

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

MONDAY, DECEMBER 11, 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. RECOGNITIONS

2.1 Recognition of the Employee of the Month and Friend of Education Awards

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

Certified Employee of the Month Heather Smith
West Middle School Math Teacher

Support Employee of the Month..... Sally Tubbs
Ponca City High School Jobs Coach

Friend of Education..... Evans & Associates Enterprises, Inc.
Lincoln Elementary PIE Partner

2.2 Recognition and Presentation of Certificate of Achievement to Alex Lin for a Perfect Score on the 2017 ACT College Readiness Test. *(Shelley Arrott)*

3. PRESENTATIONS WITH POTENTIAL BOARD DISCUSSION

3.1 Presentation on the London, Paris & Madrid Educational Field Trip Proposal *(Paige Marsh-Smith)*

3.2 POHI Student Council *(Betsy Easley)*

4. PUBLIC COMMENT

4.1 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.

4.2 Vote to recess regular Board Meeting and call a Public Hearing for Tribal Leaders and Native American parents to discuss the participation of Native American students in educational programs, to comment on educational programs, and to review proposed changes to Section 2.5 the Board Policy “Native American Community Relations”. A copy of the proposed revisions are included in the handouts.

4.3 Vote to return to regular session

5. REPORTS WITH POTENTIAL BOARD DISCUSSION

5.1 Building Assessment Reviews (*Liz Hargraves-Lincoln & Lori Cox-Garfield*)

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 1-8
6.2 Minutes from November 13, 2017 Regular Meeting..... 9-16
6.3 Contracts/Agreements Under \$10,000 17-19

ACTION REQUIRED

7. ACTION ITEMS (MOTION REQUIRED)

7.1 Consider and Take Action on the Following District Financial Reports

A. FY18 Budget Amendments..... 20-30
B. FY18 General Fund Encumbrances #878-946..... 31-33
C. FY18 Building Fund Encumbrance #5234
D. FY18 Child Nutrition Fund Encumbrances #96-106.....35
E. FY18 Gift Fund Encumbrances #49-58.....36
F. 2016 LRB Improvement Bond 30 Fund Encumbrances #20-2137
G. 2016 Transportation Bond 35 Fund Encumbrances #1-238
H. 2016 Building Bond 36 Fund Encumbrances #18-2139
I. 2017 Building Bond 37 Fund Encumbrance #2.....40
J. Summary Change Order Listing as of 12/4/2017 41-44
K. FY18 Budget Analysis Reports 45-56
L. Bond Fund Reports 57-61
M. Booster Club Fund Raiser Requests 62-65
N. Activity Fund Reports/Requests 66-84
O. Treasurer’s Reports85
P. Ratification & Approval of Payrolls

Brenda Storie will answer questions regarding the financial reports included on pages 20-85.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

7.2 Consider and Take Action on Ratification of the AIA Contract to Employ Construction Manager, Kyler Construction Group, Inc. for Projects from the 2015 Bond Issue.

Commentary:

This contract is for the new Concert Hall and the West Middle School Remodel Projects. The Construction Manager receives 6% of the cost of the projects. These are ongoing projects previously assigned to the Construction Manager in relation to the 2015 Bond Issue. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.3 Consider and Take Action on Ratification of the AIA Contract to Employ Construction Manager, Rick Scott Construction Company for Projects from the 2015 Bond Issue.

Commentary:

This contract is for the Ponca City High School Projects on the new Football Locker Room, Weight Training Facility addition, remodel of old Football Locker Room, Awnings and Improvements for the Ball Fields, and Parking Lot. The Construction Manager receives 6% of the cost of the projects. These are ongoing projects previously assigned to the Construction Manager in relation to the 2015 Bond Issue. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval

7.4 Consider and Take Action on Accepting Sub-Contract Bid Package for the Demolishing Portion of the Project for the West Middle School Flooring and Restroom Remodel Project.

Commentary:

Bids were delivered to the Administrative Office on November 15, 2017 at 2:00 p.m. to receive the sub-contract bids for the West Middle School Remodel Project's Demolition Contract. The demolition subcontract bid totaled \$41,700.00. The Construction Manager Recommendations Report is included in the handouts. Bret Smith and Kyler Construction Group, Inc. will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.5 Consider and Take Action to Approve the Guaranteed Maximum Price (GMP) for the West Middle School Remodel Project.

Commentary:

The Construction Manager is comfortable with all prices to submit a GMP for the project in the amount of \$1,484,217.00. The GMP is included in the Construction Manager Recommendations Report included in the handouts. Bret Smith and Kyler

Construction Group, Inc. will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.6 Consider and Take Action on the Guaranteed Maximum Price (GMP) for the High School Football Locker Room Project.

Commentary:

The Construction Manager is comfortable with all prices to submit a GMP for the project in the amount of \$3,049,184.50. The Construction Manager Recommendations Report is included in the handouts. Bret Smith and Rick Scott Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.7 Consider and Take Action on Donating Property Owned by Ponca City Public Schools, Located East of the Attucks Community Center, to the City of Ponca City.

Commentary:

This parcel of land has tennis courts built on it and is currently maintained by the City Park and Recreation Department. Attucks Community Center owns the building and property to the west and the City of Ponca City owns the rest of the property to the east of the tennis courts. The Ponca City Schools owns the tennis courts in the middle of the two areas. The Ponca City Parks and Recreation Department wishes to apply for grants to enhance and maintain the tennis courts for public use, but cannot unless they own the land. Donating the land to the City will afford them the opportunity to obtain those funds. The legal description is as follows: TRS 34-26-2E PT NE/4 Beginning NE/Corner NE/4 TH South 622.25 feet West 404.2 feet to Point of Beginning, TH CON - .28 acres. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.8 Consider and Take Action on Section 2.5 of the Board Policy “Native American Community Relations”.

Commentary:

It is the intent that all Indian children of school age have equal access to all programs, services and activities offered with the school district. To this end, the Ponca City School District consulted with local tribal officials and parents of Indian children in planning and development of Indian Policies and Procedures (IPPs),

general education programs, and activities. These policies and procedures are reviewed annually and revisions were presented under item 4.2. Chris LittleCook will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

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

A. Agreement with Stewart Signs for an LED Full Color Display Sign

Commentary:

This Agreement is to purchase an LED full color Display Sign located at the Administration Office. The District will install the sign in house. The total cost is \$11,702.00. Bret Smith will answer questions.

B. Agreement with Pinnacle to Purchase a Replacement Server Room Uninterruptible Power Supply (UPS)

Commentary:

This is to replace the existing UPS that provides battery backup for the server room. The current UPS is over (10) years old and is no longer able to keep its batteries charged. The new unit is a modular system that will allow us to replace pieces in the future if they go out instead of the entire UPS. The total cost is \$53,756.95. Jason Ridenour will answer questions.

C. Agreement with Catapult Learning for Ponca City Public Schools Teacher Training

Commentary:

Catapult Learning will provide (5) full days of Literacy First Training for (17) teachers in Literacy First Intermediate Notebook and Phonics. The total cost is \$15,300.00. Teri Vogeles will answer questions.

D. Agreement with Explorica Travel on the London, Paris & Madrid Educational Field Trip

Commentary:

As presented by Paige Marsh-Smith the English Department at Ponca City High School is asking the board to approve the London, Paris & Madrid Field Trip Proposal. This 9-day trip will commence on March 18, 2020 and will offer students the opportunity to expand their understanding of relevant literature by placing it within geographical and historical context. It will

also benefit and expand their understanding and participation in the global community and afford them the opportunity to conduct research while incorporating various technological elements. Board approval will allow the sponsors to facilitate multiple fundraising opportunities for the travel participants based on the level of need/desire for fundraising as expressed by participants and/or their parents. No district funds will be spent, with the possible exception of substitute pay for the teacher sponsors. A copy of the proposal and Explorica Travel Price Quote are included in the handouts. Barbara Cusick will answer questions.

E. Agreement with Sunbelt Staffing to Provide Speech and Language Services for Students.

Commentary:

The agreement with Sunbelt Staffing is to provide for speech and language services for students enrolled in Ponca City Schools as indicated by parent consent and school criteria. As a speech language pathologist assistant, Taylor Mendenhall will assist the Speech Language Pathologist (SLP) during assessment of students, patients and clients exclusive of administration and/or interpretation; however, she will not be able to conduct the assessments. The authorized personnel of the Ponca City Public Schools shall identify the students who need the services and shall approve each individual situation as provided for under state and federal regulations. Ms. Mendenhall shall provide the services at a rate of \$56.00 per hour at 37.5 hours per week. The total cost is \$35,700.00, from January 22, 2018 through May 22, 2018. Ms. Mendenhall is responsible for providing the district with a copy of current worker's compensation insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. Amy Swartz will answer questions.

F. Agreement with Presence Learning to Provide Speech and Language Services for Students.

Commentary:

The agreement with Presence Learning is to provide speech and language services for students enrolled in Ponca City Schools as indicated by parental consent and school criteria. The authorized personnel of the Ponca City Public Schools shall identify the students who need the services and shall approve each individual situation as provided for under state and federal regulations. Through Presence Learning, Ms. Sarah Lybarger, Speech Language Pathologist (SLP), shall provide the speech and language services at \$65.00 per hour at 15 hours per week, for the second semester of the 2017-2018 school year. The total cost is \$19,500.00, from January 3, 2018 through May 22, 2018. Presence Learning agrees to follow the school calendar holidays, days off, early student release days, professional development days and emergency school closing. Ms. Lybarger is

responsible for providing the district with a copy of current worker's compensation insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. Amy Swartz will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 7.10 Consider and Take Action on 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)]; and Discussion of the Evaluation of the Superintendent of Schools [Authority for Executive Session: 25 O.S. Section 307(B)(1)]**

Motion for Executive Session if one is desired.

- 7.11 Return to Open Session**

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

- 7.13 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel..... 86-87**

Commentary:

A copy of the proposed personnel report is included on pages 86-87 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 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 - December 11, 2017			
1	People Admin/Netchemia	General Fund/HR \$4,630.50	January 1, 2018- December 31, 2018
2	Whitebox Learning	Career Tech Fund \$4,966.01	December 15, 2017- December 14, 2018
3	Great Expectations	General Fund/ Instructional \$750.00	October 2, 2017
4	SG Native	Activity Fund \$526.56	November 28, 2017
5	Fan Cloth	Activity Fund	October 23, 2017- November 13, 2017
6	MPACT Fund Raising	Activity Fund	February 9, 2018- February 26, 2018
7	Advanced Technologies Consultants, Inc.	Activity Fund/Tech Ed \$1,997.00	December 11, 2017- December 10, 2018
8	Lifetouch Yearbook	Activity Fund	2017-2018
9	MatBoss, LLC	Activity Fund \$549.00	2017-2018
10	Adrenaline Fundraising	Activity Fund	January 3, 2018- February 2, 2018

11	Resilite	Gifts & Endowments \$5,480.00	November 10, 2017
12	Fix Enterprises LLC	Gifts & Endowments \$2,650.00	November 3, 2017
13	Explorica	No Cost To District	November 1, 2017
14	Oklahoma Autism Center/OUHSC Child Study Center	No Cost To District	December 12, 2017- May 25, 2018

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 878 - 946, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	878	11/08/2017	12287	PROSPERITY BANK-KAGAN PROF DEVELOP	GARFIELD/TITLE 1/KAGAN REGIST	3,396.00
11	879	11/08/2017	12126	PROSPERITY BANK-WESTGATE LAS VEGAS	GARFIELD/TITLE 1/KAGAN HOTEL/VEGAS	1,100.00
11	880	11/08/2017	99070	TRANSPORTATION DEPARTMENT	GARFIELD/TITLE 1/OKC/KAGAN	255.00
11	881	11/08/2017	87247	KRISTA ELLIS	GARFIELD/TITLE 1/KAGAN TRAVEL EXP	420.00
11	882	11/08/2017	86927	MELINDA DUNN	GARFIELD/TITLE 1/KAGAN TRAVEL EXP	420.00
11	883	11/08/2017	87089	ALLYSON GRAVES	GARFIELD/TITLE 1/KAGAN TRAVEL EXP	420.00
11	884	11/08/2017	87230	JORDAN BIESTER	GARFIELD/TITLE 1/KAGAN TRAVEL EXP	650.00
11	885	11/08/2017	11557	CATAPULT LEARNING, LLC	GARFIELD/TITLE 1/ LIT 1 REG/PC	3,800.00
11	886	11/08/2017	11860	PROSPERITY BANK- SOUTHWEST AIR	GARFIELD/TITLE 1/KAGAN/AIR	1,368.00
11	887	11/09/2017	10658	BROAD REACH	WEST/LIBRARY/25 NONFICTION TITLES	526.75
11	888	11/09/2017	33359	PITSCO, INC	WEST/TECH ED/BLINKY ROBOT	723.99
11	889	11/09/2017	11852	PROSPERITY BANK 46514	WEST/TECH ED/LEGOS/GEARS	320.00
11	890	11/09/2017	12095	STANDLEY SYSTEMS, LLC	TRANS/COPIER SERVICE	90.00
11	891	11/09/2017	31746	CAPSTONE	WOODLANDS/LIBRARY/ASST BOOKS	1,047.47
11	892	11/09/2017	10775	CINTAS CORPORATION NO 2	FINGERPRINT/FIRST AID KIT/MEDS	463.69
11	893	11/09/2017	99070	TRANSPORTATION DEPARTMENT	UNION/INST/PALS FOOD TRANSPORT	35.00
11	894	11/13/2017	11871	PROSPERITY BANK-AMAZON	TITLE III/CALCULATORS/HI SCHOOL	500.00
11	895	11/13/2017	11852	PROSPERITY BANK 46514	CURRIC/KAGAN SUPPLIES	6,000.00
11	896	11/13/2017	20256	SOUTHWEST BUSINESS PRODUCTS	LINCOLN/INST/TEACHER CHAIR	229.99
11	897	11/13/2017	99070	TRANSPORTATION DEPARTMENT	ROOS/GT/STILLWATER/INSECTS	202.50
11	898	11/13/2017	10068	WAL-MART COMM/GEGRB ID#46514	WEST/TECH ED/ KLEENEX/GLUE/PENCILS	200.00
11	899	11/13/2017	87082	TRENTON MURNER	WEST/INST/OUT OF DIST TRAVEL	1,500.00
11	900	11/13/2017	11973	WHITEBOX LEARNING, LLC	WEST/TECH ED/STEM LICENSE	4,996.01
11	901	11/13/2017	38185	DJC HOLDINGS LLC	SPED/ONLINE CURRIC	680.54
11	902	11/13/2017	30450	PONCA CITY PUBLIC SCHOOLS	PUB INFO/8 WILDCAT POSTERS	130.00
11	903	11/15/2017	36673	PERMA-BOUND BOOKS	LIBERTY/LIBRARY/ASSORTED BOOKS	247.95
11	904	11/15/2017	36673	PERMA-BOUND BOOKS	LIBERTY/LIBRARY/SPRING AWARD BOOKS	469.00
11	908	11/15/2017	10068	WAL-MART COMM/GEGRB ID#46514	WEST/GT/GINGERBREAD HOUSE PROJECT	175.00
11	909	11/15/2017	83355	HEATHER MONKS	HS/MKT ED/NY EXPERIENCE TRIP EXP	500.00
11	910	11/15/2017	10068	WAL-MART COMM/GEGRB ID#46514	WCA/INST/KLEENEX/PRINTER RIBBON	250.00

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 878 - 946, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	911	11/17/2017	10068	WAL-MART COMM/GECRB ID#46514	EAST/FACS/FOOD FOR INSTRUCTION	350.00
11	912	11/17/2017	10309	OSU QUIZ BOWL	HS/GT/QUIZ BOWL REGIST/DEC	65.00
11	913	11/27/2017	83621	GINETA GAYLE SWANSON	SPED/MILEAGE/AUTISM CONF	134.00
11	914	11/27/2017	35844	REALLY GOOD STUFF	LINCOLN/INST/RULERS/PENCILS/ SCISSORS	1,304.90
11	915	11/27/2017	10068	WAL-MART COMM/GECRB ID#46514	LINCOLN/INST/LAMINATING SHEETS/CHAIRS	300.00
11	916	11/27/2017	66913	SCHOOL SPECIALTY INC	LINCOLN/INST/FOLDERS/ERASER S/PENCILS	1,000.00
11	917	11/27/2017	36226	BOUND TO STAY BOUND	LINCOLN/LIBRARY/SEQUOYAH BOOKS	400.00
11	918	11/27/2017	36673	PERMA-BOUND BOOKS	LINCOLN/LIBRARY/ASSORTED BOOKS	1,216.43
11	919	11/27/2017	36673	PERMA-BOUND BOOKS	LINCOLN/LIBRARY/2018 AWARD BOOKS	596.00
11	920	11/27/2017	12386	OMAHA TRUCK CENTER COMPANY INC	TRANS/BUS MAINT/SUPPLIES	2,000.00
11	921	11/27/2017	10715	SCHOOLHOUSE OUTFITTERS, LLC	GARFIELD/INST/LISTENING CENTER/ST/TCHR CHAIRS	2,919.15
11	922	11/27/2017	66843	STAPLES ADVANTAGE	WEST/INST/SS/PAPER/PENCILS	200.00
11	923	11/27/2017	20613	WORLD BOOK, INC.	EAST/LIBRARY/ENCYCLOPEDIAS	799.00
11	924	11/27/2017	11498	TEACHERS-TEACHERS.COM	HR/EMPLOYEE SEARCH	1,560.00
11	925	11/27/2017	36673	PERMA-BOUND BOOKS	UNION/LIBRARY/SPRING AWARD BKS	263.74
11	926	11/27/2017	31746	CAPSTONE	UNION/LIBRARY/ASSORTED BOOKS	1,862.03
11	927	11/27/2017	20256	SOUTHWEST BUSINESS PRODUCTS	UNION/TITLE 1/TONER/ACC MATH	1,000.00
11	928	11/27/2017	36673	PERMA-BOUND BOOKS	WDLANDS/LIBRARY/ASSORTED BKS	749.98
11	929	11/27/2017	36673	PERMA-BOUND BOOKS	WDLANDS/LIBRARY/2018 AWARD BKS	329.00
11	930	11/27/2017	36673	PERMA-BOUND BOOKS	TROUT/LIBRARY/10 PUBLISHER TITLES	165.64
11	931	11/27/2017	36673	PERMA-BOUND BOOKS	TROUT/LIBRARY/2018 AWARD BOOKS	300.00
11	932	11/27/2017	31746	CAPSTONE	TROUT/LIBRARY/59 TITLES	1,155.41
11	933	11/27/2017	67013	CATAPULT LEARNING PO	TITLE IIA/LIT 1 REGIST/WOODLANDS	3,600.00
11	934	11/29/2017	10517	CHOOSING THE BEST PUBLISHING LLC	NURSES/7TH GRADE ABSTINENCE/WKBKS	2,000.00
11	935	11/29/2017	45103	MUSEUM OF OSTEOLOGY	WEST/GT/ADMISSION/FORENSIC	80.00
11	936	11/29/2017	80859	BARBARA DAVIS	WASH PK/INST/CONF TRAVEL	113.42
11	937	11/29/2017	10400	PACIFIC NORTHWEST PUBLISHING	LINCOLN/INST/BEHAVIOR BOOK	54.50
11	938	11/30/2017	36673	PERMA-BOUND BOOKS	UNION/LIBRARY/SEQUOYAH BOOKS	331.00
11	939	12/01/2017	11852	PROSPERITY BANK 46514	GIFTED/REG/OAGCT CONF	400.00

Ponca City Public Schools
Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 878 - 946, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	940	12/01/2017	11557	CATAPULT LEARNING, LLC	LIBERTY/TITLE 1/LIT FIRST REG	900.00
11	941	12/01/2017	67013	CATAPULT LEARNING PO	UNION/TITLE 1/LIT FIRST REG	900.00
11	942	12/01/2017	67013	CATAPULT LEARNING PO	ROOS/TITLE 1/LIT FIRST REG	5,400.00
11	943	12/01/2017	11557	CATAPULT LEARNING, LLC	ROOS/TITLE 1/MY DATA FIRST	460.00
11	944	12/04/2017	11557	CATAPULT LEARNING, LLC	TROUT/TITLE 1/LIT 1 REGIST	900.00
11	945	12/04/2017	66205	HOBBY LOBBY	WEST/TITLE I/MATH PLUS/GOLF	40.00
11	946	12/04/2017	31160	CCOSA	HR/REGIST FOR CONFERENCES	500.00

Non-Payroll Total:	\$65,466.09
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$65,466.09

Ponca City Public Schools**Encumbrance Register****Options:** Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 52 - 53, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	52	11/27/2017	12385	STEWART SIGNS	CENTRAL OFFICE VIDEO SIGN	11,702.00
Non-Payroll Total:						\$11,702.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$11,702.00

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 96 - 106, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	96	11/08/2017	39852	MIZUNI INC.	software agreement renewal for district SIF agent	3,100.00
22	97	11/09/2017	12384	AMANDA PETSCH	LUNCH REFUND/GARFIELD	26.15
22	98	11/09/2017	10195	AUTO-CHLOR SERVICES, LLC	CLEANING SUPPLIES/ALL SITES	5,000.00
22	99	11/09/2017	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	FOOD FOR HS	100,000.00
22	100	11/15/2017	67073	SHERRI SNOW	LUNCH REFUND/TROUT	37.60
22	101	11/15/2017	81507	DEBBIE SHELTON	LUNCH REFUND/HS	15.80
22	102	11/15/2017	10068	WAL-MART COMM/GECRB ID#46514	NON FOOD FOR SITES	1,000.00
22	103	11/27/2017	20519	SOFTWATER SERVICES, INC	WILDCAT WATER/HS	5,000.00
22	104	11/27/2017	10735	SCHOOL NUTRITION ASSOCIATION	DIST MEMBERSHIP	134.00
22	105	11/27/2017	67078	LINDA TODD	LUNCH REFUND/UNION	101.40
22	106	11/27/2017	10735	SCHOOL NUTRITION ASSOCIATION	CONFERENCE REGISTRATIONS	3,000.00
Non-Payroll Total:						\$117,414.95
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$117,414.95

Ponca City Public Schools

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 49 - 58, Fund Codes: 81

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	49	11/09/2017	20423	PRO-ED	PCSF/FALL 2017/READING PROGRAM/J WYCKOFF	2,199.84
81	50	11/14/2017	37956	FIX ENTERPRISES, LLC	ROBSON/INSTALL GYM PADDING	2,650.00
81	51	11/14/2017	20726	RESILITE SPORTS PRODUCTS, INC	ROBSON/WALL PADDING/MOLDING	5,480.00
81	52	11/15/2017	66913	SCHOOL SPECIALTY INC	OTG/PARKS/PENCIL SHARPENER/FLASH CARDS	150.00
81	53	11/15/2017	66205	HOBBY LOBBY	OTG/PARKS/CLASSRM ART ITEMS	40.00
81	54	11/15/2017	83103	AMY E PARKS	OTG/PARKS/ALBUMS/TREASURE ITEMS	60.00
81	55	11/16/2017	20374	BSN SPORTS	OTG/WILDCAT PROMO/T SHIRTS	8,000.00
81	56	11/27/2017	10119	HADDOCK	PHILLIPS 66/ENGAGE/ACTIVIEW	2,303.00
81	57	11/29/2017	10068	WAL-MART COMM/GEGRB ID#46514	PARENT INV/PROF DEV SNACKS	300.00
81	58	12/01/2017	10068	WAL-MART COMM/GEGRB ID#46514	OTG/TEEN PEP/DIAPERS	120.00

Non-Payroll Total:	\$21,302.84
Payroll Total:	\$0.00
Balance Forward:	\$0.00
Report Total:	\$21,302.84

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 20 - 21, Fund Codes: 30

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
30	20	11/27/2017	10344	LEWIS ASSOCIATES ARCHITECTS	RENOVATE EXISTING FOOTBALL DRESSING ROOM	73,000.00
30	21	11/27/2017	37186	RICK SCOTT CONSTRUCTION, INC	NEW FOOTBALL LOCKER ROOM	3,200,000.00
Non-Payroll Total:						\$3,273,000.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$3,273,000.00

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 1 - 2, Fund Codes: 35

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
35	1	12/01/2017	34464	ROSS TRANSPORTATION, INC	TRANSP/SP ED BUS W/LIFT	55,500.00
35	2	12/01/2017	30998	TOTAL COM. INC	TRANS/RADIOS FOR NEW BUSSES	1,463.00
Non-Payroll Total:						\$56,963.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$56,963.00

Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 18 - 22, Fund Codes: 36

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
36	18	11/27/2017	30520	AMERICAN TELEPHONE	TECH/TELEPHONY MAINT	2,565.00
36	19	11/27/2017	11590	PINNACLE BUSINESS SYSTEMS	TECH/REPLACE SERVER ROOM UPS/INSTALL	53,756.95
36	20	11/29/2017	10119	HADDOCK	TECH/50 PROMETHEAN BDS/PO 1	81,966.31
36	21	12/01/2017	31719	KYLER CONSTRUCTION GROUP, INC	WEST/REMODEL REST ROOMS/OFFICES	1,500,000.00
Non-Payroll Total:						\$1,638,288.26
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$1,638,288.26

Ponca City Public Schools**Encumbrance Register****Options:** Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 2 - 3, Fund Codes: 37

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
37	2	11/29/2017	10119	HADDOCK	TECH/50 PROMETHEAN BDS/PO 2	58,920.69
Non-Payroll Total:						\$58,920.69
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$58,920.69

**PONCA CITY SCHOOLS
PERSONNEL REPORT**

December 11, 2017

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PROJ. #</u>	<u>SALARY</u>
-------------	-------------------	-----------------------	----------------	---------------

CERTIFIED PERSONNEL

Buller, Angela	Elementary Teacher for 2018-2019 @ TBD	2018-2019	000	Salary Schedule
----------------	--	-----------	-----	-----------------

SUPPORT PERSONNEL

Brown, Rhonda	Title I Teacher Assistant @ Trout	11/13/2017	511	Salary Schedule
Huffman, Carmen	Title I Teacher Assistant @ Liberty	11/28/2017	511	Salary Schedule
Lemming, Tabatha	Child Nutrition 7hrs @ West	12/7/2017	CNP	Salary Schedule
Lynch, Jayne	Bus Assistant 4hrs	12/1/2017	000	Salary Schedule
Morgan, Wanda	Title I Teacher Assistant @ Liberty	12/1/2017	511	Salary Schedule

SEPARATIONS

SUPPORT PERSONNEL

Briggs, Chris	Basketball Lay Coach	11/21/2017		
Brown, Stephanie	Bus Assistant	11/13/2017		
Caskey, Kathryn	Special Education Teacher Assistant @ Union	12/19/2017		
Connelly, Sheila	Title I Teacher Assistant @ Trout	Change of Separation date from 11/13/2017 to 11/9/2017		
Figie, Lynn	Title I Teacher Assistant @ Lincoln	1/24/2018		
Graham, Carley	Speech Language Pathology Assistant @ Liberty	12/18/2017		
Kindsfather, Brittany	Pre-Kindergarten Teacher Assistant @ Pre-K Center	12/19/2017		
Simpson, Jennifer	Custodian @ Sr-High	11/30/2017		

EXTRA DUTY

CERTIFIED PERSONNEL

Hasenfratz, Sandy	After School Tutoring @ Union	Oct '17-May '18	511/050	<u>NON-CONTRACT DUTY</u> \$23/hr up to 30hrs
Kessler-O'Neill, Mary	Lead Teacher @ Teen Pep	2017-2018	098	\$1,500
May, Sandra	After School Tutoring @ Union	Oct '17-May '18	511/050	\$23/hr up to 30hrs
Sharp, Ashlee	After School Tutoring @ Union	Oct '17-May '18	511/050	\$23/hr up to 30hrs
Taylor, Karen	After School Tutoring @ Union	Oct '17-May '18	511/050	\$23/hr up to 30hrs

SUPPORT PERSONNEL

Hollingsworth, Sarah	After School Bus Duty @ Union		unionxtradty	<u>CONTRACT DUTY</u>
Hubbard, Shellia	After School Bus Duty @ Union		unionxtradty	

SUBSTITUTES

ADDITIONS FOR THE 2017-2018 SCHOOL YEAR

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

* SEE ATTACHED

Buller, Angela	Contract Substitute	1/3/2018
Kindsfather, Brittany	Contract Substitute	1/3/2018

**FOR BOARD APPROVAL
SUBSTITUTE TEACHERS
DECEMBER 2017**

1. Allison, Caleb\$*(CONT)

#=Receiving OTRS Payment

\$=Bachelors

*=Certified

(CONT)=Contract Sub