

**AGENDA WITH COMMENTARY  
REGULAR BOARD OF EDUCATION MEETING  
PONCA CITY BOARD OF EDUCATION  
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71  
BOARD ROOM  
613 EAST GRAND AVE.  
PONCA CITY, OK 74601**

**MONDAY, JANUARY 14, 2019  
6:00 P.M.**

**1. CALL TO ORDER**

- 1.1 Call Meeting to Order** *(President)*
- 1.2 Flag Salute**
- 1.3 Roll Call** *(Minutes Clerk of the Board)*

**2. PRESENTATIONS/RECOGNITIONS**

- 2.1 Special Presentation to the Board Members in Appreciation for Their Years of Service to the Children of Ponca City** *(Shelley Arrott)*

- 2.2 Presentation of the Employee of the Month and Friend of Education Awards**

The President of the Board will preside over presenting the January Employee of the Month and Friend of Education Awards to the following employees.

Certified Employee of the Month ..... Gaye Ann Grace  
West MS 7<sup>th</sup> Grade Science Teacher

Support Employee of the Month .....Sindy McVay  
Child Nutrition at Woodlands Elementary

Friend of Education..... Amanda Grace  
PTA President/Volunteer at Trout Elementary

- 2.3 Woodlands Elementary – Art Project**

- 2.4 PoHi Student Council – Gold Chapter Award** *(Betty Easley)*

**3. PUBLIC COMMENT**

- 3.1 Comments From the Public**

The Ponca City Public School Board of Education recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in board meetings. The board has established guidelines to govern public participation in board meetings necessary to conduct its meetings and to maintain order. After checking in with the board clerk, individuals or groups wishing to speak during the public comment period must provide the following information, in writing, in order to speak before the board:

- Name and address of the individual
- The agenda action item(s) the individual wishes to address
- The organization the individual represents or is affiliated with, if applicable

Anyone who would like to speak to the board during public comment period of the meeting must check in with the board clerk *at least 15 minutes prior to the start of the board meeting*. There will be a form available they will need to fill out and return to the board clerk before they can be heard by the board.

Participants must be recognized by the president or other presiding officer and must preface their comments by an announcement of their name and group affiliation, if applicable.

Comments of the speaker must relate to an item on the meeting agenda. Generally, participants shall be limited to comment of a maximum of three (3) minutes duration unless altered by the presiding officer, with the approval of the board. All public comments during any one regular meeting shall be limited to no more than fifteen (15) minutes. No participant may speak more than once during a single meeting. All statements shall be directed to the presiding officer; no participant may address or question board members individually.

For more information regarding Speaking Privileges of the Public, please refer to Board Policy 2.4 *Speaking Privileges of the Public*, that is available at the board meeting, or in the board policy manual located on the district website, [www.pcps.us](http://www.pcps.us), under *Board of Education*.

#### **4. REPORTS WITH POTENTIAL BOARD DISCUSSION**

**4.1 Building Assessment Reviews** (*Woodlands – Tim Williams & West Middle School – Trenton Murner*)

#### **5. SUPERINTENDENT’S REPORT WITH POTENTIAL BOARD DISCUSSION**

**5.1 2019-2020 Personnel**

#### **6. CONSENT AGENDA**

\*Motion required: Motion required for the approval of the "Consent Agenda" as printed (or as amended). Board members may, however, call for a vote on each of the items listed on the "Consent Agenda."

**6.1 Agenda with Commentary .....1-6**  
**6.2 Minutes from December 8, 2018 Regular Meeting.....7-14**  
**6.3 Contracts/Agreements under \$10,000 .....15-16**

**ACTION REQUIRED**

**7. ACTION ITEMS (MOTION REQUIRED)**

**7.1 Consider and Take Action on the Following District Financial Reports**

A. FY19 General Fund Encumbrances #851-#933.....17-19  
 B. FY19 Building Fund Encumbrances #81-#83 ..... 20  
 C. FY19 Child Nutrition Encumbrances #115-#122 ..... 21  
 D. 2018 Building Bond Fund 38 Encumbrances #4-#5..... 22  
 E. FY19 Gift Fund Encumbrances #68-#73 ..... 23  
 F. Summary Change Order Listing as of 01/07/2019 .....24-27  
 G. FY19 Budget Analysis Reports .....28-38  
 H. Bond Issue Reports .....39-42  
 I. Booster Club Fundraiser Approval Form ..... 43  
 J. Booster Club Request for Raffle..... 44  
 K. Activity Fund Reports & Requests .....45-58  
 L. Treasurer’s Report .....59-61  
 M. Ratification & Approval of Payrolls

Brenda Storie will answer questions regarding the financial reports included on pages 17-61.

**RECOMMENDED ACTION**

The Superintendent recommends approval of the financial reports.

**7.2 Consider and Take Action on the following Board Policies:**

**A. 2.9 Charges for Use of Facility .....62-63**

Commentary:

The proposed change to the 2.9 Charges for Use of Facility Policy is to revise the policy to include the Concert Hall. A copy of the policy is shown on pages 62-63. Bret Smith will answer questions.

**B. 7.4-3.1 Restricted Access to Hutchins Property ..... 64**

Commentary:

The proposed change to the 7.4-3.1 Restricted Access to Hutchins Property Policy is to rescind the policy since it is no longer relevant. A copy of the policy is shown on page 64. Bret Smith will answer questions.

## **RECOMMENDED ACTION**

The Superintendent recommends approval.

### **7.3 Consider and Take Action on the Following Contracts/Agreements:**

#### **A. Contract with PowerSchool Premier Subscriptions for Student Information System Software Subscription/Maintenance and Support Fees**

Commentary:

This Contract Agreement is for on-going PowerSchool Subscription/Maintenance and support fees for our student information system software. Total cost of this agreement is \$42,917.48. Barbara Cusick and Jason Ridenour will answer questions.

#### **B. Agreement with Kagan Professional Development for Cooperative Learning Training**

Commentary:

Kagan Professional Development will provide Cooperative Learning Training, Brain Friendly Teaching 1. Cooperative Learning is an educational approach, which aims to organize classroom activities into academic and social learning experiences. Registration is for 50 participants at \$219.00 each. The total cost will be \$10,950.00. Teri Vogeles will answer questions.

#### **C. Agreement with Jostens, Inc. for 2019 Yearbooks for Ponca City High School**

Commentary:

Jostens, Inc. will provide the 2019 yearbooks for Ponca City High School with an estimated cost of \$35,887.00, paid out of Activity Funds. This expense will be reimbursed from the sale of yearbooks resulting in no cost to the District. Brenda Storie will answer questions.

## **RECOMMENDED ACTION**

The Superintendent recommends approval.

### **7.4 Consider and Take Action on the Following Change Orders:**

**A. Change Order Number 2 for the Wildcat Academy and Teen Pep Remodel..... 65**

This Change Order is a credit for the unused contingency for the project. The credit amount is \$6,289.00. A copy of the Change Order is shown on page 65. Bret Smith will answer questions.

**B. Change Order Number 2 for the Washington Remodel Phase 1 – ADA Accessibility ..... 66**

This Change Order is a credit for the unused contingency for the project. The credit amount is \$2,985.00. A copy of the Change Order is shown on page 66. Bret Smith will answer questions.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

**7.5 Consider and Take Action on OSSAA Application for Conducting Pilot Cooperative Activities Program Between Ponca City Public Schools and St. Mary’s Catholic School**

Commentary:

This is the OSSAA Application for Conducting Pilot Cooperative Activities Program between the district and St. Mary’s Catholic School for seventh and eighth grades sports for the 2018-2019 school year. Shelley Arrott will answer questions.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

**7.6 Consider and Take Action on Proposed Executive Session for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [Authority for Executive Session: 25 O.S. Section 307 (B) (1)]; to Discuss the Superintendent of Schools’ Contract [Authority for Executive Session: 25 O.S. Section 307(B)(1)]; to Discuss Employment of Superintendent [Authority for Executive Session: 25 O.S. Section 307 (B) (1)]; and to Discuss Confidential Conversations with the Board’s Attorney Concerning Pending Claims and Litigation [Authority for Executive Session: 25 O.S. Section 307 (B) (4)].**

**Motion for Executive Session if one is desired.**

**7.7 Return to Open Session**

**7.8 Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential.**

**7.9 Consider and Take Action on Annual Ratification/Renewal of the Contract for the Superintendent of Schools.**

The Board will take action on the contract for Superintendent of Schools.

**RECOMMENDED ACTION**

The Board President recommends approval.

**7.10 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel.....67-69**

Commentary:

A copy of the proposed personnel report is included on pages 67-69 of the agenda.

**RECOMMENDED ACTION**

The Superintendent recommends approval of the personnel report as presented and/or amended.

**8. NEW BUSINESS**

**9. ADJOURNMENT  
\*Motion required for adjournment**

*(Special accommodations may be made available for this Board meeting. Requests should be made by calling the office of the Superintendent of Schools no later than Friday, preceding the Board meeting.)*

**CONSENT AGENDA ITEMS**

**(Contracts/Agreements Under \$10,000.00)**

**Board of Education Meeting - January 14, 2019**

<b>COMPANY NAME</b>	<b>SERVICE PROVIDED</b>	<b>AMOUNT OF CONTRACT</b>	<b>CONTRACT DATE</b>
Lorman Education Services	Renewal is for unlimited access to webinars and course manuals for the finance department.	<b>General Fund/Finance</b> \$559.20	January 30, 2019- January 30, 2020
City of Ponca City RecPlex	This agreement covers the use of pool and aquatic facilities for swimming instruction, special education aquatic programs, and swimming for an athletic sport. The cost was reduced by three percent (3%) of the original agreement with the YMCA. Costing \$1,250.00 a month with a total cost for six (6) months is \$7,500.00.	<b>Building Fund</b> \$7,500.00	January 1, 2019-June 30, 2019
Jostens Agreement	This agreement covers items that Po Hi students can purchase from Jostens for the 2019-2020 school year.	<b>Activity Fund</b>	2019-2020
ThyssenKrupp Elevator	This agreement is for labor and materials to install one (1) RATH VoIP Interface and UPS at Ponca City Concert Hall.	<b>Building Fund</b> \$2,745.00	December 12, 2019
Rosetta Stone	Rosetta Stone will be used in our New Comer and ESL classes for students learning the English language, grade 6-12. Parents of English Language students may also use the program in order to comply with ESSA requirements to provide Parent Engagement Activities.	<b>General Fund Title III</b> \$1,750.00-January 2, 2019- June 30, 2019 \$3,500.00-July 1, 2019-June 30, 2020	January 2, 2019-June 30, 2019 & July 1, 2019-June 30, 2020
Wynn Tree Trimming	Wynn Tree Trimming will remove the willow tree at the Woodlands School, grind the stump and removal all debris. Total cost is \$4,000.00.	<b>Building Fund</b> \$4,000.00	January 2, 2019

Fan Cloth	Fan Cloth is a fundraiser for Po Hi baseball.	<b>Activity Fund</b>	January 15, 2019- January 30, 2019
<b>PONCA CITY PUBLIC SCHOOLS LOGO AND LICENSING AGREEMENTS</b>			
Ponca City Public Schools Logo and Licensing Agreements with <b>Fan Cloth</b>	<b>Fan Cloth will</b> use logo(s) for Po Hi Baseball fundraiser.	<b>No Royalty Fee</b>	December 18, 2018- June 30, 2019
Ponca City Public Schools Logo and Licensing Agreements with <b>A+ Printing</b>	<b>A+ Printing</b> will use on all business items for the <b>Ponca City Police Department.</b>	<b>No Royalty Fee</b>	January 2, 2019-June 30, 2019
Ponca City Public Schools Logo and Licensing Agreements with <b>Dreamers Screen Print Embroidery and More</b>	<b>Dreamers Screen Print Embroidery and More</b> for resale profit of logo items.	<b>Annual Royalty Fee</b> \$250.00	December 10, 2018- June 30, 2019
<b>TERMINATION OF CONTRACT</b>			
Don Jorgenson	Mr. Jorgenson submitted a letter stating that he will be unable to tune pianos for the district, effective January 1, 2019.	<b>N/A</b>	December 10, 2018
Young Men's Christian Association of Ponca City (YMCA)- After School Program-(ASK)	Facility ceased to operate effective December 31, 2018 and will no longer be offering the After School Program (ASK) at Washington Pre K Center.	<b>N/A</b>	December 22, 2018
Young Men's Christian Association of Ponca City (YMCA)-Pool Agreement	Facility ceased to operate effective December 31, 2018.	<b>N/A</b>	December 7, 2018
<b>CORRECTION TO CONTRACT DATE</b>			
ALICE Training Institute	Original quote expired with proposed dates of November 15, 2018- November 13, 2020 ; new dates are December 15, 2018-December 13, 2020.	<b>Building Fund</b>	December 15, 2018- December 13, 2020



## Encumbrance Register

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 851 - 933, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	851	12/03/2018	99070	TRANSPORTATION DEPARTMENT	GARFIELD/GT/CAROLING BUS	35.00
11	852	12/04/2018	67103	TAYLOR MENDENHALL	TRAVEL/FY19 IN DISTRICT TRAVEL	250.00
11	853	12/04/2018	35844	REALLY GOOD STUFF	ROOS/INST/WORDSORTS	42.93
11	854	12/04/2018	34443	SCHOLASTIC BOOK FAIR	EAST/TITLE 1/CLASSROOM BOOKS	200.00
11	855	12/04/2018	34443	SCHOLASTIC BOOK FAIR	EAST/TITLE 1/CLASSROOM BOOKS	200.00
11	856	12/04/2018	12448	PROSPERITY BANK-PLANET HOLLYWOOD	TITLE IIA/LEADERSHIP NOW/HOTEL	2,400.00
11	857	12/04/2018	11860	PROSPERITY BANK- SOUTHWEST AIR	TITLE IIA/LEADERSHIP NOW/AIR	2,400.00
11	858	12/04/2018	12108	PROSPERITY BANK-SOLUTION TREE	TITLE IIA/LEADERSHIP NOW/REGIST	5,033.00
11	859	12/04/2018	80653	BARBARA CUSICK	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	860	12/04/2018	83995	TERI A VOGELE	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	861	12/04/2018	86461	THAD DILBECK	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	862	12/04/2018	83080	JENNIFER DYE	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	863	12/04/2018	84858	STACEY L SATTRE	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	864	12/04/2018	83724	RONDA MERRIFIELD	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	865	12/04/2018	80638	ELISABETH HARGRAVES	TITLE IIA/LEADERSHIP NOW/TRAVEL	330.00
11	866	12/05/2018	10132	MERRIFIELD OFFICE SUPPLY	WPK/INST/LAM FILM/PAPER/CARDSTOCK	500.00
11	867	12/05/2018	10175	ASTERIA EDUCATION, INC	LINCOLN/TITLE 1/STAR PRACTICE TEST	8,061.66
11	868	12/05/2018	34443	SCHOLASTIC BOOK FAIR	EAST/TITLE 1/CLASSROOM BOOKS	200.00
11	869	12/06/2018	10068	WAL-MART COMM/GEGRB ID#46514	LIBERTY/INST/SLIME/SCIENCE	250.00
11	870	12/06/2018	20256	SOUTHWEST BUSINESS PRODUCTS	LINCOLN/INST/ENVELOPES	40.99
11	871	12/06/2018	12095	STANDLEY SYSTEMS, LLC	BOE/COPIER MAINTENANCE	600.00
11	872	12/06/2018	12279	BREAKOUT, INC	WEST/INST/PLATFORM RENEWAL FOR MATH+	50.00
11	873	12/06/2018	11852	PROSPERITY BANK 46514	WEST/INST/ONLINE PURCHASES 2018-19	2,000.00
11	874	12/06/2018	11138	PONCA CITY PUBLIC SCHOOLS	WEST/INST/COPIES/MATH/READ /LA	1,000.00
11	875	12/07/2018	12095	STANDLEY SYSTEMS, LLC	WCA/INST/COPIER MAINT #3	200.00
11	876	12/07/2018	66205	HOBBY LOBBY	WCA/INST/CLOCK/TABLE	125.00
11	877	12/07/2018	12449	PROSPERITY BANK-REALLY GOOD STUFF	WPK/TITLE 1/LITERACY/MATH CLASSRM KITS	500.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	878	12/07/2018	12130	FLINN SCIENTIFIC, INC	TITLE V/SCIENCE SUPPLIES/EAST	3,661.29
11	879	12/11/2018	10833	KRISTA HARBESON	TITLE I/INDIRECT COST/FINGERPRINTING	53.94
11	880	12/11/2018	36673	PERMA-BOUND BOOKS	ROOS/LIBRARY/SEQUOYAH/AWA RD BKS	850.77
11	881	12/11/2018	11072	LOOKOUT BOOKS	EAST/INST/LIBRARY BOOKS	115.80
11	882	12/11/2018	10967	MIDAMERICA BOOKS	EAST/LIBRARY/BOOKS	261.45
11	883	12/11/2018	36673	PERMA-BOUND BOOKS	GARFIELD/LIBRARY/SEQUOYAH BOOKS	532.77
11	884	12/11/2018	67277	AMY WILCOX	TROUT/LOST LIBRARY BOOK REFUND	8.00
11	885	12/11/2018	20496	SEARS	TROUT/INST/REPLACEMENT FILTER	54.89
11	886	12/11/2018	20099	HARLANDS DIESEL SERVICE, INC	TRANS/BUS MAINT	15,000.00
11	887	12/11/2018	82936	TERRI L CALHOUN	DIST GIFTED/CONFERENCE TRAVEL	125.00
11	888	12/11/2018	10265	UNITED SUBURBAN SCHOOLS	SUPT/USSA LEADERSHIP CONF/REGIST	150.00
11	889	12/11/2018	31711	CPI- CRISIS PREVENTION INSTITUTE	SPED/CPI CLASS REGIST	2,350.00
11	890	12/11/2018	11875	PROSPERITY BANK-HOLIDAY INN	SPED/HOTEL/CPI TRAINING	150.00
11	891	12/11/2018	86331	MIKE S ARNOLD	SPED/TRAVEL/CPI TRAINING	265.00
11	892	12/11/2018	85621	KIRK D HAMLIN JR	SPED/TRAVEL/CPI TRAINING	140.00
11	893	12/11/2018	67286	PROSPERITY BANK - PESI	SPED/REGIST/DYSLEXIA TRAINING	796.00
11	895	12/11/2018	67279	STAR CENTER FOUNDATION	SPED/REGIST/WHEN CHILDREN WONT EAT	1,478.00
11	896	12/11/2018	12375	PROSPERITY BANK-NCED CONF CTR/HOTEL	SPED/HOTEL/WHEN CHILDREN WONT EAT	369.00
11	897	12/11/2018	83621	GINETA GAYLE SWANSON	SPED/TRAVEL/WHEN CHILDREN WONT EAT	273.00
11	898	12/11/2018	86388	JESSICA WYCKOFF	SPED/TRAVEL/WHEN CHILDREN WON'T EAT	140.00
11	899	12/11/2018	12425	PROSPERITY BANK - HAMPTON INN	SPED/HOTEL/AUTISM TRAINING	120.00
11	900	12/11/2018	84754	DANA LOVE	SPED/TRAVEL/AUSTISM TRAINING	187.00
11	901	12/12/2018	10792	LOWE'S HOME CENTERS, INC	WEST/TECH ED/POWER STRIP/FOAM	450.00
11	902	12/12/2018	10068	WAL-MART COMM/GECRB ID#46514	WEST/TECH ED/TOOL BITS/STORAGE	200.00
11	903	12/12/2018	20863	A+ PRINTING	WEST/INST/PRINTING/FORMS/S TAMPS	1,000.00
11	904	12/14/2018	67281	BIRD-X	BUS OFFICE/VARMINT DETERRENT	950.00
11	905	12/14/2018	20374	BSN SPORTS	BUS OFFICE/ADMIN POLOS/SAFE SCHOOL	500.00
11	906	12/14/2018	20675	GRIMSLEYS	MAINT/CUSTODIAL SUPPLIES	5,000.00
11	907	12/19/2018	80894	PONCA CITY NEWS	HR/ADVERTISEMENT	700.00
11	908	12/19/2018	10074	BRACE BOOK & MORE, INC.	EAST/LIBRARY/BOOKS	350.00

## Encumbrance Register

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 851 - 933, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	910	01/02/2019	20863	A+ PRINTING	PUBLIC INFO/TOY/CARDS	150.00
11	911	01/02/2019	85552	ANGELA A HAMLIN	SPED/DYSLEXIA CONF/EXPENSES	120.00
11	912	01/02/2019	11976	VWR FUNDING, LLC	TITLE V/MICROSCOPES/EAST	3,270.11
11	913	01/02/2019	86941	MARY ANNE KESSLER-ONEILL	ROOS/GT/CONTRACTOR FOR SMALL GROUP ACTIVITIES	350.00
11	915	01/02/2019	10068	WAL-MART COMM/GECRB ID#46514	TITLE 6/PENS/PAPER/TAPE/INK	1,000.00
11	916	01/02/2019	10074	BRACE BOOK & MORE, INC.	TITLE 6/CULTURAL REFERENCE BKS/HS OFFICE	200.00
11	917	01/02/2019	86822	CHERYL BAYHA	TITLE 6/IN DIST MILEAGE	50.00
11	918	01/02/2019	86817	NANCY MUSGROVE	TITLE 6/IN DIST MILEAGE	50.00
11	919	01/02/2019	11468	ROSETTA STONE, LTD	TITLE III/SOFTWARE SERVICE/ELL TRAINING	2,000.00
11	920	01/03/2019	87072	CHRISTINE CARSON	SPED/EMERGING LEADERS CONF/TRAVEL	80.00
11	921	01/03/2019	45577	SOUTHWESTERN COLLEGE HONOR ORCHESTR	HS/GT/HONORS ORCHESTRA ENTRY FEE	110.00
11	922	01/04/2019	30644	OKLAHOMA DECA	HS/MKT ED/REG STATE CONF/ADVISOR	70.00
11	923	01/04/2019	66580	RESPONSIVE CLASSROOM	GARFIELD/INST/BOOK STUDY	400.00
11	924	01/07/2019	11852	PROSPERITY BANK 46514	GF/BOE/REGIST/TRAVEL/SUPPLI ES/PO #2	100,000.00
11	925	01/07/2019	11903	PROSPERITY BANK-MARRIOTT	LIBERTY/TITLE 1/CONF LODGING/KAGAN	1,000.00
11	926	01/07/2019	35906	PAYNE EDUCATION CENTER	GARFIELD/TITLE 1/CONF REGIST/JUNE	1,360.00
11	927	01/07/2019	99070	TRANSPORTATION DEPARTMENT	GARFIELD/TITLE 1/KAGAN TRAVEL	204.00
11	928	01/07/2019	86745	LORI COX	GARFIELD/TITLE 1/KAGAN TRAVEL	500.00
11	929	01/07/2019	87536	AMBER SCOTT	GARFIELD/TITLE 1/KAGAN TRAVEL	350.00
11	930	01/07/2019	87395	DACIA HUDELSON	GARFIELD/TITLE 1/KAGAN TRAVEL	350.00
11	931	01/07/2019	86643	TERRY WETZEL	GARFIELD/TITLE 1/KAGAN TRAVEL	350.00
11	932	01/07/2019	10017	SCHOLASTIC INC.	LIBERTY/TITLE 1/CLASSROOM BOOKS	1,200.00
11	933	01/07/2019	20256	SOUTHWEST BUSINESS PRODUCTS	LIBERTY/TITLE 1/PARENT INV/BINDERS	500.00

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**Non-Payroll Total:** **\$176,294.60**
**Payroll Total:** **\$0.00**
**Balance Forward:** **\$0.00**


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**Report Total:** **\$176,294.60**


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**Ponca City Public Schools****Encumbrance Register****Options:** Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 81 - 83, Fund Codes: 21

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
21	81	12/14/2018	11022	THYSSENKRUPP ELEVATOR CORPORATION	VoIP & UPS BACKUP TO ELEVATOR /CONCERT HALL	2,745.00
21	82	12/19/2018	20261	CITY OF PONCA CITY	BLDG OPER/POOL RENTAL	7,500.00
21	83	01/07/2019	67288	WYNN TREE TRIMMING	WOODLANDS TREE REMOVAL	4,000.00
<b>Non-Payroll Total:</b>						<b>\$14,245.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$14,245.00</b>

## Encumbrance Register

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 115 - 122, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	115	12/07/2018	20519	SOFTWATER SERVICES, INC	BOTTLED WATER /HS	5,000.00
22	116	12/10/2018	35517	OKLAHOMA STATE DEPT OF HEALTH	HEALTH LICENSE FOR TROUT	125.00
22	117	12/10/2018	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	FOOD FOR WEST/ELEMENTARY	100,000.00
22	118	12/10/2018	67215	PETERSON FARMS FRESH, INC	PURCHASE APPLE SLICES	1,800.00
22	119	12/13/2018	35334	YOUNGER-HOLMES ELECT. CONT., INC	CHECK/REPAIR OUTLETS IN BAKE SHOP/HS	120.00
22	120	01/04/2019	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	FOOD FOR WAREHOUSE	75,000.00
22	121	01/07/2019	12109	HIBDON'S MECHANICAL & REST SERVICES	REPAIRS TO CN EQUIPMENT	5,000.00
22	122	01/07/2019	30220	CABLE ONE, INC	CABLE FOR CN OFFICE	500.00
<b>Non-Payroll Total:</b>						<b>\$187,545.00</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$187,545.00</b>

## Encumbrance Register

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 4 - 5, Fund Codes: 38

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
38	4	01/02/2019	10169	KELLOGG & SOVEREIGN CONSULTING,LLC	TECH/ERATE CONSULTING RENEWAL	3,465.00
38	5	01/07/2019	12122	POWERSCHOOL GROUP, LLC	TECH/POWERSCHOOL RENEW	42,917.48
<b>Non-Payroll Total:</b>						<b>\$46,382.48</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$46,382.48</b>

## Ponca City Public Schools

## Encumbrance Register

Options: Year: 2018-2019, Date Range: 7/1/2018 - 6/30/2019, PO Range: 68 - 73, Fund Codes: 81

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	68	12/06/2018	10074	BRACE BOOK & MORE, INC.	OTG/M SMITH GRANT/BOOKS	20.70
81	69	12/12/2018	67278	MAKE STICKERS	LINCOLN/OTG/STICKERS/GIBSON	200.00
81	70	12/12/2018	11852	PROSPERITY BANK 46514	OTG/MISC PURCHASES/HS	750.00
81	71	12/14/2018	10068	WAL-MART COMM/GECRB ID#46514	OTG/SANTA'S CAUSE	750.00
81	72	12/14/2018	12313	TRINITY 3 LLC	P66/CHROME BOOKS	2,790.00
81	73	01/02/2019	82035	SHELLEY ARROTT	OTG/PREK/SNACKS	37.22
<b>Non-Payroll Total:</b>						<b>\$4,547.92</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$4,547.92</b>

**PONCA CITY SCHOOLS  
PERSONNEL REPORT**

**January 14, 2019**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PROJ. #</u>	<u>SALARY</u>
<b><u>EMPLOYMENTS</u></b>				
<b><u>CERTIFIED PERSONNEL</u></b>				
Kern, Nicole	Special Education Teacher .50 Garfield / .50 *Lincoln	1/9/2019	028	Salary Schedule
Peoples, Judith	Special Education Teacher for the District	2019-2020	028	Salary Schedule
Renfro, Peggy	Elementary / Early Childhood Teacher for the District	2019-2020	000	Salary Schedule
<b><u>SUPPORT PERSONNEL</u></b>				
Chavez, Kandy	ELL Teacher Assistant @ Sr-Hi	1/7/2019	042	Salary Schedule
Colquhoun, Dixie	Special Education Teacher Assistant @ Sr-Hi	1/3/2019	028	Salary Schedule
Meghan Kelly	Class Size Teacher Assistant @ Union	1/7/2019	000	Salary Schedule
Pruett, Laura	Child Nutrition 7hr @ Sr-Hi	1/7/2019	CNP	Salary Schedule
Valdez, Brittany	Special Education Teacher Assistant @ Sr-Hi	1/7/2019	028	Salary Schedule
Wolf, Hunter	Assistant Wrestling Lay Coach	1/9/2019	athletics	Salary Schedule

**SEPARATIONS**

<b><u>SUPPORT PERSONNEL</u></b>				
Deemer, Teresa	Bus Driver 6.25/hrs	never started		
Greenwood, Richard	CNP Truck Driver	12/21/2018		
Sims, Joshua	Special Education Teacher Assistant @ Sr-Hi	12/11/2018		
Willis, Matthew	Special Education Teacher Assistant @ Sr-Hi	12/11/2018		

**CHANGE OF STATUS**

<b><u>CERTIFIED PERSONNEL</u></b>				
Tagliatela, Sean	Dean of Students to Assistant Principal @ Sr-Hi	1/3/2019	000	Salary Schedule
<b><u>SUPPORT PERSONNEL</u></b>				
Hubbard, Shellia	Class Size Teacher Assistant @ Union to Secretary @ Liberty	12/18/2018	000	Salary Schedule



PONCA CITY SCHOOLS PERSONNEL REPORT

January 14, 2019

PAGE 2

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PROJ. #</u>	<u>SALARY</u>
<b><u>CERTIFIED PERSONNEL</u></b>				
Cawley, Aaron	Gifted & Talented @ Roosevelt	October 2018	162/135	<b><u>NON-CONTRACT DUTY</u></b> \$23/hr, 1hr per day/5days
Gartside, Donya	Gifted & Talented / Ozobot Coding Academy @ West	January 2019	161/505	\$23/hr up to 12hrs
Horne, Courtney	Gifted & Talented / Ozobot Coding Academy @ West	January 2019	161/505	\$23/hr up to 12hrs
Richard, Stacey	After School Day Care @ Pre-K Center	Jan - May 2019	000	\$23/hr up to 100hrs

<u>CERTIFIED PERSONNEL</u>				<u>CONTRACT DUTY</u>
McFarlin, Ivan	Basketball additional duties	Jan, 2019	athletics	\$868.00
Parker, Brent	Basketball additional duties	Jan, 2019	athletics	\$868.00
Swearingen, Chelsie	Mentor for S. Toktosunova 2nd semester 18-19	Jan, 2019	Title IIA	\$350.00

<u>SUPPORT PERSONNEL</u>				<u>NON-CONTRACT DUTY</u>
Baker, Lacie	Bus Monitor for Transportation	12/10/18-5/17/19	000	reg rate pay up to 100hrs
Caspersen, Lineah	Bus Monitor for Transportation	12/10/18-5/17/19	000	reg rate pay up to 100hrs
Gibson, Stacy	After School Day Care @ Pre-K Center	Jan - May 2019	000	reg rate pay up to 90hrs
Seeliger, Kathryn	Breakfast Duty @ Union	Jan - May 2019	103	reg rate pay up to 25/hrs

<u>SUPPORT PERSONNEL</u>				<u>CONTRACT DUTY</u>
Havens, Mica	Basketball additional duties	Jan, 2019	athletics	\$1,300.00
Hollingsworth, Sarah	After School Shuttle Bus Duty @ Union	1/3 - 5/17 '19	shuttlebus	reg rate pay up to 18hrs
Hollingsworth, Sarah	After School Shuttle Bus Duty @ Union	1/3 - 5/17 '19	103	reg rate pay up to 40hrs

**SUBSTITUTES**

**ADDITIONS FOR THE 2018-2019 SCHOOL YEAR**

(Teacher Substitute: \$60/day, Teacher Asst. Substitute: \$50/day)

\* SEE ATTACHED

Fortenberry, Alaina	After School Day Care @ Pre-K Center Substitute	Jan - May 2019	000	reg rate pay as needed
Long, Crystal	After School Day Care @ Pre-K Center Substitute	Jan - May 2019	000	reg rate pay as needed
McKenzie, Chris	Athletic Trainer Substitute	1/9/2019	athletics	as needed
Smith, Kelsey	After School Day Care @ Pre-K Center Substitute	Jan - May 2019	000	reg rate pay as needed
Smith, Kendra	After School Day Care @ Pre-K Center Substitute	Jan - May 2019	000	\$23/hr as needed
Toktosunova, Sadat	5th Grade Contract Substitute Teacher @ Liberty	1/3/2019	000	\$120/day

**FOR BOARD APPROVAL  
SUBSTITUTE TEACHERS  
JANUARY 2019**

1. Toktosunova, Sadat\*\$ (CONT)

# Receiving OTRS Payment  
\$ Bachelors or above  
\* Certified