

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

**MONDAY, NOVEMBER 13, 2017
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 Presentation of “Employee of the Month” and “Friend of Education” Awards

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

Certified Employee of the Month Meghan Stafford
Teacher at Washington Pre-K

Support Employee of the Month.....Louri Bruder
Title I Teacher Assistant at West Middle School

Friend of Education..... Contractor’s Safety Alliance Group (CSA) at P66
Volunteer at Po-Hi

**2.2 Po Hi Boys/Girls Basketball Programs and Robson Field House Improvements
(Keenan Curry & Jody Fincher)**

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, under Board of Education.

4. PRESENTATIONS/REPORTS

4.1 Annual Safety Report *(Bret Smith)*

5. SUPERINTENDENT’S REPORT WITH POTENTIAL BOARD DISCUSSION

5.1 Annual Dropout Report 2016-2017

5.2 Alternative Education Plan

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	1-7
6.2 Minutes from October 9, 2017 Regular Meeting	8-14
6.3 Contracts/Agreements under \$10,000.....	15-16
6.4 Resolution to Declare Surplus Items	17

ACTION REQUIRED

7. ACTION ITEMS (MOTION REQUIRED)

7.1 Consider and Take Action on the Following District Financial Reports

A. FY18 Budget Amendments.....	18-34
B. FY18 General Fund Encumbrances #738-877.....	35-39
C. FY18 Building Fund Encumbrances #48-51	40
D. FY18 Child Nutrition Fund Encumbrances #88-95.....	41
E. FY18 Gifts and Endowments Encumbrances #35-48.....	42
F. 2016 Construction Bond 36 Encumbrances#16-17	43
G. Summary Change Order Listing as of 11/06/17	44-47
H. FY18 Budget Analysis Reports	48-59
I. Bond Fund Reports	60-64
J. Booster Club/PTA Fundraiser Requests	65-68
K. Raffle Request.....	69
L. Activity Fund Reports/Requests	70-91
M. Treasurer’s Reports.....	92-94
N. Ratification & Approval of Payrolls	

Brenda Storie will answer questions regarding the financial reports included on pages 18-94.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

7.2 Consider and Take Action on Setting the Date, Time, and Location for the 2018 Board Meetings95

Commentary:

Pursuant to 25 O.S. Section 311 (1), prior to December 15 of every year, every Board must give the county clerk of the county to which the district is principally located a list of the time, date, and place of all regular meetings for the coming calendar year. “Regular” meetings are a Board’s required monthly meeting.

A list of proposed Board Meeting dates for 2018 is shown on page 95. We would like to continue the meetings on the second Monday of each month with one exception. Because of Independence Day, the July meeting will be moved to the third Monday, being July 16, 2018, to allow adequate preparation of financial reports. Meetings will continue to be at 6:00 p.m. Shelley Arrott will discuss this matter and answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.3 Consider and Take Action on Accepting Sub-Contract Bids for the West Middle School Remodel

Commentary:

Bids were delivered to the Administrative Center on October 17, 2017 at 2:00 p.m. to accept the sub-contract bids for the West Remodel Project in the amount of \$1,030,537.00. The Estimated Guaranteed Maximum Price (GMP) is \$1,562,974.00. The demolition bidder withdrew his bid so we will rebid this part

of the work in November. Kyler Construction Group believes the GMP should come under our budget amount for the project after rebidding the demolition work. The bid packages recommended for approval are in the handouts. Bret Smith and Kyler Construction Group will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.4 Consider and Take Action on Accepting Sub-Contract Bids for the Po Hi Football Dressing Room Remodel

Commentary:

Bids were delivered to the Administrative Center on October 26, 2017 at 3:00 p.m. to accept the sub-contract bids for the New Football Dressing Room at the High School in the amount of \$2,488,807.00. This amount includes accepting the alternates listed. The total estimated Guaranteed Maximum Price (GMP) is \$3,049,184.50. This is under our budget amount for the project. The bid packages recommended for approval are in the handouts. Bret Smith and Rick Scott Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.5 Consider and Take Action on Change Order Number 2 for the Garfield Vestibule Remodel96

Commentary:

Change Order Number 1 was approved at the September Board meeting as a credit of \$4,270.00 for left over construction contingency, but the numbers were transposed when the Change Order was submitted. Change Order Number 2 corrects the mistake to reveal the credit is actually \$4,720.00. The Change Order Number 2 is shown on page 96. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.6 Consider and Take Action on Licensing Agreement between Ponca City Schools and the City of Ponca City

Commentary:

The Licensing Agreement will give the City of Ponca City the authority to place the Wildcat Mascot Logo on their vehicles and equipment to promote community continuity. Shelley Arrott will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.7 Consider and Take Action on the Following Contracts/Agreements:

A. Agreement with SHI for Renewal of Microsoft Licensing for the District

Commentary:

Microsoft licensing is purchased off the state contract and is based on the Full-Time Equivalency (FTE) of the district. This covers all laptops, desktops and servers used by the district. The cost is \$50,190.00. Jason Ridenour will answer questions.

B. Agreement with Payne Education Center for Ponca City Public Schools Teacher Training

Commentary:

The Payne Education Center will provide (5) days of training for (17) teachers in Structured Language Basics and Phonics, including classroom kits for 25 students. Also included is a travel fee of \$1,000.00 and \$85.00 for additional materials to make a classroom kit for 27 students. The total cost is \$24,205.00. Shelley Arrott will answer questions.

C. Agreement with Kagan Cooperative for Learning Workshop for Union Elementary & Lincoln Elementary

Commentary:

The Kagan Cooperative will provide (2) days of training to both the Union and Lincoln staff members. Kagan is a methodology that encourages cooperation, communication, and engagement. All levels and all content areas can benefit from increased student engagement and participation. Title I funds from both Lincoln and Union will pay for the training. The total cost is \$16,398.00. Shelley Arrott will answer questions.

D. Agreement with Old West Cabinets, Inc. for New Lockers for Po Hi Boys Basketball Dressing Room

Commentary:

Old West Cabinets, Inc. will construct new lockers for the boy's home basketball locker room at Robson Field House. The total cost is \$10,252.89. Bret Smith and Jared Freeman will answer questions.

E. Agreement with Haddock Corporation for (6) Promethean Boards

Commentary:

Haddock Corporation will provide and install (6) Promethean Boards for Ponca City Public Schools. The total cost is \$17,876.00. Jason Ridenour will answer questions.

F. Agreement with Thyssenkrupp Elevator Corporation for (1) RATH VoIP Phone

Commentary:

Thyssenkrupp Elevator Corporation will provide labor and materials to install (1) RATH VoIP Phone inside the cab at (9) locations. This is a one-time cost for services and equipment used to monitor the district's elevators per safety code. The total cost is \$20,736.00. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 7.8 Consideration of and Vote to Approve or Not Approve a 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 Confidential Conversations with the Board's Attorney Concerning Pending Claims and Litigation [Authority for Executive Session: 25 O.S. Section 307 (B) (4)]; to Discuss a Proposed Settlement in the Lawsuit Regarding State Aid Miscalculation When Advised by Retained Council That Disclosure of any Additional Information Will Impair the Ability of the Public Body to Process the Claim [25 O.S. Section 307 (B) (4)]; and to Discuss Negotiations [Authority for Executive Session: 25 O.S. Section 307 (B) (2)]**

Motion for Executive Session if one is desired.

- 7.9 Return to Open Session**

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

- 7.11 Consider and Take Action on Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel Shown on the Attached Detailed Personnel Report..... 97-102**

Commentary:

A copy of the proposed personnel report is included on pages 97-102 of the agenda.

RECOMMENDED ACTION

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

- 7.12 Motion, Second, Discussion and Vote to Authorize the Superintendent of Schools to Enter into a Settlement Agreement Based on the Terms Outlined from State Aid Allocation Mediation**

- 7.13 Consider and Take Action on the Delayed Component, 10.03 Compensation, of the Negotiated Agreement with the Ponca City Public School's Association**

of Classroom Teachers (ACT) for the 2017-2018 School Year

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 at (580) 767-8000 no later than Friday, preceding the Board meeting.)

CONSENT AGENDA ITEMS
(Contracts/Agreements Under \$10,000.00)
Board of Education Meeting - November 13, 2017

	COMPANY NAME	AMOUNT OF CONTRACT	CONTRACT DATE
1	American Telephone	Building Fund \$2,585.00	November 15, 2017-November 15, 2018
2	AAA Playgrounds	Building Fund \$1,072.71	October 6, 2017
3	SGNative LLC	Building Fund \$3,500.00	October 20, 2017
4	SGNative LLC	Building Fund \$5,500.00	October 26, 2017
5	Kuta Software LLC	General Fund \$223.00	2017-2019
6	CEB/SHL Talent Measurement	General Fund/ Instructional \$1,000.00	October 23, 2017
7	Action Trucks Parts/Legacy Signs	Gifts and Endowments/ Fund 81 \$2,040.00	November 6, 2017
8	Action Trucks Parts/Legacy Signs	General Fund/Athletics \$1,083.74	November 6, 2017
9	Hampton Inn and Suites	Activity Fund	March 23, 2018-March 25, 2018
10	Yankee Candle Company- John O'Neil	Activity Fund	October 6, 2017-February 1, 2018
11	Legleiter Video Productions, LLC	Activity Fund	March 1, 2018-May 31, 2018
12	Langdon Barber Groves	Activity Fund	November 6-11, 2017
13	Marland Children's Home	No Cost to District	November 13, 2017-July 31, 2018

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 738 - 877, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	738	10/04/2017	66843	STAPLES ADVANTAGE	WOODLANDS/INST/PENS/FILES/ POST ITS	500.00
11	739	10/06/2017	10017	SCHOLASTIC INC.	LIBERTY/TITLE 1/ CLASSROOM BKS	600.00
11	740	10/06/2017	36673	PERMA-BOUND BOOKS	GARFIELD/LIBRARY/REDBUD BKS	296.81
11	741	10/09/2017	11377	PRESENTATION SOLUTIONS, INC	BUS OFC/VINYL/LAM FILM	600.00
11	742	10/10/2017	20059	MUNICIPAL ACCOUNTING SYSTEMS	DIST FORMS/W- 2/1095C/ENVELOPES	600.00
11	743	10/10/2017	36673	PERMA-BOUND BOOKS	ROOS/LIBRARY/REDBUD BOOKS	294.57
11	744	10/10/2017	10074	BRACE BOOK & MORE, INC.	ROOS/LIBRARY/SEQUOYAH BOOKS	247.00
11	745	10/10/2017	11852	PROSPERITY BANK 46514	UNION/INST/REMOTE EXTENDERS FOR PROJECTOR	45.99
11	746	10/10/2017	36673	PERMA-BOUND BOOKS	LINCOLN/LIBRARY/REDBUD BOOKS	296.01
11	747	10/11/2017	10068	WAL-MART COMM/GECRB ID#46514	TITLE I/1ST LUTHERAN/PARENTAL INV	150.00
11	748	10/12/2017	31746	CAPSTONE	GARFIELD/LIBRARY/NONFICT RENEWAL	599.00
11	749	10/12/2017	86118	MIKE MARAZAS	MAINT/OUT OF DISTRICT TRAVEL 10.12.17	130.00
11	750	10/17/2017	11760	EDMENTUM, INC	ROOS/TITLE 1/STUDY ISLAND/GR 5	400.00
11	751	10/17/2017	12377	EVOLVE, INC	WEST/GT/OZOBOT STARTER KITS	310.00
11	752	10/17/2017	10068	WAL-MART COMM/GECRB ID#46514	WEST/TITLE I/RC CARS/BATTERIES	50.00
11	753	10/17/2017	83918	KEVIN C LARUE	WEST/INST/OUT OF DIST TRAVEL	100.00
11	754	10/17/2017	87082	TRENTON MURNER	WEST/INST/OUT OF DIST TRAVEL	100.00
11	755	10/17/2017	12331	COPY CENTER	GARFIELD/TITLE 1/PRNT INV PAPER	450.00
11	756	10/17/2017	12095	STANDLEY SYSTEMS, LLC	BLDG OPER/COPY MAINTENANCE	250.00
11	758	10/17/2017	10119	HADDOCK	TROUT/INST/PROMETHEAN ACTISLATE 60	42.25
11	759	10/17/2017	36673	PERMA-BOUND BOOKS	TROUT/LIBRARY/16 REDBUD BKS	296.01
11	760	10/17/2017	10074	BRACE BOOK & MORE, INC.	EAST/TITLE 1/15 HARRY POTTER BKS	164.85
11	761	10/17/2017	40640	OMNI CHEER	CHEER/VARSITY/HAIR BOWS	100.00
11	762	10/17/2017	12380	SWEATSHIRTSTATION.COM	CHEER/VARSITY/PULLOVERS	748.00
11	763	10/17/2017	12382	POMS 4 LESS	CHEER/VARSITY/CHEER POMS	530.00
11	764	10/17/2017	99070	TRANSPORTATION DEPARTMENT	HS/GT/QUIZ BOWL TRANSP	600.00
11	765	10/18/2017	31746	CAPSTONE	ROOS/LIBRARY/PEBBLEGO	1,591.75
11	766	10/18/2017	10967	MIDAMERICA BOOKS	EAST/LIBRARY/CIVIL WAR BOOKS	124.75
11	767	10/18/2017	35720	KNOW BUDDY RESOURCES	EAST/LIBRARY/BOOKS	110.00
11	768	10/18/2017	36673	PERMA-BOUND BOOKS	UNION/INST/ASSORTED LIBRARY BOOKS	296.01
11	769	10/18/2017	12095	STANDLEY SYSTEMS, LLC	GARFIELD/LIBRARY/CATALOGING PRINTER	659.00

Ponca City Public Schools

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	770	10/18/2017	11903	PROSPERITY BANK-MARRIOTT	TITLE IIA/KAGAN TRAINING/HOTEL	1,800.00
11	771	10/18/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	TITLE IIA/KAGAN TRAINING/REGISTRATION	3,745.00
11	772	10/18/2017	83995	TERI A VOGELE	TITLE IIA/KAGAN TRAINING/TRAVEL	400.00
11	773	10/18/2017	85562	AMY M SWARTZ	TITLE IIA/KAGAN TRAINING/TRAVEL	400.00
11	774	10/18/2017	83080	JENNIFER DYE	TITLE IIA/KAGAN TRAINING/TRAVEL	400.00
11	775	10/18/2017	84858	STACEY L SATTRE	TITLE IIA/KAGAN TRAINING/TRAVEL	400.00
11	776	10/18/2017	84869	CHANDRA S FREEMAN	TITLE IIA/KAGAN TRAINING/TRAVEL	400.00
11	777	10/18/2017	35844	REALLY GOOD STUFF	LINCOLN/INST/PRIVACY SHIELDS	850.80
11	778	10/18/2017	87110	SARAH ORR	ROOS/INST/AOSA CONF/MEAL	280.00
11	779	10/23/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	UNION/TITLE 1/TEACHING SUPPLIES	2,000.00
11	780	10/23/2017	11897	MOBYMAX, LLC	EAST/TITLE 1/1 MATH LICENSE	99.00
11	781	10/23/2017	20093	FARHA WHOLESALE	WASH PK/TITLE 1/LIT NIGHT CHIPS	457.60
11	782	10/23/2017	10068	WAL-MART COMM/GECRB ID#46514	WASH PK/TITLE 1/LIT NIGHT/HOT DOGS/PLATES	250.00
11	783	10/23/2017	12095	STANDLEY SYSTEMS, LLC	HR/COPIER CHARGES/SECOND PO	1,000.00
11	784	10/23/2017	11852	PROSPERITY BANK 46514	HR/REGIST/TRAVEL/TONER	4,000.00
11	785	10/23/2017	86391	KRYSTINA MURALT	TITLE IIA/ACT TRAINING/MILAGE	240.00
11	786	10/25/2017	10221	MARY L ROBINSON	TITLE 6/NAHW CRAFT SUPPLIES	500.00
11	787	10/26/2017	30998	TOTAL.COM. INC	WASH PK/INST/RADIO REPAIR/BATTERIES	300.00
11	788	10/26/2017	31902	SDE REGISTRATION	WASH PK/INST/SDE CONF REGIST	538.00
11	789	10/26/2017	87266	STEPHANIE ECCLES	WASH PK/INST/SDE CONF EXPENSES	15.00
11	790	10/26/2017	10068	WAL-MART COMM/GECRB ID#46514	LINCOLN/TITLE I/PRNT INV/TECH NIGHT	350.00
11	791	10/26/2017	35844	REALLY GOOD STUFF	LINCOLN/INST/PRIVACY SHIELDS	171.96
11	792	10/26/2017	66205	HOBBY LOBBY	EAST/FACS/SCRAPBOOK PAPER/GLUE DOTS	50.00
11	793	10/26/2017	12119	CEB	EAST/BITE/BRAINBENCH	1,000.00
11	794	10/26/2017	10068	WAL-MART COMM/GECRB ID#46514	TITLE I/HOMELESS SUPPLIES	12,000.00
11	795	10/26/2017	10068	WAL-MART COMM/GECRB ID#46514	ELL/PARENTAL INVOLVEMENT/SNACK	200.00
11	796	10/26/2017	12313	TRINITY3 LLC	SPED/CHROME BOOKS/WEST	2,490.00
11	797	10/26/2017	36673	PERMA-BOUND BOOKS	LIBERTY/LIBRARY/ASSORTED BOOKS	297.29
11	798	10/26/2017	36673	PERMA-BOUND BOOKS	WOODLANDS/LIBRARY/BOOKS	297.29

Ponca City Public Schools

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	799	10/26/2017	12379	EDUCATION.COM HOLDINGS, INC	TITLE 6/ACCESS TO ONLINE LICENSE	120.00
11	800	10/26/2017	11692	WILKEY EAGLE	TITLE 6/NAHW PRESENTER	25.00
11	801	10/26/2017	67066	AMERICAN LIBRARY PREVIEW	WEST/LIBRARY/NONFICTION TITLES	498.55
11	802	10/26/2017	10026	SMART APPLE MEDIA	WEST/LIBRARY/NONFICTION TITLES	347.60
11	803	10/26/2017	11264	LIBRARIANS BOOK EXPRESS	WEST/LIBRARY/NON-FICTION TITLES	373.83
11	804	10/30/2017	49874	IMAGINE NATION BOOKS, LTD	WOODLANDS/GT/ROBOT KIT	192.00
11	805	10/30/2017	20069	ORIENTAL TRADING	GARFIELD/INST/PLAY COSTUMES	179.89
11	806	10/30/2017	36673	PERMA-BOUND BOOKS	GARFIELD/LIBRARY/FICTION BOOKS	1,010.73
11	807	10/30/2017	99070	TRANSPORTATION DEPARTMENT	WASH PK/INST/SDE CONF/ESCAPE	204.00
11	808	10/30/2017	12383	AOSA	ROOS/GT/ORFF CONF REGIST	309.00
11	809	10/30/2017	11871	PROSPERITY BANK-AMAZON	TITLE 1/POVERTY BOOKS	7,701.57
11	810	10/30/2017	86085	STACIE L DANKS	IDEA/SPED/AUTISM TRAINING EXP	113.00
11	811	10/30/2017	35906	PAYNE EDUCATION CENTER	TITLE 1/PAYNE STRUCTURED LANGUAGE TRAINING	24,205.00
11	812	10/30/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	LIBERTY/TITLE 1/KAGAN CONF REGIST	4,494.00
11	813	10/30/2017	99070	TRANSPORTATION DEPARTMENT	LIBERTY/TITLE 1/KAGAN TRAINING/DALLAS	765.00
11	814	10/30/2017	11903	PROSPERITY BANK-MARRIOTT	LIBERTY/TITLE 1/CONF HOTEL/DALLAS	1,800.00
11	815	10/30/2017	86402	JENNIFER MARTINEZ	LIBERTY/TITLE 1/ DALLAS/CONF MEALS	350.00
11	816	10/30/2017	86052	JENNIFER S LEWALLEN	LIBERTY/TITLE 1/ DALLAS CONF MEALS	350.00
11	817	10/30/2017	86905	BEVERLY FROST	LIBERTY/TITLE 1/DALLAS CONF MEALS	350.00
11	818	10/30/2017	86856	HALLIE LARUE	LIBERTY/TITLE 1/DALLAS CONF MEALS	350.00
11	819	10/30/2017	84435	RANDI N WATERS	LIBERTY/TITLE 1/DALLAS CONF MEALS	350.00
11	820	10/30/2017	86806	MORGAN C SMITH	LIBERTY/TITLE 1/DALLAS CONF MEALS	350.00
11	821	10/30/2017	82027	CHRISTIE L BROWN	LIBERTY/TITLE 1/DALLAS CONF MEALS	350.00
11	822	10/30/2017	11860	PROSPERITY BANK- SOUTHWEST AIR	LIBERTY/TITLE 1/KAGAN CONF/AIRFARE/VEGAS	1,000.00
11	823	10/30/2017	12126	PROSPERITY BANK-WESTGATE LAS VEGAS	LIBERTY/TITLE 1/KAGAN CONF/HOTEL/VEGAS	1,500.00
11	824	10/30/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	LIBERTY/TITLE 1/KAGAN CONF/REGIST/VEGAS	1,498.00
11	825	10/30/2017	87385	CHELSIE SWEARINGEN	LIBERTY/TITLE 1/KAGAN CONF MEALS/VEGAS	420.00

Ponca City Public Schools
Encumbrance Register

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	826	10/30/2017	87068	JARRETT AUSCHWITZ	LIBERTY/TITLE 1/KAGAN CONF EXP/VEGAS	550.00
11	827	10/30/2017	36673	PERMA-BOUND BOOKS	TROUT/LIBRARY/ASSORTED BOOKS	975.05
11	828	10/30/2017	30074	DEMCO, INC.	TROUT/LIBRARY/BOOK TAPE/CODING DOTS	95.01
11	829	10/30/2017	36673	PERMA-BOUND BOOKS	LIBERTY/LIBRARY/ASSORTED BOOKS/MATERIAL	1,087.07
11	830	10/30/2017	30074	DEMCO, INC.	LIBERTY/LIBRARY/BOOK TAPE/CODING DOTS	80.00
11	831	10/30/2017	11858	PROSPERITY BANK- A+ EVENTS	LIBERTY/TITLE 1/TITLE 1 CONF REGIST/HOTEL	1,600.00
11	832	10/30/2017	11860	PROSPERITY BANK- SOUTHWEST AIR	LIBERTY/TITLE 1/TITLE 1 CONF/AIRFARE	600.00
11	833	10/30/2017	86402	JENNIFER MARTINEZ	LIBERTY/TITLE 1/CONF EXPENSES	475.00
11	834	10/31/2017	11858	PROSPERITY BANK- A+ EVENTS	TITLE IIA/NAT TITLE I CONF/REGIST	1,198.00
11	835	10/31/2017	11858	PROSPERITY BANK- A+ EVENTS	TITLE IIA/NATIONAL TITLE I CONF/HOTEL	964.00
11	836	10/31/2017	36673	PERMA-BOUND BOOKS	LINCOLN/LIBRARY/ASSORTED BOOKS	1,214.13
11	837	10/31/2017	30074	DEMCO, INC.	LINCOLN/LIBRARY/BOOK TAPE/DOTS	78.72
11	838	10/31/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	LINCOLN/TITLE I SCH SUP/KAGAN CONF	8,768.00
11	839	10/31/2017	36673	PERMA-BOUND BOOKS	WOODLANDS/LIBRARY/ASSORTE D BOOKS	1,169.40
11	840	10/31/2017	30074	DEMCO, INC.	WOODLANDS/LIBRARY/BK TAPE/PROTECTORS	90.16
11	841	10/31/2017	66205	HOBBY LOBBY	TITLE 6/NAHW CRAFT SUPPLIES	500.00
11	842	10/31/2017	11157	LITTLEBEAR LITTLECOOK	TITLE 6/NAHW PRESENTER	400.00
11	844	10/31/2017	35720	KNOW BUDDY RESOURCES	WEST/LIBRARY/20 NONFICTION TITLES	423.30
11	845	10/31/2017	36673	PERMA-BOUND BOOKS	WASH PK/LIBRARY/127 LIBRARY BOOKS	2,798.29
11	846	10/31/2017	11860	PROSPERITY BANK- SOUTHWEST AIR	TITLE IIA/NATIONAL TITLE I CONF/AIR FAIR	1,000.00
11	847	10/31/2017	80653	BARBARA CUSICK	TITLE IIA/NATIONAL TITLE I CONF/TRAVEL	570.00
11	848	10/31/2017	83995	TERI A VOGELE	TITLE IIA/NATIONAL TITLE I CONF/TRAVEL	470.00
11	849	11/02/2017	36673	PERMA-BOUND BOOKS	ROOS/LIBRARY/70 FICTION BOOKS	1,234.38
11	850	11/02/2017	20256	SOUTHWEST BUSINESS PRODUCTS	BOE/BOARD MINUTES BINDING	750.00
11	851	11/02/2017	30548	LORMAN EDUCATION SERVICES	BUS OFC/ALL ACCESS PASS FY18	599.20
11	852	11/03/2017	36673	PERMA-BOUND BOOKS	UNION/LIBRARY/ASSORTED BOOKS	1,004.46
11	853	11/03/2017	30074	DEMCO, INC.	UNION/LIBRARY/BOOK TAPE/LAMINATE	118.08

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 738 - 877, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	854	11/03/2017	11072	LOOKOUT BOOKS	WEST/LIBRARY/22 NONFICTION TITLES	476.04
11	855	11/03/2017	11138	PONCA CITY PUBLIC SCHOOLS	WEST/INST/COPIES	200.00
11	856	11/03/2017	99070	TRANSPORTATION DEPARTMENT	GARFIELD/GT/SHAWN MANOR/DEC	35.00
11	857	11/03/2017	20239	KAY COUNTY ELECTION SECRETARY	BOE/ANNUAL SCHOOL BOARD ELECTION EXPENSE	11,000.00
11	858	11/06/2017	38324	MENTORING MINDS, LP	TITLE V/BLOOM'S TAXONOMY WHEEL	573.38
11	859	11/06/2017	87136	ROBERT MORSE	C&I/APPLIED SUICIDE INTERVENTION TRAINING	232.73
11	860	11/06/2017	10119	HADDOCK	TROUT/INST/PROMETHEAN REMOTE	55.00
11	861	11/06/2017	10068	WAL-MART COMM/GECRB ID#46514	HS/FACS/Vitamin/Mineral Lab	120.00
11	862	11/06/2017	84865	BENJAMIN J STEICHEN	BLANKET PO FOR OUT OF DISTRICT TRAVEL	25.00
11	863	11/06/2017	99070	TRANSPORTATION DEPARTMENT	UNION/TITLE 1/VEHICLE FOR KAGAN TRAINING	616.00
11	864	11/06/2017	11903	PROSPERITY BANK-MARRIOTT	UNION/TITLE 1/HOTEL FOR KAGAN TRAINING	180.00
11	865	11/06/2017	35830	KAGAN PROFESSIONAL DEVELOPMENT	UNION/TITLE 1/KAGAN REG/MATERIALS	1,132.00
11	866	11/06/2017	86737	DR TRINA RESLER	UNION/TITLE 1/MEALS/KAGAN TRAINING	140.00
11	867	11/06/2017	81911	SANDY L HASENFRATZ	UNION/TITLE 1/ MEALS/KAGAN TRAINING	140.00
11	868	11/06/2017	87390	CHRISTINE GOSCHA	UNION/TITLE 1/MEALS/KAGAN TRAINING	140.00
11	869	11/06/2017	87258	KRISTINIA PREWITT	UNION/TITLE 1/MEALS/KAGAN TRAINING	140.00
11	870	11/06/2017	31746	CAPSTONE	LIBERTY/LIBRARY/BOOKS	1,000.00
11	871	11/06/2017	12086	NETCHEMIA LLC/A PEOPLEADMIN COMPANY	HR/RECRUIT AND HIRE SFTWR	4,630.50
11	872	11/06/2017	20019	NASCO	EAST/FACS/SEWING SUPPLIES	85.00
11	873	11/06/2017	66205	HOBBY LOBBY	EAST/FACS/FOAM BOARD/GLUE/FCCLA	100.00
11	874	11/06/2017	12289	WILLIAM E PAUL, INC	TRANS/STAFF TRAINING/MARCH	800.00
11	875	11/06/2017	11607	BOARD OF REGENTS	SPED/REGIST/AUTISM TRAINING	3,000.00
11	876	11/06/2017	31746	CAPSTONE	LINCOLN/LIBRARY/BOOKS	1,070.46
11	877	11/06/2017	11506	SUNBELT STAFFING	SPED/STAFFING/WEST MS	50,000.00

Non-Payroll Total:	\$200,124.47
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Payroll Total:	\$0.00
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Balance Forward:	\$0.00
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Report Total:	\$200,124.47
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Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 48 - 51, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	48	10/17/2017	12233	AAA PLAYGROUNDS	BLDG OP/SAFETY FALL ZONE MATERIAL/WPK	1,072.71
21	49	11/06/2017	12234	STEVIN GRAHAM	upgrade/modify AV system in Board Room	5,500.00
21	50	11/06/2017	12234	STEVIN GRAHAM	WEST/REPLACE MIXER AND SPEAKERS IN AUDIT	3,500.00
21	51	11/06/2017	11022	THYSSENKRUPP ELEVATOR CORPORATION	INSTALL EQUIP TO MONITOR ELEV PER CODE	22,876.00

Non-Payroll Total:	\$32,948.71
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$32,948.71

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 88 - 95, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	88	10/04/2017	81470	DIANE ANDERSON	LUNCH REFUND/HS	29.25
22	89	10/04/2017	66709	RICHWAY, LLC	MICROWAVE SONIC STEAMER OVEN	3,728.00
22	90	10/06/2017	12378	NU-HEALTH CALIFORNIA, LLC	FRUIT CUPS	2,016.00
22	91	10/06/2017	11138	PONCA CITY PUBLIC SCHOOLS	POSTAGE/PRINTING	700.00
22	92	10/17/2017	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	FOOD FOR WEST/ELEMENTARIES	100,000.00
22	93	10/26/2017	86118	MIKE MARAZAS	LUNCH REFUND/HS	17.30
22	94	10/30/2017	11499	APPLE & EVE, LLC	TRUCKLOAD/REIMBURSABLE JUICE	20,608.00
22	95	10/31/2017	20371	GRAINGER	KITCHEN EQUIP REPAIR PARTS	5,000.00
Non-Payroll Total:						\$132,098.55
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$132,098.55

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 35 - 48, Fund Codes: 81

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	35	10/11/2017	10068	WAL-MART COMM/GECRB ID#46514	JETTI DENMARK/SNACKS	150.00
81	36	10/26/2017	99070	TRANSPORTATION DEPARTMENT	NEAL/SP ED/PUMPKIN PATCH	66.00
81	37	10/26/2017	67065	3-D MOLECULAR DESIGNS, LLC	PCSF/FALL 2017/SCIENCE KITS/Z MURRAY	1,091.00
81	38	10/30/2017	10724	CAROLINA BIOLOGICAL SUPPLY CO	PHILLIPS 66/SCIENCE SUPPLIES	4,600.00
81	39	10/30/2017	36916	BERKSHIRE BIOLOGICAL, INC	PHILLIPS 66/SCIENCE KIT SUPPLIES	7,000.00
81	40	10/30/2017	66248	LAKESHORE LEARNING	PCSF/FALL 2017/STEM MAGNETS/T SOUTTER	57.49
81	41	10/30/2017	66248	LAKESHORE LEARNING	PCSF/FALL 2017/STEM MAGNETS/FLOAT SCI/K FRANKLIN	199.43
81	42	10/31/2017	10233	KAGAN PUBLISHING	PCSF/FALL 2017/SOFTWARE/FLIP CHART/M SMITH	188.00
81	43	10/31/2017	66248	LAKESHORE LEARNING	PCSF/FALL 2017/LITERACY ACTIVITY TOOLS/M HOLDER	359.86
81	44	10/31/2017	66248	LAKESHORE LEARNING	PCSF/FALL 2017/PHONICS/K BUTLER	255.22
81	45	10/31/2017	10233	KAGAN PUBLISHING	PCSF/FALL 2017/LITERATURE LESSONS/C BROWN	235.40
81	46	11/02/2017	20069	ORIENTAL TRADING	PCSF/FALL 2017/STUDENT LED CENTERS/A PARKS	191.85
81	47	11/06/2017	67065	3-D MOLECULAR DESIGNS, LLC	PCSF/FALL 2017/SYNAPSE CONSTRUCTION KIT/W SCOTT	529.00
81	48	11/07/2017	45209	LEGACY SIGNS	ROBSON/TWO VINYL SIGNS	2,040.00
Non-Payroll Total:						\$16,963.25
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$16,963.25

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 16 - 17, Fund Codes: 36

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
36	16	10/30/2017	11718	SHI INTERNATIONAL, CORP	TECH/DISTRICT MS LICENSE RENEW	50,190.00
36	17	11/06/2017	10119	HADDOCK	TECH/6 PROMETHEAN BOARDS	17,876.00
Non-Payroll Total:						\$68,066.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$68,066.00

**PONCA CITY SCHOOLS
PERSONNEL REPORT**

Nov 13, 2017

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PROJ. #</u>	<u>SALARY</u>
<u>EMPLOYMENTS</u>				
<u>CERTIFIED PERSONNEL</u>				
French, Hailey	4th Grade Teacher @ Garfield	10/11/2017	000	Salary Schedule
Shinn, Gerald	American History Teacher @ Sr-Hi	11/14/2017	000	Salary Schedule
Taylor, Derek	Science Teacher @ Sr-Hi	1/3/2018	000	Salary Schedule

SUPPORT PERSONNEL

Coates, F. Ken	Assistant Lay Coach Tennis	2017-2018	athletics	\$1,500
Fredrick, Rachael	Title I Teacher Assistant @ Trout	11/9/2017	511	Salary Schedule
Gray, Daniel	Custodian @ West	11/1/2017	000	Salary Schedule
Martin, Christie	Child Nutrition 6hrs @ Sr-Hi	10/30/2017	CNP	Salary Schedule
Seward, Dailyn	Child Nutrition @ West 7hr	11/27/2017	CNP	Salary Schedule
Wade, Heather	Custodian @ Woodlands	11/13/2017	000	Salary Schedule

SEPARATIONS

CERTIFIED PERSONNEL

Baker, Steven	Social Studies Teacher @ Sr-Hi	10/18/2017		
Hamm, Misti	4th Grade Teacher @ Garfield	10/6/2017		
Malloy, Jessica	Science Teacher @ Sr-Hi	12/19/2017		

SUPPORT PERSONNEL

Adkins, Elizabeth	Bus Assistant	10/6/2017		
Belt, Amber	Title I Teacher Assistant @ Trout	11/3/2017		
Connelly, Sheila	Title I Teacher Assistant @ Trout	11/13/2017		
Lindsey, Kyndalle	Title I Teacher Assistant @ Liberty	11/9/2017		
Phillips, Nicole	Child Nutrition @ West 7.5hrs	10/10/2017		
Reyes, Valerie	Child Nutrition @ West 7.5hrs	11/17/2017		
Storm, Andrea	Pre-Kindergarten Teacher Assistant @ Pre-K Center	12/19/2017		

CHANGE OF STATUS

SUPPORT PERSONNEL

Harry, Ladonna	Custodian from Liberty to Sr-Hi	10/10/2017	000	no change
Moore, Kelly	Custodian from Sr-Hi to Liberty	10/10/2017	000	no change
Ryan, Ramona	Child Nutrition 6hr @ East to 6hr @ West	10/12/2017	CNP	no change

PONCA CITY SCHOOLS PERSONNEL REPORT

Nov 13, 2017

PAGE 2

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PROJ. #</u>	<u>SALARY</u>
<u>CERTIFIED PERSONNEL</u>				
Appiah, Joy	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	<u>NON-CONTRACT DUTY</u> \$23/hr up to 2 hrs/week
Austin, Darcey	Mentor to Hailey French	2017-2018	Title IIA	\$700
Bishop, Derra	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	\$23/hr up to 2 hrs/week
Fleming, Ashlee	After School Tutoring Substitute @ Union	2017-2018	511/050	\$23/hr up to 20hrs
Gartside, Donya	Geography Gifted & Talented Academics @ West	Nov-Dec 2017	161/050	\$23/hr up to 12hrs
Gartside, Donya	Technology Gifted & Talented Academics @ West	2nd Semester	161/050	\$23/hr up to 12hrs
Horne, Courtney	Technology Gifted & Talented Academics @ West	2nd Semester	161/050	\$23/hr up to 12hrs
LaRue, Hallie	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	\$23/hr up to 2 hrs/week
Lewallen, Jennifer	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	\$23/hr up to 2 hrs/week
Mason, Audra	Love & Logic Parenting Class @ Trout	Nov-Dec 2017	511/137	\$50/hr up to 20hrs
Prewitt, Kristinia	Extended Day Program @ Union	2017-2018	511/130	\$23/hr up to 30hrs
Sattre, Stacey	Secondary Principal State Requirements	2017-2018	000	\$155
Shanks, Kim	Blind/Visual Impairment State Requirements	9/16/2017	616	\$105
Smith, Morgan	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	\$23/hr up to 2 hrs/week
Swearingen, Chelsie	3rd Grade After School Tutoring @ Liberty	2017-2018	511/050	\$23/hr up to 2 hrs/week
Taylor, Nancy	Gifted Honor Choir @ Union	2017-2018	162/130	\$23/hr up to 30hrs

<u>CERTIFIED PERSONNEL</u>				<u>CONTRACT DUTY</u>
Golay, Heather	Diaper Stipend Substitute @ Pre-K Center \$10/month	Nov-Dec 2017	028	\$20/ December 2017
Golay, Heather	Diaper Stipend Substitute @ Pre-K Center \$10/month	2nd Semester	028	\$50/June 2018

<u>SUPPORT PERSONNEL</u>				<u>NON-CONTRACT DUTY</u>
Howe, Elania	Corrected Lay Coach Salary - Additional Adjustment	2017-2018	athletics	(+) \$400
Larmer, Callie	Substitute Crossing Guard @ West	2017-2018	000	reg rate of pay as needed
Luis, Karen	Additional 1 hour for Enrollment with Child Nutrition	8/8-9/17	CNP	reg rate of pay
Randall, Deborah	Substitute Crossing Guard @ Trout	2017-2018	000	reg rate of pay as needed
Scott, Debra	Additional 1.25 hours for Enrollment with Child Nutrition	8/8-9/17	CNP	reg rate of pay
Steen, Meagan	After School Training Duties	2017-2018	athletics	\$5,000.00

EAST & WEST DEPT HEADS FOR 2017-2018

*SEE ATTACHMENTS A

CPR FIRST AID TRAINING FOR SUPPORT

*SEE ATTACHMENT B

SUBSTITUTES

ADDITIONS FOR THE 2017-2018 SCHOOL YEAR

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

* SEE ATTACHED

Allison, Caleb	Contract Substitute every 3rd calendar day 20%	10/16/2017	000	Salary Schedule
Mongold, Cindy	M-T-W Contract Substitute 60%	10/16/2017	000	Salary Schedule
Williams, Larry	CPR First Aid Training	11/10/2017	028	\$23/hr up to 4.5hrs

WEST MIDDLE SCHOOL PLC CHAIRS

LAST	FIRST	PLC SUBJECT AREA	# of members in PLC including Chairperson	STIPEND
Jones	Dianna (co-chair)	English Language Arts/Reading	10	$200 + 900 \div 2 = 550$
Huffer	Valerie (co-chair)	English Language Arts/Reading	10	$200 + 900 \div 2 = 550$
Rhoads	Susan	Math	7	$200 + 600 = 800$
Reynolds	John	Geography	5	$200 + 400 = 600$
Grace	Gaye	Science	5	$200 + 400 = 600$
Ford	Kelle	Special Education	6	$200 + 500 = 700$

EAST MIDDLE SCHOOL PLC CHAIRS

LAST	FIRST	PLC SUBJECT AREA	# of members in PLC including Chairperson	STIPEND
Myers	Kristi	English Language Arts/Reading	4	$200 + 300 = 500$
Bodenstein	Michelle	Math	4	$200 + 300 = 500$
Hamrick	Kelley	Social Studies	3	$200 + 200 = 400$
Weese	Ferran	Science	3	$200 + 200 = 400$
Schiltz	Dolores	Special Education	3	$200 + 200 = 400$

**FOR BOARD APPROVAL
SUBSTITUTE TEACHERS
NOVEMBER 2017**

1. Berry, Amber
2. Birch, Farah
3. Branscum, Brenda* $\$$
4. Campbell, Rebecca
5. Combs, Kathryn $\$$
6. Didlake, Ruth
7. Hoyer, Janet
8. Irving, Katie
9. Johnson, Fletcher $\$$
10. Madrid, Brenda
11. Smith, David#*
12. Steichen, Elizabeth

#=Receiving OTRS Payment

$\$$ =Bachelors

*=Certified

(CONT)=Contract Sub