

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

**MONDAY, MARCH 12, 2018**

**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. OATH OF OFFICE FOR BOARD MEMBER JUDY THROOP**

Commentary:

The Annual School Board Election was held on February 13, 2018. Judy Throop ran unopposed to serve in Ward #3. Gary Bracken, school attorney, will administer the oath of office.

**3. ELECTION OF PRESIDENT, VICE PRESIDENT, CLERK AND DEPUTY CLERK OF THE BOARD EACH OF WHO SHALL SERVE FOR A TERM OF ONE YEAR**

Commentary:

Pursuant to Section 77 of the School Laws of Oklahoma, a Board of Education of each school district shall elect from its membership at the first regular, special, or emergency meeting following the annual school election and certification of election of new members, a President and Vice President, each of who shall serve for a term of one year and until a successor is elected and qualified.

The Board must also elect a Clerk and at its discretion, a Deputy Clerk, either of who shall hold office during the pleasure of the Board and each of who shall receive such compensation for services as the Board may allow.

Betty Johnston has been serving the district as the Clerk of the Board, and Kathy Conrad has been serving as Deputy Clerk. The Superintendent would like to recommend their continuation.

The Superintendent will preside over the election of the Board President. The newly

elected President will then preside over the election for Vice President, Clerk, and Deputy Clerk and the rest of the meeting.

**4. PRESENTATIONS/RECOGNITIONS**

**4.1 Presentation of the Employee of the Month and Friend of Education Awards**

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

Certified Employee of the Month .....Amber Eakins  
Special Education Resource Teacher at Union Elementary

Support Employee of the Month .....LeeAnn Allyn  
District Encumbrance Clerk

Friend of Education.....Dawn Anson  
PTA President at Woodlands Elementary

**4.2 Woodlands Elementary – Challenge Students**

**5. PUBLIC COMMENT**

**5.1 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*.

**6. REPORTS WITH POTENTIAL BOARD DISCUSSION**

**6.1 Building Assessment Reviews** (*East Middle School-Denton Long, Woodlands-Tim Williams, & Trout-Carla Fry*)

**7. SUPERINTENDENT’S REPORT**

**7.1 Budget and Legislative Updates**

**7.2 Proposed April 3, 2018 Special Board Meeting at 12:00 p.m. (noon)**

**8. PRESENTATION FROM WILSON, DOTSON AND ASSOCIATES ON AUDIT REPORT**

**9. 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."

**9.1 Agenda with Commentary ..... 1-7**  
**9.2 Minutes from February 12, 2018 Regular Meeting ..... 8-15**  
**9.3 Contracts/Agreements under \$10,000 ..... 16-17**

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

**10.1 Consider and Take Action on the Following District Financial Reports:**

A. FY18 General Fund 11 Encumbrances #1143-#1256..... 18-22  
B. FY18 Building Fund 21 Encumbrances #63-#70 .....23  
C. FY18 Child Nutrition Fund 22 Encumbrances #121-#132.....24  
D. FY18 Gifts and Endowment Fund 81 Encumbrances #68-#69 .....25

E. 2017 Building Bond 37 Encumbrance #5 .....	26
F. Change Order Listing as of 3/05/2018 .....	27-32
G. Budget Analysis Reports .....	33-44
H. Bond Fund Reports .....	45-49
I. Booster Club Fundraiser Requests.....	50-51
J. Request for Raffle.....	52
K. Activity Fund Reports/Requests .....	53-66
L. Treasurer’s Reports.....	67-69
M. Ratification & Approval of Payrolls	

Brenda Storie will answer questions on the financial reports on pages 18-69.

**RECOMMENDED ACTION**

The Superintendent recommends approval of the financial reports.

**10.2 Consider and Take Action on Receiving the Audit Report from Wilson, Dotson, and Associates Auditing Firm**

Commentary:

This is an annual requirement. Pam Dotson, from the district’s auditing firm Wilson, Dotson, and Associates, presented the audit report for the 2016-17 fiscal year to the Board Finance Committee on Tuesday, March 6, 2018. She will present the audit to the Board via conference call. Hard copies will be provided to the Board. Brenda Storie will answer questions.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

**10.3 Board to consider and take action on a resolution determining the maturities of, and setting a date, time and place for the sale of the \$9,865,000 General Obligation Building Bonds of the School District ..... 70-72**

Commentary:

Stephen H. McDonald & Associates, Inc., the district’s financial advisor, is recommending the sale of \$9,865,000 Building Bonds at a special board meeting to be held on the 3<sup>rd</sup> day of April, 2018 at 12:00 o’clock noon. A copy of the resolution setting the date, time and place of the sale is included on pages 70-72 of the agenda. Shelley Arrott or Brenda Storie will answer questions.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

**10.4 Consider and Approve an Agreement for Bond Counsel Services with the Floyd Law Firm, P.C., Attorneys at Law**

Commentary:

Floyd Law Firm, Inc. will provide Bond Counsel Services on behalf of the school district in connection with the issuance of bonds, notes or other evidences of indebtedness of the school district. This includes rendering its legal opinion regarding the validity and binding effect of the Bonds, the source of payment and security of the Bonds, and the excludability of interest on the Bonds from gross income for federal and Oklahoma income tax purposes.

They will also furnish full directions and steps necessary to be taken by the District in compliance with the Statutes of Oklahoma and with the Internal Revenue Code of 1986. They will review documents or appropriate to the authorization, issuance and delivery of the bonds.

The cost of the agreement is \$4,000.00. Shelley Arrott or Brenda Storie will answer questions.

### **RECOMMENDED ACTION**

The Superintendent recommends approval.

#### **10.5 Consider and Take Action on Engagement Letter with S&P Global Ratings to Provide Credit Ratings**

Commentary:

This agreement is for the district's request for a public S&P Global Ratings credit rating for the \$9,865,000 Kay County Independent School District I-71, Oklahoma, Building Bonds, Series III, (dated May 1, 2018, and due May 1, 2023). These bonds are set to be sold Tuesday, April 3, 2018. After receiving all relevant financial and other information, S&P Global Ratings will provide an analytic review and then issue the credit rating. The district agrees to pay a credit rating fee of \$15,500.00 plus all applicable value-added, sale, use and similar taxes. Shelley Arrott or Brenda Storie will answer questions.

### **RECOMMENDED ACTION**

The Superintendent recommends approval.

#### **10.6 Consider and Take Action on Agreement with Kagan Professional Development for Learning Workshop**

Commentary:

The Kagan Professional Development of Win-Win is a philosophy, strategies, gambits, structures, and vocabulary that allow the students and the teacher to both be winners when it comes to discipline. The goal of Win-Win discipline is to help the teacher build a relationship and use structures and a common language to defuse discipline issues, create, and establish routines for a successful classroom. The cost is \$599.00 per participant with a guaranteed minimum of 45 participants. Plans are to reach 60 participants for a total cost of \$35,940.00. Teri Vogeles will answer questions.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

- 10.7 Motion and Vote to Convene in 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 Employment of Executive Directors and Directors, [Authority for Executive Session: 25 O.S. Section 307(B)(1)]; to Discuss Negotiations [Authority for Executive Session: 25 O.S. Section 307 (B) (2); 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.**

- 10.8 Return to Open Session.**

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

- 10.10 Consider and Take Action on Renewal of the Following Administrative Contracts for the 2018-19 School Year:**

**Directors**

- Barbara Cusick, Executive Director of Curriculum
- Jeff Denton, Director of Child Nutrition
- Randy Empting, Director of Transportation
- Jared Freeman, Athletic Director
- Curtis Layton, Executive Director of Human Resources and TLE
- Chris Littlecook, Director of Title VI
- Jason Ridenour, Director of Technology
- Bret Smith, Executive Director of Operations
- Tony Smith, Director of Maintenance
- Brenda Storie, Executive Director of Finance/Treasurer
- Karla Streeter, Director of Alternative Programs
- Amy Swartz, Director of Special Services
- Teri Vogele, Associate Director of Curriculum

**RECOMMENDED ACTION**

The Superintendent recommends approval.

- 10.11 Consider and Take Action on Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel..... 73-74**

Commentary:

A copy of the proposed personnel report is included on pages 73-74 of the agenda.

**RECOMMENDED ACTION**

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

**10.12 Consider and Take Action on Resolution Supporting Our Public School Teachers and Encouraging the Oklahoma Legislature to Fund Reoccurring Salary Increases for Teachers.....75**

Commentary:

Shelley Arrott will discuss the Resolution supporting our public school teachers and encouraging the Oklahoma legislature to fund reoccurring salary increases for teachers. A copy of the Resolution is included on page 75 of the agenda.

**RECOMMENDED ACTION**

The Superintendent recommends approval.

**11. NEW BUSINESS**

**12. 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.)*

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

**Board of Education Meeting - March 12, 2018**

	<b>COMPANY NAME</b>	<b>SERVICE PROVIDED</b>	<b>AMOUNT OF CONTRACT</b>	<b>CONTRACT DATE</b>
1	Oklahoma Autism	Oklahoma Autism Center will provide professional development to certified teachers in Ponca City Public Schools.	<b>General Fund/ SpEd</b> \$750.00	March 16, 2018
2	APQC	APQC (American Productivity and Quality Center) is the foremost authority in benchmarking, best practices, process and performance improvement. APQC has been instrumental in helping to streamline and make more efficient processes throughout the district. Membership provides every employee within the district access to research-based best practices, benchmarking tools, data, and expertise in multiple areas.	<b>General Fund/ Finance</b> \$1,000.00	March 13, 2018-April 30, 2019
3	Floyd Law Firm	Floyd Law Firm will provide legal counsel to perform the legal evolutions in order to lawfully affect the issuance of the Bonds.	<b>Building Fund</b> \$4,000.00	March 2, 2018
3	Coach Digital	This subscription for English Language Arts and Mathematics for 6th & 7th graders. It will give access to their knowledge base and performance experts, as well as a 20% discount to any future services. They have recently developed education pricing based on school size, which makes it affordable for districts our size.	<b>Title I</b> \$4,998.00	May 31, 2018-May 30, 2019



4	BMC Software Inc.	Track-it provides the ability for district employees to submit Technology/Maintenance problems or requests. It also provides notification of new or modified requests and allows change management policies that allow maintenance tickets to be approved by building principal as a well historical reporting on open and closed requests.	<b>Bond Fund 37</b> \$3,710.62	April 15, 2018-April 14, 2019
5	Lifetouch National School Studios, Inc.	District-wide school pictures and yearbooks for school year <b>2018-19</b> . No cost to district. Parents opt to purchase.	<b>NO COST TO DISTRICT</b>	2018-2019
6	Schutt Reconditioning	Schutt will recondition the Ponca City Public Schools football helmets. This will include painting helmets, re-dipping masks and replacing parts and bladders when necessary. Cost is \$75.00 per helmet with 90 helmets, plus shipping, total cost will be \$7,110.00.	<b>Activity Fund</b>	March 1, 2018
7	Jostens	This agreement covers items that Po Hi students can purchase from Jostens for the 2018-2019 school year.	<b>Activity Fund</b>	2018-2019
8	SBR Entertainment, LLC	DJ for the 2018 Po Hi Prom. Total cost is \$1,800.00.	<b>Activity Fund</b>	April 21, 2018
9	Hunan Family Restaurant	Fundraiser for Student Council at Po Hi. Hunan's will be donating ten (10) percent of profits made between 5:00 p.m-8:00 p.m. on April 4, 2018.	<b>Activity Fund</b>	April 4, 2018

## Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 1143 - 1256, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1143	02/06/2018	20374	BSN SPORTS	HS/INST/PHY ED/20 FOAM DODGEBALLS	169.00
11	1144	02/06/2018	20069	ORIENTAL TRADING	UNION/INST/DR. SEUSS HATS	43.97
11	1145	02/07/2018	10068	WAL-MART COMM/GECRB ID#46514	WILDCAT ACADEMY/CRAFT SUPPLIES	150.00
11	1146	02/07/2018	11871	PROSPERITY BANK-AMAZON	TITLE III/HEADPHONES	220.00
11	1147	02/07/2018	10068	WAL-MART COMM/GECRB ID#46514	EAST/FACS/FOOD SUPPLIES	350.00
11	1148	02/07/2018	10340	PENDER'S MUSIC CO.	Spring Program	100.00
11	1149	02/07/2018	10132	MERRIFIELD OFFICE SUPPLY	WEST/INST/INK/PENS/PAPER	500.00
11	1150	02/13/2018	10074	BRACE BOOK & MORE, INC.	TEEN PEP/BOOKS	180.00
11	1151	02/13/2018	11138	PONCA CITY PUBLIC SCHOOLS	WASH PK/INST/COPIES/LAMINATING	300.00
11	1152	02/13/2018	99070	TRANSPORTATION DEPARTMENT	WEST/EXTRA CURRIC/CHORUS/ELEM SCHS	70.00
11	1153	02/13/2018	10967	MIDAMERICA BOOKS	WEST/LIBRARY/NON-FICTION TITLES	556.60
11	1154	02/13/2018	99070	TRANSPORTATION DEPARTMENT	EAST/FACS/TRANSPORTATION/O KC	204.00
11	1155	02/13/2018	10074	BRACE BOOK & MORE, INC.	EAST/LIBRARY/BOOKS	500.00
11	1156	02/13/2018	49501	LIGHTSPEED TECHNOLOGIES	redcat batteries	150.00
11	1157	02/13/2018	36564	OAESP	Trout/Inst/OAESP Confernce Fees	400.00
11	1158	02/13/2018	12095	STANDLEY SYSTEMS, LLC	ROOS/INST/COPIER MAINTENANCE AND COPIES	1,601.85
11	1159	02/13/2018	12331	COPY CENTER	ROOS/INST/COPY PAPER	300.00
11	1160	02/14/2018	67103	TAYLOR MENDENHALL	TRAVEL/FY18 IN DIST TRAVEL	120.00
11	1161	02/14/2018	11871	PROSPERITY BANK-AMAZON	WEST/TITLE I/SCIENCE/THERMOMETERS	77.94
11	1162	02/14/2018	11716	BIG UNIVERSE LEARNING, INC	WEST/TITLE I/SUBSCRIP/E-BOOK	199.00
11	1163	02/14/2018	11871	PROSPERITY BANK-AMAZON	WEST/TITLE I/SCIENCE/ROCK KITS	408.00
11	1164	02/14/2018	10132	MERRIFIELD OFFICE SUPPLY	EAST/TITLE 1/CALCULATORS	80.00
11	1165	02/14/2018	84858	STACEY L SATTRE	EAST/TITLE1/LEARNING BRAIN/BOOKS	100.00
11	1166	02/14/2018	10992	LAMINATION DEPOT	UNION/TITLE 1/ LAMINATION ROLLS	197.71
11	1167	02/14/2018	35830	KAGAN PROFESSIONAL DEVELOPMENT	UNION/TITLE 1/KAGAN REG/MATERIALS	4,315.00
11	1168	02/14/2018	11528	EAI EDUCATION	LIBERTY/TITLE 1/READING & MATH MATERIALS	100.00
11	1169	02/14/2018	31787	LAKESHORE BASICS	LIBERTY/TITLE 1/READING & WRITING MATERIALS	1,500.00
11	1170	02/14/2018	10233	KAGAN PUBLISHING	LIBERTY/TITLE 1/READING & MATH MATERIALS	750.00
11	1171	02/14/2018	10792	LOWE'S HOME CENTERS, INC	locks for file cabinets	50.00
11	1172	02/20/2018	30445	OK DEPT. OF CAREER & TECHNOLOGY	HS/Bite/Registration of Carl Perkins Application	20.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1173	02/20/2018	11852	PROSPERITY BANK 46514	HS/Special Ed/classroom toner/Classroom pencils	405.00
11	1174	02/21/2018	10233	KAGAN PUBLISHING	TITLE IIA/KAGAN/REGISTRATION	35,940.00
11	1175	02/21/2018	10514	EDUCATION WEEK	CURRIC/EDUCATION WEEK SUB	125.00
11	1176	02/21/2018	36673	PERMA-BOUND BOOKS	WEST/LIBRARY/SEQUOYAH BOOKS	561.79
11	1177	02/21/2018	10068	WAL-MART COMM/GECRB ID#46514	WEST/INST/WIPES/GLUE/LAMP	300.00
11	1178	02/21/2018	99070	TRANSPORTATION DEPARTMENT	WEST/TITLE I/S.T.-PLC CONF/SUBURBAN	675.00
11	1179	02/21/2018	12095	STANDLEY SYSTEMS, LLC	WEST/TITLE I/4 PRINTERS	1,184.00
11	1180	02/21/2018	66843	STAPLES ADVANTAGE	WCA/INST/TONER/FOLDERS/BINDERS	500.00
11	1181	02/21/2018	11852	PROSPERITY BANK 46514	UNION/INST/BALANCE BEAM/MATS	397.75
11	1182	02/21/2018	10263	WEST MUSIC	WOODLANDS/INST/DRUMS/CD'S	250.00
11	1183	02/21/2018	35830	KAGAN PROFESSIONAL DEVELOPMENT	LIBERTY/INST/KAGAN CONF/REGIST	749.00
11	1184	02/21/2018	87110	SARAH ORR	LIBERTY/INST/KAGAN TRAVEL EXP	420.00
11	1185	02/21/2018	10074	BRACE BOOK & MORE, INC.	LIBERTY/TITLE 1/READ ALOUDS	75.00
11	1187	02/21/2018	12095	STANDLEY SYSTEMS, LLC	HS/INST/COPIER MAINT/DUPLICATORS	8,000.00
11	1188	02/21/2018	11741	AMAZON.COM	HS/INST/ASSEMBLY CENTER AUDIO CORDS	10.00
11	1190	02/23/2018	10874	SCHOLASTIC BOOK FAIRS-8 REMIT	TITLE 3/BOOKS FOR CLASSROOMS	9,535.00
11	1191	02/23/2018	86766	JIMMY BURCH	TRAVEL/FY18 IN DIST TRAVEL	1,000.00
11	1192	02/23/2018	12095	STANDLEY SYSTEMS, LLC	WEST/INST/COPY MACH/PRINTER/MAINT	3,000.00
11	1193	02/27/2018	12416	DAVID ROPER	WASH PK/INST/AUTHOR VISIT	100.00
11	1194	02/27/2018	11741	AMAZON.COM	HS/INST/ENGLISH/JUNGLE BOOKS	167.65
11	1195	02/27/2018	11741	AMAZON.COM	HS/INST/MATH/CALCULATORS/S HARPENERS	346.91
11	1196	02/27/2018	11852	PROSPERITY BANK 46514	HS/INST/FACS/DVD/TONER	100.00
11	1197	02/27/2018	12415	EDUSCAPE PARTNERS, LLC	UNION/ INST/GOOGLE ONLINE COURSE	299.00
11	1198	02/27/2018	66843	STAPLES ADVANTAGE	ROOS/INST/CONSTRUCTION PAPER	200.00
11	1199	02/27/2018	35830	KAGAN PROFESSIONAL DEVELOPMENT	LIBERTY/TITLE 1/KAGAN CONF REGIST	749.00
11	1200	02/27/2018	12414	PROSPERITY BANK-CAMBRIA HOTEL SUITE	LIBERTY/TITLE 1/CONF LODGING	1,200.00
11	1201	02/27/2018	86319	DERRA BISHOP	LIBERTY/TITLE 1/KAGAN CONF TRAVEL	750.00
11	1202	02/27/2018	10453	SCHOLASTIC BOOK FAIRS WAREHOUSE	EAST/TITLE 1/CLASSROOM BOOKS	200.00

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11	1203	02/27/2018	10453	SCHOLASTIC BOOK FAIRS WAREHOUSE	EAST/TITLE 1/CLASSROOM BOOKS	200.00
11	1204	02/27/2018	66989	PROSPERITY BANK - NASSP	EAST/TITLE 1/PRINCIPAL CONF/REGIS/JULY	1,000.00
11	1205	02/27/2018	11860	PROSPERITY BANK- SOUTHWEST AIR	EAST/TITLE 1/PRINCIPAL CONF/AIR/JULY	700.00
11	1206	02/27/2018	10068	WAL-MART COMM/GECRB ID#46514	EAST/TITLE 1/GOOGLE SLAM/PARENT INVOLVEMENT	300.00
11	1207	02/27/2018	12278	PROSPERITY BANK- ADOBE.COM	WEST/TITLE I/ACROBAT PRO DC	179.88
11	1208	02/27/2018	12108	PROSPERITY BANK-SOLUTION TREE	WEST/TITLE I/ SOLUTION TREE CONF	5,352.00
11	1209	02/27/2018	66989	PROSPERITY BANK - NASSP	WEST/TITLE I/NATL PRINC CONF/REG/JULY	1,190.00
11	1210	02/27/2018	11860	PROSPERITY BANK- SOUTHWEST AIR	WEST/TITLE/NATL PRINC CONF/AIR	800.00
11	1211	02/28/2018	11551	MULTI SERVICE TECHNOLOGY SOLUTIONS	CARL PERKINS/24 CAMERAS/MONITOR	20,601.89
11	1212	02/28/2018	12130	FLINN SCIENTIFIC, INC	TITLE V/SPECTROPHOTOMETER/SHAKE R	1,691.50
11	1213	02/28/2018	10724	CAROLINA BIOLOGICAL SUPPLY CO	TITLE V/15 MICROSCOPES	5,135.40
11	1214	02/28/2018	36673	PERMA-BOUND BOOKS	TITLE V/HS/BOOKS FOR CLASSROOMS	3,500.00
11	1215	02/28/2018	12323	RCB BANK/HYATT REGENCY	TITLE IIA/ST MARY'S/HOTEL/NCEA	2,000.00
11	1216	02/28/2018	12049	MARTHA LOPEZ	TITLE IIA/NCEA TRAVEL/ST MARY'S	450.00
11	1217	02/28/2018	20863	A+ PRINTING	BOE/BUSINESS CARDS/NUZUM	58.00
11	1218	02/28/2018	40464	OKLAHOMA FCCLA	EAST/FACS/STAR EVENT/REGIST	15.00
11	1219	02/28/2018	11903	PROSPERITY BANK-MARRIOTT	EAST/TITLE 1/GOOGLE SUMMIT/HOTEL	1,500.00
11	1220	02/28/2018	99070	TRANSPORTATION DEPARTMENT	EAST/TITLE 1/GOOGLE SUMMIT/CARS	917.50
11	1221	02/28/2018	11913	PROSPERITY BANK-ED TECH TEAM, INC	EAST/TITLE 1/ GOOGLE CONF/REGIST	2,093.00
11	1222	02/28/2018	67000	CHERIE BINGMAN-HAMPL	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1223	02/28/2018	84537	MICHELE E BODENSTEIN	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1224	02/28/2018	86912	TROY MITCHELL	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1225	02/28/2018	84509	KRISTI L MYERS	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1226	02/28/2018	80304	LEISA PARENT	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1227	02/28/2018	82909	SUSAN S SCHATZ	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00
11	1228	02/28/2018	85508	FERRAN M WEESE	EAST/TITLE 1/GOOGLE SUMMIT/TRAVEL	210.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1229	03/01/2018	12322	RCB BANK/SOUTHWEST AIR	TITLE IIA/NCEA AIR/ST MARY'S	712.00
11	1230	03/01/2018	12418	ELIZABETH PATTERSON	TITLE IIA/NCEA TRAVEL	400.00
11	1231	03/01/2018	11634	AMERICAN PRODUCTIVITY & QUALITY CTR	BUS OFC/MEMBERSHIP FEE	1,000.00
11	1232	03/05/2018	11852	PROSPERITY BANK 46514	EAST/BITE/BROADCAST CONF/HOTEL	950.00
11	1233	03/05/2018	86503	BRANT STEFFEY	EAST/BITE/BROADCASTERS CONF/PER DIEM	350.00
11	1234	03/05/2018	36597	SAM NOBLE OK MUSEUM	EAST/GT/ADMISSION/58 STUDENTS	232.00
11	1235	03/05/2018	99070	TRANSPORTATION DEPARTMENT	EAST/GT/SAM NOBLE MUSEUM	1,053.00
11	1236	03/05/2018	33359	PITSCO, INC	EAST/GT/SCI EXPERIMENT SUPPLY	650.41
11	1237	03/05/2018	99070	TRANSPORTATION DEPARTMENT	ROOS/GT/MARLANDS GRAND HOME FIELD TRIP	35.00
11	1238	03/05/2018	82035	SHELLEY ARROTT	SUPT/OUT OF DIST TRAVEL	750.00
11	1239	03/05/2018	10775	CINTAS CORPORATION NO 2	FIRST AID KIT/MEDS	600.00
11	1240	03/05/2018	99070	TRANSPORTATION DEPARTMENT	GARFIELD/GT/COWBOY HALL OF FAME	459.00
11	1242	03/05/2018	66843	STAPLES ADVANTAGE	HS/MKT ED/TONER/POSTERS/MARKERS/ PENS	1,200.00
11	1243	03/05/2018	11871	PROSPERITY BANK-AMAZON	ELL/HEADSETS/GARFIELD	220.00
11	1244	03/05/2018	31312	WHISPERING WIND MAGAZINE	TITLE 6/NAT AM SUBSCRIP	45.00
11	1245	03/05/2018	10074	BRACE BOOK & MORE, INC.	TITLE 6/BOOKS FOR TITLE 6 CLASSROOMS	132.44
11	1246	03/05/2018	32827	SEDGWICK COUNTY ZOO	TITLE 6/5TH GR FIELD TRIP	256.75
11	1247	03/05/2018	99070	TRANSPORTATION DEPARTMENT	TITLE 6/5TH GR FIELD TRIP/WICHITA ZOO	855.00
11	1248	03/06/2018	12130	FLINN SCIENTIFIC, INC	TITLE III/SCIENCE SUPPLIES/EAST	1,200.00
11	1249	03/06/2018	12415	EDUSCAPE PARTNERS, LLC	UNION/INST/GOOGLE ONLINE COURSE	299.00
11	1250	03/06/2018	10263	WEST MUSIC	LIBERTY/INST/ORFF INSTRUMENTS	80.00
11	1251	03/06/2018	10140	CARSON-DELLOSA PUBLISHING CO	WEST/TITLE I/SCIENCE/WORKBOOKS	48.92
11	1252	03/06/2018	11168	BIO RAD LABORATORIES	HS/GT/CRIME SCENE KIT	261.00
11	1253	03/06/2018	10724	CAROLINA BIOLOGICAL SUPPLY CO	HS/INST/SCI/SHEEP HEART/LAMPS/MAGNETS	2,998.99
11	1254	03/06/2018	12130	FLINN SCIENTIFIC, INC	HS/INST/SCI/CHEMICALS/BEAKE RS/TUBES	2,939.20
11	1255	03/06/2018	33359	PITSCO, INC	HS/INST/SCI/MOTOR	105.60
11	1256	03/06/2018	20019	NASCO	HS/INST/SCI/WINDUP TAPE/STOPWATCHES	256.96

**Ponca City Public Schools**  
**Encumbrance Register**

**Options:** Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 1143 - 1256, Fund Codes: 11

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
					<b>Non-Payroll Total:</b>	<b>\$148,197.61</b>
					<b>Payroll Total:</b>	<b>\$0.00</b>
					<b>Balance Forward:</b>	<b>\$0.00</b>
					<b>Report Total:</b>	<b>\$148,197.61</b>

## Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 63 - 70, Fund Codes: 21

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	63	02/07/2018	36013	OKLAHOMA CORP. COMMISSION	BUILD OPER/ TRANSPORTATION/GAS TANK	1,000.00
21	64	02/22/2018	67105	SUMMIT TRUCK GROUP	26' CARGO DELIVERY VAN	67,000.00
21	65	02/23/2018	12183	FLOYD LAW FIRM, P.C.	BLDG OP/BOND COUNSEL/LEASE REVENUE FINANCING	5,000.00
21	66	02/23/2018	10120	STEPHEN H. MCDONALD & ASSOC., INC.	BLDG OP/BOND 38/FEE & COST OF ISSUANCE	38,615.00
21	67	02/23/2018	49690	STANDARD & POOR'S RATINGS SERVICES	BLDG OP/BUILDING BOND 38/FEE	15,000.00
21	68	02/23/2018	11267	OFFICE OF ATTORNEY GENERAL	BLDG OP/BOND TRANSCRIPT EXAMINATION FEE	2,473.00
21	69	02/27/2018	12417	IPREO, LLC	BLDG OP/FEES/BONDS	2,500.00
21	70	02/27/2018	36370	SECURITY ABSTRACT COMPANY	BUILDING OPER/PURCHASE PROPERTY ON W GRAND	110,282.46
<b>Non-Payroll Total:</b>						<b>\$241,870.46</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$241,870.46</b>

## Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 121 - 132, Fund Codes: 22

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	121	02/07/2018	10898	HOT SHOT POWER WASHING, INC	clean kitchen hoods	1,984.00
22	122	02/21/2018	86861	REGINA BURNS	TRAVEL/IN/OUT DIST	500.00
22	123	02/21/2018	11499	APPLE & EVE, LLC	TRUCKLOAD OF JUICE FOR SITES	20,608.00
22	124	02/21/2018	33175	BOTTLING GROUP, LLC	DRINKS FOR SH	5,000.00
22	125	02/21/2018	20519	SOFTWATER SERVICES, INC	SALT FOR WATER SOFTENERS	2,000.00
22	126	02/22/2018	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	NON FOOD FOR WAREHOUSE	10,000.00
22	127	02/22/2018	10391	KEELER EQUIPMENT	REPAIR LIFT GATE ON CN TRUCK	400.00
22	128	02/23/2018	11852	PROSPERITY BANK 46514	DESK FOR L TURNER	1,370.00
22	129	02/27/2018	87334	RHONDA BROWN	LUNCH REFUND/TROUT	5.60
22	130	02/27/2018	12335	KATELYN SCHIEBER	LUNCH REFUND/ROOSEVELT	59.55
22	131	03/05/2018	35515	U.S. FOODSERVICE - OKLAHOMA DIVISIO	FOOD FOR WEST/ELEMENTARY	50,000.00
22	132	03/05/2018	35547	ECOLAB PEST ELIMINATION	PEST CONTROL	500.00
<b>Non-Payroll Total:</b>						<b>\$92,427.15</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$92,427.15</b>



## Encumbrance Register

Options: Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 68 - 69, Fund Codes: 81

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
81	68	02/07/2018	10068	WAL-MART COMM/GECRB ID#46514	teen pep/batteries/supplies	50.00
81	69	02/14/2018	10074	BRACE BOOK & MORE, INC.	L MUEGGE MEMORIAL/BOOKS FOR UNION	1,145.58
<b>Non-Payroll Total:</b>						<b>\$1,195.58</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$1,195.58</b>

**Ponca City Public Schools****Encumbrance Register****Options:** Year: 2017-2018, Date Range: 7/1/2017 - 6/30/2018, PO Range: 5 - 5, Fund Codes: 37

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
37	5	02/21/2018	37029	BMC SOLUTIONS	TECH/TRACK IT SOFTWARE	3,710.62
<b>Non-Payroll Total:</b>						<b>\$3,710.62</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$3,710.62</b>

**PONCA CITY SCHOOLS  
PERSONNEL REPORT**

**March 12, 2018**

<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>				
Kindsfather, Brittany	Elementary Teacher @ TBD	2018-2019	000	Salary Schedule
Wetzel, Terry	Elementary Teacher @ TBD	2018-2019	000	Salary Schedule
<b><u>SUPPORT PERSONNEL</u></b>				
Baldwin, Katelynne	Title I Teacher Assistant @ Lincoln	2/26/2018	511	Salary Schedule
Chambers, Jenna	Pre-Kindergarten Teacher Assistant @ PRE-K Center	3/5/2018	000	Salary Schedule
Roby, Christina	Title I Teacher Assistant @ Trout	3/8/2018	511	Salary Schedule
Wilks, Orville	Child Nutrition 6hr @ Sr-Hi	3/6/2018	CNP	Salary Schedule

**SEPARATIONS**

<b><u>CERTIFIED PERSONNEL</u></b>		
Carson, Christine	Speech Language Pathologist @ Trout .80 / PKC .20	5/29/2018
Ford, Kelly	Special Education Teacher @ West	5/29/2018
French, Hailey	4th Grade Teacher @ Garfield	5/29/2018
James, Morgan	Special Education Teacher @ Garfield	5/29/2018
Larson, Dan	Orchestra @ Sr-Hi	5/29/2018
Morphis, Rebekah	Science Teacher @ Sr-Hi	5/29/2018
Nichols, Amelia	Language Arts Teacher @ Sr-Hi	5/29/2018
Schaefer, Kathryn	4th Grade Teacher @ Lincoln	5/29/2018

**SUPPORT PERSONNEL**

Brown, Rhonda	Title I Teacher Assistant @ Trout	2/23/2018
Cassady, Kaley	Title I Teacher Assistant @ Lincoln	2/27/2018
Garza, Angela	Pre-K Teacher Assistant @ Pre-K Center	3/2/2018
Hutson, Railey	Special Education Teacher Assistant @ West	2/21/2018

**RETIREMENTS**

<b><u>CERTIFIED PERSONNEL</u></b>		
Cain, Kathy	Math Teacher @ Sr-Hi	5/29/2018
Meyer, Deborah	Special Education Teacher @ Sr-Hi	5/29/2018
Muchmore, Terry	7th Grade Reading @ West	5/29/2018
Watson, Cynthia	3rd Grade Teacher @ Trout	5/29/2018

**SUPPORT PERSONNEL**

LaRue, Betty	Financial Secretary @ West	5/31/2018
Urioste, Mabel	ELL Teacher Assistant @ Lincoln	5/25/2018

**CHANGE OF STATUS**

<b><u>CERTIFIED PERSONNEL</u></b>				
Macpherson-Cochran, Paula	Orchestra Asst @ West to Orchestra Director/Music Coordinator @ Sr-Hi	8/13/2018	00	Salary Schedule

**SUPPORT PERSONNEL**

Komesataddle, Cher	Title VII Teacher Assistant @ Lincoln to part time .50	2/12/2018	561	no change
Martin, Christie	Child Nutrition 6 to 7hr @ Sr-Hi	3/6/2018	CNP	no change

**EXTRA DUTY**

**CERTIFIED PERSONNEL**

Arnold, Mike	Soccer Official	3/2/2018	athletics	<b><u>NON-CONTRACT DUTY</u></b> \$187.50
Prewitt, Kristinia	Gifted & Talented @ Union	Mar-May 2018	162/130	\$23/hr up to 15hrs

**SUPPORT PERSONNEL**

Graham, Laurie	Book Fair @ Woodlands	Feb 1-19, '18	107	<b><u>NON-CONTRACT DUTY</u></b> reg rate of pay up to 19hrs
Primero, Erick	IEP Meeting / Translating	2017-2018	028	reg rate of pay up to 10hrs
Randall, Eddie	Athletics	2017-2018	athletics	\$12/hr as needed

**SUBSTITUTES**

**ADDITIONS FOR THE 2017-2018 SCHOOL YEAR**

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

Fagan, Glacia	Contract Substitute .60	2/21/2018		
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**FOR BOARD APPROVAL  
SUBSTITUTE TEACHERS  
MARCH 2018**

1. Fagan, Glacia\*(CONT)
2. Wilson, Shelley\$

#=Receiving OTRS Payment  
\$=Bachelors  
\*=Certified  
(CONT)=Contract Sub