

Newcastle Board of Education Regular Meeting

June 8, 2021 6:00 PM

Administrative Office Board Room
101 North Main
Newcastle, OK 73065

Attendance Taken at 6:03 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Tiffany Elczyn: Present, Mr. Gary Knowles: Present, Mr. John Maker: Present.

1. Call to Order and Roll Call of Members
2. Outstanding Service or Achievement Awards

No Awards

3. **Discussion and possible action on the Consent Agenda:**

Motion to approve consent agenda with item I date change to July 25-28 passed with a motion by Mr. Gary Knowles and a second by Tiffany Elczyn.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. Agenda of Regular Meeting of June 8, 2021
- B. Minutes of Regular Meeting of May 11, 2021
- C. Minutes of Special Meeting of May 18, 2021
- D. NHS FCCLA Teacher, Alisha Duncan, request permission to travel to OKC for an overnight team building trip June 30 - July 1
- E. NHS Boys' Basketball Coach, Jessie Brown, request permission to attend Oklahoma State University Basketball Camp June 18-20 in Stillwater, OK
- F. NHS Boys' Basketball Coach, Jessie Brown, request permission to travel out of state to Wichita Falls, Texas for a 3 game Team Camp. They will leave on June 12 and return the same day.

- G. NHS FFA Teacher, Brandon Morgan, request permission to attend the OSU Livestock Judging Event on July 20-22 in Stillwater, OK
- H. NHS FFA Teacher, Brandon Morgan, request permission to attend FFA Alumni Camp in Wagoner, OK June 27-30
- I. NHS FFA Teacher, Brandon Morgan, request permission to stay overnight at Broken Bow, OK for the officer retreat July 11-14

4. Discussion of high school yearbook 2021 publication

Discussed yearbook issues

5. Public Input

Ms. Cindy Shurow spoke requesting the Board to investigate starting a Pom squad. Mr. Legion Brumley spoke regarding reservations on the staggered start propositions for next year.

6. Superintendent and Staff Updates:

Dr. Hau spoke regarding adding programs and supporting the programs we have in place. She would like Mr. McKenzie to bring a comprehensive report on student numbers in activities and needs of coaches. Dr. Hau reported on the information regarding staggered starts and how that effects students and bus drivers and routes. She will bring staggered start time requests to the next board meeting.

7. **Discussion and possible action on the Contract Consent Agenda:**

Motion to approve the Contract Consent Agenda items a,b and c passed with a motion by Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

A. FY22 CNP Campus Smart Contract

B. FY22 Newcastle Association of Classroom Teachers Negotiated Agreement

C. 2021-2022 Title III, Part A - English Learners (ELs) Cooperative Agreement/Consortium Guidelines and Forms

8. **Discussion and possible action regarding Financial Consent Agenda**

Motion to approve the Financial Consent Agenda passed with a motion by Ms. Valory Dalton and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. General Fund 11 Encumbrances and Change Orders
 - B. Building Fund 21 Encumbrances and Change Orders
 - C. Bond Fund 39 Encumbrances and Change Orders
 - D. Monthly payroll and extra duty disbursement
 - E. Ashley Gibson planning period compensation
9. Discussion and possible action to approve employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A

Motion to approve Schedule A as attached passed with a motion by Mr. Darrin Abel and a second by Tiffany Elczyn.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

10. New Business

No new business

11. Recess Meeting

Motion to Recess Meeting passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

12. Reconvene Meeting

Motion to reconvene meeting at 7:40 passed with a motion by Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

13. Discussion on CSI Strategic Plan Scorecard after year one of implementation

14. Adjournment

Mr. John Maker called adjournment at 9:24pm

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Board of Education Regular Meeting
May 11, 2021 6:00 PM
Administrative Office Board Room
101 North Main
Newcastle, OK 73065

Attendance Taken at 6:00 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Tiffany Elczyn: Present, Mr. Gary Knowles: Present, Mr. John Maker: Present.

1. Call to Order and Roll Call of Members

2. Outstanding Service or Achievement Awards

Ms. Hau recognized Ms. Stacey Gray and Mr. Kevin Prewitt as retiring and gave them a plaque of appreciation for the service they have given to our students.

Chris McKenzie - recognized Ms. Jennifer Sanders, who introduced the MS Girls Track Western Conference Champions and Discs State Runner-Up, Lyndon Evans; Mr. Thomas Pecore introduced the Soccer All State Players, Casey Porter, Parker Young, Noah Nance.

Ms. Beer - recognized Ms. Duncan who introduced her newly elected FCCLA District Officers Erica Hall and Jayce Sherman; and Judd Wilson introduced two of the Newcastle Archery Team members, who have excelled this year, Tanner Mayo and Savannah Tedford.

3. Discussion and possible action on the Consent Agenda:

Motion to approve consent agenda passed with a motion by Mr. Darrin Abel and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

A. Agenda of Regular Meeting of May 11, 2021

B. Minutes of Special Meeting of April 13, 2021

C. Zach Hale and Kevin Sheets request permission to take the NHS Wrestling Team to an overnight trip to NEO Wrestling Camp on June 8-10, 2021. They are requesting the school provide the transportation and the students cover the cost of the camp and food.

4. Public Input

Daniel Gober spoke on the bond vote.

5. Superintendent and Staff Updates:

Ms. Hau reported one student with COVID and seven students who were quarantined. She also reported on the City Council Meeting and her participation. Ms. Hau spoke on HB1775 and the diversity, equity, and inclusion training through the CSI plan.

6. Discussion and possible action on the Contract Consent Agenda

Motion to approve the Contract Consent Agenda passed with a motion by Tiffany Elczyn and a second by Ms. Valory Dalton.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. Payne Education Center MOU
- B. Clearwater Enterprises
- C. Oklahoma Schools Insurance Group

7. Discussion and possible action regarding Financial Consent Agenda

Motion to approve the Financial Consent Agenda with an amendment to 7L as attached passed with a motion by Tiffany Elczyn and a second by Mr. Darrin Abel.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

- A. FY 21 General Fund 11 Encumbrances and Change Orders
- B. FY 21 Building Fund 21 Encumbrances and Change Orders
- C. FY 21 Bond Fund 39 Encumbrances and Change Orders
- D. FY22 General Fund 11 Encumbrances
- E. FY22 Building Fund 21 Encumbrances
- F. Monthly payroll and extra duty disbursement
- G. Purpose of Activity Fund Accounts
- H. Revenue Analysis-General Fund
- I. Revenue Expenditure Summary-Athletic
- J. Revenue-Expenditure Summary-Non Athletic
- K. Treasurer's Report
- L. COVID-19 PD Stipend
- M. Planning Period payment for Randall Robison

8. Receive bids, consider, and award the District's \$5,650,000 General Obligation Building Bonds, Federally Taxable Series 2021, to the successful purchaser.

Motion to receive bids, consider, and award the District's \$5,650,000 General Obligation Building Bonds, Federally Taxable Series 2021, to Robert W. Baird and Company, Inc. passed with a motion by Ms. Valory Dalton and a second by Tiffany Elczyn.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

9. Possible consideration and vote to approve a resolution providing for the issuance of the \$5,650,000 General Obligation Building Bonds, Federally Taxable Series 2021, by Independent School District Number 1 of McClain County, Oklahoma, authorized at an election duly called and held for such purposes; prescribing form of bonds and providing for registration thereof, providing for a levy of an annual tax for payment of principal and interest on the same; approving a continuing disclosure agreement; approving and deeming final the official statement pertaining to the bonds; and fixing other details.

Motion to approve as written passed with a motion by Ms. Valory Dalton and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

10. New Business

No new business

11. Proposed executive session to discuss employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A and B, pursuant to 25 O.S. Section 307 (B)(1)

12. Vote to convene or not to convene in executive session

Motion to convene in Executive Session at 7:00pm passed with a motion by Ms. Valory Dalton and a second by Tiffany Elczyn.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

13. Return to Open Session

Returned to Open Session at 7:41pm. Dr. Hau, Mr. Abel, Ms. Elczyn, Ms. Dalton, Mr. Knowles, Mr. Maker were in executive session and no votes were taken

14. Discussion and possible action to approve employment of personnel, retirements, resignations, terminations, hiring of employees, employment, rehiring and changes to employment contracts of current and prospective district employees as outlined on attached Schedule A and B

Motion to approve Schedule A and B as attached passed with a motion by Tiffany Elczyn and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

15. Adjournment

Motion to adjourn at 7:42pm passed with a motion by Mr. Gary Knowles and a second by Mr. Darrin Abel.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea

Yea: 5, Nay: 0

President

Vice President

Clerk

Deputy Clerk

Member

Newcastle Board of Education Special Meeting
May 18, 2021 6:00 PM
Administration Office Board Room
101 N Main St
Newcastle, Oklahoma 73065

Attendance Taken at 6:00 PM. Mr. Darrin Abel: Present, Ms. Valory Dalton: Present, Tiffany Elczyn: Present, Mr. Gary Knowles: Present, Mr. John Maker: Present.

1. Call to Order and Roll Call of Members.

2. Discussion and possible action regarding attached Purpose of Activity Fund Account #946

Motion to approve amendment to Purpose of Activity Fund Account #946 passed with a motion by Tiffany Elczyn and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea
Yea: 5, Nay: 0

3. Discussion and possible action regarding attached Schedule A

Motion to approve attached Schedule A passed with a motion by Mr. Darrin Abel and a second by Ms. Valory Dalton.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea
Yea: 5, Nay: 0

4. Board to receive whole board development training and engage in discussion with Dr. Ann Caine, OSSBA, on the topics of Roles and Responsibilities, and Open Meeting Act. No action will be taken on this item.

5. Adjournment.

Motion to adjourn at 9:22pm passed with a motion by Ms. Valory Dalton and a second by Mr. Gary Knowles.

Mr. Darrin Abel: Yea, Tiffany Elczyn: Yea, Ms. Valory Dalton: Yea, Mr. Gary Knowles: Yea, Mr. John Maker: Yea
Yea: 5, Nay: 0

President

Vice President

Clerk

Deputy Clerk

Member

20-21 High School Trip Request Form

Form for day and overnight trips.

Email *

aduncan@newcastle.k12.ok.us

Sponsor *

Alisha Duncan

Sponsor/Coach Cell Number: *

405-488-5557

Organization/Team Making Request *

Newcastle High School FCCLA

Team Building

Date(s) of event: *

6/30/21 - 7/1/21

Ben
6-2-21

Ben *6-2-21*

Location of event: *

OK Riversports / OKC Zoo / Embassy Suites

REQUIRED FOR OVERNIGHT TRAVEL ONLY. Detailed summary of the trip. Please include all pertinent information. Required for school board approval.

10:30 am - Meet at HS. Go to OK Riversports until 9:00pm

Overnight @ Embassy Suites

10:00 am - Leave hotel, go to OKC Zoo until 7:30 pm

Return to HS

REQUIRED FOR OVERNIGHT TRAVEL. Hotel address and phone number:

Embassy Suites Downtown 741 N Phillips Ave OKC 405-239-3900

Name of Additional Adult Sponsors & Cell Phone Numbers (staff/parents/volunteers) *

Alisha Duncan 405-488-5557

Please list dates and class periods students will miss. *

N/A

N Memo

To: Mrs. Melonie Hau and the Newcastle Board of Education

Date: 5/24/21

Re:

OSU Basketball Camp - overnight

The Newcastle Boys Basketball team would like to travel to Oklahoma State team camp. This camp is put on by head coach Mike Bayton and his staff. During this event they Racers will compete against some of the top schools in the region. This trip is a great team building event. The Racers have attended this team camp in 2018 & 2019.

NEWCASTLE PUBLIC SCHOOLS
OUT OF DISTRICT, OVERNIGHT TRAVEL OR OUT OF STATE TRAVEL
REQUEST FORM

Date of Request: 5/24/21 Site: HS

Staff Member Making Request: Jessie Brown

Name of Activity: Oklahoma State Team Camp

Date/Dates of Activity: 6/18 - 6/20

Location of Activity: Stillwater, OK


Number of Days Students Will Miss School: 0


Number of Students Attending Activity: 15

Number and Name(s) of Sponsor(s) Attending Activity: Jessie Brown, Daymon Salters, Mike Allen, Quenta Blue (4)


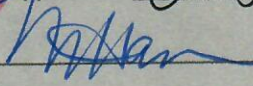
Estimate of Expenses For Trip:

	Fund	Estimated Cost
Type of Transportation <u>School Bus</u>	Paid by: _____	
Registration Fee <u>\$400.00</u>	Paid by: <u>Booster</u>	
Meal Expense for Students <u>N/A</u>	Paid by: <u>Parent</u>	
Meal Expense for Sponsors <u>N/A</u>	Paid by: <u>Parent</u>	
Room Rate for Students <u>\$80.00</u>		
Number of Rooms <u>4</u> x Number of Nights = <u>2</u>	Paid by: <u>Parent</u>	
Room Rate for Sponsors <u>\$80.00</u>		
Number of Rooms <u>2</u> x Number of Nights = <u>2</u>	Paid by: <u>Booster</u>	
Number of Days Substitute Will Be Required: <u>N/A</u>	Paid by: _____	
# of days _____ x \$70.00 = _____ x # of sponsors _____ = _____		
	Estimated Total Costs: _____	

Sponsor Signature:  Date: 5/24/21
 (Date)

Approved by Principal  Date: 5/25/21
 (Date)

Approved by District Athletic Director (if applicable) Chris McKay Date: 5/24/21
 (Date)

Approved by  Superintendent  Date: _____
 (Date)



Itinerary Summary

1. Sport/Activity: Basketball
2. Trip Date: 6/18/21 / 6/20/21
3. Trip Destination: Stillwater, OK
4. Travel Date: 6/18/21
5. Departure Time: 8am
6. Departure Place: Newcastle HS
7. Return Date/Time: 6/20/21
8. Transportation Needed: School Bus or Transit
9. Total Number Traveling: ~~20~~ 15
(Athletes, Managers, Trainers)
10. Cost to Athlete: \$100.00
11. Hotel Address/Phone #:

12. Sponsors: (Name and Phone)

1. Jessie Brown (580-458-0920)
2. Daymon Salter (682-888-7599)
3. Mike Allen (405-401-2573)
4. Quentin Blue (405) 434-0175

****Attach a Student Roster and Bracket of Tournament Schedule****



Detailed Itinerary

Date: 6/18/21

Times Activity Occurring

8am	Depart from Newcastle, OK Arrive at OSU for team meeting Start of team camp Check into hotel
9:30am	
12pm	
N/A	

Date: 6/19/21

Times Activity Occurring

8am	Breakfast Start of team camp Coaches meeting / team dinner
11am	
7pm	

Date: 6/20/21

Times Activity Occurring

8am	Breakfast Team camp tourney Depart from Stillwater to Newcastle
11am	
N/A	

N Memo

To: Mrs. Melonie Hau and the Newcastle Board of Education

Date: 5/24/21

Re:

Team Camp Wichita Falls, TX

The Newcastle Boys Basketball team would like to travel to Wichita Falls, TX to play a 3 games (Team Camp). Great team bonding event.

NEWCASTLE PUBLIC SCHOOLS
OUT OF DISTRICT, OVERNIGHT TRAVEL OR OUT OF STATE TRAVEL
REQUEST FORM

Date of Request: 5/24/21 Site: HS
 Staff Member Making Request: Jessie Brown
 Name of Activity: Basketball, 2 games
 Date/Dates of Activity: 6/12/21
 Location of Activity: Wichita Falls, TX
 Number of Days Students Will Miss School: 0
 Number of Students Attending Activity: 15
 Number and Name(s) of Sponsor(s) Attending Activity: (4) Jessie Brown
Daymon Salters, Quentin Bhee, Mike Allen

Estimate of Expenses For Trip:

	Fund	Estimated Cost
Type of Transportation <u>School Bus or Transit</u>	Paid by: _____	
Registration Fee <u>\$ 140</u>	Paid by: <u>Booster</u>	
Meal Expense for Students <u>N/A</u>	Paid by: <u>Booster</u>	
Meal Expense for Sponsors <u>N/A</u>	Paid by: <u>Booster</u>	
Room Rate for Students <u>N/A</u>		
Number of Rooms _____ x Number of Nights = _____	Paid by: _____	
Room Rate for Sponsors <u>N/A</u>		
Number of Rooms _____ x Number of Nights = _____	Paid by: _____	
Number of Days Substitute Will Be Required: _____	Paid by: _____	
# of days _____ x \$70.00 = _____ x # of sponsors _____ = _____		
	Estimated Total Costs: _____	

Sponsor Signature: [Signature] Date: 5/24/21
 (Date)

Approved by Principal [Signature] 5/25/21 (Date)
 Approved by District Athletic Director (if applicable) Chris McKiri 5/24/21 (Date)
 Approved by [Signature] Superintendent [Signature] (Date)



Itinerary Summary

1. **Sport/Activity:** Basketball : games
2. **Trip Date:** 6/12/21
3. **Trip Destination:** 6/12/21
4. **Travel Date:** 6/12/21
5. **Departure Time:** 8am
6. **Departure Place:** Newcastle HS
7. **Return Date/Time:** 6/12/21 / N/A
8. **Transportation Needed:** Bus or Transit
9. **Total Number Traveling:**
(Athletes, Managers, Trainers) 15
10. **Cost to Athlete:** 0
11. **Hotel Address/Phone #:** N/A
12. **Sponsors: (Name and Phone)**

1. Jessie Brown (880 458 0920)
2. Mike Allen (405) 401-2573
3. Quentin Blue (405 434 0175)
4. Daymon Salter (682) 557-7599

****Attach a Student Roster and Bracket of Tournament Schedule****



Detailed Itinerary

Date: 6/12/21

Times Activity Occurring

8am
10am
11am
12
~~12:30~~
TBD

Depart from Newcastle HS
Arrive @ Hirschi HS
Lunch
Game -- starts
Depart from Hirschi HS

Date: _____

Times Activity Occurring

Date: _____


Times Activity Occurring

20-21 High School Trip Request Form

Form for day and overnight trips.

Email *

bmorgan@newcastle.k12.ok.us



Sponsor *

Brandon Morgan

Sponsor/Coach Cell Number: *

(405) 627-3373

Organization/Team Making Request *

Newcastle FFA

OSU Judging Contest

Date(s) of event: *

July 20-22

Location of event: *

Stillwater, OK, OSU Animal Science Field Days

REQUIRED FOR OVERNIGHT TRAVEL ONLY. Detailed summary of the trip. Please include all pertinent information. Required for school board approval.

OSU Sheep Field day TUESDAY, JULY 20

Morning Program

8:00-9:00 a.m.

Registration

Welcome

Sheep Judging Contest - 7-8 Classes (Including 1-2 goat classes)

Noon: Lunch - On your own

Afternoon Program (Planning in Progress, Details to Come)

OSU Beef Field day WEDNESDAY, JULY 21

Morning Program

8:00-9:00 a.m.

Registration & Tour Registration Confirmation

Welcome

Beef Judging Contest - 7-8 Classes

Noon: Lunch - On your own

OSU Swine Field day THURSDAY, JULY 22

Morning Program

8:00-9:00 a.m.

Welcome

Swine Judging Contest - 7-8 Classes

Lunch - On your own

Afternoon Program

More than 100 awards & scholarships awarded,

REQUIRED FOR OVERNIGHT TRAVEL. Hotel address and phone number:

Hilton Home2Suites (405) 372-2550

20-21 High School Trip Request Form

Form for day and overnight trips.



Email *

bmorgan@newcastle.k12.ok.us

Sponsor *

Brandon Morgan

Sponsor/Coach Cell Number: *

(405) 627--3373

Organization/Team Making Request *

Newcastle FFA

FFA Alumni Camp

Date(s) of event: *

June 27-30, 2021

Location of event: *

Wagoner, OK, Camp Tulakogee

REQUIRED FOR OVERNIGHT TRAVEL ONLY. Detailed summary of the trip. Please include all pertinent information. Required for school board approval.

June 27:

8:30 AM - Leave Newcastle

1:00 PM - Arrive at Wagoner

June 27-30 - Camp

June 30:

Noon - Leave Wagoner

5:00 - Arrive in Newcastle

REQUIRED FOR OVERNIGHT TRAVEL. Hotel address and phone number:

Camp Tulakogee, (405) 747-0651

Name of Additional Adult Sponsors & Cell Phone Numbers (staff/parents/volunteers) *

Curt Murray (405) 747-0651

Please list dates and class periods students will miss. *

June 27-30

20-21 High School Trip Request Form

Form for day and overnight trips.

Ben

Email *

bmorgan@newcastle.k12.ok.us

Sponsor *

Brandon Morgan

Sponsor/Coach Cell Number: *

(405) 627-3373

Organization/Team Making Request *

Newcastle FFA

Officer Retreat

Date(s) of event: *

July 11-14

Location of event: *

Officer Retreat- Broken Bow

REQUIRED FOR OVERNIGHT TRAVEL ONLY. Detailed summary of the trip. Please include all pertinent information. Required for school board approval.

July 11:

10:00 AM - Leave Newcastle

4:00 PM - Arrive in Broken Bow

July 12:

Planning meetings, Escape Room and Recreation

July 13:

Float the River

July:

9:00 AM - Leave Broken Bow

2:00 PM - Arrive in Newcastle

REQUIRED FOR OVERNIGHT TRAVEL. Hotel address and phone number:

4056273373 Cabin

Name of Additional Adult Sponsors & Cell Phone Numbers (staff/parents/volunteers) *

N/A

Please list dates and class periods students will miss. *

N/A



EDMOND PUBLIC SCHOOLS

Empowering all students to succeed in a changing society

*Dan Lindsey
Director
Child Nutrition*

March 31, 2021

TO: Bret Towne

FROM: Dan Lindsey

RE: Recommendation for SY2021-22 CN Prime Vendor (RFP #21-30)

Listed below is a summary of the RFP responses for CN Prime Vendor with a Piggyback Provision. Four distributors were notified of the RFP (Ben E Keith, Sysco, Tankersley, and US Foods). Sysco and US Foods were the only two distributors to respond. US Foods offered two separate proposals utilizing two different national contract options.

Vendor	National Contract Used	Market Basket Total	Total Evaluation Score
<u>US Foods</u>	<u>Premier</u>	\$7,211,039	200
US Foods	Vizient	\$7,322,466	159
Sysco	N/A	\$8,074,143	93

Having the lowest cost proposal and highest scoring evaluation, I recommend awarding the Prime Vendor contract to US Foods (Premier) for the 2021-22 school year. The piggyback provision allows other districts to utilize our Prime Vendor contract, which would will continue to leverage our aggregate purchases and lower pricing for all participating districts.

Please contact me if you have any questions.

Dan Lindsey

March 24, 2021

Edmond Public Schools
Prime Vendor RFP 21-30
Attn: Dan Lindsey, Director of Child Nutrition
1001 W. Danforth, Edmond, OK 73003

Thank you for the opportunity to respond to the **Edmond Public Schools'** Prime Vendor Request for Proposal. We look forward to building a strong partnership with **Edmond Public Schools and ALL Campus Smart Participating Districts** using the Premier K12 Food Products and Distribution Program for Child Nutrition. The Premier Foodservice Program with US Foods is the most competitive program in the industry.

Premier's program is a "first choice" GPO for foodservice operators. The program includes a comprehensive portfolio of discounted contracted manufacturer agreements, price transparency, industry-leading technology, and cost saving solutions. To date, the Premier group purchasing program generates an excess of \$6 billion in aggregated purchasing power with more than 24,000 members from multiple classes of trade. Premier's focus, scale and reach are the key things that set us apart from other GPO's and the "first choice" for operators seeking high-value contract opportunities and choice for a comprehensive portfolio of products and services.

Principle advantages of partnering with Premier:


- We offer a Cost-Plus Fixed Fee-Per-Case Program, with eight fee per case tiers based on average drop size. A Fee-Per-Case will be established for each Campus Smart Participating District outlined in Attachment D-Fixed Fee/Case Schedule
 - **Option A:** Established a fee-per-case for ALL schools (identified by customer number). A school drop size performance will be identified quarterly. If a school actualizes a better fee-per-case for the previous quarter, a credit will be issued to the school by US Foods.
 - **Option B:** Assigns a fee-per-case (by customer number) according to the eight-tier schedule provided in Attachment D-Fixed Fee/Case Schedule. Assignment will be based on purchase history. The fee-per-case will be adjusted quarterly based on the actual performance of each school. Please refer to the fee-per-case (FPC) estimate included in Attachment B-Market Basket. A copy has been included with this summary for your reference.
- Premier utilizes multiple pricing strategies (fixed, market) to provide both immediate and long-term price protection and predictability. We do not guarantee fixed pricing or cost. Pricing is based on the volatility and composition of each product category positively influencing product cost.
- ✓ Edmund Public Schools and ALL Campus Smart Participating Districts can earn incentives through the Premier K12 Food Products and Distribution Program for Child Nutrition, including the Participation Member Incentive, the Direct Parent Incentive, and Contracted Manufacturer Agreement Rebates. An estimate of all qualifiable incentives for each participating district listed in the RFP has been provided. Please refer to the Financial Impact Statement included in Attachment B-Market Basket.

- ✓ Premier would like to offer Edmond Public School (EPS) and ALL Campus Smart Participating Districts (CSPD) a 30% administrative fee rebate of revenues received if EPS/CSPD selects US Foods/Premier as their partner. This rebate would be paid quarterly and directly from Premier. This rebate is in addition to the other incentives that are provided for utilizing the foodservice program. An estimate of the Admin Fee Rebate Program for each participating district listed in the RFP has been provided. Please refer to the Financial Impact Statement included in Attachment B-Market Basket.
- ✓ Premier holds accountable to strict service levels of 99% or higher and requires that any product with a 3-case average weekly movement is stocked.
- ✓ As your GPO, Premier will negotiate contracts on behalf of the Premier membership including Edmond Public Schools and All Campus Smart participating districts, facilitate contract awards, be a committed partner and advocate, and provide price protection, predictability, and auditing.
- ✓ Lower prices that provide immediate savings on your foodservice expenditures through deviated pricing from Premier's contracted manufacturer agreements (CMAs).
- ✓ Access to a comprehensive portfolio exceeding 400 competitively bid national, regional, and local foodservice contracts consisting of 100+ product categories.
- ✓ US Foods is pleased to offer at no charge Master List Management. Master List Management (MLM) is a powerful, easy-to-use tool that puts Premier Members with group responsibilities in control of the products their locations order. This tool enables us to standardize multiple locations across the country, which will save you money and maximize efficiencies within your operations.
- ✓ Access to Premier's regional membership meetings (semi-annually) providing an opportunity to network, learn about new contracts and products, best practices, and trends.
- ✓ Local representatives and market management dedicated to day-to-day stocking and delivery of food products, product quality and compliance, service, invoicing at contracted pricing and pricing audits.
- ✓ Best-in-class technology and online ordering combined with resources to help you take advantage of ongoing cost-reduction opportunities

Thank you for your time and consideration. We respectfully submit our proposal for consideration as Prime Vendor for the Edmond Public School and ALL Campus Smart Participating Districts.

Sincerely,

Benjamin Pfaff, VP Operations -US Foods





INVITATION TO BID

EDMOND PUBLIC SCHOOLS

1001 W. DANFORTH EDMOND, OK 73003

ATTN: PURCHASING (405) 340-2810 purchasing@edmondschools.net

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON PAGE 2 OF THIS BID.

Issue Date	Competitive Bid Number	Closing Date/Time
February 8, 2021	Prime Vendor RFP 21-30	March 24, 2021 1:00 p.m.CST

Edmond Public Schools (EPS) issues this Request for Proposals (RFP) to procure a contract solution for a PRIME VENDOR (for Child Nutrition Food and Related Supplies) with a Piggyback Provision for other Oklahoma School Food Authorities. Details of the RFP are available beginning February 8, 2021, continuing until March 24, 2021. Details may be obtained from the Edmond Public Schools website (www.edmondschools.net), by e-mail at purchasing@edmondschools.net, or call (405)340-2810. A mandatory pre-proposal meeting will be held at the Child Nutrition Office located at 125 N. State St., Edmond, OK 73003 on February 18, 2021, at 10:00 a.m. Central Time. Attendance is required if intending to submit a proposal.

Proposals must be submitted in a sealed packet, clearly marked as **Prime Vendor RFP # 21-30** and dated with the Response closing date. Proposals must include two separate sealed envelopes; one for the Technical Proposal and the other for the Pricing Proposal. Each sealed envelope must be clearly marked indicating "Technical Proposal" or "Pricing Proposal". Proposals must be received by the Purchasing Office located at Edmond Public Schools (EPS) Administration Center, 1001 W. Danforth, Edmond, OK 73003 by March 24, 2021, at 1:00 p.m. Central Time. Any responses received after 1:00 pm (Central Time) on March 24, 2021, will not be considered.

Non-Kickback Affidavit must be submitted with each invoice exceeding \$25,000.

The vendor must comply with the Contract Work Hours and Safety Standards Act (CWHSSA), which is a United States federal law that covers hours and safety standards. The Act provides that employees receive no less than one and one-half times their basic rate of pay for all hours worked over 40 in a workweek.

This procurement utilizes the Request for Proposal method and, as such, award does not have to be made to the company submitting the lowest priced proposal. The award will be given to the company submitting the best responsive proposal satisfying the requirements of Edmond Public Schools.

Questions may be directed to Dan Lindsey, Director of Child Nutrition, by phone at 405-340-2843 or by email at dan.lindsey@edmondschools.net.

The Board of Education of Independent School District I-12, Oklahoma County, Edmond, Oklahoma, is under no obligation to accept any quotation. This bid quotation is submitted as a legal offer and when accepted by the Board of Education constitutes a firm contract.

THIS BID INVALID IF NOT SIGNED AND NOTARIZED

Firm: US Foods, Inc.

AFFIDAVIT:

FEIN: 36-3642294

Email: Benjamin.Pfaff@usfoods.com

STATE OF _____

Address: 10211 N-I35 Service Rd.

Phone: 405-475-4660

COUNTY OF _____

City: Oklahoma City, State: OK ZIP: 73131

The undersigned agent represents that (s)he is of lawful age, being first duly sworn, on oath says that: (1.) (s)he is the duly authorized agent of the bidder and/or contractor submitting the competitive bid and/or procuring the contract which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and district officials or employees, as well as, facts pertaining to the giving or offering of things of value to district personnel in return for special consideration in the award of any contract pursuant to the bid to which this statement is attached; (2.) (s)he is fully aware of the facts and circumstances surrounding the making of the bid and/or the procurement of the contract to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and 3. () either the bidder nor anyone subject to the bidder's direction or control has been a party to a. any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding, (b.) any collusion with any district official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, (c.) any discussions between bidders and any district official concerning exchange of money or other thing of value for special consideration in the award of a contract, (d.) paying, giving or donating or agreeing to pay, give or donate to any officer or employee of Edmond Public Schools, any money or other things of value, either directly or indirectly, in procuring the contract to which this statement is attached.

Subscribed & sworn before me this 23 day of March, 2021

Sandra K. Coker
SIGNATURE NOTARY PUBLIC (or CLERK or JUDGE)

My commission expires: 8/12/24

Benjamin Pfaff, VP Operations - US Foods

NAME/TITLE OF AUTHORIZED AGENT

[Signature]
SIGNATURE OF AUTHORIZED AGENT



TERMS AND CONDITIONS

1. Sealed proposals are due at the Purchasing Office at Edmond Public Schools (EPS) Administration Center, 1001 W. Danforth, Edmond, Oklahoma. Proposals received after the closing time stated in the RFP will not be considered.
2. Proposals must be sealed and clearly marked with the name of the offeror, RFP number, and closing date of RFP.
3. Proposals must contain two separate, clearly marked, sealed envelopes; one containing the TECHNICAL proposal and the other containing the PRICING proposal. Offers must be submitted on the prepared, enclosed forms. All information must be legible.
4. The award will be made, on the basis of price and other factors, to the responsive and responsible firm whose response is most advantageous to EPS and Campus Smart Schools, after price and other factors have been considered.
5. Proposals received must include completed affidavit on front of this form. Alternate forms may be considered but must reference this RFP; all terms and conditions will still apply. Penciled offers will not be accepted. All corrections must be initialed.
6. Items shall be proposed F.O.B. to EPS and include packaging, handling, shipping, and delivery charges fully prepaid by the vendor.
7. All proposals must be submitted exclusive of Federal Excise Tax and Oklahoma State Sales Tax. If documentation of tax exemption is required, please make such notation on your proposal and such documentation will be furnished to the vendor with the purchase order.
8. The vendor shall deliver merchandise as proposed. No deviations shall be made without prior approval of the Purchasing Office.
9. No interpretation will be addressed by the Purchasing Office unless it is received at least seven (7) days prior to the scheduled closing time. Any and all such interpretations and supplemental instructions will be in the form of written addenda and will be sent to all prospective offerors if the competitive nature of the RFP is affected. An extension of the closing date may be made by EPS if the situation warrants.
10. Proposals should reference the brand name/item number listed or its equivalency. If proposals are based on equivalent ("alternate") products, indicate on the response form the manufacturer's name and item number. Vendor must submit spec sheets for any proposed "alternates" or where the brand is not specified. Proof of equivalency is the responsibility of the proposer, but final determination of acceptable equivalency belongs to EPS. Proposals that do not comply with these requirements are subject to rejection.
11. All proposals submitted are subject to the purchasing policies and procedures established by the EPS Board of Education, these Terms and Conditions, and specifications listed herein – all of which are made a part of this RFP by reference. This RFP, any subsequent purchase order or contract, and all related payments will be governed by the laws of the State of Oklahoma.
12. This proposal is submitted as a legal offer, and any proposal awarded by EPS Board of Education constitutes a firm contract.
13. This form must be completed with the corporate name of the responder and must be fully and properly executed by an authorized person and notarized with full knowledge and acceptance of all its provisions. Any contract award and subsequent payment will be made on the basis of responder's name as shown on the response. Oklahoma laws require each vendor submitting a response to the State of Oklahoma for goods or services to furnish a notarized sworn statement of non-collusion; therefore, this response is invalid if statement of non-collusion is not signed.
14. By submitting a response, vendor acknowledges and will honor the Terms and Conditions. Any attachments produced by the responder and submitted with this proposal will become part of this proposal. These Terms and Conditions will apply to all attachments and supersede any Terms and Conditions in any attachments.
15. PROPOSALS MAY BE REJECTED UNLESS THE ABOVE PROCEDURES ARE FOLLOWED. EPS RESERVES THE RIGHT TO REJECT ANY AND ALL OFFERS IF IT IS IN THE BEST INTEREST OF THE DISTRICT TO DO SO.
16. If this contract will involve any labor on the campus of EPS, the vendor must provide insurance coverage as prescribed by the laws of the State of Oklahoma. The vendor will hold the District harmless and will assume all responsibility for personal injury and property damage occurring with the project. The awarded vendor is to ensure a copy of an Insurance Certificate showing coverage by Worker's Compensation and/or other Liability Insurance is on file with the District, or that s(he) is exempt from carrying such insurance, BEFORE work begins. Failure to carry the Insurance by an exempt vendor will not necessarily void his/her proposal.
17. If your company participates in a national purchasing cooperative, please contact EPS Purchasing Office for information regarding the District's participation.
18. Acceptance of the District's purchasing card as a payment may be considered and evaluated in the contract award.
19. There shall be no storage charges for any items stocked by the Vendor. Substitutions made for "out of stock" items are acceptable only with District approval and priced at or below the proposed price of the original items.
20. The Vendor shall keep the District informed of any rebates that could be redeemed by the District and provide tracking information on usage so that the District may take full advantage of all available rebates and free goods offers.
21. As listed in "Attachment A – Participating Districts", delivery will be to each of the districts' facilities. Each participating district will be responsible for issuance and payment independently from the other. This offer does not reflect any joint ownership or legal partnership between the districts. Each district shall contract and place orders separately. Each district will be responsible for negotiating its own commodity-handling terms.
22. Deliveries:
 - a. Deliveries are to be made weekly to the appropriate number of sites listed in "Attachment A – Participating Districts".
 - b. Deliveries will be made during normal operating hours of 6:30am – 1:30pm. Each participating district will specify its delivery window.
 - c. Acceptance of deliveries may be delayed if made between the serving hours of 11:00am – 1:00pm.
 - d. All product and invoices will be inspected and signed by a Child Nutrition employee at the time of delivery denoting correctness of delivery, unless otherwise noted.
23. Returns and Credits:
 - a. Child Nutrition reserves the right to refuse and return any product, at the time of delivery or at the next delivery date, that is determined to be unacceptable. Returned items and cause of refusal will be denoted on the signed invoice.
 - b. Unacceptable product includes, but is not limited to: not meeting specification, out of date, damaged, or pilfered.
 - c. Vendor will replace refused product within a time frame not disruptive of planned usage. Time frame will be mutually determined on case by case basis by Child Nutrition and the vendor.
24. All invoices received by the last working day of any given month, as determined by EPS Child Nutrition, will be paid by the 25th day of the following month. Each participating district will specify its credit terms.
25. Either party may terminate this contract by notifying the other party in writing within thirty (30) days prior to the intended date of termination. Failure to comply in full with the terms of this contract will be considered cause for immediate cancellation.

EQUAL OPPORTUNITY STATEMENT

Edmond Public Schools, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of The Education Amendments of 1972, Sections 503 and 504 of The Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990, The Family and Medical Leave Act of 1993, The Civil Rights Act of 1991, and other Federal Laws and Regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices or procedures; this includes but is not limited to admissions, employment, financial aid, and educational services.

Premier and US Foods have read and understand the Terms and Conditions outlined above. Please use this link to access spec sheets as stated in number 10 above:

<https://www.dropbox.com/t/hDx3qv71zJv2R7oB>

Scope of Work

The goal of this Request for Proposal (RFP) is to establish a contract with a Distributor for the purchase and delivery of food and non-food items by Edmond Public Schools and to include a piggyback provision for other Oklahoma School Food Authorities. Proposals shall include a plan to accept piggyback districts and include any limitations or minimum requirements that piggybacking districts would need to meet, such as distance from distribution center, district size, drop size, delivery frequency, etc.

Premier and US Foods have read and understand.

Other entities that are interested in participating under the awarded contract will be able to do so after becoming Premier members. Upon becoming a member of Premier, other public entities will have access to the Premier Program and all value offered and earned based on individual participation. Premier looks forward to providing excellent service, products, and prices to interested entities.

The contract shall include a complete and comprehensive program for orders, deliveries, fill-rate, pricing, invoicing, promotions and rebates, electronic data transmission, and evaluation programs. Participating Campus Smart Schools reserve the right to utilize a secondary vendor for food items if it is determined that it is in the best interest of each district to do so.

Premier and US Foods have read and understand.

Pricing proposals will be evaluated based on the lump sum of the Market Basket (see Attachment B).

Edmond Public Schools and Campus Smart members' expectations are that the Distributor shall maintain a high quality program for warehousing and distribution, to assure that first-in first-out principles are used, product shelf life is monitored, products are free of damage, correct products and quantities are selected and delivered at the correct price, product discrepancies and complaints are resolved and corrective action is initiated, customer satisfaction is monitored, supplier, USDA and FDA initiated food recalls are promptly reported, and salvaged products are not used. It is critical to Edmond Public Schools and Campus Smart that an alliance is established with a Distributor who has a record of conforming to contractual requirements and schedules, a record of reasonable and cooperative behavior, commitment to customer satisfaction and an overall business-like concern for the interests and success of the customer. Proposals may include references from current Oklahoma school customers to help evaluate overall qualifications and customer satisfaction.

Premier and US Foods have read and understand.

References

Moore Public Schools

615 South Tower Dr.
Moore, OK. 73160
Pam Hart, Food Service Director
Ph: 405-735-4030, ext 2

Wichita Schools

3850 N. Hydraulic St.
Wichita, KS 67219-3304
Janell Johnson, Lead Purchasing Agent
Ph: 316-973-4546

Union Public Schools

8506 E. 61st St.
Tulsa, OK. 74133
Bernice Tharp, Purchasing Manager,
Ph: 918-357- 6133

US Foods takes food safety and food defense very seriously. We practice safe food handling during all phases when product is in our control. Our Food Safety and Quality Assurance Department monitors the implementation of US Foods food safety policies and procedures that comply with the U.S. Food and Drug Administration's (FDA) requirements. Our distribution center warehouse employees and drivers receive in-depth food safety and food defense training when hired and then again annually.

All US Foods Distribution Centers are Global Food Safety Initiative (GFSI) certified using the International Featured Standards (IFS) Logistics Standard. US Foods contracts with NSF International

(NSF®), a well-respected global auditing firm, to perform inspections at each of our facilities. This past year our facilities averaged scores greater than 95%.

US Foods is in compliance with the FDA Food Safety and Modernization Act (FSMA) and has updated preventive controls and hazard analysis & critical control point (HACCP) programs in place. Each Distribution Center has Preventive Controls Qualified Individuals and HACCP trained employees on staff.

US Foods requires Exclusive Brand product (products bearing our label) manufacturers and all other manufacturers mandated by law to have a HACCP program and to submit an annual letter of compliance. Additionally, we require that all Exclusive Brand packers be GFSI certified.

US Foods facilities are registered with the FDA in compliance with the FDA's Public Health Security and Bioterrorism Preparedness and Response Act, and all registered facilities maintain the requisite records identifying the immediate previous source and immediate subsequent recipient for all food products. Security of our facilities, trucks, and personnel is strictly maintained and periodically re-evaluated. US Foods Distribution Centers have access control and other security programs in place. Incoming product is inspected for possible signs of tampering.

Protecting the health and safety of our customers and their customers is of the highest importance for all of us at US Foods. For additional information, please visit our website at www.usfoods.com.

While the purpose of this RFP is to establish an agreement with a Distributor to provide Edmond Public Schools and Campus Smart Schools with a primary source of supply for regularly ordered food, the resulting agreement is not to be interpreted as an "exclusive" agreement with respect to all requirements for such products. Participating districts are highly encouraged to purchase all needed items off of this contract. However, they are not obligated to purchase off of this contract and can choose to purchase from other contracts if they wish. It is anticipated that certain products or categories of products will be accepted or excluded from the Agreement. A listing of specific exceptions would include, but not be limited to the following: ice cream and novelties, fresh milk and dairy products, bread, produce, vending items and non-food items.

Premier and US Foods have read and understand.

Edmond Public Schools and the participating districts cannot and will not guarantee any purchase volume under any contract resulting from this RFP.

Premier and US Foods have read and understand.

Edmond Public Schools and the participating districts expect the Distributor to work in concert with all the participating staff to provide a high-quality dining program at competitive prices. With this goal in mind, the Distributor is expected to apprise Edmond Public Schools and participating districts of opportunities to reduce cost and maintain high standards of food quality.

Premier and US Foods have read and understand.

As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Edmond Public Schools and the participating districts.

Premier and US Foods have read and understand.

Proposal Schedule: (all times are Central Time)

RFP Issued February 8, 2021

MANDATORY Pre-Proposal Conference 10:00 am February 18, 2021
Edmond Public Schools Child Nutrition Office at 125 N. State Street, Edmond, OK 73003

Any questions related to the RFP will be answered at the pre-proposal conference. Attendance at the pre-proposal conference is mandatory if you plan on submitting a proposal.

Deadline to Submit Proposal 1:00 pm March 24, 2021

Award Announced April 6, 2021

Contract Begins July 1, 2021

The initial term shall be from July 1, 2021, to June 30, 2022. This agreement will become effective upon signing by both parties. This agreement may be extended annually for an additional four (4) years upon mutual ratification by the parties.

ESTIMATED QUANTITIES AND "PIGGYBACK" PROVISIONS

This solicitation includes estimated quantities for the members of Campus Smart Schools (see Attachment A). The quantities specified on the Market Basket are representative of the collective quantities of participating Campus Smart school districts. To assist offerors in preparing the proposal, each school district's quantity has been provided with the exception of new items, or items never purchased before. **Each district's participation is contingent on approval by its own Board of Education.**

At the offeror's election, the offeror may accept or reject to extend the contract pricing and terms specified herein to other participating ("Piggyback") school districts (see Attachment A). Contingent on their agreement to purchase at least 80% of food products from the awarded offeror, additional Oklahoma school districts may also "piggyback" on this contract as members of Campus Smart Purchasing Group.

Material changes to the original contract may arise as a result of the "piggybacking" because the parties to the original contract may not have anticipated the increased quantity of goods and services necessary to fulfill the needs of the participating districts. Consequently, if the actual combined annual purchases exceeds a 33% increase in the amount of the estimated annual volume in the original RFP, Edmond Public Schools will have to re-bid for the following year.

Other entities that are interested in participating under the awarded contract will be able to do so after becoming Premier members. Upon becoming a member of Premier, other public entities will have access to the Premier Program and all value offered and earned based on individual participation. Premier looks forward to providing excellent service, products, and prices to interested entities.

QUESTIONS REGARDING THE SOLICITATION

- There will be a mandatory pre-proposal meeting on **Thursday, February 18, 2021, at 10:00 am** at Edmond Public Schools Child Nutrition Office, 125 N. State Street, Edmond 73003.
- Do not contact any of the participating Piggyback districts for questions. All questions must be sent to Edmond Public Schools.
- **All questions of material relevance must be submitted in writing or by email to Dan Lindsey, Director of Child Nutrition by 3:00 p.m. CDT on March 11, 2021. Email address: dan.lindsey@edmondschools.net**
- Responses to questions of material relevance will be issued to all vendors attending the pre-proposal meeting.

The participating districts are interested in any additional incentives the Vendor may have to offer to decrease the cost of the foods it purchases. Vendors should offer only those items that they can supply to Edmond Schools on a consistent basis. Edmond Public Schools Board of Education will evaluate and award proposals on an item-by-item basis or in a manner that is most advantageous to the District.

Submitted response is considered a legal offer and an award by the Edmond Public Schools Board of Education constitutes a firm contract. Please reference "Terms and Conditions" attached. The fixed fees and availability of product must be guaranteed for the duration of the contract. **Amounts needed on each Market Basket item are estimates for evaluation purposes only and are not guaranteed.** Your assistance and advice in clarification of our system and/or specifications is greatly appreciated. It is our hope you will continue to communicate trends in the market place so the goal of purchasing the right product at the right price for the greatest service to students is accomplished.

Explanation of Incentives- the Premier group purchasing program offers incentive opportunities on and above the cost off invoice:

Premier Incentives and Rebates

Participating Member Volume Incentive: Participating Members will receive 0.12% of their total spend through US Foods which will be distributed quarterly via the Statement of Earned Incentives (Bank Statement).

US Foods Participation & Utilization Incentive (aka Direct Parent Incentive or DPI): Members are eligible for an ongoing incentive of 1% that is to be paid semi-annually by US Foods. To be earned, members would need to meet or exceed prime vendor Participation with US Foods of 85% or more and a Premier CMA threshold of 60%. An affidavit is required for participation in this incentive.

Contracted Manufacturer Agreement Rebates

Based on contracted purchases, members may receive a quarterly contracted manufacturer agreement rebate payment paid one hundred percent (100%) by Premier. Premier contracted manufacturer rebates (CMAR) are negotiated by Premier on behalf of the membership and paid 100% to the purchasing member.

Quarterly rebates will vary and are determined by how many contracted items a member purchases during a specified period. These items are identifiable on the ordering website FoodserviceDirectOrder.com (FSDO) by the icon CMAR next to the product description. Detailed reporting is available through Premier on all CMARs collected and paid to each purchasing member.

Quarterly rebates are paid by either check or ACH at the member's discretion. Rebates are typically in arrears (approximately six (6) months) as both Premier and their manufacturer / vendor partners settle each financial quarter and then make rebate payments. Questions regarding rebate payments can be directed to Premier. Manufacturer rebates represent an extremely small amount of the total portfolio value as Premier focuses their negotiations with manufacturers on discounts and deviations to the manufacturers' cost resulting in a lower invoiced price to members rather than a rebated proposition that the member will have to wait a period of time to receive.

Edmond Public Schools and ALL Campus Smart Participating Districts Revenue Sharing (Admin Fee Rebate) Program: Premier would like to offer Edmond Public School (EPS) and ALL Campus Smart Participating Districts (CSPD) a 30% administrative fee rebate of revenues received if EPS/CSPD selects US Foods/Premier as their partner. This rebate would be paid quarterly and directly from Premier. This rebate is in addition to the other incentives that are provided for utilizing the foodservice program. An estimate of the Admin Fee Rebate Program for each participating district listed in the RFP has been provided. Please refer to the Financial Impact Statement included in Attachment B-Market Basket. A copy has been included with this summary for your reference.

Pricing Information

A. Cost of Items

The fixed fee structure established with the initial proposal may not change during the life of the contract. The fee structure shall remain firm for the duration of the contract on all products purchased through this agreement.

The District is requesting pricing that includes the actual cost (actual cost to the Vendor) of product plus a fixed fee for service per each case. The Vendor shall specify (on the attached "Attachment C -Fixed Fee / Case Schedule") the fixed fee for service per case for each category of food and supplies not specifically listed on the market basket response sheets. The fixed fee for service shall be a set flat-rate fee and not a percentage of the cost. The fixed fee for service shall include all associated costs, including, but not limited to, shipping, freight, storage, and fuel surcharges.

A market basket of items is attached with the proposal (see "Attachment B – Market Basket"). Pricing proposals will be evaluated based on the lump sum of the Market Basket. To evaluate pricing data, Vendors shall use "Distributor Costs" for the 2021-22 school year, beginning on July 1, 2021. For staple-type items, where School Year 2021-22 pricing is not available, vendors shall use "Distributor Costs" for the week of February 1, 2021.

All price quotes must be submitted on the forms that accompany this RFP.

Vendor must guarantee that quoted items meet or exceed attached specifications by offering the Brand Name or "Equal To" for all items listed. To evaluate the quality of items offered, Vendor must submit specification sheets for any "alternate" items offered or where no brand/manufacturer is specified by the District. Edmond Public Schools has sole authority in determining whether or not an item is an acceptable alternate.

No items requested shall include any state or federal excise tax. The tax exemption certificate will be furnished upon request.

As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Edmond Public Schools and the participating districts.
Premier and US Foods have read and understand.

Cost Plus Fixed-Fee Program – Premier, Inc.

The cornerstone of the Premier group purchasing program is the contracted manufacturer agreement (CMA) providing the most comprehensive foodservice contract portfolio in the industry. Members who maximize their utilization of CMAs realize generous cost savings on their food spend, year after year. The majority of the financial value of the Premier program is vested in the CMA.

Contracted manufacturer agreements are negotiated to maximize the benefits for all members and then managed with careful oversight and price monitoring throughout the term of the agreement providing price protection, predictability and auditing. Today, 78% of all dollars purchased by Premier members are covered by a CMA. On average 40% of stocked items in US Foods distribution centers are contracted manufacturer agreements.

Contracted manufacturer agreements (CMAs) are negotiated with manufacturers for a three-year (36 month) period. Foodservice Distribution is negotiated for a 5-year (60 month) period. All contracts (manufacturer and distribution) begin and end based on the terms and conditions for the awarded contract cycle. Premier does not renew contracts. All contracts are required to go through the Premier sourcing process and be evaluated and awarded by our Premier member sourcing committee(s).

Premier utilizes multiple price strategies based on the volatility and composition of each product category – all items either have a fixed price or are market-priced (which would vary by week by geographic market). Items with fixed pricing are locked in for a stated period of time (annually,

semi-annually, quarterly or monthly), and pricing is established by either a deviation or a formula. Market-priced products are generally in highly volatile categories where it would be disadvantageous for Premier to attempt to lock in a price; however, most products include an allowance that is taken off the distributor's price at the time of invoicing to the member. All requests for price increases are subject to review and approval by Premier and must be accompanied by supporting data that outlines the changes in market conditions to warrant such an increase; no price increase request will be automatically approved. Premier also monitors current market conditions in order to ensure the ongoing competitiveness of the portfolio; this can include working with suppliers to decrease pricing during a contract term.

Premier is responsible for the sourcing and contracting of national, regional and local agreements. Premier does not purchase or buy any products or services.

Cost Plus Fixed-Fee Program – US Foods

US Foods handles the day-to-day stocking and delivery of food products. One hundred percent of all products purchased through US Foods are priced based on the national distribution agreement Premier has negotiated on behalf of its membership. The Fixed Fee-Per-Case structure on the below outlines and enhances the benefits available to facilities with large drops.

The Premier/US Foods program offers a Cost-Plus Fixed Fee-Per-Case Program. Premier utilizes multiple pricing strategies (fixed, market) to provide both immediate and long-term price protection and predictability. We do not guarantee fixed pricing or cost. Pricing is based on the volatility and composition of each product category positively influencing product cost.

We offer a Cost-Plus Fixed Fee-Per-Case Program, with eight fee per case tiers based on average drop size. A Fee-Per-Case will be established for each Campus Smart Participating District outlined in Attachment D-Fixed Fee/Case Schedule.

Option A: Established a fee-per-case for ALL schools (identified by customer number). A school drop size performance will be identified quarterly. If a school actualizes a better fee-per-case for the previous quarter, a credit will be issued to the school by US Foods.

Option B: Assigns a fee-per-case (by customer number) according to the eight-tier schedule provided in Attachment D-Fixed Fee/Case Schedule. Assignment will be based on purchase history. The fee-per-case will be adjusted quarterly based on the actual performance of each school. Please refer to the fee-per-case (FPC) estimate included in Attachment B-Market Basket. A copy has been included with this summary for your reference

US Foods was recently awarded a new 5-year sole source agreement effective July 1, 2020 to June 30, 2025. To meet the requirements in the RFP for **Edmond Public Schools** and **ALL Campus Smart Participating Districts**, Premier will authorize US Foods to offer the program specifics detailed in this proposal for the term requested, including any extensions that might go into effect. In addition, US Foods will commit to all terms, conditions and program parameters answered in this proposal for the full term specified in this bid. If future contract parameters are confirmed, the Premier representatives will present these details, modifications or options to **Edmond Public Schools** and **ALL Campus Smart Participating Districts** as they are introduced to our membership. **Edmond Public Schools** and **ALL Campus Smart Participating Districts** will have the opportunity to evaluate options and determine if taking advantage of these options would be beneficial to **Edmond Public Schools** and **ALL Campus Smart Participating Districts**

Pricing to **Edmond Public Schools** and **ALL Campus Smart Participating Districts** and each Participating Public Agency will be based on the cost of products ordered from Contractor plus a Contractor mark-up. Cost will be as defined below unless otherwise defined by Premier Committed Manufacturer Agreement(s). Thereafter, prices may be changed to reflect the actual

delivered cost of items to the Contractor. Net delivered cost to the member shall always be based on the true and current cost of the product delivered at the time of delivery. Price changes shall be reflected through the online order entry system on

demand. The price list furnished shall contain only items that are purchased by the member. The handling fee shall remain the same throughout the contract period. Under no circumstances will the member's prices be increased should quantities fall short or exceed usage estimates provided. Quantities stated are estimates only and are not commitments to buy. Please refer to **Attachment – Cost Plus Fixed Fee Program**.

B. Audit Rights

The District requires open, unannounced audit rights throughout the length of agreement. The District will audit only those materials associated with the District's pricing. Premier and US Foods have read and understand.

Premier's Foodservice Program can support the requirement for audits through Premier's group purchasing agreement with US Foods within the following parameters:

- Parties shall use Premier Pricing Audit Tool audit documentation whenever applicable.
- The Member may audit any monthly period within 12 months of the specific audit period with at least a 10-day notice containing list of items to be audited.
- The audit shall not exceed twenty-five (25) items.
- The audit shall be conducted during regular business hours and in such a manner as not to unduly interfere with operations.
- The Member guarantees the confidentiality of all information provided and any third-party consultant auditor will have to sign a confidentiality agreement.
- Upon reasonable notice, but no more frequently than once every six (6) months, Member may examine documents appropriate to verify Cost and mark-up under this agreement.
- Refunds will be an offset from amounts due to Seller beyond the agreed upon credit terms.

Attachment D - Fixed Fee / Case Schedule

This fixed fee is the amount the District will pay above the actual cost to the Vendor. This will include all associated surcharges and costs, including, but not limited to, shipping, freight, storage, and fuel.

The District will consider proposed variations of the schedule listed below.

We offer a Cost-Plus Fixed Fee-Per-Case Program, with eight fee per case tiers based on average drop size. A Fee-Per-Case will be established for each Campus Smart Participating District according to the options below.

Option A: Established a fee-per-case of \$2.02 for ALL schools (identified by customer number). A school drop size performance will be identified quarterly. If a school actualizes a better fee-per-case for the previous quarter, a credit will be issued to the school by US Foods.

Option B: Assigns a fee-per-case (by customer number) according to the eight-tier schedule below. Assignment will be based on purchase history. The fee-per-case will be adjusted quarterly based on the actual performance of each school. Please refer to the fee-per-case (FPC) estimate including in Attachment B-Market Basket.

Average Drop Size	Firm Fee per Case ¹
\$350 to \$2,499	\$2.02
\$2,500 to \$2,999	\$1.84
\$3,000 to \$3,999	\$1.76
\$4,000 to \$5,499	\$1.69
\$5,500 to \$7,999	\$1.66
\$8,000 to \$10,999	\$1.54
\$11,000 to \$15,999	\$1.50
\$16,000 and up	\$1.40

¹Equipment and Supply products greater than \$100.00 are not included in this Fixed Fee-Per-Case mark-up schedule and will be priced per the terms of the Culinary Equipment and Supply Agreement between US Foods Culinary Equipment & Supply and Purchasing Partners. Pricing will be based on a percent.

Culinary Equipment & Supplies (CES) is a subsidiary of US Foods, which offers direct order and online purchasing of supplies and equipment.

MEMO

To: Certified Negotiations
From: Jeff Landes, CFO
Date: May 24, 2021
Re: FY22 Final Discussions



-
1. Add a year to the Salary Scale with a \$600 increase (from 32 years to 33 years)
 2. Add \$239 to the step to get the starting base pay at \$39,000.
 3. Increase Assistant Coaches to closer to regional average (see attached Payscale)
 4. Article 45 – Clean up “Friendly cover” language
 5. Article 55 – Add paragraph that we implemented last year (teachers leaving the profession and getting paid for sick leave)
 6. Article 64 – timing of signing contracts
 7. Article 53 – insert language from Board Policy DI

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5-24-21


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NEWCASTLE PUBLIC SCHOOLS

Certified Pay Scale FY22

Adopted 5/24/2021

YEARS	Bachelors	Bachelors + NBCT	Masters	Masters + NBCT	Doctorate
0	\$ 39,000.00	\$ 39,500.00	\$ 40,390.00	\$ 40,890.00	\$ 41,780.00
1	\$ 39,434.00	\$ 39,934.00	\$ 40,824.00	\$ 41,324.00	\$ 42,214.00
2	\$ 39,868.00	\$ 40,368.00	\$ 41,258.00	\$ 41,758.00	\$ 42,648.00
3	\$ 40,303.00	\$ 40,803.00	\$ 41,693.00	\$ 42,193.00	\$ 43,083.00
4	\$ 40,737.00	\$ 41,237.00	\$ 42,127.00	\$ 42,627.00	\$ 43,517.00
5	\$ 41,209.00	\$ 41,709.00	\$ 42,599.00	\$ 43,099.00	\$ 43,989.00
6	\$ 41,672.00	\$ 42,172.00	\$ 43,062.00	\$ 43,562.00	\$ 44,453.00
7	\$ 42,136.00	\$ 42,636.00	\$ 43,526.00	\$ 44,026.00	\$ 44,916.00
8	\$ 42,599.00	\$ 43,099.00	\$ 43,989.00	\$ 44,489.00	\$ 45,379.00
9	\$ 43,062.00	\$ 43,562.00	\$ 44,453.00	\$ 44,953.00	\$ 45,843.00
10	\$ 44,083.00	\$ 44,583.00	\$ 45,967.00	\$ 46,467.00	\$ 48,344.00
11	\$ 44,576.00	\$ 45,076.00	\$ 46,460.00	\$ 46,960.00	\$ 48,837.00
12	\$ 45,069.00	\$ 45,569.00	\$ 46,953.00	\$ 47,453.00	\$ 49,330.00
13	\$ 45,561.00	\$ 46,061.00	\$ 47,446.00	\$ 47,946.00	\$ 49,823.00
14	\$ 46,054.00	\$ 46,554.00	\$ 47,938.00	\$ 48,438.00	\$ 50,315.00
15	\$ 46,566.00	\$ 47,066.00	\$ 48,451.00	\$ 48,951.00	\$ 50,829.00
16	\$ 47,059.00	\$ 47,559.00	\$ 48,944.00	\$ 49,444.00	\$ 51,322.00
17	\$ 47,552.00	\$ 48,052.00	\$ 49,437.00	\$ 49,937.00	\$ 51,815.00
18	\$ 48,045.00	\$ 48,545.00	\$ 49,930.00	\$ 50,430.00	\$ 52,308.00
19	\$ 48,538.00	\$ 49,038.00	\$ 50,423.00	\$ 50,923.00	\$ 52,801.00
20	\$ 49,051.00	\$ 49,551.00	\$ 50,937.00	\$ 51,437.00	\$ 53,316.00
21	\$ 49,544.00	\$ 50,044.00	\$ 51,430.00	\$ 51,930.00	\$ 53,809.00
22	\$ 50,038.00	\$ 50,538.00	\$ 51,923.00	\$ 52,423.00	\$ 54,302.00
23	\$ 50,531.00	\$ 51,031.00	\$ 52,417.00	\$ 52,917.00	\$ 54,796.00
24	\$ 51,024.00	\$ 51,524.00	\$ 52,910.00	\$ 53,410.00	\$ 55,289.00
25	\$ 52,448.00	\$ 52,948.00	\$ 54,370.00	\$ 54,870.00	\$ 56,794.00
26	\$ 52,948.00	\$ 53,448.00	\$ 54,870.00	\$ 55,370.00	\$ 57,294.00
27	\$ 53,548.00	\$ 54,048.00	\$ 55,470.00	\$ 55,970.00	\$ 57,894.00
28	\$ 54,148.00	\$ 54,648.00	\$ 56,070.00	\$ 56,570.00	\$ 58,494.00
29	\$ 54,748.00	\$ 55,248.00	\$ 56,670.00	\$ 57,170.00	\$ 59,094.00
30	\$ 55,348.00	\$ 55,848.00	\$ 57,270.00	\$ 57,770.00	\$ 59,694.00
31	\$ 55,948.00	\$ 56,448.00	\$ 57,870.00	\$ 58,370.00	\$ 60,294.00
32	\$ 56,548.00	\$ 57,048.00	\$ 58,470.00	\$ 58,970.00	\$ 60,894.00
33	\$ 57,148.00	\$ 57,648.00	\$ 59,070.00	\$ 59,570.00	\$ 61,494.00

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DESCRIPTION	PAYMENT	PAYMENT	PROPOSED	
High School Coaching (Boys or Girls)	Head Coach	Asst. Coaches	Asst. Coaches	Regional Average
Baseball	\$ 8,000.00	\$ 2,600.00	\$ 2,700.00	\$ 3,425.00
Basketball - Varsity	\$ 8,000.00	\$ 2,400.00	\$ 2,700.00	\$ 3,230.00
Basketball - Subvarsity (was 9th Grade)	\$ 2,000.00	\$ 2,000.00	\$ 2,400.00	\$ 3,550.00
Cheerleading	\$ 8,000.00	\$ 3,500.00	\$ 3,600.00	\$ 1,000.00
Cross Country	\$ 3,800.00	\$ 2,000.00	\$ 2,700.00	\$ 1,794.00
Fast Pitch Softball	\$ 8,000.00	\$ 2,600.00	\$ 2,700.00	\$ 3,050.00
Football - Varsity	\$ 10,000.00	\$ 3,200.00	\$ 3,500.00	\$ 4,239.00
Football - Subvarsity (was 9th Grade)	\$ 2,550.00	\$ 2,300.00	\$ 2,400.00	
Golf	\$ 2,000.00		n/a	
Slow Pitch Softball	\$ 5,500.00	\$ 2,000.00	\$ 2,700.00	no data
Soccer	\$ 8,000.00	\$ 2,200.00	\$ 2,700.00	\$ 2,250.00
Swimming	\$ 1,200.00	\$ -	n/a	
Track	\$ 7,000.00	\$ 2,300.00	\$ 2,700.00	\$ 2,000.00
Volleyball - Varsity	\$ 5,500.00	\$ 2,200.00	\$ 2,700.00	\$ 2,413.00
Volleyball - Subvarsity (9th Grade)	\$ 2,500.00	\$ -	\$ 2,400.00	\$ 2,063.00
Wrestling	\$ 6,800.00	\$ 2,900.00	\$ 3,000.00	\$ 3,625.00
Middle School Coaching - (Boys or Girls)	Head Coach	Asst. Coaches		
Baseball	\$ 2,900.00	\$ 1,400.00	\$ 1,550.00	\$ 1,770.00
Basketball, 8th Grade	\$ 2,000.00	\$ 1,400.00	\$ 1,550.00	\$ 1,500.00
Basketball, 7th Grade	\$ 2,000.00	\$ 1,400.00	\$ 1,550.00	\$ 1,500.00
Cheerleading	\$ 2,500.00	\$ 1,500.00	\$ 1,550.00	\$ 1,000.00
Cross Country	\$ 1,800.00	\$ 1,400.00	\$ 1,550.00	\$ 1,500.00
Fast Pitch Softball	\$ 2,900.00	\$ 1,400.00	\$ 1,550.00	\$ 1,770.00
Football, 8th Grade	\$ 2,500.00	\$ 1,400.00	\$ 1,550.00	\$ 1,760.00
Football, 7th Grade	\$ 2,500.00	\$ 1,400.00	\$ 1,550.00	\$ 1,760.00
Golf	\$ 1,500.00	\$ -	n/a	
Soccer	\$ 2,400.00	\$ 1,400.00	\$ 1,550.00	\$ 1,125.00
Slow Pitch	\$ 2,000.00	\$ 1,400.00	\$ 1,550.00	no data
Track (Boys & Girls Combined, 75%)	\$ 3,000.00	\$ 2,100.00	\$ 2,325.00	\$ 2,895.00
Volleyball	\$ 2,000.00	\$ 1,400.00	\$ 1,550.00	\$ 1,900.00
Wrestling	\$ 2,500.00	\$ 1,400.00	\$ 1,550.00	\$ 1,875.00

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 [Signature]
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ARTICLE 45 - COMBINING OF CLASSES PROHIBITED DUE TO TEACHER ABSENCE

The Administration shall be responsible for arranging the supervision of the classroom during the teacher's absence.

- A. When a teacher is absent for any reason, every attempt shall be made to hire a substitute. When a substitute cannot be hired, classes shall not be combined to exceed the state mandated number of students per class. A teacher shall not be required to arrange for his/her substitute as a prerequisite for using any leave to which he/she is entitled. A teacher attending staff development meetings shall not be responsible for arranging for a volunteer substitute. This is the responsibility of the building Administration.¹
- B. When administrators, or other authorized people, need to confer with teachers, every attempt shall be made to schedule said conferences outside of normal classroom time.
- C. Each teacher will prepare a folder that informs a substitute of general rules and responsibilities. The folder will be kept in the building principal's office and made available to the substitute. Each substitute will return the folder back at the end of each day.
- D. Teachers may choose to voluntarily cover one another's class (known as a "Friendly Cover"). In the event of a Friendly Cover, no payment to the covering teacher will be required.ⁱⁱ The teacher who is absent from work will still be charged leave.
- E. After all possible efforts have been made to hire a substitute teacher; a teacher who is required to cover another teacher's class shall be compensated for a minimum of one hour at the hourly rate specified in Article 67ⁱⁱⁱ.

¹ 2007-08

ⁱⁱ 2020-2021

ⁱⁱⁱ 2020-2021

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ARTICLE 55 - SEPARATION FROM SCHOOL SYSTEM - TRANSFER OF, OR COMPENSATION FOR, ACCUMULATED SICK LEAVEⁱ

- A. A teacher ending employment with the District by resignation or reduction in force shall have the option of transferring all accumulated sick leave hours to a receiving school. Accumulated is defined as earned plus transferred in. If the teacher has earned more sick leave during their employment at Newcastle Schools than will be accepted by the receiving school, the balance of the earned sick leave less what is accepted by the receiving school will be compensated to the teacher using the Compensation Chart at the end of this Article.
- B. A teacher ending employment with the District and not continuing in the teaching profession will be compensated for the balance of earned sick leave using the Compensation Chart at the end of this Article. Sick leave that has been compensated cannot ever be transferred at a later date to another school district.
- C. B. If a receiving school will only accept a certain number of transferred-in sick days, the balance of non-transferred days can be banked with OTRS up to the OTRS limit of 120 days.ⁱⁱ
- D. C. A teacher is eligible to both bank sick days with OTRS and to be reimbursed for those sick days using the Compensation Chart at the end of this Article.ⁱⁱⁱ
- E. D. When a teacher has both transferred-in days and earned days, transferred-in days will be transferred out first, then earned days.^{iv}

(remaining portion of Article 55 omitted)

ⁱ 2016-2017

ⁱⁱ 2020-2021

ⁱⁱⁱ 2020-2021

^{iv} 2020-2021

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ARTICLE 64 – EMPLOYMENT CONTRACTS

(STRIKE)

Employment contracts shall be distributed to personnel within twenty-five (25) calendar days from the ratification of the negotiated agreement by the Newcastle Board of Education and the bargaining agent. Certified personnel shall be given five (5) calendar days to check the contents of the contract before returning the signed document to the building principal.

(REPLACE)

New hire teachers will be required to sign a Temporary Teaching contract upon acceptance of the offer of employment.

All other teachers (including 2nd-year Temporary and Continuing) will be presented with employment contracts (including the primary assignment contract, any extra-duty contracts and the Certified Information Sheet) prior to the start of the applicable school year. Teachers will be given five (5) calendar days to check the contents of the contract before returning it to the Human Resources department if the teacher so chooses.

If negotiations for the applicable school year have not yet been completed and ratified by the Newcastle Board of Education, any subsequent changes to employment terms can be made retroactive to the beginning of the school year by mutual consent of the parties. In that situation, revised contracts will be prepared and distributed within twenty-five (25) calendar days of ratification.

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ARTICLE 53 - SICK LEAVE

- A. A teacher may be absent from his/her duties due to personal accidental injury, illness or pregnancy, adoption, or accidental injury or illness in the immediate family without the loss of salary, and the right to such leave shall vest at the beginning of each school year. The teacher will receive 72.5 hours of sick leave each school year.
- B. "Immediate family" shall be defined as members of the teacher's immediate household and, at the discretion of the Administration, other relatives by blood or marriage.
- C. A teacher is required to contact his/her immediate supervisor if he/she is going to be late or absent from work for any reason. The supervisor may require that a doctor's statement be provided to verify recurring, on-going, or frequent illness of the teacher. Additionally, an employee may be required to provide documentation of illness in certain circumstances, including, but not limited to, when sick leave is taken on days of unusual or inclement weather, during the last four (4) weeks of school or prior to the end of employment, immediately preceding or following holidays or non-work days, or whenever cause exists to believe that Sick Leave is being abused.
- D. A medical leave of absence shall be defined as an absence for personal illness of more than four (4) consecutive workdays. When this type of absence occurs, the teacher may be required to provide certification of illness by a physician. If such request is made, the district will reimburse the teacher for the health insurance co-pay applicable for obtaining the certification. Before returning to work after a medical leave of absence, a teacher may be asked to present a "release to return to work" letter from the attending physician.
- E. Sick leave will be allowed to accumulate without limit.
- F. If, after exhausting all fully paid leave, a teacher is absent from his/her duties due to personal accidental injury, illness or pregnancy, the teacher may seek additional leave under the sick leave sharing plan. If after exhausting all sick leave sharing plan days, a teacher shall receive for a period not to exceed 20 days the full contract salary less the amount currently paid to a certified substitute teacher.ⁱ
- G. Any payroll adjustments due to sick leave exhaustion will be reflected on the following month's payroll check.ⁱⁱ
- H. Newcastle Public School shall comply with the Federal Family Medical Leave Act.
- I. Any teacher beginning employment with or returning from a break in service with Newcastle Public Schools will be allowed to transfer in up to 60 days of sick leave.ⁱⁱⁱ

BOARD POLICY DI
NEW FT. NO CHANGES

ⁱ 2016-2017

ⁱⁱ 2016-2017

ⁱⁱⁱ 2020-2021

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Office of Federal Programs
Title III, Part A - English Learners (ELs)
2021-2022 Cooperative Agreement / Consortium Guidelines and Forms

Under Title III, Part A- [ESSA, Section 3114(b)], subgrant awards less than \$10,000 may not be made to individual LEAs. Per 70 O.S. § 5-117(C) the boards of education of two or more school districts may enter into cooperative agreements to form a Consortium in order to meet eligibility and receive a Title III, Part A - English Learners (ELs) minimum \$10,000 subgrant award. LEAs or a consortium of LEAs receiving a subgrant award are those that serve an EL population large enough to generate the \$10,000 minimum grant award. The subgrant award is calculated by taking the number of EL students served by the LEA and multiplying that number by the yearly Title III per-pupil allocation. This per-pupil allocation is established by the Office of Federal Programs after receiving the state Title III allocation from the United State Department of Education.

Requirements of a Title III, Part A-EL Subgrant Award

An eligible entity receiving funds under the Every Student Succeeds Act (ESSA), Section 3114(a) shall use the funds to:

- (1) Increase the English language proficiency of English learners by providing effective language instruction educational programs that meet the needs of English learners and demonstrate success in increasing—
 - a. English language proficiency; and
 - b. Student academic achievement;
- (2) Provide effective professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals and other school leaders, administrators, and other school or community-based organizational personnel, that is—
 - a. Designed to improve the instruction and assessment of English learners;
 - b. Designed to enhance the ability of such teachers, principals, and other school leaders to understand and implement curricula, assessment practices and measures, and instructional strategies for English learners;
 - c. effective in increasing children’s English language proficiency or substantially increasing the subject matter knowledge, teaching knowledge, and teaching skills of such teachers; and
 - d. of sufficient intensity and duration (which shall not include activities such as 1-day or short-term workshops and conferences) to have a positive and lasting impact on the teachers’ performance in the classroom, except that this subparagraph shall not apply to an activity that is one component of a long-term, comprehensive professional development plan established by a teacher and the teacher’s supervisor based on an assessment of the needs of the teacher, the supervisor, the students of the teacher, and any local educational agency employing the teacher, as appropriate; and
- (3) Provide and implement other effective activities and strategies that enhance or supplement language instruction educational programs for English learners, which—
 - a. Shall include parent, family, and community engagement activities; and



- b. May include strategies that serve to coordinate and align related programs.

[ESSA, Section 3115(c)]

After meeting the requirements of (1) increasing English proficiency, (2) providing professional development and (3) implementing other effective activities and strategies (parent, family, and community engagement) consortia may choose among the following authorized activities under ESSA, Section 3115(d):

- (1) Upgrading program objectives and effective instructional strategies
- (2) Improving the instructional program for English learners by identifying, acquiring, and upgrading curricula, instructional materials, educational software, and assessment procedures.
- (3) Providing to English learners—
 - a. tutorials and academic or career and technical education; and
 - b. intensified instruction, which may include materials in a language that the student can understand, interpreters, and translators.
- (4) Developing and implementing effective preschool, elementary school, or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English language proficiency and academic achievement of English learners.
- (6) Providing community participation programs, family literacy services, and parent and family outreach and training activities to English learners and their families—
 - a. to improve the English language skills of English learners; and
 - b. to assist parents and families in helping their children to improve their academic achievement and becoming active participants in the education of their children.
- (7) Improving the instruction of English learners, which may include English learners with a disability, by providing for—
 - a. the acquisition or development of educational technology or instructional materials;
 - b. access to, and participation in, electronic networks for materials, training, and communication; and
 - c. incorporation of the resources described in subparagraphs (A) and (B) into curricula and programs, such as those funded under this subpart.
- (8) Offering early college high school or dual or concurrent enrollment programs or courses designed to help English learners achieve success in postsecondary education.

Guidelines

General:

- Any LEA will be eligible to become a member of a consortium if English Learners (ELs) are reported in the October 1 count from the previous academic year.
- Each consortium must meet the three required activities (see above) mandated when receiving a Title III, Part A subgrant award.



- Each member LEA of the consortium may plan and deliver services to its ELs independently. The consortium is not required to, and is advised against, using the same program design within each member LEA, although the consortium may “pool” resources to provide specific services (e.g. professional development) as appropriate and allowable.

Fiscal:

- Completion of the Title III-EL component of the Consolidated Application and submission of claims to OSDE for reimbursement with Title III, Part A funds through the Grants Management System (GMS) is the sole responsibility of the fiscal agent of the consortium. Consortium members may view their portion of the overall subgrant award by following the link located in the Title III column on the allocations tab of the LEAs Consolidated Application.
- The members of a consortium may choose the lead fiscal agent by consensus, or the member with the largest allocation will automatically become the lead fiscal agent.
- When forming a consortium, the fiscal agent should first acquire an appropriation in Fund 12 (for consortia) and not Fund 11 (for individual LEAs). The fiscal agent must then code all purchases to Fund 12.
- The lead fiscal agent for the consortium may retain the administrative and indirect costs for the consortium.
- Consortium members may seek fiscal and programmatic guidance from the lead fiscal agent and the Office of Federal Programs at the OSDE.
- In general, the Title III, Part A supplement, not supplant requirement is intended to ensure that services provided with Title III, Part A funds are in addition to, and do not replace or supplant, mandated services that English Language Learner (EL) students should otherwise receive.

Responsibilities of the Lead Fiscal Agent:

- The lead fiscal agent of the consortium must send to OSDE, and have on file locally, the Cooperative Agreement for Title III, Part A, approved by the board of education each participating LEA and signed by each superintendent in the consortium.
- The lead fiscal agent must be prepared to meet with consortium members to discuss issues concerning the operation of the consortium as it relates to both fiscal management and the accountability measures of Title I and Title III.
- The lead fiscal agent is responsible for all fiscal transactions of the consortium (requisitions, purchases, payments and claim submission to OSDE) and for maintaining records of all financial transactions carried out on behalf of the consortium.
- The lead fiscal agent is required to facilitate a Title III Consultation meeting within the first 30 days of school to assist consortium members in meeting their responsibilities to the EL students and families they serve with the support of a Title III, Part A subgrant award.



- The lead fiscal agent is responsible for sending appropriate notification to parents of EL students served by the LEA under the Title III, Part A Subgrant.

Responsibilities of Member LEAs:

- Working cooperatively to address the needs of partner LEAs for improving services for EL students.
- Working cooperatively to address the needs of partner LEAs relating to professional development to improve instruction and learning for EL students.
- Sending appropriate notification to parents of EL students served by the LEA under the Title III, Part A Subgrant.

2021-2022 Cooperative Agreement/ Consortium Carryover Statement

- LEAs that elect to pool their Title III, Part A funds must sign this statement to participate in this cooperative agreement. Participating consortium LEAs should elect one LEA to act as the lead fiscal agent for administration of funds and must receive goods or services from the lead LEA fiscal agent.
- Per Oklahoma state statute Title 70 O.S. § 5-117C, the boards of education of any two or more school districts may enter into an cooperative agreement for the purpose of jointly and comparatively performing any of the services, duties, functions, activities, obligations or responsibilities which are authorized or required by law to be performed by school districts of this state.
- If consortium member LEAs expend local funds on allowable Title III, Part A goods and services *before* they apply for reimbursement from the lead fiscal agent, both the member and lead fiscal agent must issue a P.O. at the same time, before goods and services are rendered. Then the lead fiscal agent will apply for reimbursement of funds to OSDE using its own P.O. and the invoice provided by the member LEA. The lead fiscal agent will not be approved by OSDE if the lead fiscal agent simply pays funds to the consortium member LEAs for goods or services not yet rendered.
- If the lead fiscal agent purchases goods or services on behalf of a member LEA, a P.O. must be issued by the lead fiscal agent before the goods or services are rendered to the consortium member LEA. Then the lead fiscal agent will apply for reimbursement of funds to OSDE. (34 CFR 80.41).
- The lead fiscal agent must utilize Fund 12 (Co-op Fund).



BLACKWELL Public Schools will serve as the FY22 lead fiscal agent for the following districts electing to form a consortium for Title III, Part A funds.

- All consortium member LEAs must sign below. Each lead fiscal agent must obtain each participating LEA superintendent's signature prior to OSDE allocation of Title III, Part A funds to eligible LEAs.
- Attach the board of education approval form indicating approval of consortium participation.
- "Allocation" and "Carryover" columns are not applicable to new FY22 consortium members.
- Consortium member LEAs who change their lead fiscal agent will retain any unexpended Title III, Part A funds (i.e. carryover) from the former lead fiscal agent.

County-District Code	District name	FY21 Allocation	Carryover to FY22	Superintendent Signature
36-I045	BLACKWELL	\$3,392.15	\$385.14	
70-I001	ALVA	\$2,647.54	\$36.20	
24-0056	PIONEER-PV	\$2,564.80	\$101.12	
44-I084	FAIRVIEW	\$2,730.27	\$50.67	
36-I087	TONKAWA	\$1,075.56	\$52.51	
47-I001	NEWCASTLE	\$4,384.98	\$1,443.98	
Total		\$16,795.30	\$2,069.62	



2021-2022 Cooperative Agreement / Title III Consortium Lead Fiscal Agent Board Approval Form

The Board of Education of **BLACKWELL** Public Schools agrees to act as the Lead Fiscal Agent for a Title III, Part A consortium to consist of the following member districts-

1. ALVA	2. PIONEER-PV	3. FAIRVIEW
4. TONKAWA	5. NEWCASTLE	6. BLACKWELL
7.	8.	9.

The Board of Education agrees to the following responsibilities required of the Lead Fiscal Agent-

- *Completion and submission of the required Consortium documentation by the deadline established by OSDE.*
- *Completion of the Title III component of the Consolidated Application in the Grants Management System (GMS).*
- *Management of all aspects concerning the financial management of the Title III award in the GMS system.*
- *Provision of fiscal and/or programmatic guidance to partner consortia districts through the Title III Consultation requirement.*

Approved by the Board of Education of **BLACKWELL** Public Schools on **JUNE 14TH**, 2021.

Printed Name **Signature** **Date**
Board of Education President

Printed Name **Signature** **Date**
Superintendent



2021-2022 Cooperative Agreement / Title III Consortium Member District Board Approval Form

The Board of Education of _____ Public Schools, Title III Consortium Member District, agrees to enter in to a Cooperative Agreement with the Board of Education of _____ Public Schools, Title III Consortium Lead Fiscal Agent, for the purpose of creating a Title III, Part A consortium.

The Board of Education agrees that the Title III Consortium Member District will-

- *Work cooperatively, where appropriate, to address the needs of consortium partner districts for improving services for EL students.*
- *Work cooperatively, where appropriate, to address the needs of consortium partner districts relating to professional development to improve instruction and learning for EL students.*
- *Support district EL leadership in attending the required Title III consultation to be facilitated by the consortium Lead Fiscal Agent.*

Approved by the Board of Education of _____ Public Schools on _____, 2021.

<i>Printed Name</i>	<i>Signature</i>	<i>Date</i>
Board of Education President		

<i>Printed Name</i>	<i>Signature</i>	<i>Date</i>
Superintendent		

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	451	05/11/2021	8638	VERNIER SOFTWARE & TECHNOLOGY	OETT Grant 2021 for HS Science	1,213.64
			(1) CS-5MP Celestron Digital Imager 5MP; (2) GW-HR Go Wireless Heart Rate; (2) RFX-ACC Reflex Hammer Accessory Kit; (2) GDX-VPG Go Direct Photogate; (1) DTS-GDX-LONG Go Direct Dynamics System Long. Plus shipping	036-1000-681-100-5000-000-705	05/11/2021	1,213.64
11	452	05/11/2021	470	Jostens	Valedictorian Stole & Trophy	85.00
			Valedictorian Sole & Trophy with shipping.	021-2410-682-000-0000-000-705	05/13/2021	85.00
11	453	05/12/2021	33315	J & W Tire	Bus Tires	3,120.00
			2 Front Tires - N03 - Tag 13509	009-2640-612-000-0000-000-050	05/12/2021	750.00
			Four rear tires	009-2640-612-000-0000-000-000	05/12/2021	2,000.00
			1 Front Tire - James Rubi bus	009-2640-612-000-0000-000-050	05/12/2021	370.00
11	454	05/12/2021	47944	Amazon	(412-Treu) Computer headsets for use in class	389.70
			Student headphones with Microphones for student computers	412-1000-653-316-8100-000-705	05/12/2021	389.70
11	455	05/12/2021	47944	Amazon	(561) Native American Books-Elementary	65.25
			(561) Native American Books-Elementary	561-2199-641-000-0000-000-105	05/12/2021	65.25
11	456	05/12/2021	47944	Amazon	(541) Leading School Change Books-Admin Team	302.88
			(541) Leading School Change Books-Admin Team Book Study(12)	541-2573-641-000-0000-000-105	05/12/2021	75.72
				541-2573-641-000-0000-000-110	05/12/2021	75.72
				541-2573-641-000-0000-000-505	05/12/2021	75.72
				541-2573-641-000-0000-000-705	05/12/2021	75.72
11	457	05/12/2021	51299	PB/Oriental Trading	(561) Native American Cultural Craft Items & Books	1,242.61
			(561) Native American Cultural Craft Items and BooksECC and Elementary	561-2199-619-000-0000-000-105	05/12/2021	430.86
				561-2199-619-000-0000-000-110	05/12/2021	153.84
				561-2199-641-000-0000-000-105	05/12/2021	373.95
				561-2199-641-000-0000-000-110	05/12/2021	283.96
11	458	05/12/2021	4923	DISCOUNT SCHOOL SUPPLY	(KidZone) Writing journals	109.97
			(36) Writing Journals for Kid Zone Summer Program, plus shipping	080-2199-619-000-0000-000-110	05/12/2021	109.97
11	459	05/13/2021	3042	REALLY GOOD STUFF LLC	(561) Native American Cultural Supplies ECC/Elem	106.94
			(561) Native American Cultural Activity SuppliesECC/Elementary	561-2199-619-000-0000-000-105	05/13/2021	92.45
				561-2199-619-000-0000-000-110	05/13/2021	14.49
11	460	05/13/2021	47944	Amazon	(561) Tiny Warrior Books-HS Book Study	213.90
			(561) Tiny Warrior Books-HS Book Study (15)	561-2199-641-000-0000-000-705	05/13/2021	213.90
11	461	05/13/2021	8311	BYTESPEED	(ESSER) Site Technology Coordinator Computers	4,105.00
			Bytespeed FNH NUC: i5/16GB/250GB -M2HDD	794-2580-653-000-0000-000-050	06/03/2021	4,105.00

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	462	05/13/2021	2766	CDW LLC	(ESSER) Site Technology Coordinator Monitors	650.95
			Viewsonic VX2452MH 24" LCD Monitor	794-2580-653-000-0000-000-050	06/03/2021	650.95
11	463	05/13/2021	2766	CDW LLC	(ESSER)Site Technology Coordinators-Label Printers	521.15
			Dymo Labelwriter 450 Turbo - Thermal Label Printer	794-2580-653-000-0000-000-050	06/03/2021	521.15
11	464	05/13/2021	4993	OKACTE	(412-Treu) Summer Conference Fees	90.00
			Summer Conference Fees	412-1000-653-316-8100-000-705	05/13/2021	90.00
11	465	05/13/2021	47944	Amazon	(561) Native American Cultural Craft Items-MS/HS	268.04
			(561) Native American Cultural Craft Items-MS/HS	561-2199-619-000-0000-000-505	05/13/2021	134.02
				561-2199-619-000-0000-000-705	05/13/2021	134.02
11	466	05/13/2021	51343	Prosperity Bank (B&B Truck Service)	Replace front tire on bus (Tag #14655)	617.50
			Replace front tire on school bus while at Camp Goddard (Tag # 14655)	009-2740-612-000-0000-000-050	05/13/2021	617.50
11	467	05/13/2021	223	Tri-City Publishing Inc.	(TCLA) 2- 2"x5" ads for TCLA	152.00
			(2) 2"x5" ads for TCLA	035-2560-540-000-0000-000-705	05/13/2021	152.00
11	468	05/13/2021	47944	Amazon	(TCLA) Resource Books	93.26
			(1) Distance Learning Playbook-Leaders; (1) Distance Learning Playbook-Grade K-12; (1) Connecting With Students Online; (1) Teaching in the Online Classroom	035-2213-641-000-0000-000-705	05/13/2021	93.26
11	469	05/13/2021	4970	OKLAHOMA SCHOOLS ADVISORY COUNCIL	Conference Registration for June 22, 2021	300.00
			Registration for OSAC Conference on June 22, 2021 for Adrienne Rainey & Jennifer Beer	000-2213-860-000-0000-000-705	05/13/2021	300.00
11	470	05/13/2021	8677	Butler Brothers Sand & Gravel	Repair passenger side back brakes (Tag #43341)	4,000.00
			Repair passenger side back brakes, Bus N-9, Tag #43341	009-2740-439-000-0000-000-050	06/03/2021	4,000.00
11	471	05/13/2021	8677	Butler Brothers Sand & Gravel	Repair engine injector issue (Tag#4-35099, N-04)	2,000.00
			Repair engine injector issue, Tag# 4-35099, N-04)	009-2740-439-000-0000-000-050	05/13/2021	2,000.00
11	472	05/13/2021	8677	Butler Brothers Sand & Gravel	Repair fluid leak (Tag# 40142)	2,000.00
			Fluid leak possible power steering system - Bus N-10 Tag# 40142	009-2740-439-000-0000-000-050	05/13/2021	2,000.00
11	473	05/13/2021	2230	School Nurse Supply	Medical Supplies	403.80
			(10) Sani-Hands wipes; (2) Treasure chest tooth box; (1) Ziplock Storage Bags; (1) Bulk Band-aids-SNS Fabric; (1) Filac thermometer covers	000-2132-616-000-0000-000-105	05/13/2021	201.90
				000-2132-616-000-0000-000-110	05/13/2021	201.90
11	474	05/13/2021	2766	CDW LLC	(ESSER) Dell Touch Chromebooks - ECC	57,917.95
			Dell Touch Chromebook 3100	794-1000-653-100-1050-000-110	05/27/2021	52,275.45
			Google Chrome Management License	794-1000-653-100-1050-000-110	05/27/2021	5,642.50

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	475	05/13/2021	47944	Amazon	(Kid Zone) Supplies	131.19
			080-2199-616-000-0000-000-110		05/13/2021	28.99
			080-2199-619-000-0000-000-110		05/13/2021	102.20
11	476	05/17/2021	50813	MORRIS PRINTING GROUP, INC	(563) JOM Agendas for MS/HS students	643.00
			563-2199-619-000-0000-000-505		05/17/2021	288.00
			563-2199-619-000-0000-000-705		05/17/2021	355.00
11	477	05/17/2021	8385	SCHOOL NUTRITION ASSOC OF OKLAHOMA	Registration for Conference-July 12-15	468.00
			000-2340-810-700-0000-000-050		05/17/2021	468.00
				Online Video Conference School Nutrition Association July 12-15 for General Session for Paulla Bowden & Malinda Wilson		
11	478	05/17/2021	47944	Amazon	Office Supplies	180.00
			022-2410-619-000-0000-000-505		05/17/2021	180.00
				Colored paper and cardstock for MS Office		
11	479	05/17/2021	51338	McClain-Garvin Co Yth & Fam Ctr	Frontline Family Solutions Counseling Contract	5,817.65
			000-2113-336-000-0000-000-105		05/17/2021	1,617.65
			000-2113-336-000-0000-000-105		05/17/2021	4,200.00
				Frontline Family Solutions Counseling Contract for April 13, 2021 through June 30, 2021 (Approved by BOE on April 13, 2021)		
11	480	05/18/2021	47944	Amazon	(Kid Zone) Resource Planning Books	47.48
			080-2199-641-000-0000-000-105		05/18/2021	47.48
				(080) Resource Planning Books for Kid Zone		
11	481	05/18/2021	296	Ross Transportation, Inc.	Repair non-working lights, Bus Tag #14656	2,000.00
			009-2740-439-000-0000-000-050		05/18/2021	2,000.00
				Repair non-working lights, Bus Tag # 14656		
11	482	05/18/2021	344	CCOSA	(TCLA) TLE Training for Kaisha Mathis, July 27-28	150.00
			035-2490-860-000-0000-000-705		05/18/2021	150.00
				(TCLA) TLE training for new Administrators for Kaisha Mathis- TCLA, virtual July 27 & 28		
11	483	05/18/2021	51344	Porter, Earleene	Replace mail box	200.00
			009-2740-618-000-0000-000-050		05/18/2021	200.00
				Replace mail box damaged by bus		
11	484	05/19/2021	51293	Prosperity Bank (Travel Expenses)	(412-Morgan) Travel Expenses for 5/20/21-5/24/21	1,000.00
			412-1000-332-311-8000-000-705		05/19/2021	1,000.00
				(412-Morgan) Travel Expenses May 20-24. Project selection: Big Spring, TX; San Angelo, TX; Burnet, TX; Stephenville, TX; Garden City, TX		
11	485	05/19/2021	191	Okla State School Boards Assoc Inc	On-Site School Board Training on 5/18/2021	600.00
			000-2319-310-000-0000-000-050		05/19/2021	600.00
				On-site School Board Member training with Dr. Ann Caine on 5/18/2021		
11	486	05/19/2021	10028	Prosperity Bank	Safe Room Signs	255.00
			012-2670-651-000-0000-000-050		05/19/2021	255.00
				(11) Safe Room Signs		
11	488	05/19/2021	81495	LAURA LEANN JOHNSON GENTRY	Reimbursement for NAGC Conference 6/8 - 7/13/2021	149.00
			000-2199-860-000-0000-000-050		05/19/2021	149.00
				Reimbursement for NAGC Conference June 8 - July 13, 2021		

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	489	05/24/2021	8262	NATIONAL ASSOC OF SCHOOL NURSES	Membership Renewal 06/01/2021 - 06/30/2022	140.00
			000-2132-860-000-0000-000-105		05/24/2021	35.00
			000-2132-860-000-0000-000-110		05/24/2021	35.00
			000-2132-860-000-0000-000-505		05/24/2021	35.00
			000-2132-860-000-0000-000-705		05/24/2021	35.00
11	490	05/24/2021	47944	Amazon	(412-Duncan) Wood burning kits & supplies	494.26
			412-1000-619-314-8400-000-705		05/24/2021	494.26
11	491	05/25/2021	8325	OK STATE REGENTS FOR HIGHER ED	Registration for Summer Institute June 8-9, 2021	185.00
			000-2213-860-000-0000-000-705		05/25/2021	185.00
					Registration for Student Preparation Summer Institute June 8-9, 2021 for Madison Warren	
11	492	05/25/2021	47944	Amazon	(561) Indian Education Materials	173.16
			561-2199-619-000-0000-000-000		05/25/2021	62.28
			561-2199-619-000-0000-000-105		05/25/2021	33.33
			561-2199-619-000-0000-000-110		05/25/2021	33.33
			561-2199-619-000-0000-000-505		05/25/2021	44.22
11	493	05/25/2021	2561	Lakeshore Equipment Co.	(511) Math and Reading learning materials for ECC	2,634.15
			511-1000-619-429-0000-000-110		05/25/2021	2,634.15
					(511) Math and Reading learning materials for ECC	
11	494	05/25/2021	47944	Amazon	(511) Math and reading materials for ECC	4,159.13
			511-1000-619-429-0000-000-110		05/25/2021	4,159.13
					(511) Math and reading materials for ECC	
11	495	05/25/2021	4577	APPLE COMPUTER	iMac computers and MacBook Pro for design classes	5,533.98
			412-1000-653-316-8100-000-705		05/25/2021	238.00
			412-1000-653-316-8100-000-705		05/25/2021	5,295.98
					3 Year Apple Care for 24-inch iMac	
					24 Inch Blue iMac, Apple M1 chip, 16GB memory, 2TB SSD Storage, Magic Mouse, Magic Keyboard with Numeric keypad, Pro Apps for Education	
11	496	05/25/2021	2613	BSN Sports	Fast Pitch Softball Uniforms	1,550.00
			019-1000-657-100-3300-000-705		05/25/2021	1,550.00
					(33) Fast Pitch Softball Uniforms	
11	497	05/25/2021	4993	OKACTE	(412-Duncan) Oklahoma Summit	115.00
			412-2213-860-314-8400-000-705		05/25/2021	75.00
			412-2213-860-314-8400-000-705		05/25/2021	40.00
					Oklahoma Summit	
					FCS Division	
11	498	05/27/2021	47944	Amazon	Senior Files & Grad Programs	135.40
			021-2199-619-000-0000-000-705		05/27/2021	135.40
					(8) Amazon Basics 1/3-cut tab file folders, letter size-100 pk; (1) Amazon Basics office scissors-2 pack; (1) Scotch shipping tape-6 pack; (5) white card stock-75 sheets	
11	499	05/27/2021	4993	OKACTE	(412-Scott) Conference Registration	90.00
			412-2213-860-316-8100-000-705		05/27/2021	75.00
			412-2213-860-316-8100-000-705		05/27/2021	15.00
					Conference Registration	
					BMITE division conference registration	

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	500	05/27/2021	9234	City of Newcastle	Graduation Security	490.00
			000-2660-344-000-0000-000-705		05/27/2021	490.00
					4 Police Reserves for Graduation Security 3.5 hours each \$35/hour.Stanley Grady, Josh Bray, Jason Davis, Chillis Hutchinson	
11	501	06/01/2021	8677	Butler Brothers Sand & Gravel	Repair Horn on Handicap Bus	500.00
			009-2740-439-000-0000-000-050		06/01/2021	500.00
					Repair horn on Handicap Bus, Tag #27550	
11	502	06/01/2021	47944	Amazon	(541) Books for HS Admin Book Study	54.78
			541-2573-641-000-0000-000-705		06/01/2021	54.78
					Books for HS Admin Book Study	
11	503	06/01/2021	47944	Amazon	(541) Learning by Doing books (20)	681.00
			541-2213-619-000-0000-000-105		06/01/2021	476.70
			541-2213-619-000-0000-000-110		06/01/2021	204.30
					(541) Solution Tree Learning by Doing BooksElementary (14)ECC (6)	
11	504	06/01/2021	3042	REALLY GOOD STUFF LLC	(561) Native American Cultural Supplies ECC/Elem.	94.89
			561-2199-619-000-0000-000-105		06/01/2021	61.43
			561-2199-619-000-0000-000-110		06/01/2021	33.46
					(561) Native American Cultural Activity Supplies ECC/Elementary	
11	505	06/01/2021	47944	Amazon	(412-CTreu) Audio Visual Equipment	1,180.79
			412-1000-653-316-8100-000-705		06/01/2021	43.96
					Power Strip w 8ft YITAR surge protector with 10 outlets and 4 USB ports	
			412-1000-653-316-8100-000-705		06/01/2021	279.99
					PROPRECK PARTY 15 portable 15 inch PA speaker system	
			412-1000-653-316-8100-000-705		06/01/2021	32.99
					Neewer 50-in-1 action camera accessory kit for GoPro	
			412-1000-653-316-8100-000-705		06/01/2021	149.94
					Potensic A20W mini drone for kids and beginners with camera	
			412-1000-653-316-8100-000-705		06/01/2021	83.97
					Potensic Upgraded A20 Mini Dron iindoor/outdoor	
			412-1000-653-316-8100-000-705		06/01/2021	569.95
					DJI Mavic Mini Fly More Combo Ultralight with 7.7K FHD Camera Drone	
			412-1000-653-316-8100-000-705		06/01/2021	19.99
					VCUTECH Drone Landing Pad	
11	506	06/03/2021	51274	Kristi Ferguson	Reimbursement for GT testing shipping cost	248.70
			000-2240-530-251-0000-000-105		06/03/2021	248.70
					Reimbursement for GT testing shipping cost	
11	507	06/03/2021	99999	NEWCASTLE PUBLIC SCHOOLS	(563) Payment of JOM Student Supply Fee	905.00
			563-1000-619-100-0000-000-110		06/03/2021	905.00
					(563) Payment of Student Supply FeePK (7 students)K (9 students)1st (13 students)	
11	508	06/03/2021	8939	EDUCATIONAL PRODUCTS INC	(563) Supplies for JOM students	6,742.36
			563-2199-619-000-0000-000-105		06/03/2021	2,763.47
			563-2199-619-000-0000-000-110		06/03/2021	665.01
			563-2199-619-000-0000-000-505		06/03/2021	1,697.10
			563-2199-619-000-0000-000-705		06/03/2021	1,616.78
					(563) Bulk supplies for JOM students	
11	509	06/03/2021	47944	Amazon	(TCLA) Books for Professional Development	278.60
			035-2490-641-000-0000-000-705		06/03/2021	278.60
					(10) The Distance Learning Playbook K-12 for Professional Development	

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 451 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	510	06/03/2021	8677	Butler Brothers Sand & Gravel	Repair to diagnose check engine light, Tag 14658	1,000.00
				Repair to have Check Engine Light diagnosed, Tag# 14658	009-2640-439-000-0000-000-050 06/03/2021	1,000.00
11	511	06/03/2021	223	Tri-City Publishing Inc.	Article for Summer Child Nutrition Requirements	70.00
				Article for Summer Feeding Child Nutrition Requirement for Summer Feeding-Public	018-2560-540-000-0000-000-050 06/03/2021	70.00
11	512	06/03/2021	47944	Amazon	(STEM) Materials for ECC STEM Classroom	2,150.00
				(STEM) Materials for ECC STEM classroom	024-2199-619-000-0000-000-110 06/03/2021	2,150.00
11	513	06/03/2021	713	VIRCO MFG. CORP.	(ESSER) Elementary Cafeteria Tables	6,806.88
				(ESSER) 12-foot, 16-seat folding cafeteria tables for the elementary cafeteria, shipping included, Quote# 8244112	794-2620-651-000-0000-000-105 06/03/2021	6,806.88
11	514	06/03/2021	51293	Prosperity Bank (Travel Expenses)	(412-Morgan) Project Buying Trip 6/4-6/13/2021	2,000.00
				Project Buying Trip Expenses June 4-13 York, NB, Columbus, KS, San Angelo, TX, Mason, TX, Garden City, TX, Stephenville, TX, Eldorado, TX	412-1000-332-311-8000-000-705 06/03/2021	2,000.00
11	515	06/03/2021	2102	SCHOLASTIC, INC.	(ESSER) ECC Summer School Reading Materials	4,466.75
				LitCamp PreK Yellow Bunk	024-2220-644-000-0000-000-110 06/03/2021	1,946.66
				LitCamp Red Bunk Grades K-1	024-2220-644-000-0000-000-000 06/03/2021	973.33
				LitCamp Plus Red Bunk Grades K-1	024-2220-644-000-0000-000-000 06/03/2021	1,546.76
Non-Payroll Total:						\$134,490.69
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$134,490.69

Change Order Listing

Options: Fund: General Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 450, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
54	07/01/2020	33892	Oklahoma Schools Insurance Group	Property, Auto, Liability Insurance	-100.00
			Property, Auto, Liability Insurance 788-2620-523-000-0000-000-050	10/30/2020 05/25/2021	-100.00
74	07/01/2020	2170	SCOTT WESTIN	Laminate film and repairs	-458.00
			Laminate film and repairs 000-2620-619-000-0000-000-050	07/01/2020 05/25/2021	-458.00
119	07/29/2020	267	School Specialty LLC	Plan Books	-96.60
			(20) Plan Books 022-1000-619-100-1110-000-505	03/09/2021 05/25/2021	-96.60
127	08/04/2020	8989	MARENEM INC	Secret Stories - Phonics Instruction materials K-1	-39.50
			Secret Stories - Phonics Instruction materials for K-1 024-1000-641-100-1050-000-110	08/04/2020 05/25/2021	-39.50
132	08/06/2020	99999	NEWCASTLE PUBLIC SCHOOLS	Payment of JOM Student Supply Fee 2020-2021	-60.00
			Payment of JOM Student Supply Fee for 2020-2021(38) ECC(30) ES 563-1000-619-100-1050-000-110	08/12/2020 05/19/2021	-60.00
166	08/27/2020	47882	OK Assoc School Business Officials	Fall conference Registration Landes/Chmil	-200.00
			Fall conference Registration - Landes/Chmil November 11-12, Norman OK 000-2511-860-000-0000-000-505	08/27/2020 05/25/2021	-200.00
181	09/09/2020	2140	THE HOME DEPOT	Tiles for Middle School Art Class	-75.00
			Tiles for Middle School Art Class 021-1000-619-100-2800-000-505	09/09/2020 05/25/2021	-75.00
186	09/03/2020	10085	PROSPERITY BANK (UPS)	Shipping for GT testing materials	-399.11
			Shipping for GT Testing materials 026-2240-614-251-0000-000-110	09/03/2020 05/25/2021	-399.11
187	09/09/2020	10101	Prosperity Bank (Vista Printing)	Design Fee Thank you cards District Recruitment	-190.00
			Design Fee Thank you cards District Recruitment 000-2571-337-000-0000-000-705	09/09/2020 05/25/2021	-190.00
188	09/09/2020	10101	Prosperity Bank (Vista Printing)	Thank you cards District Recruitment Items	-388.28
			Thank you cards District Recruitment Items 000-2571-550-000-0000-000-705	09/09/2020 05/25/2021	-388.28
193	09/10/2020	81331	RHONDA RIDDLE	Provide testing services for special education	4,900.00
			Provide testing services for special education 000-2140-336-239-0000-000-105	02/17/2021 05/06/2021	-1,750.00
			20 students @ \$350.00 000-2140-336-239-0000-000-105	05/06/2021	1,400.00
			000-2140-336-239-0000-000-105	05/06/2021	5,250.00
212	10/06/2020	470	Jostens	(16) Cap and Gown for Seniors	-42.95
			(16) Cap and Gown for Seniors 563-2490-619-000-0000-000-705	10/06/2020 05/19/2021	-42.95
234	10/26/2020	50378	Dick Blick Holdings Inc	Art Supplies for Visual Art Class	-136.00
			Art Supplies for Visual Art Class 065-1000-619-100-2800-000-705	10/26/2020 05/25/2021	-136.00
248	11/11/2020	33328	NCS Pearson Inc	Testing Material GFTA-3	-26.23
			Testing Material GFTA-3 025-2140-614-239-0000-000-705	11/11/2020 05/12/2021	-26.23
249	11/11/2020	750	Pro-Ed Inc	Beery Dev Test of Visual Motor Integration	-82.02
			Beery Dev Test of Visual Motor Integration 025-2140-614-239-0000-000-705	11/11/2020 05/25/2021	-82.02
255	12/02/2020	2561	Lakeshore Equipment Co.	Reading and Math Supplies for Title 1	-91.60
			Reading and Math Supplies for Title 1 511-1000-619-429-1110-000-110	03/11/2021 05/10/2021	-91.60
256	12/02/2020	10002	PROSPERITY BANK (AMAZON)	Reading and Math Supplies for Title 1	-51.18
			Reading and Math Supplies for Title 1 511-1000-619-429-1110-000-110	03/09/2021 05/25/2021	-51.18

Change Order Listing

Options: Fund: General Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 450, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
264	12/10/2020	1614	AMERICAN ASSOC OF SCHOOL ADM	2021 AASA Virtual National Conference	-1.00
			2021 AASA Virtual National Conference on Education Feb. 18-19, 2021 NCE Registration-Melonie Hau	000-2321-860-000-0000-000-050 12/10/2020 05/10/2021	-1.00
283	01/11/2021	10101	Prosperity Bank (Vista Printing)	Design Fee-Recruitment Matl's & Recruitment Matl's	-642.91
			Design Fee for Recruitment Material Recruitment Materials	541-2571-550-000-0000-000-050 03/04/2021 05/25/2021	-27.66
				541-2571-550-000-0000-000-050 03/04/2021 05/25/2021	-615.25
302	02/01/2021	2071	NEWCASTLE TAG AGENCY	Tag for new Suburban	-54.00
			Tag and fees for new Suburban	000-2740-612-000-0000-000-050 02/01/2021 05/25/2021	-54.00
310	02/04/2021	47944	Amazon	Whiteboard for ECC Gym	-100.16
			Mobile Whiteboard for gym, 48x36 black	000-2620-651-000-0000-000-110 02/04/2021 05/19/2021	-100.16
312	02/09/2021	51323	Lipscomb University	Online Coaching Academy for M. Hahn	-295.00
			Online training Ayers Institute Coaching Academy Skills Development Workshop March 2-3, 2021	022-2213-860-000-0000-000-505 02/09/2021 05/20/2021	-295.00
314	02/09/2021	2105	Lowe's Business Account	(412-AG) Generator & Shop Supplies	-138.77
			Generac GP 6500 Watt Generator and Shop Supplies	412-2199-683-311-8000-000-705 02/09/2021 05/10/2021	-138.77
320	02/18/2021	2766	CDW LLC	(412-C. Treu) 2 MS Surface Pro 7 & keyboard covers	-1.84
			Microsoft Surface Pro Type Cover (M1725) keyboard - EDU only	412-1000-653-316-8100-000-705 02/18/2021 05/10/2021	-1.84
321	02/23/2021	47937	INTERNAL REVENUE SERVICE	941 Deposit Penalty	-1,061.33
			Payment deposit penalty for Q2, 2020 941 Report	000-2511-810-000-0000-000-050 04/26/2021 05/25/2021	-1,061.33
324	02/24/2021	542	LINGUI SYSTEMS, INC.	Language Cards	-2.20
			(2) No-Glamour Language Cards, Product #35011 ISBN 978-0-760-69988-1	000-1000-619-239-1050-000-105 02/24/2021 05/10/2021	-2.20
330	03/02/2021	2561	Lakeshore Equipment Co.	Math Materials for Title I	-850.66
			Math Materials for Title I Elementary	511-1000-619-429-1110-000-105 03/03/2021 05/10/2021	-850.66
331	03/02/2021	47944	Amazon	Math Materials for Title I	-48.11
			Math Materials for Title I Elementary	511-1000-619-429-1110-000-105 03/03/2021 05/10/2021	-48.11
334	03/02/2021	47944	Amazon	(412-C. Treu) Comp. monitors & digital recorders	-33.03
			Digital Voice Recorder for Desktop Publishing and Web Design students to use while conducting interviews. Recorders can also be used with Special Needs students who need to record lectures.	412-1000-653-316-8100-000-705 03/02/2021 05/10/2021	-33.03
344	03/09/2021	2858	Capital One/Walmart	Items for Science Curriculum	-0.96
			Apples, Paper Towels & Plastic Plates	023-1000-619-100-2250-000-105 03/09/2021 05/10/2021	-0.96
345	03/09/2021	2858	Capital One/Walmart	Items for Science Curriculum	-53.67
			Plastic Dixie Cups, File Folder Labels, Paper Plates, Celery, Cucumbers, Potatoes, Radishes, Tomatoes	023-1000-619-100-2250-000-105 03/09/2021 05/10/2021	-53.67
346	03/09/2021	2230	School Nurse Supply	Medical Supplies	-7.00

Change Order Listing

Options: Fund: General Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 450, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
(1) case InstaKool Cold Compress; (1) Box Ziplock Quart Bags; (2) Treasure Chest Tooth Boxes; (5) Curad Ouchless Non-Stick Gauze; (10) 2" bandages		000-2132-616-000-0000-000-050		03/09/2021	05/10/2021	-7.00
347	03/09/2021	50953	Allied 100 LLC	FRx Replacement Battery		-34.78
(1) Philips FRx Replacement Battery expires 03-31-21		000-2132-616-000-0000-000-505		03/09/2021	05/10/2021	-34.78
349	03/09/2021	47944	Amazon	Testing Supplies		-0.04
(1) large mobile whiteboard; (1) Dymo self adhesive white paper labeling tape-2 pack		021-2240-614-100-0000-000-705		03/09/2021	05/10/2021	-0.04
350	03/09/2021	47944	Amazon	Ceramics Kiln Plug		-39.79
Peephole Plug for ceramics kiln		065-1000-619-100-2800-000-705		03/09/2021	05/10/2021	-39.79
351	03/09/2021	51293	Prosperity Bank (Travel Expenses)	(412-Morgan) Travel Expenses OYE		-422.07
OYE Expenses, March 15-19, 2021		412-1000-332-311-8000-000-705		03/09/2021	05/10/2021	-422.07
352	03/09/2021	1694	Sullivan Supply South Inc	(412-Morgan) Supplies and Tack		-242.11
Supplies and Tack		412-2199-683-311-8000-000-705		03/09/2021	05/13/2021	-242.11
356	03/10/2021	51019	Teachers Pay Teachers	Classroom Allowance		-11.83
Classroom Allowance		031-1000-619-100-1050-000-105		03/10/2021	05/25/2021	-11.83
357	03/11/2021	3652	TRACTOR SUPPLY	(412-Morgan) Bedding and Supplies		-72.52
Bedding and Supplies		412-2199-683-311-8000-000-705		03/11/2021	05/13/2021	-72.52
358	03/11/2021	51019	Teachers Pay Teachers	Classroom Allowance		-3.25
Classroom Allowance		031-1000-619-100-1050-000-505		03/11/2021	05/25/2021	-3.25
364	03/11/2021	2479	FCCLA	(412-Duncan) Registration for Natl Leadership Conf		-150.00
(1) Registration for 2021 National Leadership Conference June 27-July 2, 2021-Nashville, TN		412-2199-860-314-8100-000-705		03/11/2021	05/20/2021	-150.00
370	03/24/2021	47944	Amazon	(412-Treu) Printer supplies		-51.07
HP 89A toner Cartridge		412-1000-653-316-8100-000-705		03/24/2021	05/11/2021	-51.07
371	03/24/2021	47944	Amazon	(518) Bison Creek materials		-85.78
Supplemental Supplies and Materials Bison CreekGamesBooks		518-1000-681-429-2725-000-705		03/24/2021	05/12/2021	-85.78
373	03/25/2021	2858	Capital One/Walmart	Items for Science Curriculum		-47.19
Radish seeds, Foil pans, Peat Pellets, Paper Plates, Labels		023-1000-619-100-2250-000-105		03/25/2021	05/20/2021	-47.19
377	03/30/2021	47944	Amazon	Headphones for Testing		-2.90
(1) Bulk package of 50 headphones for testing		022-1000-619-100-0000-000-505		03/30/2021	05/10/2021	-2.90
381	03/30/2021	267	School Specialty LLC	Cumulative Folders		-50.75
(5) Cumulative folders #1494330		024-2410-619-000-0000-000-110		03/30/2021	05/10/2021	-50.75
384	04/05/2021	2858	Capital One/Walmart	Health & Hygiene Supplies		-6.01
Sanitary Napkins		000-2132-616-000-0000-000-105		04/05/2021	05/10/2021	-3.00
		000-2132-616-000-0000-000-505		04/05/2021	05/10/2021	-3.01
385	04/05/2021	2849	School Health Corporation	Vision Screening Supplies		-33.04
(2) Sloan Letters Eye Chart; (1) Random Dot E Kit Stereopsis; (2) Occluder Glasses		000-2132-616-000-0000-000-105		04/05/2021	05/20/2021	-33.04
387	04/05/2021	82637	LEIGH-ANN PIERCE	Reimbursement for registration		-125.00
Reimbursement for registration to attend Child Care Director Leadership		080-2199-860-000-0000-000-110		04/05/2021	05/10/2021	-70.33
		080-2199-860-000-0000-000-110		04/05/2021	05/18/2021	-54.67

Change Order Listing

Options: Fund: General Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 450, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
Conference April 17, 2021 in OKC					
388	04/05/2021	2858	Capital One/Walmart	Items for Science Curriculum	-61.66
			Paper plates, plastic plates, rubber bands, grass seed, women's knee highs	023-1000-619-100-2250-000-105 04/05/2021 05/27/2021	-61.66
391	04/12/2021	51331	Conventions & More LLC	Graduation	-234.00
			Chairs, labor to set up & tear down stage & chairs; platform, skirting, steps, stanchions, extra labor	000-2490-682-000-0000-000-705 000-2490-682-000-0000-000-705 000-2490-682-000-0000-000-705	-3,566.00 -234.00 3,566.00
400	04/13/2021	51333	Prosperity Bank (Crazy Crow)	Beads-JOM Cultural Supplies	-112.70
			Beads-JOM Cultural Supplies	563-2199-619-000-0000-000-705 04/13/2021 05/19/2021	-112.70
403	04/14/2021	8346	Coast To Coast Computer Prod Inc.	(511-Title I) Printer Ink	-0.09
			Ink for Title Reading printer	511-1000-611-429-0000-000-105 04/14/2021 05/12/2021	-0.09
405	04/15/2021	493	Capital One/Sam's Club	Mechanic supplies	-2.08
			Two boxes of grease monkey gloves	009-2740-612-000-0000-000-050 04/15/2021 06/03/2021	-2.08
415	04/20/2021	51293	Prosperity Bank (Travel Expenses)	(412-Morgan) Travel Expenses for 4/20/21- 4/30/21	-412.66
			(412-Morgan) Travel Expenses for 4/20 - 4/30/21 Shawnee, Stillwater and State FFA Convention in OKC	412-1000-332-311-8000-000-705 04/20/2021 05/19/2021	-412.66
420	04/21/2021	10101	Prosperity Bank (Vista Printing)	Design fee for TCLA Business Cards	-90.00
			Design fee for TCLA business cards for Kaisha Mathis	035-2575-337-000-0000-000-050 04/21/2021 05/12/2021	-90.00
424	04/27/2021	10101	Prosperity Bank (Vista Printing)	(TCLA) Staff Business Cards	-2.01
			Business cards for Kaisha Mathis-TCLA. Plus shipping.	035-2511-550-000-0000-000-050 04/27/2021 05/12/2021	-2.01
428	04/27/2021	51019	Teachers Pay Teachers	(JOM) Nat. Am. Cultural Learning Activities-ECC	-2.01
			(JOM) Native American Cultural Learning Activities-ECC	563-2199-619-100-0000-000-110 563-2199-619-100-0000-000-110 561-2199-619-100-0000-000-110	-2.01 -97.99 97.99
432	04/29/2021	8677	Butler Brothers Sand & Gravel	Bus tag number 4-39000	-337.50
			Bus tag number 4-39000. The starter will not engage having Butler Brothers hook it up to the computer to see what problem is.	009-2740-439-000-0000-000-050 04/29/2021 05/26/2021	-337.50
438	05/04/2021	51019	Teachers Pay Teachers	(Indian Ed) Supplemental Resources for Students	-13.71
			(Indian Ed) Supplemental resources for Indian education students	561-1000-619-100-0000-000-105 05/04/2021 05/12/2021	-13.71
445	05/04/2021	8677	Butler Brothers Sand & Gravel	Tag Number 4-39000 Replace Starter.	-823.29
			Starter and Wiring as needed	009-2740-612-000-0000-000-050 05/04/2021 05/26/2021	-823.29
447	05/05/2021	2858	Capital One/Walmart	Plastic Bins - Storage for BB	-10.82
			Plastic Bins - Storage for BB(25) 15 Qt. plastic bins w/lids(2) 30 Qt. plastic bins w/lids - Teachers	023-2199-619-000-0000-000-105 05/05/2021 06/03/2021	-10.82
448	05/05/2021	50953	Allied 100 LLC	Zoll AED CPR-D Padz, plus shipping.	-50.00
			Zoll AED CPR-D Padz, plus shipping. (expires 5/27/21) HS Field House & Gym	000-2132-616-000-0000-000-705 05/05/2021 05/19/2021	-50.00

Change Order Listing

Options: Fund: General Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 450, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
				Non-Payroll Total:	(\$4,357.77)
				Payroll Total:	\$0.00
				Report Total:	(\$4,357.77)

Project Totals

000	NON-CATEGORICAL		2,080.20
009	Transportation - Brett		-1,162.87
021	HS SUPPLIES		-75.04
022	MS SUPPLIES		-394.50
023	ES SUPPLIES		-174.30
024	ECC SUPPLIES		-90.25
025	SPEC ED TESTING MATERIALS		-108.25
026	GIFTED TALENTED TESTING		-399.11
031	CLASSROOM ALLOWANCE		-15.08
035	TCLA Expenses		-92.01
065	FY21 Grant Used for Art Supplies		-175.79
080	Kid Zone		-125.00
412	VOCATIONAL ASSISTANCE GRANT		-1,524.07
511	TITLE 1 PART A BASIC		-1,041.64
518	TITLE 1 NEGLECTED		-85.78
541	TITLE 2 PART A RECRUITMENT		-642.91
561	Indian Ed Part A		84.28
563	J O'MALLEY CURR YR		-315.65
788	CARES Act		-100.00

Unit Totals

050	DISTRICTWIDE		-3,579.12
105	ELEMENTARY SCHOOL		3,763.06
110	EARLY CHILDHOOD		-919.31
505	MIDDLE SCHOOL		-710.54
705	HIGH SCHOOL		-2,911.86

Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 220 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	220	05/13/2021	47944	Amazon	Summer paint supplies	158.03
				Pro- grade 6 pack paint roller covers 1/2 X9	014-2620-618-000-0000-000-050 05/13/2021	26.97
				\$3.00 Increase for Scotch Blue Tape 6 Rolls Total Price \$26.38	014-2620-618-000-0000-000-050 05/13/2021	3.00
				Pro- grade Paint 12 pack 2inch angle paint brushes	014-2620-618-000-0000-000-050 05/13/2021	29.99
				MR long arm 3212 pro pole extension 6 to 12ft	014-2620-618-000-0000-000-050 05/13/2021	74.67
				Scotch Blue Tape 6 Rolls	014-2620-618-000-0000-000-050 05/13/2021	23.40
21	221	05/13/2021	1198	Waxie's Enterprises LLC	Summer Floor Finish	12,417.50
				Innovation extreme UHS Floor finish 5 Gallon Drum	014-2620-618-000-0000-000-050 05/13/2021	9,845.00
				Bombers floor Stripper	014-2620-618-000-0000-000-050 05/13/2021	2,572.50
21	222	05/18/2021	737	H I S PAINT MFG.	Building Paint	1,092.40
				7/ 5Gallon buckets of off white paint	014-2620-618-000-0000-000-050 05/18/2021	664.65
				2/5 Gallon buckets of HS Tan paint. 2/5 Gallon buckets of HS new gym paint.	014-2620-618-000-0000-000-050 05/18/2021	343.80
				1/5 Gallon bucket of silver white paint.	014-2620-618-000-0000-000-050 05/18/2021	83.95
21	223	05/19/2021	51304	TruTechnologies	Fire Panel Replacement for Elementary School	4,730.76
				Main fire Panel, Power Supply, Remote Annunciator and labor included in cost. Quote #800, 5/19/2021	012-2670-651-000-0000-000-105 05/19/2021	4,230.76
				Troubleshooting the Fire Panel in Elementary School	012-2670-438-000-0000-000-105 05/19/2021	500.00
21	224	05/19/2021	5803	Tactical Home Solutions LLC	Bed Bug Treatment #2	800.00
				Treatment for bed bugs in second classroom at the elementary school	000-2620-424-000-0000-000-105 06/03/2021	800.00
21	225	05/19/2021	8309	Sherwin Williams	Paint for buildings.	960.02
				15 Gallons of agreeable gray paint.10 Gallon buckets of pussy willow paint.15 Gallon buckets of worldly gray paint.	014-2620-618-000-0000-000-050 05/19/2021	912.40
				1 Gallon of colannade gray paint. 1 Gallon of enticing red paint.	014-2620-618-000-0000-000-050 05/19/2021	47.62
21	226	05/19/2021	33876	Budget Flag & Banner	District flag pole repairs	702.00
				Service & parts to replace flagpole hardware for ECC flagpole by BUDGET FLAG & BANNER	010-2630-438-000-0000-000-110 05/19/2021	193.20
				Parts to replace flagpole hardware for Lower Elementary flagpole by BUDGET FLAG & BANNER	010-2630-430-000-0000-000-105 05/19/2021	41.40
				Service & parts to replace flagpole hardware for Upper Elementary flagpole by BUDGET FLAG & BANNER	010-2630-430-000-0000-000-105 05/19/2021	147.40
				Service & parts to replace flagpole hardware for Middle School flagpole by BUDGET FLAG & BANNER	010-2630-430-000-0000-000-505 05/19/2021	132.80
				Parts to secure flagpole rope for High School flagpole by BUDGET FLAG & BANNER	010-2630-430-000-0000-000-705 05/19/2021	187.20

Newcastle Public School
Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 220 - 999, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	228	05/20/2021	51252	Prosperity Bank (Budget Box & Bag)	Cardboard boxes for teachers to pack up classrooms	670.00
		(500) 15x12x10 cardboard boxes for teachers to pack up classrooms	000-1000-619-100-1050-000-105		05/20/2021	670.00
21	229	05/24/2021	51346	Great Plains Resource LLP	(7) Used 4x4 Craft Tables for KidZone	1,000.00
		(7) Used 4x4 Craft Tables for KidZone	080-2199-651-000-0000-000-110		05/24/2021	1,000.00
21	230	06/01/2021	51279	IDN-Global, Inc	Elementary Door Hardware	144.01
		4 Latch Protectors, 4 lever sets and shipping.	012-2670-651-000-0000-000-105		06/01/2021	144.01
21	231	06/03/2021	2209	HERTZ FURNITURE	(4) Wheelchair accessible school chairs	817.00
		(4) Wheelchair accessible school desks for A. Jetton sp ed	000-2620-651-239-0000-000-105		06/03/2021	817.00
21	232	06/03/2021	51279	IDN-Global, Inc	Turn Knob Rims for ECC	169.83
		5 Turn Knobs and freight.	012-2670-651-000-0000-000-110		06/03/2021	169.83
Non-Payroll Total:						\$23,661.55
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$23,661.55

Newcastle Public School

Change Order Listing

Options: Fund: Building Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 219, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount	
1	07/01/2020	1704	City of Newcastle	District water utilities	10,000.00	
				District water utilities		
		000-2620-410-000-0000-000-050		07/01/2020	05/10/2021	-2,172.90
		000-2620-410-000-0000-000-050		05/10/2021		3,872.70
		000-2620-410-000-0000-000-050		05/10/2021		5,219.55
		000-2620-410-000-0000-000-050		05/10/2021		3,080.65
18	07/01/2020	33319	Ferguson Enterprises	Plumbing and Electrical Supplies	-500.00	
				Plumbing and Electrical Supplies		
		010-2620-619-000-0000-000-050		01/21/2021	05/06/2021	-1,473.85
		010-2620-619-000-0000-000-050		05/06/2021		973.85
22	07/01/2020	4809	Locke Supply	Plumbing and Electrical Supplies	-1,000.00	
				Plumbing and Electrical Supplies		
		010-2620-619-000-0000-000-050		07/01/2020	05/06/2021	-2,717.69
		010-2620-619-000-0000-000-050		05/06/2021		14.79
		010-2620-619-000-0000-000-050		05/06/2021		742.56
		010-2620-619-000-0000-000-050		05/06/2021		679.29
		010-2620-619-000-0000-000-050		06/02/2021		281.05
105	10/08/2020	10002	PROSPERITY BANK (AMAZON)	Replacement office desks for HS Principal and Sec	-176.13	
				Replacement office desks for HS Principal and Secretary		
		000-2620-651-000-0000-000-705		10/08/2020	05/11/2021	-176.13
129	11/30/2020	51304	TruTechnologies	Replace Duct Detectors HS	-12.50	
				Replace Duct Detectors HS		
		012-2670-618-000-0000-000-705		11/30/2020	05/12/2021	-12.50
143	01/07/2021	51225	Prosperity Bank/Selectblinds.com	Blinds-window treatments for M.H. Office	-142.08	
				Blinds-window treatment for M.H. Office		
		000-2620-618-000-0000-000-705		01/07/2021	05/11/2021	-142.08
151	01/21/2021	33876	Budget Flag & Banner	HS Flagpole Repair Parts	-3.95	
				Increase PO#2021-21-151 to cover additional parts for HS Flag Pole for BUDGET FLAG Company.		
		010-2630-430-000-0000-000-705		03/11/2021	05/11/2021	-3.95
152	01/21/2021	51304	TruTechnologies	Blanket PO for Repairs to Fire Alarm Systems	1,500.00	
				Need funds to last the rest of the year for unexpected work on Fire Systems. P.O. # 152		
		012-2670-651-000-0000-000-705		05/07/2021		1,500.00
204	04/21/2021	51279	IDN-Global, Inc	Access Control Parts for Field House and Stock	-1.65	
				2 ea - 900NTNEX0000 (Mini Mullion Reader)3 - LR100VDK, 5 - AC-DL2, 2 - VD6400		
		012-2670-651-000-0000-000-705		04/21/2021	06/03/2021	-1.65
206	04/21/2021	51279	IDN-Global, Inc	Access Control for Middle School Concession Door	-0.54	
				1 Electric Strike, 3 UNR Mortise Lock Body with freight charges.		
		012-2670-651-000-0000-000-505		04/21/2021	06/03/2021	-0.54
207	04/21/2021	51279	IDN-Global, Inc	Pins for district core project.	-17.43	
				Pin sizes 3,4,6,7,8,9 &13 with shipping costs.		
		012-2670-651-000-0000-000-705		04/21/2021	05/12/2021	-17.43
208	04/26/2021	8514	Associated Appliance Service Inc	Washing machine lid sensor	-2.53	
				Washing machine lid sensor for Middle School kitchen washing machine from ASSOCIATED APPLIANCE Parts Company		
		010-2640-618-000-0000-000-505		04/26/2021	05/19/2021	-2.53

Non-Payroll Total:	\$9,643.19
Payroll Total:	\$0.00
Report Total:	\$9,643.19

Change Order Listing

Options: Fund: Building Fund, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 219, Include Negative Changes: True

Project Totals

000	NON-CATEGORICAL	9,681.79
010	Maintenance - Scott	-1,506.48
012	Fire/ Safety/ Security - Joe	1,467.88

Unit Totals

050	DISTRICTWIDE	8,500.00
505	MIDDLE SCHOOL	-3.07
705	HIGH SCHOOL	1,146.26

Newcastle Public School
Encumbrance Register

Options: Year: 2020-2021, Date Range: 5/6/2021 - 6/3/2021, PO Range: 83 - 999, Fund Codes: 39

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
39	83	05/24/2021	51345	Prosperity Bank (Webex.com)	Webex.com annual subscription	162.00
			000-2580-653-000-0000-000-705		Webex.com annual subscription	162.00
					05/24/2021	162.00
Non-Payroll Total:						\$162.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$162.00

Change Order Listing

Options: Fund: Technology Bond Fund 39, Year: 2020-2021, ReferenceDate: PO Date, Date Range: 5/6/2021 - 6/3/2021, PO Range: 1 - 82, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
24	07/01/2020	47944	Amazon	Technology Supplies - Rick	1,000.00
	Increase in Blanket PO cover purchases need for projects for remainder of FY2021	013-2580-653-000-0000-000-050		05/27/2021	1,000.00

Non-Payroll Total:	\$1,000.00
Payroll Total:	\$0.00
Report Total:	\$1,000.00


Project Totals		
013	Technology - Rick	1,000.00

Unit Totals		
050	DISTRICTWIDE	1,000.00

**Newcastle Public Schools
Payroll Summary
June 8th, 2021**

Monthly Payroll (5/27/2021)	\$1,136,948.55
Extra Duty Payroll (6/10/2021)	\$30,213.79
COVID 19 Additional Compensation (5/27/2021)	\$322,637.86
Baseball Booster Club Stipend (6/10/2021)	\$1,000.00

MEMO

To: Newcastle Board of Education
From: Jeff Landes, CFO 
Date: June 3, 2021
Re: Ashley Gibson Planning Period

It was brought to our attention last month that Ashley Gibson (who coaches Volleyball and Track) had to give up her last hour planning period to be with the students to provide adequate staffing for student supervision.

We are requesting approval to pay her for her planning period for the FY21 school year at a cost of \$6,764.17.



EMPLOYMENT SCHEDULE "A"

June 8th, 2021

EMPLOYMENT				
Last Name	First Name	New / Replacement	Site / Assignment	Effective
		New	Tri City Learning Academy Teacher	8/4/2021
		Replacement	ES / Librarian	8/4/2021
		Replacement	ES / Teacher Grade 5 ELA / SS	8/4/2021
		Replacement	ES / Teacher Grade 5	8/4/2021
		New	ECC / Teacher	8/4/2021
		Replacement	ES / Teacher Grade 5	8/4/2021
		Replacement	MS / Teacher Science	8/4/2021
		New	ECC / Teacher	8/4/2021
		Replacement	ES / Teacher Title 1 Math	8/4/2021
		New	HS / Math Teacher	8/4/2021
		New	Tri City Learning Academy Director	7/1/2021
		New	ECC / Teacher	8/4/2021
		Replacement	ECC / Teacher Assistant	8/10/2021
		Replacement	ECC / Full Time Sub	8/4/2021
		Replacement	ECC / Teacher Assistant	8/10/2021
		New	MS / Teacher Science / SS	8/4/2021
		New	Tri City Learning Academy Teacher	8/4/2021
		Replacement	MS / Teacher ELA	8/4/2021
HOURLY EMPLOYEES				
Last Name	First Name		Site	Effective
Barton	Heather	Administrator Summer School	District	6/21/2021
Bortell	Megan	Teacher Summer School	ECC	7/14/2021
Brown	Morgan	Teacher Summer School	ECC	6/21/2021
Cole	Shelby	Teacher Summer School	ECC	7/14/2021
Cowell	Robert	Teacher Summer School	ES	7/14/2021
Crowder	Monica	Teacher Summer School	ECC	6/21/2021
Curren	Adrienne	Teacher Summer School	ECC	6/21/2021
Denney	Skylar	Teacher Summer School	ES	7/14/2021
Dillman	Kelly	Teacher Summer School	ECC	7/14/2021
Dodd	Joshua	Summer Maintenance	District	6/7/2021
Gillespie	Tamera	Teacher Summer School	ES	6/21/2021
Gilmore	Alicia	Teacher Summer School	ES	6/21/2021
Grove	Misty	Teacher Summer School	ES	7/14/2021
Hart	Kelly	Teacher Summer School	ES	6/21/2021
Hodge	Terra	Teacher Summer School	ECC	6/21/2021
Hubble	Kristie	Teacher Summer School	ES	6/21/2021
Jones	Kevin	Teacher Summer School	HS	6/7/2021
Landes	Melody	Summer Tech / Processing Devices	District	6/7/2021
Medrano	Diane	Teacher Summer School	ECC	6/21/2021
McFarland	Stefanie	Teacher Summer School	ECC	6/21/2021
McManaman	Tori	Teacher Summer School	ES	6/21/2021
Newman	Melissa	Virtual Packets Summer School	ECC	6/21/2021
Phipps	Janet	Teacher Summer School	HS	6/7/2021
Roberts	Candace	Secretary / Summer School	ES	6/21/2021
Roush	Amy	Teacher Summer School	ES	6/21/2021
Scott	Justin	Teacher Summer School	ES	7/14/2021
Tarkington	Ethan	Summer Tech / Processing Devices	District	6/7/2021
Walker	Tonya	Teacher Summer School	ES	6/21/2021
Williams	DeAndra	Teacher Summer School	ES	6/21/2021
Williams	Kristal	Teacher Summer School	ES	6/21/2021

REASSIGNMENTS				
Last Name	First Name	Prior Assignment	New Assignment	Effective
Bailes	Megan	ES / Teacher Grade 5	ES / Teacher Grade 2	8/4/2021
Blue	Quintin	ES / Activity Based Learning Monitor	MS / In School Restriction Monitor	8/10/2021
Franklin	Kody	MS / Teacher Grade 6 Science	ES / Teacher Social Emotional Learning	8/4/2021
Gentry	LeAnn	ES / Teacher Title 1 / GT	District / GT Teacher / Coordinator	8/4/2021
Grove	Misty	ES / Teacher Grade 5	ES / Teacher Grade 3	8/4/2021
Huff	Diane	ECC / Teacher	MS / Librarian	8/4/2021
Lain	Dakota	ECC / Teacher Assistant	ES / Keyboard Instructor	8/10/2021
Newman	Melissa	ECC / Title 6 Indian Ed Tutor	ECC / Registrar Assistant	8/4/2021
Medrano	Diane	ECC / Teacher	MS / Teacher ELA	8/4/2021
North	Kristi	ECC / Teacher Assistant	ECC / Title 6 Indian Ed Tutor	8/10/2021
Scott	Justin	ECC / Teacher Virtual	ES / Teacher Grade 3	8/4/2021
RESIGNATIONS				
Last Name	First Name	Assignment	Site	Effective
Jablonski	Virginia	Teacher Kindergarten	ECC	5/27/2021
Mathis	Kashia	Drive Academy	HS	6/3/2021
McDowell	Melissa	Teacher Grade 2	ES	5/27/2021
Pickle	Lindsey	Teacher Grade 1	ECC	5/27/2021
Smith	Samantha	Teacher Grade 3	ES	5/27/2021
EXTRA DUTY / STIPENDS / LAY COACHES				
Last Name	First Name	Assignment	Site	Effective
Heupel	Natasha	Assistant Slow Pitch Softball Coach	HS	8/4/2021
Ketch *	JT	Assistant Football Coach	HS	8/4/2021
Suenram *	Merritt	Assistant Cross Country Coach	MS	8/4/2021
Suenram *	Merritt	Head Girls Basketball Coach	MS	8/4/2021
Wilson	Michael	Assistant Slow Pitch Softball Coach	MS	8/4/2021
Wilson	Michael	Assistant Fast Pitch Softball Coach	MS	8/4/2021
RESCINDED / RESIGNED / REMOVED EXTRA DUTY or STIPENDS				
Last Name	First Name	Assignment	Site	Effective
Brickman	Jeff	Golf Coach	HS	5/27/2021

* Contingent Upon Certification