personal effects as follows:

1. School officials or law enforcement officers may conduct metal detector checks of groups of individual if the checks are done in a minimally intrusive, nondiscriminatory manner (e.g., on all students in a randomly selected class, on every third individual entering an athletic event, etc.). Metal detector checks of groups of individuals may not be used to single out a particular individual or category of individuals.
2. If a school official or law enforcement officer has reasonable suspicion to believe that a particular student is in possession of an illegal or unauthorized metal-containing object or weapon, he or she may conduct a metal detector check of the student's person and personal effects.
3. A student's failure to permit a metal detector check as provided in this policy will be considered grounds for disciplinary action.

(ADD TO OPTION SELECTED)

Upon enrollment and at the beginning of each school year, students and parents/guardians shall receive notice that the district uses metal detector checks as part of its program to promote safety and deter the presence of weapons. Signs shall be posted at all schools to explain that anyone may be scanned by metal detectors for guns, knives, or other illegal weapons or dangerous objects when on campus or attending athletic or extracurricular events.

REVIEW NOTE: A hand-held device may require the district to be able to articulate reasonable suspicion prior to the search being conducted.

**VEHICLE USE AND PARKING
STUDENTS**

The Jedebel Board of Education will permit student use and parking of motor vehicles on the high school campus only. Students driving a motor vehicle to the high school campus may park the vehicle only in the parking lot designated for student parking. Students will not park vehicles in the parking lot(s) designated for staff and visitors. ~~The vehicle will not be used during the school day. In the event of an emergency, permission may be granted for a student's use of a vehicle.~~

Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspections of student automobiles when on school property. The interior of student vehicles may be inspected whenever a school authority has a reasonable suspicion that illegal or unauthorized materials may be contained inside. Such patrols and inspections may be conducted without notice, without consent, and without a search warrant.

BULLYING

It is the policy of this school district that bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school. The school district is not required to provide educational services in the regular school setting to any student who has been removed from a public school or private school in Oklahoma or another state by administrative or judicial process for an act of using electronic communication with the intent to terrify, intimidate or harass, or threaten to inflict injury or physical harm to faculty or students.

As used in the School Safety and Bullying Prevention Act, "bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency or to a delinquency prevention and diversion program administrated by the office of Juvenile Affairs
13. Suspension
14. Performing Campus-site services for the school district
15. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

HARASSMENT (Cont.)

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

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

A copy of this policy will be furnished to each student and teacher in this school district.

**REFERENCE: 21 O.S. §850.0
70 O.S. §24-100.2**

THIS POLICY REQUIRED BY LAW.

HARASSMENT/BULLYING INCIDENT REPORT FORM

Date: _____ Time: _____ Room/Location: _____

Student(s) Initiating Bullying/Harassment:

_____ Grade: _____ Class: _____

_____ Grade: _____ Class: _____

Student(s) Affected:

_____ Grade: _____ Class: _____

_____ Grade: _____ Class: _____

Type of Harassment Alleged:

Racial _____ Sexual _____ Religious _____ Other _____

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

- | | |
|--|---|
| <input type="checkbox"/> Name Calling | <input type="checkbox"/> Spitting |
| <input type="checkbox"/> Stalking | <input type="checkbox"/> Demeaning Comments |
| <input type="checkbox"/> Inappropriate Gesturing | <input type="checkbox"/> Stealing |
| <input type="checkbox"/> Staring/Leering | <input type="checkbox"/> Damaging Property |
| <input type="checkbox"/> Writing/Graffiti | <input type="checkbox"/> Shoving/Pushing |
| <input type="checkbox"/> Threatening | <input type="checkbox"/> Hitting/Kicking |
| <input type="checkbox"/> Taunting/Ridiculing | <input type="checkbox"/> Flashing a Weapon |
| <input type="checkbox"/> Inappropriate Touching | <input type="checkbox"/> Intimidation/Extortion |
| <input type="checkbox"/> Other _____ | |

Describe the incident:

Witnesses Present: _____

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

Staff signature _____

Parent(s) contacted: Date _____ Time _____

Administrative response taken:

PROHIBITING BULLYING (INVESTIGATION PROCEDURES)

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in future violence.

Definitions

1. "Bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

"Electronic communication" means the communication of any written, verbal, or pictorial information or video content by means of an electronic device, including, but not limited to, a telephone, a mobile or cellular telephone or other wireless communication device, or a computer.

"Threatening behavior" means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property.

Procedures

The procedure for investigating reported incidents of harassment, intimidation, and bullying or threatening behavior, is as follows:

1. The matter should immediately be reported to the building principal. If the bullying involved an electronic communication, a printed copy of the communication as well as any identifying information such as email address or web address shall be provided to the building principal. As much detailed information as possible should be provided to the building principal in written form to allow for a thorough investigation of the matter.
2. Upon receipt of a written report, the building principal shall contact the superintendent and begin an investigation to determine the severity of the incident and the potential for future violence.
3. If, during the course of the investigation, it appears that a crime may have been committed the building principal and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter for potential criminal investigation.
4. If it is determined that the school district's discipline code has been violated, the building principal shall follow district policies regarding the discipline of the student. The building principal shall make a determination as to whether the conduct is actually occurring.

PROHIBITING BULLYING, INVESTIGATION PROCEDURES (Cont.)

5. Upon completion of the investigation, the principal or superintendent may recommend that available community mental health care substance abuse or other counseling options be provided to the student, if appropriate. This may include information about the types of support services available to the student bully, victim, and any other students affected by the prohibited behavior. If such a recommendation is made, the administration shall request disclosure of any information that indicates an explicit threat to the safety of students or school personnel provided the disclosure of information does not violate the provisions or requirements of the Family Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996, Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of Oklahoma Statutes, or any other state or federal laws relating to the disclosure of confidential information.
6. Upon completion of an investigation, timely notification shall be provided to the parents or guardians of a victim of documented and verified bullying. This information should be provided within ___ days of the conclusion of the investigation.
7. Upon completion of an investigation, timely notification shall be provided to the perpetrator of the documented and verified bullying. This information should be provided within ___ days of the conclusion of the investigation.

Reports may be made anonymously. However, no formal disciplinary action shall be taken solely on the basis of an anonymous report. Reports shall be made immediately to the building principal by any school employee that has reliable information that would lead a reasonable person to suspect that a person is a target of bullying.

The Superintendent shall be responsible for enforcing this policy. The building principal should notify the superintendent within twenty-four (24) hours of any report of bullying. Upon completion of an investigation, the building principal should notify the superintendent of the findings of the investigation. Documentation should also be provided to the superintendent to establish that timely notification was provided to the parents of the victim and the parents of the perpetrator.

PROHIBITING BULLYING, REGULATION (Cont.)

from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

The above consequences will be imposed for any person who commits an act of bullying as well as any person found to have falsely accused another as a means of retaliation, reprisal, or as a means of bullying. Strategies will be created to provide counseling or referral to appropriate services, including guidance, academic intervention, and other protection for students, both targets and perpetrators, and family members affected by bullying, as necessary.

Publication of Policy

Annual written notice of this policy will be provided to parents, guardians, staff, volunteers, and students with age-appropriate language for students. Notice of the policy will be posted at various locations within each school site, including but not limited to, cafeterias, school bulletin boards, and administrative offices. The policy will be posted on the school district's website at *(school's website)* and at each school site that has an Internet website. The policy will be included in all student and staff handbooks.

PROHIBITING BULLYING, REGULATION (Cont.)Parental Responsibilities

Parents/guardians will be informed in writing of the district's program to stop bullying. An administrative response to bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:

1. Report bullying when it occurs;
2. Take advantage of opportunities to talk to their children about bullying;
3. Inform the school immediately if they think their child is being bullied or is bullying other students;
4. Watch for symptoms that their child may be a victim of bullying and report those symptoms; and
5. Cooperate fully with school personnel in identifying and resolving incidents.

Discipline of Students

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal

PROHIBITING BULLYING, REGULATION (Cont.)

regarding identification of behavior constituting bullying of students and the prevention and management of such conduct.

Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of bullying of students, the district’s prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. *Idaho* Public Schools’ Safe School Committee

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues that interfere with an adversely affect the maintenance of safe schools.

With respect to student harassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy BDFC.)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying.

Staff Reporting

An important duty of the staff is to report acts or behavior that the employee witnesses that appears to constitute harassing, intimidating, or bullying. Employees, whether certified or noncertified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.

Staff members who witness such events are to complete reports and to submit them to the employee designated by the superintendent to receive them. Staff members who hear of incidents that may, in the staff member’s judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the superintendent or his/her designee.

PROHIBITING BULLYING, REGULATION (Cont.)

- A. Physical Bullying includes harm or threatened harm to another’s body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.

- B. Emotional Bullying includes the intentional infliction of harm to another’s self-esteem, including, but not limited to, insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.

- C. Social Bullying includes harm to another’s group acceptance, including, but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement or statements about another student that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.

- D. Sexual Bullying includes harm to another resulting from, but not limited to, making unwelcome sexual comments about the student; making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim’s body; participation in the gossiping or spreading of false rumors about the student’s sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that adversely affects the victim’s school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by _____ Public Schools.

Procedures Applicable to the Understanding of and Prevention of Bullying of Students

1. Student and Staff Education and Training

All staff will be provided with a copy of the district’s policy on prevention of bullying of students. All students will be provided a summary of the policy and notice that a copy of the entire policy is available on request. *Idaho!* Public Schools is committed to providing appropriate and relevant training to staff

PROHIBITING BULLYING, REGULATION (Cont.)

Bullying often involves expressive gestures, speech, physical acts that are sexually suggestive, lewd, vulgar, profane, or offensive to the education or social mission of this school district, and at times involves the commission of criminal acts. This behavior interferes with the curriculum by disrupting the presentation of instruction and also disrupts and interferes with the student-victim's or bystander's ability to concentrate, retain instruction, and study or to operate free from the effects of bullying. This results in a reluctance or resistance to attend school.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the terms "bullying," as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

- A. Harm another student;
- B. Damage another student's property;
- C. Place another student in reasonable fear of harm to the student's person or damage to the student's property; or
- D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act placing a student in "reasonable" fear of harm, staff will determine "reasonableness" not only from the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

3. General Display of Bullying Acts

Bullying, for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

**PROHIBITING BULLYING
(REGULATION)**

The Idaho Public Schools' student conduct code prohibits bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Statement of Board Purpose in Adopting Policy

The board of education recognizes that bullying of students causes serious educational and personal problems, both for the student-victim and the initiator of the bullying. The board observes that this conduct:

1. Has been shown by national and state studies to have a substantial adverse effect upon school district operations, the safety of students and faculty, and the educational system at large.
2. Substantially disrupts school operations by interfering with the district's mission to instruct students in an atmosphere free from fear, is disruptive of school efforts to encourage students to remain in school until graduation, and is just as disruptive of the district's efforts to prepare students for productive lives in the community as they become adults.
3. Substantially disrupts healthy student behavior and thereby academic achievement. Research indicates that healthy student behavior results in increased student academic achievement. Improvement in student behavior through the prevention or minimization of intimidation, harassment, and bullying towards student-victims simultaneously supports the district's primary and substantial interest in operating schools that foster and promote academic achievement.
4. Substantially interferes with school compliance with federal law that seeks to maximize the mainstreaming of students with disabilities and hinders compliance with Individual Educational Programs containing objectives to increase the socialization of students with disabilities. Targets of bullying are often students with known physical or mental disabilities who, as a result, are perceived by bullies as easy targets for bullying actions.
5. Substantially interferes with the district's mission to advance the social skills and social and emotional well-being of students. Targets of intimidation, harassment, and bullying are often "passive-target" students who already are lacking in social skills because they tend to be extremely sensitive, shy, display insecurity, anxiety and/or distress; may have experienced a traumatic event; may try to use gifts, toys, money, or class assignments or performance bribes to protect themselves from intimidation, harassment, or bullying; are often small for their age and feel vulnerable to bullying acts; and/or may resort to carrying weapons to school for self-protection. Passive-target victims who have been harassed and demeaned by the behavior of bullies often respond by striving to obtain power over others by becoming bullies themselves, and are specifically prone to develop into students who eventually inflict serious physical harm on other students, or, in an effort to gain power over their life or situation, commit suicide.
6. Substantially disrupts school operations by increasing violent acts committed against fellow students. Violence, in this context, is frequently accompanied by criminal acts.
7. Substantially disrupts school operations by interfering with the reasonable expectations of other students that they can feel secure at school and not be subjected to frightening acts or be the victim of mistreatment resulting from bullying behavior.

NEPOTISM

This school district will not consider for employment any relative of a board member who is related within the second degree by affinity or consanguinity to the board member. Such relatives include the following persons:

- | | |
|--|----------------------|
| Board Member's: | Spouse's: |
| spouse | child |
| child | parents |
| child's spouse | grandchild |
| parent | grandparents |
| parent's spouse | brother/step-brother |
| grandchild | sister/step-sister |
| grandchild's spouse | |
| grandparent | |
| grandparent's spouse | |
| brother | |
| brother's spouse/half-brother's spouse | |
| sister | |
| sister's spouse/half-sister's spouse | |

If the relationship is based on affinity (marriage), then those members of the board who are serving on September 1, 1995, may complete the term for which they were elected and any successive terms for which they may be elected unless it is the member's spouse who is a member of the board of education or an employee of the school district. In which case, the prohibition against employment or serving as a school board member will apply. The board member may not participate in any regular or executive session of the board held to consider any personnel matter or litigation relating to said relative except that the board member may vote on collective bargaining agreements for the renewal of contracts as a group if the vote is necessary to establish a quorum. If more than one board member is related to a teacher or employee, only the minimum number of board members necessary to establish a quorum may vote. Length of service on the board of education shall be used in order to determine which of these board members shall be allowed to vote when necessary to establish a quorum.

The following relatives of a board member may be employed by the school district:

- Aunt/Uncle (third degree)
- Niece/Nephew (third degree)
- Great-grandparent (third degree)
- Great-grandchild (third degree)
- Cousin (fourth degree)

~~(Optional language if the district has an ADM of less than 5,000)~~

~~The prohibitions in this policy shall not apply to the employment of substitute teachers or to the employment of temporary substitute support employees, as long as the district's ADM is less than 5,000 students.~~

~~(Optional language only if the district has an ADM of less than 400) This would be entirety of policy on this topic. Relatives of board members within the second degree by affinity or consanguinity may be candidates for employment in the school district or member of the board of education. If a relative of a board member is recommended for employment by the superintendent, the board member may not participate in any regular or executive session of the board held to consider the issue. If a relative of a board member within the second degree is hired by the school district, the board member will not participate in any regular or executive session held to discuss the employee.~~

REFERENCE: 70 O.S. §5-113, 5-113.1

SUBSTITUTE TEACHERS

The Idaho Board of Education realizes that teachers may occasionally be absent from the classroom and recognizes the need for qualified substitute teachers. In recognizing that need, the board has decided that noncertified substitute teachers or substitute teachers with a lapsed or expired teaching certificate shall be paid at the rate of \$ 75 per teaching day. Certified substitute teachers shall be paid \$ 100 per day.

Substitute teachers are to be approved by the superintendent. All substitutes will be employed by the school system and paid by the school system.

No noncertified, non-degreed substitute teacher shall be employed for a total period of time in excess of ~~90~~ 135 days per school year and may not be employed for the same assignment for more than ~~90~~ 135 days during a school year.

No substitute teacher with a lapsed or expired certificate or who has a bachelors level college degree shall be employed for a total period of time in excess of ~~100~~ 145 days per school year and may not be employed for the same assignment for more than ~~100~~ 145 days during a school year.

Substitute teachers who do not hold a valid certificate and who are employed to teach special education for students with physical disabilities or students with intellectual disabilities ~~physically handicapped students or mentally retarded students~~ are not subject to these restrictions if no certified teachers are available to teach such students and the students would be denied instruction in special education if the substitute teacher were not employed. The district will provide in-service training for a substitute teacher employed to teach special education for more than 15 consecutive days or 30 total days in the same assignment.

A certified substitute teacher may be employed on a monthly or annual basis in accordance with the terms of a written employment contract in the same manner and under the same conditions as regular teachers. Such substitute teachers shall receive the same compensation as regular teachers, at the same salary level, and will be employed pursuant to a temporary employment contract.

REFERENCE: 70 O.S. §6-105
Atty. Gen. Op. No. 80-112 (June 16, 1980)

Legal Note: The change in number of days within paragraphs 3 and 4 is effective November 1, 2019.

SUPERINTENDENT EVALUATION FORM

ADMINISTRATOR: _____ DATE: _____

KEY TO RATINGS:

- 1) Commendable (full implementation)
- 2) Accept in general (strong implementation)
- 3) Accept with reservations (average implementation)
- 4) Questionable (weak implementation)
- 5) Unsatisfactory (not implemented and/or not acceptable)
- N/A Not applicable to position; unable to observe; unknown to evaluator

1. Implementation of B.O.E. Policies/Regulations, State Laws, and State B.O.E. Regulations

- 1.1 Supervises the effective carrying out of all constitutional or statutory laws, state regulations, and Board Policies 1 2 3 4 5 N/A
- 1.2 Exercised power to make such rules and gives such instructions to school employees as may be necessary to implement Board Policy 1 2 3 4 5 N/A

COMMENTS:

2. Communication/Reports/Recommendations to the Board of Education

- 2.1 Attempts to keep the Board apprised of the schools' operations 1 2 3 4 5 N/A
- 2.2 Formulates school policies, regulations, plans, prepares and presents facts and explanations necessary to assist the Board in its duty of legislation for the schools 1 2 3 4 5 N/A
- 2.3 Directs the preparation of all reports required in the operations 1 2 3 4 5 N/A
- 2.4 Communicates to all employees, directly or through delegation, all actions of the Board relating to personnel matters; and receives from employees all communications to be made to the Board. 1 2 3 4 5 N/A
- 2.5 Attempts to keep the Board apprised of projected problems with finance and/or other areas or concern. 1 2 3 4 5 N/A

- 2.6 Recommends the appointments, employment, or dismissal of all district employees. 1 2 3 4 5 N/A
- 2.7 Attempts to keep the Board apprised of all new laws or regulations effecting the schools. 1 2 3 4 5 N/A

COMMENTS:

3. Public Information/Relations

- 3.1 Keeps the citizens/patrons informed about school operations via informational bulletins, participation in community activities, newspaper articles, conferences, P.T.A. programs, etc. 1 2 3 4 5 N/A
- 3.2 Attempts to answer any questions raised by patrons and/or resolve their problems. 1 2 3 4 5 N/A
- 3.3 Represents the schools before the public, and maintains, through cooperative leadership, both within and without the schools, such a program of publicity and public relations as may keep the public informed as to the activities, needs, and successes of the schools 1 2 3 4 5 N/A
- 3.4 Works and cooperates with the news media in keeping the public informed of the schools' operations. 1 2 3 4 5 N/A

COMMENTS:

4. General Control

- 4.1 Assumes responsibility for the general control of the schools' operations. 1 2 3 4 5 N/A
- 4.2 Remains alert to the performance of all employees and expects full performance. 1 2 3 4 5 N/A
- 4.3 Does not hesitate to judiciously reprimand an employee or direct a supervisor to do so for lack of performance. 1 2 3 4 5 N/A
- 4.4 Does not hesitate to make unpopular decisions when necessary for the total operations. 1 2 3 4 5 N/A

- | | |
|---|---------------|
| 4.5 Attempts to establish priorities in the expenditure of funds. | 1 2 3 4 5 N/A |
| 4.6 Remains cognizant of the taxpayer and the expenditure of all funds. | 1 2 3 4 5 N/A |
| 4.7 Attempts to attend meetings necessary to keep up with the educational provisions of the state and nation. | 1 2 3 4 5 N/A |
| 4.8 Puts forth the necessary effort and time to properly administer the schools. | 1 2 3 4 5 N/A |
| 4.9 Attempts to organize all activities in behalf of the schools. | 1 2 3 4 5 N/A |

COMMENTS:

Other Areas of Concern: (Please list and elaborate)

The signature of the person being evaluated on this report does not necessarily represent agreement with the evaluation.

Signed: _____
 Board Member Date

Signed: _____
 Superintendent Date

