



Noble Board of Education
August Regular Meeting in the Board Room
Administration Building, 111 S. 4th Street, Noble, OK, 73068, [Address], [City], Oklahoma
[Zip]
Monday, August 12, 2024 at 5:30 PM

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

- I. Preliminary Business**
 - I.A. Call to Order**
 - I.B. Establishment of a Quorum**
 - I.C. Pledge of Allegiance**
- II. Executive Session**
 - II.A. Proposed executive session to interview candidates and discuss the appointment of an individual to vacant Board Seat #1 per 25 O.S. Section 307 (B)(1) and 70 O.S. Section 5-118.**
 - II.B. Vote to convene in executive session**
 - II.C. Acknowledgement of Board to return to open session**
- III. Action Topics**
 - III.A. Statement of executive session minutes**
 - III.B. Discussion and possible vote to appoint an individual to vacant Seat #1.**
- IV. Reports**
 - IV.A. Class Size Limits**
 - IV.B. Activity Fund Report**
 - IV.C. District Financial Report**
 - IV.D. Resignations/Retirements**
- V. Public Comment**
- VI. Consent Agenda**
 - VI.A. Minutes of Regular Board Meeting - June 24, 2024**
 - VI.B. Minutes of Special Board Meeting - June 27, 2024**
 - VI.C. Minutes of Special Board Meeting - July 24, 2024**
 - VI.D. Activity Fund Amendment requests**
 - VI.E. Encumbrances and Change Orders**
 - VI.F. Payroll Encumbrances**
 - VI.G. Policy Revisions**
 - VI.H. Policy Adoption**
 - VI.I. Alternative Education Plan for 2024-25**
 - VI.J. Activity Fund Manual for 24-25**
 - VI.K. Gifted & Talented Local Advisory Committee, Professional Development Committee & Professional Development Plan for 2024-25**
 - VI.L. Residency Committees for 2024-25**

- VI.M. Oklahoma Department of Career and Technology Education Contract for Secondary Career and Technology Education Programs(s) for school year 2024-25**
- VI.N. Resolution to Transcript Math, Science, and Technology classes taught at Mid-America Technology Center for 2024-25**
- VI.O. Travel Request**
- VII. Action Topics**
 - VII.A. Discussion and possible vote on Consent Agenda Items A-O as presented.**
- VIII. Executive Session**
 - VIII.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1), (B)(2), (B)(3), and (B)(4) and (B)(7) of the Oklahoma Open Meeting Act:**
 - VIII.A.1. Employments**
 - VIII.A.2. Real Estate**
 - VIII.A.3. Pending Legal Action**
 - VIII.A.4. Certified Agreement for 2024-25**
 - VIII.A.5. Support Agreement for 2024-25**
 - VIII.B. Vote to convene in executive session**
 - VIII.C. Acknowledgement of Board to return to open session**
- IX. Action Topics**
 - IX.A. Statement of executive session minutes**
 - IX.B. Discussion and possible vote on employments for the 2024-25 school year as presented.**
 - IX.C. Discussion and possible vote on Certified Agreement for 2024-25 as presented.**
 - IX.D. Discussion and possible vote on Support Agreement for 2024-25 as presented.**
- X. New Business**
- XI. Superintendent's Reports**
- XII. Adjournment**

Agenda posted August 9, 2024, by
5:30pm at <https://www.nobleps.com>
and at the entrance of the Administrative
Office, Noble Public Schools, located at
111 South 4th Street, Noble, OK, 73068.

Dorothy M. Terrill
Minutes Clerk

**NOBLE PUBLIC SCHOOLS CLASS LIMITS
SEMESTER 1 2024-2025**

Enrollment Summary as of 7/31/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160	145	9	15
K	10	200	181	15	19
K-T1	2	32	29	0	3
1st	10	200	210	9	-10
2nd	10	220	201	14	19
3rd	10	220	211	17	9
4th	10	220	210	18	10
5th	9	207	224	11	-17
6th	NA	220	215	14	5
7th	NA	220	225	20	-5
8th	NA	220	241	7	-21
9th	NA	220	230	13	-10
10th	NA	220	236	15	-16
11th	NA	220	257	18	-37
12th	NA	220	212	18	8
Total		2999	3027	198	-28

Enrollment Summary as of 8/31/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160			
K	10	200			
K-T1	2	32			
1st	10	200			
2nd	10	220			
3rd	10	220			
4th	10	220			
5th	9	207			
6th	NA	220			
7th	NA	220			
8th	NA	220			
9th	NA	220			
10th	NA	220			
11th	NA	220			
12th	NA	220			
Total		2999	0	0	0

Enrollment Summary as of 9/30/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160			
K	10	200			
K-T1	2	32			
1st	10	200			
2nd	10	220			
3rd	10	220			
4th	10	220			
5th	9	207			
6th	NA	220			
7th	NA	220			
8th	NA	220			
9th	NA	220			
10th	NA	220			
11th	NA	220			
12th	NA	220			
Total		2999	0	0	0

Enrollment Summary as of 10/31/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160			
K	10	200			
K-T1	2	32			
1st	10	200			
2nd	10	220			
3rd	10	220			
4th	10	220			
5th	9	207			
6th	NA	220			
7th	NA	220			
8th	NA	220			
9th	NA	220			
10th	NA	220			
11th	NA	220			
12th	NA	220			
Total		2999	0	0	0

Enrollment Summary as of 11/30/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160			
K	10	200			
K-T1	2	32			
1st	10	200			
2nd	10	220			
3rd	10	220			
4th	10	220			
5th	9	207			
6th	NA	220			
7th	NA	220			
8th	NA	220			
9th	NA	220			
10th	NA	220			
11th	NA	220			
12th	NA	220			
Total		2999	0	0	0

Enrollment Summary as of 12-31/2024

Grade Level	# of Teachers	Max Capacity	Total Enrolled	# of Transfers	Transfers available
Pre-K	8	160			
K	10	200			
K-T1	2	32			
1st	10	200			
2nd	10	220			
3rd	10	220			
4th	10	220			
5th	9	207			
6th	NA	220			
7th	NA	220			
8th	NA	220			
9th	NA	220			
10th	NA	220			
11th	NA	220			
12th	NA	220			
Total		2999	0	0	0

(-) Enrollment Maxed
() Transfers Available

NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET
NOBLE, OK 73068

FY-2024
YTD Summary

Summary Of Accounts

August 09, 2024

For Bank Account: * * * * 426 Date: ____/____/____	This Report Is True And Correct To The Best Of My Knowledge.
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Beginning:	659,556.64
Receipts:	1,424,062.30
Checks:	(1,384,592.70)
Adjustments:	34,648.45
Ending:	\$733,674.69

Acct. Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0051 CENTRAL OFFICE	80332.43	69693.75	50549.58	6032.60	105509.20
815 CENTRAL OFFICE ACTIVITY ACCT	21627.08	15063.10	23121.89	2479.35	16047.64
816 ACTIVITY FUND INTEREST	13598.53	24238.63	0.00	69.00	37906.16
817 NOBLE STUDENT ASSISTANCE	33346.30	22175.28	24786.69	3487.42	34222.31
818 TECHNOLOGY ACTIVITY ACCOUNT	11760.52	8216.74	2641.00	-3.17	17333.09
0105 KID ELEMENTARY	19352.78	24973.20	25389.07	1012.74	19949.65
801 KID-GENERAL SUPPLY	3668.03	7772.67	10011.04	1012.74	2442.40
802 KID-CLEARING ACCOUNT	0.00	93.00	93.00	0.00	0.00
803 KID-SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
804 KID-KINDERGARTEN	603.47	1712.00	1566.94	0.00	748.53
805 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
806 KID-T-SHIRT ACCOUNT	1857.14	628.00	522.00	0.00	1963.14
807 KID-PICTURE ACCOUNT	4011.00	2422.33	4280.29	0.00	2153.04
808 KID-BOOK FAIR ACCOUNT	1366.11	4405.45	2106.96	0.00	3664.60
809 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
810 KID-FIELD TRIP ACCOUNT	1965.26	5965.00	5236.00	0.00	2694.26
811 KID YEARBOOK	625.86	0.00	0.00	0.00	625.86
812 KID-COUNSELOR	2101.62	0.00	866.89	0.00	1234.73
813 KID - TRANSITIONAL FIRST	0.00	0.00	0.00	0.00	0.00
814 KID-PRE-K	2784.29	150.00	493.52	0.00	2440.77
819 KID-P.E.	370.00	1824.75	212.43	0.00	1982.32
0110 PIONEER ELEMENTARY	33888.12	72194.38	75223.89	2869.53	33728.14
830 PI-GENERAL SUPPLY	15493.96	59392.20	56968.03	-7.79	17910.34
831 PI-CLEARING ACCOUNT	0.00	64.00	0.00	0.00	64.00
832 PI-PIONEER SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
833 PI-4TH GRADE	2697.27	2682.00	2664.00	0.00	2715.27
834 PI-5TH GRADE	3048.16	2508.00	2672.41	-18.00	2865.75
835 PI-RUN CLUB	812.93	1960.00	1636.41	0.00	1136.52
836 PI-MUSIC ACCOUNT	229.41	0.00	70.99	0.00	158.42
837 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
838 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
839 PI-SCI-PI	1623.84	160.00	0.00	0.00	1783.84
840 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
841 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
842 PI-LIBRARY	9982.55	5428.18	11212.05	2895.32	7094.00

NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET

NOBLE, OK 73068

FY-2024
YTD Summary**Summary Of Accounts**

August 09, 2024

Acct. Name	Beg.Year	Receipts	Checks	Adjust.	Ending
0115 HUBBARD ELEMENTARY	50385.70	58101.29	59471.81	-326.19	48688.99
820 JKH-GENERAL SUPPLY	11926.04	30592.21	22792.06	-326.19	19400.00
821 JKH-CLEARING ACCOUNT	0.00	12.00	12.00	0.00	0.00
822 JKH-T-SHIRT/SHOUT/FESTIVAL	8202.64	839.50	6945.00	0.00	2097.14
823 JKH-LIBRARY ACCOUNT	9230.52	8700.70	13608.10	0.00	4323.12
824 JKH-2ND GRADE	849.16	1671.00	1472.00	0.00	1048.16
825 JKH-3RD GRADE	1454.86	2636.00	2754.90	0.00	1335.96
826 JKH-ADOPT A CHILD	4952.71	3507.00	2250.86	0.00	6208.85
827 JKH-1ST GRADE	2188.98	3778.00	3711.00	0.00	2255.98
828 JKH-STEAM	5665.18	0.00	4140.34	-1300.00	224.84
829 JKH-PHYSICAL EDUCATION	5915.61	6364.88	1785.55	1300.00	11794.94
0510 CURTIS INGE MIDDLE SCHOOL	74377.91	106333.03	108366.62	-162.00	72182.32
845 MS-GENERAL SUPPLY	21461.88	75376.20	74146.69	15143.18	37834.57
846 MS-CLEARING ACCOUNT	0.00	0.00	0.00	0.00	0.00
847 CURTIS INGE FOOD PANTRY	0.00	108.51	0.00	0.00	108.51
848 MS-LIBRARY ACCOUNT	236.82	0.00	0.00	0.00	236.82
849 MS-STUDENT COUNCIL	4377.18	14500.91	13855.73	0.00	5022.36
850 MS-HOME EC ACCOUNT	467.46	2260.00	1942.50	75.00	859.96
851 MS-ELA, LANGUAGES, WORLD CULTU	501.23	0.00	237.96	0.00	263.27
852 MS-ART ACCOUNT	6682.86	869.41	5530.87	0.00	2021.40
853 OPEN ACCOUNT	2190.00	0.00	0.00	-2190.00	0.00
854 OPEN ACCOUNT	11152.67	1995.00	1076.50	-12071.17	0.00
855 MS-TECH ED ACCOUNT	823.48	0.00	0.00	0.00	823.48
856 MS-VOCAL MUSIC	8636.78	6146.00	5124.60	-237.00	9421.18
857 MS-HONOR SOCIETY	3313.84	5077.00	4778.80	250.00	3862.04
858 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
859 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
860 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
861 MS-READING	1158.85	0.00	0.00	0.00	1158.85
862 MS- ESPORTS & COMPUTER SCIENCE	6491.78	0.00	392.00	0.00	6099.78
863 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
864 MS-SCIENCE DEPT.	3359.02	0.00	0.00	0.00	3359.02
865 MS-GIFTED AND TALENTED	45.29	0.00	0.00	0.00	45.29
866 MS-SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
867 OPEN ACCOUNT	1132.01	0.00	0.00	-1132.01	0.00
868 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
869 MS-POETRY ANIMAL CLUB	2346.76	0.00	1280.97	0.00	1065.79
0705 HIGH SCHOOL	164986.30	439180.97	401397.82	-1619.94	201149.51
901 HS-STUDENT GENERAL SUPPLIES	33118.56	75457.70	70596.03	-2885.84	35094.39
902 HS-CLEARING ACCOUNT	0.00	127.86	127.86	0.00	0.00

NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET

NOBLE, OK 73068

FY-2024
YTD Summary**Summary Of Accounts**

August 09, 2024

Acct. Name	Beg.Year	Receipts	Checks	Adjust.	Ending
903 HS-AMERICAN SIGN LANGUAGE	0.00	0.00	0.00	0.00	0.00
904 HS-E-SPORTS	25.83	2465.00	2134.14	-40.00	316.69
905 HS-CHORUS	8362.49	2878.00	2740.45	165.00	8665.04
906 HS-BPA	1228.09	209.00	658.78	-40.00	738.31
907 HS-DECA	613.59	1606.00	1861.20	-61.00	297.39
908 HS-ATAE	2656.02	2390.55	4227.74	565.00	1383.83
909 HS-FCCLA	457.09	11315.40	9566.23	235.00	2441.26
910 HS-FFA	19246.75	72445.30	72774.13	-80.00	18837.92
911 HS-FCA	880.58	0.00	160.64	-80.00	639.94
912 HS-CLASS OF 2027	3287.95	137.00	124.55	0.00	3300.40
913 HS-CLASS OF 2026	606.20	897.00	0.00	1796.80	3300.00
914 HS-TEACHER GENERAL SUPPLIES	134.73	0.00	0.00	0.00	134.73
915 HS-STEM INITIATIVE	10929.00	8836.60	12362.58	-80.00	7323.02
916 HS-FOREIGN LANGUAGE	564.89	0.00	0.00	0.00	564.89
917 HS-LIBRARY	39.91	0.00	0.00	0.00	39.91
918 HS-DAILY LIVING CENTER	463.60	158.00	202.91	-40.00	378.69
919 HS-ART CLUB	787.63	3129.00	2447.18	-40.00	1429.45
920 HS-BAND	6519.21	103357.07	103553.95	1629.00	7951.33
921 HS-DEBATE CLUB	0.00	0.00	0.00	0.00	0.00
922 HS-BAND TOURING	1346.11	35262.00	12649.92	-1120.00	22838.19
923 HS-ASTRONOMY CLUB	0.00	0.00	0.00	0.00	0.00
924 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
925 HS-NATIONAL HONOR SOCIETY	576.12	1374.00	982.06	-10.00	958.06
926 HS-SCIENCE CLUB	1943.93	0.00	350.00	-40.00	1553.93
927 HS-THESPIANS	5681.71	7908.50	4058.47	-1419.00	8112.74
928 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
929 HS-STUDENT COUNCIL	4070.73	26478.40	28716.64	1835.00	3667.49
930 HS-YEARBOOK	5663.42	10226.62	8394.57	-190.00	7305.47
931 HS-ART II	2287.93	799.00	496.86	-40.00	2550.07
932 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
933 HS-PSAT/AP TEST	2248.13	3681.00	4296.06	171.53	1804.60
934 HS-DRIVER'S ED. CLEARING ACCT	5000.00	0.00	500.00	0.00	4500.00
935 HS-GERMAN CLUB	502.94	580.00	383.00	-80.00	619.94
936 HS-CLASS OF 2025	788.14	16837.75	9242.21	0.00	8383.68
937 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
938 HS-TEACHER APPRECIATION & PROM	4982.39	23211.95	22942.63	0.00	5251.71
939 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
940 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
941 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
942 HS-2016 SHOUT WEEK	0.00	0.00	0.00	0.00	0.00
943 HS-URSIDAE	126.99	915.00	854.02	-80.00	107.97
944 HS-SCHOLARSHIP ACCOUNT	30495.78	11000.00	9000.00	0.00	32495.78

NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET

NOBLE, OK 73068

FY-2024
YTD Summary

Summary Of Accounts

August 09, 2024

Acct. Name	Beg. Year	Receipts	Checks	Adjust.	Ending
945 HS - ART CLUB - COOK	480.18	890.00	937.82	0.00	432.36
946 HS-THE JAMES WOMACK FOOD	1480.40	2171.77	1156.07	0.00	2496.10
947 PANTR OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
948 HS-PRISM	3.10	140.00	100.00	0.00	43.10
949 HS-WAT - WORK ADJ TRAINING	1153.34	0.00	0.00	0.00	1153.34
950 HS-CLASS OF 2028	5550.10	12295.50	12690.42	-1611.43	3543.75
951 HS-NOBLE ARCHERY	154.15	0.00	0.00	-80.00	74.15
952 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
953 HS-SCIENCE 2	528.59	0.00	108.70	0.00	419.89
0706 ATHLETICS	236233.40	653585.68	664193.91	26841.71	252466.88
870 ATHLETICS GENERAL SUPPLY	40787.56	289031.21	298788.49	31406.17	62436.45
871 HS GIRLS GOLF	1957.67	1000.00	706.07	120.00	2371.60
872 BASEBALL	8481.32	11602.00	17998.00	1454.18	3539.50
873 HS BOYS BASKETBALL	6694.11	19836.18	17746.28	1425.26	10209.27
874 POWER LIFTERS/FOOTBALL	49129.22	57703.95	67448.88	-7587.91	31796.38
875 HS FASTPITCH	5204.57	7547.00	6413.04	-2940.00	3398.53
876 HS GIRLS BASKETBALL	24217.54	24845.38	23122.71	550.02	26490.23
877 CROSS COUNTRY	351.09	5730.75	1346.22	-80.00	4655.62
878 HS WRESTLING	8741.95	5324.00	10483.39	-80.00	3502.56
879 GIRLS SOCCER	8870.82	12635.00	14834.77	0.00	6671.05
880 HS GIRLS TRACK	772.65	3332.30	1417.37	-40.30	2647.28
881 HS VOLLEYBALL	17322.36	13213.25	21286.85	130.00	9378.76
882 HS CHEERLEADERS	11122.31	23773.75	21220.22	-8158.00	5517.84
883 7TH/8TH CHEERLEADERS	2030.23	17901.00	18636.61	2545.49	3840.11
884 NOBLE BEAR DOWN CLUB	18778.91	44335.00	44052.13	0.00	19061.78
885 HS GOLF	727.47	2217.00	2846.79	-80.00	17.68
886 NOBLE ATHLETIC TRAINING	90.55	54.35	0.00	0.00	144.90
887 BULL PEN	8533.45	46625.39	34758.31	6020.62	26421.15
888 SOFTBALL BOOSTER	2347.12	8952.29	2998.21	0.00	8301.20
889 MS-SOCCER	2024.21	1220.00	933.85	-223.82	2086.54
890 MS GIRLS BASKETBALL	2477.71	1363.00	1590.42	300.00	2550.29
891 BOYS SOCCER	588.76	11745.75	8969.44	-148.00	3217.07
892 MS BOYS SOCCER	1576.56	0.00	130.82	223.82	1669.56
893 ATHLETIC SCHOLARSHIP FUND	119.24	0.00	0.00	0.00	119.24
894 OPEN ACCOUNT	0.00	0.00	0.00	0.00	0.00
895 MS FOOTBALL	2132.21	200.00	273.39	0.00	2058.82
896 MS TRACK	1840.24	12405.00	11870.11	0.00	2375.13
897 MS VOLLEYBALL	5892.39	1220.00	806.75	0.00	6305.64
898 MS BOYS BASKETBALL	68.92	1163.00	707.25	0.00	524.67
899 HS POM SQUAD	3352.26	28609.13	32807.54	2004.18	1158.03

NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET

NOBLE, OK 73068

FY-2024
YTD Summary

Summary Of Accounts

August 09, 2024

YTD TOTALS:	(7 Accounts)	659,556.64	1,424,062.30	(1,384,592.70)	34,648.45	733,674.69
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NOBLE PUBLIC SCHOOLS

111 S. 4TH STREET

NOBLE, OK 73068

FY-2024
YTD Summary

Summary Of Accounts

August 09, 2024

Beginning YTD Account Balance:	\$659,556.64
Bank Charges:	(100.00)
Interest:	0.00
NSF Adjustments:	(1,800.32)
Expense:	0.00
Revenue:	1,452.94
Total Adjustments:	(\$447.38)
Total Adjustments:	(447.38)
Add Voids:	35,095.83
Adjustment with Voids:	\$34,648.45
Receipts Issued:	1,424,062.30
Voided Receipts:	(18.00)
Total Receipts:	\$1,424,044.30
Checks Issued:	1,384,592.70
Voided Checks:	(35,113.83)
Total Checks:	\$1,349,478.87
Current Balance:	\$733,674.69
YTD Outstanding Checks:	16,490.60
Prior Year Outstanding Checks:	0.00

NOBLE PUBLIC SCHOOLS
SUMMARY OF FINANCIAL ACTIVITIES

07/31/2024

All Years Grouped By FUND	GENERAL FUND	BUILDING FUND	Bond Fund	SINKING FUND	TOTAL ALL FUNDS
CASH ON HAND:					
BEGINNING MONTHLY BALANCE	308,013.02	271,951.15	29,952.74	740,824.48	1,350,741.39
ADD: MONTHLY RECEIPTS	2,228,740.75	525,112.35	22,949.58	51,783.60	2,828,586.28
MATURING INVESTMENTS	15,637,036.55	2,988,290.29	5,664,397.87	3,050,432.55	27,340,157.26
TOTAL CASH:	18,173,790.32	3,785,353.79	5,717,300.19	3,843,040.63	31,519,484.93
LESS: CHECKS ISSUED	6,435,434.33	420,352.97	53,000.00	0.00	6,908,787.30
PURCHASE OF INVESTMENTS	7,000,627.12	1,300,156.78	420,125.42	2,460,752.55	11,181,661.87
INTEREST ON NON-PAYABLE	0.00	0.00	0.00	0.00	0.00
BOND INDEBTEDNESS	0.00	0.00	0.00	0.00	0.00
REPAY-MONEY MGMT.	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
INTEREST ON BONDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00
ADJUSTMENTS	-229,427.01	339,463.79	-69,845.06	-40,102.63	89.09
ENDING MONTHLY BALANCE	4,508,301.86	2,404,307.83	5,174,329.71	1,342,185.45	13,429,124.85
INVESTMENTS:					
BEGINNING MONTHLY BALANCE	8,636,409.43	1,688,133.51	5,244,272.45	589,680.00	16,158,495.39
ADD: INVESTMENTS	7,000,627.12	1,300,156.78	420,125.42	2,460,752.55	11,181,661.87
TOTAL INVESTMENTS:	15,637,036.55	2,988,290.29	5,664,397.87	3,050,432.55	27,340,157.26
LESS: MATURING INVESTMENTS	15,637,036.55	2,988,290.29	5,664,397.87	3,050,432.55	27,340,157.26
ENDING MONTHLY BALANCE:	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTALS:					
END OF MONTH CASH BALANCE:	4,508,301.86	2,404,307.83	5,174,329.71	1,342,185.45	13,429,124.85
END OF MONTH INV. BALANCE:	0.00	0.00	0.00	0.00	0.00
TOTAL CASH:	4,508,301.86	2,404,307.83	5,174,329.71	1,342,185.45	13,429,124.85
ADD: OUTSTANDING CHECKS	2,798,545.02	229,589.24	0.00	0.00	3,028,134.26
TOTAL MONIES:	7,306,846.88	2,633,897.07	5,174,329.71	1,342,185.45	16,457,259.11



MINUTES June 24, 2024, Regular Meeting

The Board of Education of Independent School District No. 40 of the Cleveland County, State of Oklahoma, met in a Regular Meeting in the Board Room at the Noble Administration Building, 111 S. 4th Street, Noble, Oklahoma, in said school district, Monday, June 24, 2024, at 5:30pm.

Attendance taken at 5:30 PM.

Mrs. Wendy Barnes: Present
Mr. Randy Sheppard: Present
Mr. Leroy Lukinbill: Present
Mr. Scott Milette: Present
Mr. James Reed: Present

Also in attendance was Superintendent Frank Solomon.

I. Preliminary Business

I.A. Call to Order

I.B. Establishment of a Quorum

I.C. Pledge of Allegiance

II. Reports

II.A. Activity Fund Report

II.B. District Financial Report

II.C. Resignations/Retirements

III. Public Comment

Comment: None

IV. Consent Agenda

IV.A. Minutes of Regular Board Meeting - June 10, 2024

IV.B. Encumbrances and Change Orders

IV.C. Payroll Encumbrances

IV.D. Activity Fund Transfers

IV.E. 2024-25 District Calendar – Revision

IV.F. 2024-25 Campus Police Jurisdictional Agreement

IV.G. BancFirst Worker's Compensation Insurance bid for 2024-25

IV.H. Oklahoma Schools Insurance Group bid for property, casualty, general liability, professional, employee benefits, fleet coverage, and cyber liability insurance for 2024-25

IV.I. Surplus Item List

V. Action Topic

V.A. Discussion and possible vote on Consent Agenda Items A-I as presented.

Motion to approve Consent Agenda Items A- I (Minutes of June 10, 2024 Regular Board Meeting, Encumbrances and Change Orders as follows: GF/CN 23-24: #40977-41001 \$935,065.26 GF/CN 24-25: #50189-50209 \$173,822.00 BF 23-24: 24161-24162 \$17,653.50 24-25: #25060-25061 \$30,000.00 Payroll Encumbrances, Activity Fund Transfers, 2024-25 District Calendar Revision, 2024-25 Campus Police Jurisdictional Agreement, BancFirst Worker's Compensation Insurance bid for 2024-25, Oklahoma Schools Insurance Group bid for property, casualty, general liability, professional, employee benefits, fleet coverage, and cyber liability insurance for 2024-25, and Surplus Item List) as presented passed with a motion made by Mr. Scott Milette and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes



MINUTES June 24, 2024, Regular Meeting

Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

V.B. Discussion and possible vote on a one-time stipend to be paid by the Oklahoma State Department of Education to John K. Hubbard Elementary and Katherine I. Daily Elementary teachers who complete the Science of Reading Workshops outside of their contract time for FY25 as presented.

Motion to approve a one-time stipend of \$600 to be paid by the Oklahoma State Department of Education to John K. Hubbard Elementary and Katherine I. Daily Elementary teachers who complete the Science of Reading Workshops outside of their contract time for FY25 as presented passed with a motion made by Mr. James Reed and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VI. Executive Session

VI.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1) and (B)(2) of the Oklahoma Open Meeting Act:

VI.A.1. Employments

VI.A.2. Certified Negotiations for 2024-25

VI.A.3. Support Negotiations for 2024-25

VI.A.4. District Employee Stipends

VI.A.5. Custodial Stipend

VI.B. Vote to convene in executive session

Motion to convene in executive session at 5:42pm passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VI.C. Acknowledgement of Board to return to open session

Comments: Board President Mr. Leroy Lukinbill announced the Board's return to open session at 5:59pm.

VI. Executive Session



MINUTES June 24, 2024, Regular Meeting

VI.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1), (B)(2), (B)(3), (B)(4), and (B)(7) of the Oklahoma Open Meeting Act:

VI.A.1. Employments

VI.A.2. Discuss Certified Negotiations

VI.A.3. Discuss Support Negotiations

VI.A.4. Real Estate

VI.A.5. Pending Legal Action

VI.B. Vote to convene in executive session

Motion to convene in executive session at 5:49pm passed with a motion made by Mr. James Reed and seconded by Mr. Scott Milette.

VI.C. Acknowledgement of Board to return to open session

Comments: Board President Leroy Lukinbill announced the Board's return to open session at 6:02pm.

VII. Action Topics

VII.A. Statement of executive session minutes

The Board of Education convened in executive session in the board room located at 111 South 4th Street, Noble, OK, 73068, at 5:49 o'clock p.m., Monday, June 10, 2024, to discuss employments, certified negotiations, support negotiations, and district employee stipends as authorized by 25 O.S. Section 307 (B)(1) and (B)(2) of the Oklahoma Open Meeting Act. Board Members present were Leroy Lukinbill, Wendy Barnes, Scott Milette, James Reed, and Randy Sheppard, as well as Superintendent Frank Solomon. During the executive session the Board discussed these items and no other items. No action was taken. The Board returned to open session at 6:02 o'clock p.m., Monday, June 24, 2024.

VII.B. Discussion and possible vote on employments for the 2024-25 school year as presented.

Motion to approve Administration's recommendation for employments for the 2024-25 school year as presented passed with a motion made by Mr. Scott Milette and seconded by Mrs. Wendy Barnes.

Mrs. Wendy Barnes: Yes

Mr. Randy Sheppard: Yes

Mr. Leroy Lukinbill: Yes

Mr. Scott Milette: Yes

Mr. James Reed: Yes

Yes: 5 No: 0, Absent: 0

VII.C. Discussion and possible vote for teachers to be considered as adjunct teachers for the 2024-25 school year as presented.

Motion to approve Administration's recommendation to employ adjunct teachers for school year 2024-25: Travis Smith for Mid-Level Social Studies (6560), Michael Lightner for Physical Education, Health, and Safety (2019), Matthew Thornton for Physical Education, Health, and Safety (2019), Timothy Quigg for Mid-Level English (4150), Ryan Farquhar for Mid-Level English (4150), and Robin Schmidt for Physical



MINUTES June 24, 2024, Regular Meeting

Education, Health, and Safety (2019) as presented passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VII.D. Discussion and possible vote on a one-time Hazardous Pay Stipend for all returning district employees for the FY25 school year in the amount of \$750.00, with the exception of the Superintendent. Stipend will be paid on Monday, August 5, 2024. Any employee that does not complete the FY25 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date.

Motion to approve a one-time Hazardous Pay Stipend for all returning district employees for the FY25 school year in the amount of \$750.00, with the exception of the Superintendent. Stipend will be paid on Monday, August 5, 2024. Any employee that does not complete the FY25 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VII.E. Discussion and possible vote on a one-time Hazardous Pay Stipend for all new district employees for the FY25 school year in the amount of \$250.00. Stipend will be paid on Monday, August 5, 2024. Any employee hired after August 5, 2024, will not be eligible for the stipend. Any employee that does not complete the FY25 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date.

Motion to approve a one-time Hazardous Pay Stipend for all new district employees for the FY25 school year in the amount of \$250.00. Stipend will be paid on Monday, August 5, 2024. Any employee hired after August 5, 2024, will not be eligible for the stipend. Any employee that does not complete the FY25 school year will have the remaining stipend amount removed from their final paycheck. The amount deducted will be pro-rated based upon leave date passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0



MINUTES June 24, 2024, Regular Meeting

VII.F. Discussion and possible vote on a one-time \$20 custodial per full day worked from May 28, 2024-July31, 2024 as presented. Total amount earned will be paid on August 15, 2024.

Motion to approve a one-time \$20 custodial per full day worked from May 28, 2024 -July 31, 2024 as presented. Total amount earned will be paid on August 15, 2024 passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

VIII. New Business

Comments: Superintendent Frank Solomon informed the Board of DHAC policy revision requirement from OKSDE by July 1, 2024, and OSSBA had emailed the policy to him only today. He also informed them that Board Clerk Mr. Scott Milette's resignation would be effective at the conclusion of this meeting and a Special Board Meeting would need to be held to notify the public.

Motion to approve revision to Noble Board of Education policy DHAC (Staff Members and Social Networking Sites) as presented passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Scott Milette.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

Motion to accept the resignation of Board Clerk Mr. Scott Milette effective at the conclusion of this meeting passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

Motion to schedule a Special Board Meeting for June 27, 2024, at 11:30am in the Board Room passed with a motion made by Mrs. Wendy Barnes and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes



MINUTES June 24, 2024, Regular Meeting

Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

IX. Superintendent's Reports

Comments: Superintendent Frank Solomon showed the Board a plaque for the 2020 NHS Baseball Team that had arrived. He also reminded them that at 5:00pm on Thursday the District Closure would begin and would reopen Monday, July 8, 2024.

X. Adjournment

Motion to adjourn at 6:19pm passed with a motion made by Mr. James Reed and seconded by Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. Scott Milette: Yes
Mr. James Reed: Yes
Yes: 5 No: 0, Absent: 0

PRESIDENT- Leroy Lukinbill

VICE-PRESIDENT-Wendy Barnes

CLERK-

DEPUTY CLERK-James Reed

MEMBER-Randy Sheppard

MINUTES CLERK- Dot Terrill



MINUTES June 27, 2024, Special Meeting

The Board of Education of Independent School District No. 40 of the Cleveland County, State of Oklahoma, met in a Special Meeting in the Board Room at the Noble Administration Building, 111 S. 4th Street, Noble, Oklahoma, in said school district, Thursday, June 27, 2024, at 11:38am.

Attendance taken at 11:38 AM.

Mrs. Wendy Barnes: Present
Mr. Randy Sheppard: Present
Mr. Leroy Lukinbill: Absent
Mr. James Reed: Present

I. Preliminary Business

I.A. Call to Order

I.B. Establishment of a Quorum

II. Discussion

II.A. Candidate interviews and possible appointment to vacant Board Seat #1 to be conducted August 12, 2024.

III. Action Topic

V.A. Discussion and possible vote to determine the process to be utilized to fill vacant Board Seat #1.

Motion to approve process to fill vacant Board Seat #1 as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Absent
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

IV. Adjournment

Motion to adjourn at 11:42am passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Yes
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Absent
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

PRESIDENT- Leroy Lukinbill

VICE-PRESIDENT-Wendy Barnes

CLERK-

DEPUTY CLERK-James Reed

MEMBER-Randy Sheppard

MINUTES CLERK- Dot Terrill



MINUTES July 24, 2024 Special Meeting

The Board of Education of Independent School District No. 40 of the Cleveland County, State of Oklahoma, met in a Special Meeting in the Board Room at the Noble Administration Building, 111 S. 4th St., Noble, Oklahoma, in said school district, Wednesday, July 24, 2024, 5:30 PM.

Attendance taken at 5:30PM.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard: Present
Mr. Leroy Lukinbill: Present
Mr. James Reed: Present

Also present was Superintendent Frank Solomon, Assistant Superintendent Dr. Jon Myers, and Executive Director Nathan Gray.

I. Preliminary Business

I.A. Call to Order

I.B. Establishment of a Quorum

II. Action Topic

II.A. Discussion and possible vote on payroll encumbrances as presented.

Motion to approve payroll encumbrances as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

II.B. Discussion and possible vote on Encumbrances and Change Orders (BF: #25062-#25087 \$520,593.00 and GF: #50210-#50288 \$877,716.28) as presented.

Motion to approve Encumbrances and Change Orders (BF: #25062-#25087 \$520,593.00 and GF: #50210-#50288 \$877,716.28) as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

II.C. Discussion and possible vote on Child Nutrition Adult Meal Price Increase for 2024-25 revision as presented.

Motion to approve Child Nutrition Adult Meal Price Increase for 2024-25 revision as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard: Yes
Mr. Leroy Lukinbill: Yes
Mr. James Reed: Yes



MINUTES July 24, 2024 Special Meeting

Yes: 3 No: 0, Absent: 1

II.D. Discussion and possible vote on 2024-25 Student Handbooks as presented.

Motion to approve 2024-25 Student Handbooks as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Absent

Mr. Randy Sheppard Yes

Mr. Leroy Lukinbill: Yes

Mr. James Reed: Yes

Yes: 3 No: 0, Absent: 1

II.E. Discussion and possible vote to approve position statement on Curriculum and Instruction as presented.

Motion to approve position statement on Curriculum and Instruction as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Absent

Mr. Randy Sheppard Yes

Mr. Leroy Lukinbill: Yes

Mr. James Reed: Yes

Yes: 3 No: 0, Absent: 1

II.F. Discussion and possible vote on July 2024 Surplus List (miscellaneous desks, chairs, stanchions, office equipment, folding chairs, file cabinets, broken and worn-out school furniture) as presented.

Motion to approve July 2024 Surplus List (miscellaneous desks, chairs, stanchions, office equipment, folding chairs, file cabinets, broken and worn-out school furniture) as presented passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Absent

Mr. Randy Sheppard Yes

Mr. Leroy Lukinbill: Yes

Mr. James Reed: Yes

Yes: 3 No: 0, Absent: 1

III. Executive Session

III.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1) of the Oklahoma Open Meeting Act:

III.A.1. Employments

III.B. Vote to convene in executive session

III.C. Acknowledgement of Board to return to open session

IV. Action Topics

IV.A. Statement of executive session minutes

Comments: President Leroy Lukinbill asked the Board if there was a need to convene into executive session. The Board agreed there was no need, so no action was taken for Items III through IV.A.



MINUTES July 24, 2024 Special Meeting

IV.B. Discussion and possible vote on employments for the 2024-25 school year as presented.

Motion to approve Administration's recommendation of employments for the 2024-25 school year as presented passed with a motion made by Mr. Randy Sheppard and seconded by Mr. James Reed.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard Yes
Mr. Leroy Lukinbill: Yes
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

V. Superintendent's Reports

Comments: Superintendent Frank Solomon reminded the Board of Welcome Back Day, the first day of classes for 2024-25, and the next Regular Board Meeting on August 12, 2024.

VI. Adjournment

Motion to adjourn at 5:48pm passed with a motion made by Mr. James Reed and seconded by Mr. Randy Sheppard.

Mrs. Wendy Barnes: Absent
Mr. Randy Sheppard Yes
Mr. Leroy Lukinbill: Yes
Mr. James Reed: Yes
Yes: 3 No: 0, Absent: 1

PRESIDENT- Leroy Lukinbill

VICE-PRESIDENT - Wendy Barnes

CLERK -

DEPUTY CLERK - James Reed

MEMBER - Randy Sheppard

MINUTES CLERK - Dot Terrill

AMENDMENT BUDGET FOR ACTIVITY SUBACCOUNT

School Name Katherine I. Daily Elm. Site Number 105

Account Name and Number 819 Physical Education

Assigned Project Reporting #

For the period of July 1, 2024 through June 30, 2025

I. Beginning Cash Balance	\$1,982.32
II. Approved budgeted receipts:	\$0.00
III. Proposed amended receipts:	
<u>Fun Hub</u>	<u>\$5,000.00</u>
<u>Bounce House Time</u>	<u>\$1,000.00</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL RECEIPTS \$7,982.32

IV. Approved budgeted expenditure: \$0.00

V. Proposed amended expenditures:

<u>Mini Basketball and Soccer Balls</u>	<u>\$100.00</u>
<u>Candy</u>	<u>\$100.00</u>
<u>Bugs</u>	<u>\$50.00</u>
<u>Mini Disco Balls</u>	<u>\$50.00</u>
<u>Physical Education Equipment</u>	<u>\$1,000.00</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL EXPENSES \$1,300.00

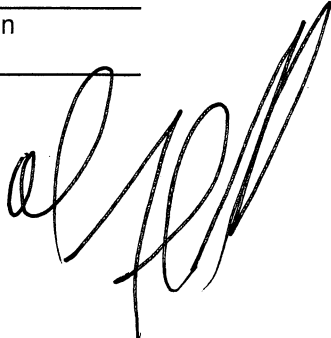
V. Ending Cash Balance \$8,664.64

Sarah Palmer

 Signature of Teacher/Sponsor Position

James Busick

 Signature of Principal/School Activity Custodian



AMENDMENT BUDGET FOR ACTIVITY SUBACCOUNT

School Name NOBLE HIGH SCHOOL Site Number 705

Account Name and Number JAMES WOMACK FOOD PANTRY 946

Assigned Project Reporting _____

For the period of 8-12-24 through July 30, 2025

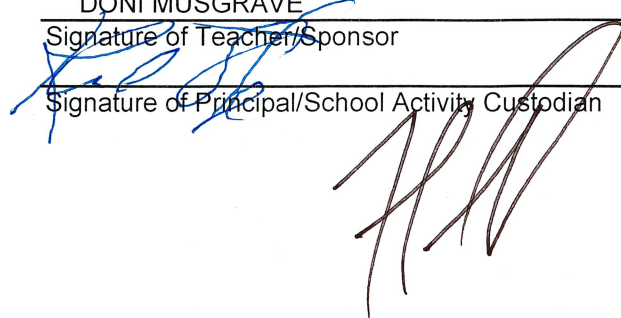
I. Beginning Cash Balance _____	\$0.00
II. Approved budgeted receipts:	\$0.00
III. Proposed amended receipts:	
DONATIONS/COMMISSIONS	\$2,000.00
RAFFLES	\$300.00
FOOD/PRODUCT SALES	\$200.00
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL RECEIPTS \$2,500.00

IV. Approved budgeted expenditure: \$0.00

V. Proposed amended expenditures:	
FOOD	\$1,500.00
CLOTHING	\$450.00
TOILETRIES	\$300.00
EQUIPMENT/SUPPLIES	\$250.00
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL EXPENSES \$2,500.00

DONI MUSGRAVE	SPONSOR
Signature of Teacher/Sponsor	Position
 Signature of Principal/School Activity Custodian	Rec'd 8.6.24



PO	Vendor Name	General Description	Amount	Date
25088	STEEL CO. INC.	DISTRICT - BUILDING MATERIALS	1,000.00	07/24/2024
25089	UNITED RENTALS (NORTH AMERICA), INC	DISTRICT - EQUIPMENT RENTAL	2,500.00	07/29/2024
(21) BUILDING FUND Current Encumbered:			3,500.00	



PO	Vendor Name	General Description	Amount	Date
25049	SAFE GUARD FIRE, LLC	DISTRICT - FIRE ALARM MONITORING (1YR)	-950.00	7/1/2024
25055	UNITED RENTALS (NORTH AMERICA), INC	DISTRICT - EQUIPMENT RENTAL	-206.00	7/1/2024
(21) BUILDING FUND Total:			-1,156.00	



PO	Vendor Name	General Description	Amount	Date
50289	ARVEST BANK	DISTRICT - ETS - PARA PRO TESTS	550.00	07/24/2024
50290	MAKERBOT INDUSTRIES, LLC	HS - CLASSROOM SUPPLIES / LOTTERY GRANT	4,129.67	07/24/2024
50291	FREUND RESOURCES	DISTRICT - SQL REPORTS SUBSCRIPTION (1 YR)	500.00	07/24/2024
50292	TRU TECHNOLOGIES	DISTRICT - NETWORK DATA DROPS	5,000.00	07/24/2024
50294	GRASSROOTS FEED SEED & FARM STORE	HS - MISC LIVESTOCK FEED & SUPPLIES	1,200.00	07/29/2024
50295	OUTBACK LABS	HS - MISC LIVESTOCK FEED & SUPPLIES	5,000.00	07/29/2024
50296	SOUTHWESTERN WELDING SUPPLY	HS - SHOP SUPPLIES & MATERIALS	2,500.00	07/29/2024
50297	ARVEST BANK	AUNT FLOW - FEMININE PRODUCT DISPENSER & SUPPLIES	1,000.00	07/29/2024
50298	ICEV	HS - AG TEACHER / STUDENT LICENSE RENEWAL	2,000.00	07/29/2024
50299	OKLAHOMA FFA ASSOCIATION	HS - COLT & STATE CONVENTION REGISTRATION, AFFILIATE MEMBERSHIP	1,800.00	07/29/2024
50300	****AMAZON.COM	CN - OFFICE FURNITURE	2,500.00	07/29/2024
50301	CURRICULUM ASSOCIATES, LLC	HUB - 2ND GR CURRICULUM	417.20	07/29/2024
50302	****AMAZON.COM	DISTRICT - PROFESSIONAL DEVELOPMENT MATERIALS / BOOKS	99.90	07/29/2024
50303	ARVEST BANK	HS - MULT VENDORS - SOLIDWORKS LICENSES & MAVIC 3 SUPPLIES	31,137.00	07/29/2024
50304	****SELECT BLINDS	KID - WINDOW BLINDS	650.00	07/29/2024
50305	****AMAZON.COM	HS - GENERAL OFFICE SUPPLIES	1,500.00	07/29/2024
50306	BEN E. KEITH CO.	CN - KID - COMPRESSORS FOR WALK-INS	7,000.00	07/29/2024
50307	ARVEST BANK	HS- BAMBULAB - CLASSROOM SUPPLIES	400.00	07/29/2024
50308	****AMAZON.COM	PIO - CLASSROOM SUPPLIES	2,000.00	07/29/2024
50309	ARVEST BANK	HS - MASSIVE GRAPHICS - STAFF UNIFORMS	1,500.00	07/29/2024
50310	ARVEST BANK	CIMS - MULT VENDORS - FCCLA SUPPLIES - CARD #6	4,000.00	07/29/2024
50311	****STAPLES	DISTRICT - PRINTING SVCS / BUSINESS CARDS	500.00	07/30/2024
50312	HANDWRITING WITHOUT TEARS	KID - WORKSHOP REGISTRATION / READINESS & WRITING FOR PRE-K / C WALTERS	349.00	07/30/2024
50313	DAMIAN HERNANDEZ	HS - BAND CAMP STAFF	350.00	07/30/2024
50314	DYLAN SHOCKEY	HS - BAND CAMP STAFF	250.00	07/30/2024
50315	JOSHUA MITHUEN	HS - BAND CAMP STAFF	250.00	07/30/2024
50316	MYKAELA JOHNSON	HS - BAND CAMP STAFF	300.00	07/30/2024
50317	ZANE RADKA	HS - BAND CAMP STAFF	250.00	07/30/2024



PO	Vendor Name	General Description	Amount	Date
50318	PAVELSCHAK, DILLON	HS - BAND CAMP STAFF	350.00	07/30/2024
50319	EMILY BARNES	HS - BAND CAMP STAFF	300.00	07/30/2024
50320	MACKENZIE CADDELL	HS - BAND CAMP STAFF	250.00	07/30/2024
50321	NOAH MONEY	HS - BAND CAMP STAFF	250.00	07/30/2024
50322	****MICROSOFT STORE	IT - SURFACE LAPTOP 7	1,631.23	07/30/2024
50323	FMX - FACILITIES MANAGEMENT EXPRESS, LLC	DISTRICT - CALENDAR SOFTWARE	6,912.15	07/31/2024
50324	****AMAZON.COM	PIO - CLASSROOM & OFFICE SUPPLIES	450.00	07/31/2024
50325	****AMAZON.COM	CIMS - AMAZON - SUPPLIES	250.00	07/31/2024
50326	ARVEST BANK	CIMS - MULT VENDOR - ART SUPPLIES	500.00	07/31/2024
50327	ARVEST BANK	CIMS - MULT VENDOR - SUPPLIES	2,000.00	07/31/2024
50328	OKLAHOMA STEEL BUILDERS	PIO - CONCRETE SLAB	6,500.00	07/31/2024
50329	PARENT SQUARE ENGAGE	DISTRICT - PARENT SQUARE ENGAGE	9,640.83	07/31/2024
50330	****KISS INSTITUTE OF ROBOTICS	PIO - STEAM SIMULATOR SUBSCRIPTION	75.00	07/31/2024
50331	ARVEST BANK	HS - NFHS LEARN - AED PROF DEV TRAINING	700.00	08/01/2024
50332	****GSG	DISTRICT - PAPER SUPPLIES	453.90	08/01/2024
50333	****CALENDLY	ADMIN - IT - CALENDLY LICENSE (1 YR)	120.00	08/05/2024
50334	ARVEST BANK	HS - UNITED ART & ED - CLASSROOM SUPPLIES	496.96	08/06/2024
50335	****WALMART.COM	HS - CLASSROOM SUPPLIES	500.00	08/06/2024
50336	****AMAZON.COM	KID - CLASSROOM SUPPLIES	300.00	08/06/2024
50337	CONSCIOUS DISCIPLINE	KID - CLASSROOM SUPPLIES	200.00	08/06/2024
50338	****TERRYS MARKET	TRANS - FUEL	1,500.00	08/06/2024
50339	****GRIMCO	HS - BRITELINE SHIELD UV OVERLAMINATE	514.48	08/06/2024
50340	ARVEST BANK	SRO - MULT VENDORS - OFFICE SUPPLIES, DUES & FEES, VEHICLE SUPP	3,000.00	08/06/2024
50341	****NUTRITION EDUCATION SERVICES	HS - HEALTH & NUTRITION CURRICULUM	250.00	08/06/2024
50342	****SAMS CLUB	HS - CLASSROOM SUPPLIES	1,000.00	08/07/2024
50343	****WALMART.COM	HS - CLASSROOM SUPPLIES	1,200.00	08/07/2024
50344	****AMAZON.COM	HS - CLASSROOM SUPPLIES	500.00	08/07/2024
50345	ARVEST BANK	HS - MAGIC SCHOOL BUS - AI SUBSCRIPTION	99.96	08/07/2024
50346	****TEACHERS PAY TEACHERS	HS - INSTRUCTIONAL RESOURCES	400.00	08/07/2024
50347	****AMAZON.COM	HS - BUTTON MAKER / LOTTERY GRANT	274.95	08/07/2024



PO	Vendor Name	General Description	Amount	Date
50348	****AMAZON.COM	HS - CHAIRS	1,260.00	08/08/2024
50349	ARVEST BANK	HS - PATHWAY INNOVATIONS - HOVERCAM / SCIENCE LAB	620.00	08/08/2024
50350	****AMAZON.COM	HS - BLINDS / SCIENCE LABS	70.00	08/08/2024
50351	NORMAN STAMP AND SEAL	HS - STAMPS	500.00	08/08/2024
50352	BLICK ART MATERIALS	HS - CLASSROOM SUPPLIES	997.34	08/08/2024
50353	****AMAZON.COM	HS - CLASSROOM SUPPLIES	1,262.00	08/08/2024
50354	****AMAZON.COM	HS - GENERAL SUPPLIES	400.00	08/08/2024
50355	TEACHING UNTANGLED	DISTRICT - IEP'S UNTANGLED & GOAL BUNDLE	892.00	08/09/2024
50356	****AMAZON.COM	HS - EPSON PRINTER & WACOM PENS / LOTTERY GRANT	662.00	08/09/2024
50357	HORIZON	CIMS & HS - EDGENUITY LICENSE	18,360.00	08/09/2024
(11) GEN FUND-FOR OPERAT Current Encumbered:			142,775.57	



PO	Vendor Name	General Description	Amount	Date
50008	ABSOLUTE DATA SHREDDING	DISTRICT - DATA SHREDDING SVCS.	-775.00	7/1/2024
50031	FACILITIES MANAGEMENT EXPRESS, LLC	DISTRICT - FACILITIES MGMT SOFTWARE	-87.85	7/1/2024
50036	GLOBAL COMPLIANCE NETWORK, INC.	DISTRICT - PROFESSIONAL DEVELOPMENT TRAINING	-160.00	7/1/2024
50037	HUDL	HS - HUDL SUBSCRIPTION (1 YR)	-500.00	7/1/2024
50063	TUFF FIRE & SAFETY, INC.	DISTRICT - FIRE EXTINGUISHERS MAINTENANCE & REPAIRS	-245.00	7/1/2024
50141	ARVEST BANK	TRANS - FUEL	-39.25	7/1/2024
50152	SHORTES, TIMOTHY	TRANS - CDL REIMBURSEMENT	-17.00	7/1/2024
50172	NUTRI-LINK TECHNOLOGIES, INC.	CN - ONLINE TECHNOLOGY SVCS & SOFTWARE / FREE & REDUCED APPLICATIONS	-1,175.00	7/1/2024
50173	OKLAHOMA STATE DEPT. OF HEALTH	CN - FOOD SERVICE LICENSES	-90.00	7/1/2024
50201	MALOY VINYL SERVICES	TRANS - BUS SEAT REPAIRS	-184.00	7/1/2024
50202	KC MILLWORK	CIMS - OFFICE FURNITURE	-2,969.00	7/1/2024
50204	HOLT, CADEN	SRO - PER DIEM	-250.00	7/1/2024
50222	AVL SYSTEMS DESIGN	HS - THE DEN - SOUND SYSTEM REPAIRS, PARTS & LABOR	-10.00	7/8/2024
50261	BAXTER RAINS, CHARLOTTE	TRANS - CDL REIMBURSEMENT	130.00	7/1/2024
(11) GEN FUND-FOR OPERAT Total:			-6,372.10	



PO	Vendor Name	General Description	Amount	Date
70478	KIZZIA, DERRALD	PAYROLL ENCUMBRANCE	234.48	07/25/2024
70479	MCKIDDY, KIMBERLY	PAYROLL ENCUMBRANCE	1,716.01	07/25/2024
70480	WHITE, ALLISON	PAYROLL ENCUMBRANCE	1,284.33	07/25/2024
70481	ROWELL, JENNIE	PAYROLL ENCUMBRANCE	672.54	07/25/2024
70482	BASS, SHANE	PAYROLL ENCUMBRANCE	391.85	07/25/2024
70483	HUTCHERSON, TABITHA	PAYROLL ENCUMBRANCE	1,760.51	07/25/2024
70484	MCMILLIAN, DENISE	PAYROLL ENCUMBRANCE	396.90	07/25/2024
70485	WAGNER, DANIELLE	PAYROLL ENCUMBRANCE	203.25	07/25/2024
70486	PEREZ, FELICIA	PAYROLL ENCUMBRANCE	264.82	07/25/2024
70487	MCELHANEY, TAMRA	PAYROLL ENCUMBRANCE	330.17	07/25/2024
70488	BEAR, JOHNSON	PAYROLL ENCUMBRANCE	206.68	07/25/2024
70489	DRESSLER, DOMINEQUE	PAYROLL ENCUMBRANCE	564.27	07/25/2024
70490	RAMSEY, KENNY	PAYROLL ENCUMBRANCE	2,202.89	07/25/2024
70491	JARVIS, BRANDY	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70492	JACKS, AUDRY	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70493	GLOVER, JANICE	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70494	JONES, MARISSA	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70495	JONES, MADDISON	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70496	PELSOR, ASHLEY	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70497	RICHARDS, KAYLA	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70498	BOND, ASHTON	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70499	HILES-MILLER, ALEXIA	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70500	WINKLER, MORGAN	PAYROLL ENCUMBRANCE	269.13	07/30/2024
70501	BEAR, JOHNSON	PAYROLL ENCUMBRANCE	23,456.46	08/07/2024
70502	BROWN, BRITTANY	PAYROLL ENCUMBRANCE	20,649.23	08/07/2024
70503	COATS, CHERYL	PAYROLL ENCUMBRANCE	33,129.93	08/07/2024
70504	HART, BRANDY	PAYROLL ENCUMBRANCE	20,679.52	08/07/2024
70505	RICKS, ELIZABETH	PAYROLL ENCUMBRANCE	26,066.99	08/07/2024
70506	MADDEN, PAULANNE	PAYROLL ENCUMBRANCE	28,507.72	08/07/2024
70507	MCMILLIAN, DENISE	PAYROLL ENCUMBRANCE	30,864.27	08/07/2024
70508	MCELHANEY, TAMRA	PAYROLL ENCUMBRANCE	32,713.16	08/07/2024
70509	MCGOVAN, SIERRA	PAYROLL ENCUMBRANCE	20,334.08	08/07/2024



PO	Vendor Name	General Description	Amount	Date
70510	MCMILLAN, SARAH	PAYROLL ENCUMBRANCE	20,964.39	08/07/2024
70511	MATA, DEANA	PAYROLL ENCUMBRANCE	24,083.93	08/07/2024
70512	MEARS, REBECCA	PAYROLL ENCUMBRANCE	21,562.52	08/07/2024
70514	OFSTHUN, MICHELLE	PAYROLL ENCUMBRANCE	26,056.69	08/07/2024
70515	PEREZ, FELICIA	PAYROLL ENCUMBRANCE	29,307.94	08/07/2024
70516	PEREZ, HEATHER	PAYROLL ENCUMBRANCE	31,857.27	08/07/2024
70517	POWELL, TRACY J	PAYROLL ENCUMBRANCE	22,346.01	08/07/2024
70518	SANDNESS, MEGAN R	PAYROLL ENCUMBRANCE	18,326.75	08/07/2024
70519	SHULTZ, WHITNEY	PAYROLL ENCUMBRANCE	15,560.22	08/07/2024
70520	THORNHILL, CYNTHIA D	PAYROLL ENCUMBRANCE	17,012.26	08/07/2024
70521	WAGNER, DANIELLE	PAYROLL ENCUMBRANCE	23,257.93	08/07/2024
70522	YANDELL, GLENDA	PAYROLL ENCUMBRANCE	11,439.81	08/07/2024
70523	SANCHEZ, RAFAEL	PAYROLL ENCUMBRANCE	27,837.08	08/07/2024
70524	OLIPHANT, MELISSA	PAYROLL ENCUMBRANCE	27,395.44	08/07/2024
70525	WALKUP, DONNITA	PAYROLL ENCUMBRANCE	30,393.81	08/07/2024
70526	ROWELL, JENNIE	PAYROLL ENCUMBRANCE	30,674.63	08/07/2024
70527	BAXTER RAINS, CHARLOTTE	PAYROLL ENCUMBRANCE	24,064.64	08/07/2024
70528	HOWE, CYNTHIA	PAYROLL ENCUMBRANCE	28,365.99	08/07/2024
70529	KIZZIA, DERRALD	PAYROLL ENCUMBRANCE	25,122.57	08/07/2024
70530	SWANN, TIMOTHY	PAYROLL ENCUMBRANCE	30,488.19	08/07/2024
70531	NANCE, PATRICK	PAYROLL ENCUMBRANCE	30,090.42	08/07/2024
70532	VETSCH, CHAD	PAYROLL ENCUMBRANCE	22,036.47	08/07/2024
70533	MCKIDDY, KIMBERLY	PAYROLL ENCUMBRANCE	34,640.14	08/07/2024
70534	WHITE, ALLISON	PAYROLL ENCUMBRANCE	27,905.72	08/07/2024
70535	PETERSON, CECILIA	PAYROLL ENCUMBRANCE	19,514.13	08/07/2024
70536	ARMBRISTER, JACOB	PAYROLL ENCUMBRANCE	21,340.15	08/07/2024
70537	ARMBRISTER, MAELEE	PAYROLL ENCUMBRANCE	24,385.55	08/07/2024
70538	HOLLAND, SUSAN	PAYROLL ENCUMBRANCE	25,315.00	08/07/2024
70539	TAYLOR, GINA	PAYROLL ENCUMBRANCE	23,534.01	08/07/2024
70540	NANCE, CATHY	PAYROLL ENCUMBRANCE	24,651.62	08/07/2024
70541	LOCKE, DEBRA	PAYROLL ENCUMBRANCE	17,353.08	08/07/2024
70542	FORD, CHANDA	PAYROLL ENCUMBRANCE	41,055.43	08/07/2024



PO	Vendor Name	General Description	Amount	Date
70543	SAMPLES, FELICIA	PAYROLL ENCUMBRANCE	28,204.60	08/07/2024
70544	TURNER, JERRI	PAYROLL ENCUMBRANCE	29,899.02	08/07/2024
70545	JONES, KIMBERLY	PAYROLL ENCUMBRANCE	34,214.43	08/07/2024
70546	CONLEY, GEORGE F	PAYROLL ENCUMBRANCE	34,480.42	08/07/2024
70547	COOMBS, MELISSA	PAYROLL ENCUMBRANCE	29,557.96	08/07/2024
70548	HIXON, HANNAH	PAYROLL ENCUMBRANCE	27,050.54	08/07/2024
70549	JORDAN, BRITTANY	PAYROLL ENCUMBRANCE	22,034.86	08/07/2024
70551	MURPHY, SAVANAH	PAYROLL ENCUMBRANCE	29,296.94	08/07/2024
70552	COOMBS, ETHAN	PAYROLL ENCUMBRANCE	30,473.27	08/07/2024
70553	FREIE, HANNAH	PAYROLL ENCUMBRANCE	21,731.22	08/07/2024
70554	FREIE, HANNAH	PAYROLL ENCUMBRANCE	2,507.84	08/07/2024
70555	HOUSTON, KATRINA	PAYROLL ENCUMBRANCE	26,667.16	08/07/2024
70556	CLINE, VIVIAN	PAYROLL ENCUMBRANCE	32,965.69	08/07/2024
70557	MAGUIRE, HEATHER	PAYROLL ENCUMBRANCE	30,211.02	08/07/2024
70558	WILLIAMS, MICHELLE	PAYROLL ENCUMBRANCE	62,870.74	08/07/2024
70559	HAGEN, ANGELA	PAYROLL ENCUMBRANCE	28,584.33	08/07/2024
70560	COX, NIKKI	PAYROLL ENCUMBRANCE	27,043.92	08/07/2024
70561	DANIEL, JESSICA	PAYROLL ENCUMBRANCE	37,505.08	08/07/2024
70562	FORBES COLLINS, DARLA	PAYROLL ENCUMBRANCE	29,118.87	08/07/2024
70563	REYNOLDS, CORLETTA	PAYROLL ENCUMBRANCE	23,782.41	08/07/2024
70564	SHOBERT, HANNAH	PAYROLL ENCUMBRANCE	21,833.39	08/07/2024
70565	WITTMAN, AMY	PAYROLL ENCUMBRANCE	23,455.99	08/07/2024
70566	HINES, NICOLE	PAYROLL ENCUMBRANCE	27,727.60	08/07/2024
70567	CARTER, TAMMY	PAYROLL ENCUMBRANCE	25,827.34	08/07/2024
70568	RIEBE, KRISTEN	PAYROLL ENCUMBRANCE	17,760.95	08/07/2024
70569	HILLIARD, BRITTINI	PAYROLL ENCUMBRANCE	30,323.34	08/07/2024
70570	PARMAN, BRITTANY	PAYROLL ENCUMBRANCE	21,399.75	08/07/2024
70571	JONES, KELTZIE	PAYROLL ENCUMBRANCE	20,820.31	08/07/2024
70572	WINKLER, MORGAN	PAYROLL ENCUMBRANCE	27,915.53	08/07/2024
70573	JONES, MARISSA	PAYROLL ENCUMBRANCE	18,673.66	08/07/2024
70574	CLOWERS, THOMAS	PAYROLL ENCUMBRANCE	23,285.28	08/07/2024
70575	FERGUSON, SHERRY L	PAYROLL ENCUMBRANCE	32,472.62	08/07/2024



PO	Vendor Name	General Description	Amount	Date
70576	SMITH, JANNA S	PAYROLL ENCUMBRANCE	27,193.90	08/07/2024
70577	SMITH, JANNA S	PAYROLL ENCUMBRANCE	6,349.50	08/07/2024
70578	BOENSCH, CANDYCE	PAYROLL ENCUMBRANCE	29,581.38	08/07/2024
70579	KNIGHT, TONIA	PAYROLL ENCUMBRANCE	25,022.23	08/07/2024
70580	THOMAS, SHELBY	PAYROLL ENCUMBRANCE	36,474.17	08/07/2024
70581	MCDONALD-DOW, ASHLEE	PAYROLL ENCUMBRANCE	28,768.70	08/07/2024
70582	MARSEE, REILY	PAYROLL ENCUMBRANCE	22,484.09	08/07/2024
70583	WALLER, CARLY	PAYROLL ENCUMBRANCE	30,080.29	08/07/2024
70584	BOND, ASHTON	PAYROLL ENCUMBRANCE	18,977.30	08/07/2024
70585	HILES-MILLER, ALEXIA	PAYROLL ENCUMBRANCE	21,107.14	08/07/2024
70586	HILES-MILLER, ALEXIA	PAYROLL ENCUMBRANCE	3,385.59	08/07/2024
70587	SITES, ANDREW	PAYROLL ENCUMBRANCE	25,165.61	08/07/2024
70588	BOWSHER, THRESA	PAYROLL ENCUMBRANCE	27,847.41	08/07/2024
70589	TURNER, JENNIFER	PAYROLL ENCUMBRANCE	20,107.28	08/07/2024
70591	WARD, VICKI L	PAYROLL ENCUMBRANCE	38,883.32	08/07/2024
70592	MILLER, BRITTANI	PAYROLL ENCUMBRANCE	18,443.52	08/07/2024
70593	MILLER, BRITTANI	PAYROLL ENCUMBRANCE	8,702.11	08/07/2024
70594	LANGFORD, KATIE	PAYROLL ENCUMBRANCE	30,261.80	08/07/2024
70595	MONTGOMERY, HEATHER	PAYROLL ENCUMBRANCE	22,808.43	08/07/2024
70596	KIDD, DEBBIE	PAYROLL ENCUMBRANCE	25,007.53	08/07/2024
70597	MCGREGOR, TIFFANY	PAYROLL ENCUMBRANCE	28,194.94	08/07/2024
70598	HAWKINS, CRYSTAL	PAYROLL ENCUMBRANCE	29,739.91	08/07/2024
70599	CLARK, SAMANTHA	PAYROLL ENCUMBRANCE	25,389.75	08/07/2024
70600	WOMACK, BEVERLY	PAYROLL ENCUMBRANCE	25,261.40	08/07/2024
70601	SEALEY, ROSA	PAYROLL ENCUMBRANCE	23,754.80	08/07/2024
70602	BRADEN, TAYLOR	PAYROLL ENCUMBRANCE	22,808.43	08/07/2024
70603	DAVIS, AMBER	PAYROLL ENCUMBRANCE	28,794.05	08/07/2024
70604	LOUKX, CHERYL	PAYROLL ENCUMBRANCE	25,768.72	08/07/2024
70605	SEESE, JULIE	PAYROLL ENCUMBRANCE	21,438.05	08/07/2024
70606	ROESLER, STEPHANIE	PAYROLL ENCUMBRANCE	1,880.88	08/09/2024
70607	HUTCHERSON, TABITHA	PAYROLL ENCUMBRANCE	69,262.51	08/07/2024
70608	ROWDEN, DAVID W	PAYROLL ENCUMBRANCE	82,170.90	08/07/2024



PO	Vendor Name	General Description	Amount	Date
70609	AGUIAR, DAVIDA	PAYROLL ENCUMBRANCE	72,034.61	08/08/2024
70610	ARAGON, AMANDA	PAYROLL ENCUMBRANCE	77,370.46	08/08/2024
70611	BASURTO, DIANA	PAYROLL ENCUMBRANCE	73,525.30	08/08/2024
70612	BLACK, ABIGAIL	PAYROLL ENCUMBRANCE	61,205.88	08/08/2024
70613	BURNS, HOLLY	PAYROLL ENCUMBRANCE	78,523.46	08/08/2024
70614	CLEMENT, JENNIE M	PAYROLL ENCUMBRANCE	78,609.86	08/08/2024
70615	CUNNINGHAM, SUSIE	PAYROLL ENCUMBRANCE	75,609.37	08/08/2024
70616	FLEENER, ASHLYN	PAYROLL ENCUMBRANCE	65,933.21	08/08/2024
70617	GREEN, MELISSA	PAYROLL ENCUMBRANCE	67,498.37	08/08/2024
70618	GRISSOM, KENSEY	PAYROLL ENCUMBRANCE	62,389.88	08/08/2024
70619	GRISSOM, KENSEY	PAYROLL ENCUMBRANCE	626.96	08/08/2024
70620	HUDDLESTON, CASSIE	PAYROLL ENCUMBRANCE	72,798.09	08/08/2024
70621	JOHN, AMANDA	PAYROLL ENCUMBRANCE	61,851.78	08/08/2024
70622	JONES, MADDISON	PAYROLL ENCUMBRANCE	60,439.98	08/08/2024
70623	KERSEY, KATHERINE	PAYROLL ENCUMBRANCE	65,826.19	08/08/2024
70624	LEE, ALISHA D	PAYROLL ENCUMBRANCE	82,753.84	08/08/2024
70625	LOCKE, RACHAEL	PAYROLL ENCUMBRANCE	76,860.05	08/08/2024
70626	MCDONALD, SHELBY	PAYROLL ENCUMBRANCE	47,383.07	08/08/2024
70627	MUDHAR, MALORIE	PAYROLL ENCUMBRANCE	66,270.82	08/08/2024
70628	PALMER, LELAND	PAYROLL ENCUMBRANCE	74,894.58	08/08/2024
70629	PROUGH, SHELLY	PAYROLL ENCUMBRANCE	80,308.10	08/08/2024
70630	ROBBERSON, CHRISTIANNE	PAYROLL ENCUMBRANCE	86,844.17	08/09/2024
70631	SASNETT, BRENDA	PAYROLL ENCUMBRANCE	87,812.26	08/08/2024
70632	SAVAGE, JULIE	PAYROLL ENCUMBRANCE	82,000.80	08/08/2024
70633	SCRUGGS, JENNIFER	PAYROLL ENCUMBRANCE	85,704.45	08/08/2024
70634	SINGLETON, SARAH	PAYROLL ENCUMBRANCE	73,471.45	08/08/2024
70635	SLATE, JULIE	PAYROLL ENCUMBRANCE	76,625.33	08/08/2024
70636	THOMPSON, MEGAN	PAYROLL ENCUMBRANCE	73,633.98	08/08/2024
70637	UNDERWOOD, KEIRSTEN	PAYROLL ENCUMBRANCE	68,553.42	08/08/2024
70638	WALTERS, CHRISTY	PAYROLL ENCUMBRANCE	81,725.69	08/08/2024
70639	ADKINS, STEPHANIE	PAYROLL ENCUMBRANCE	67,040.99	08/08/2024
70640	AWTREY, PATRICIA	PAYROLL ENCUMBRANCE	80,067.39	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70641	BURNS, TIFFANI	PAYROLL ENCUMBRANCE	70,012.66	08/08/2024
70642	FANMAN, RISA	PAYROLL ENCUMBRANCE	66,049.88	08/08/2024
70643	FIFER, MADELINE	PAYROLL ENCUMBRANCE	84,976.35	08/08/2024
70644	FOSTER, LEE	PAYROLL ENCUMBRANCE	61,308.65	08/08/2024
70645	GARLING, TANYA	PAYROLL ENCUMBRANCE	88,701.67	08/08/2024
70646	GILLESPIE, HEATHER	PAYROLL ENCUMBRANCE	78,675.84	08/08/2024
70647	HARVANEK, MORGAN	PAYROLL ENCUMBRANCE	64,290.48	08/08/2024
70648	HEITT, BRITON	PAYROLL ENCUMBRANCE	71,510.88	08/08/2024
70649	HICKS, CAROL	PAYROLL ENCUMBRANCE	89,032.07	08/08/2024
70650	HICKS, CAROL	PAYROLL ENCUMBRANCE	313.49	08/08/2024
70651	SMITH, KAITLYN	PAYROLL ENCUMBRANCE	69,974.47	08/08/2024
70652	KEITH, CHRISTINE	PAYROLL ENCUMBRANCE	79,848.63	08/08/2024
70653	LEE, BROOKE	PAYROLL ENCUMBRANCE	69,950.63	08/08/2024
70654	LEE, BROOKE	PAYROLL ENCUMBRANCE	313.49	08/08/2024
70655	MARLEY, APRIL	PAYROLL ENCUMBRANCE	88,582.91	08/08/2024
70656	MARSHALL, JESSICA	PAYROLL ENCUMBRANCE	80,042.67	08/08/2024
70657	MASSEY, STEPHEN	PAYROLL ENCUMBRANCE	63,755.69	08/08/2024
70658	MEHL, TENILLE L	PAYROLL ENCUMBRANCE	87,987.37	08/09/2024
70659	MYERS, AMANDA G	PAYROLL ENCUMBRANCE	95,501.28	08/08/2024
70660	ONEAL, DAVID	PAYROLL ENCUMBRANCE	79,906.43	08/08/2024
70661	OWENS, KARI	PAYROLL ENCUMBRANCE	72,906.08	08/08/2024
70662	POWELL, MARY	PAYROLL ENCUMBRANCE	89,565.76	08/08/2024
70663	POWELL, MARY	PAYROLL ENCUMBRANCE	313.49	08/08/2024
70664	PRINCE, KATHY D	PAYROLL ENCUMBRANCE	101,840.02	08/08/2024
70665	PROCTOR, ASHLEY	PAYROLL ENCUMBRANCE	89,886.50	08/08/2024
70666	RISSMANN, ROSE M	PAYROLL ENCUMBRANCE	86,858.89	08/08/2024
70667	ROMERO, KIMBERLY E	PAYROLL ENCUMBRANCE	80,047.11	08/08/2024
70668	SHELTON, SUZANNE M	PAYROLL ENCUMBRANCE	85,367.06	08/08/2024
70669	SMITH, SKYLER	PAYROLL ENCUMBRANCE	75,747.33	08/08/2024
70670	TERRILL, AMANDA	PAYROLL ENCUMBRANCE	66,917.96	08/08/2024
70671	WILEY, JANELLE	PAYROLL ENCUMBRANCE	68,865.56	08/08/2024
70672	WORKMAN, MICHELE	PAYROLL ENCUMBRANCE	66,835.80	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70673	ALLEN, KELLY	PAYROLL ENCUMBRANCE	83,878.78	08/08/2024
70674	BREWER, JULIE	PAYROLL ENCUMBRANCE	82,991.40	08/08/2024
70675	BROSELOW, CHRISTINE R	PAYROLL ENCUMBRANCE	66,954.88	08/08/2024
70676	BURNS, MADISON	PAYROLL ENCUMBRANCE	60,461.54	08/08/2024
70677	CARSON, TERRIE	PAYROLL ENCUMBRANCE	93,771.48	08/08/2024
70678	CAVAZOS, MARIAH	PAYROLL ENCUMBRANCE	60,553.57	08/08/2024
70679	DAVIDSON, JORDAN L	PAYROLL ENCUMBRANCE	67,777.24	08/08/2024
70680	DAWES, ALEXIS	PAYROLL ENCUMBRANCE	61,220.97	08/08/2024
70681	DRESSLER, DOMINEQUE	PAYROLL ENCUMBRANCE	73,295.58	08/08/2024
70682	GATES, JESSICA	PAYROLL ENCUMBRANCE	75,396.27	08/08/2024
70683	GATES, JESSICA	PAYROLL ENCUMBRANCE	626.96	08/08/2024
70684	GLOVER, JANICE	PAYROLL ENCUMBRANCE	82,223.63	08/08/2024
70685	GRAYSON, JENNIFER	PAYROLL ENCUMBRANCE	81,857.65	08/08/2024
70686	GUERRA, CHELSEA	PAYROLL ENCUMBRANCE	65,763.26	08/08/2024
70687	HEATH, DEANNA	PAYROLL ENCUMBRANCE	72,918.41	08/08/2024
70688	HIATT, KERI	PAYROLL ENCUMBRANCE	80,378.82	08/08/2024
70689	JAMES, ANITRA	PAYROLL ENCUMBRANCE	82,138.16	08/08/2024
70690	JESSOP, JANE	PAYROLL ENCUMBRANCE	63,336.71	08/08/2024
70691	LEVERETT, COLLEEN	PAYROLL ENCUMBRANCE	64,380.87	08/08/2024
70692	MARLEY, KEMBERLY R	PAYROLL ENCUMBRANCE	72,802.46	08/08/2024
70693	MCTHOMPSON, MELINDA	PAYROLL ENCUMBRANCE	70,843.49	08/08/2024
70694	MERRELL, KYLAR	PAYROLL ENCUMBRANCE	63,350.30	08/08/2024
70695	MORGAN, LORI	PAYROLL ENCUMBRANCE	60,388.86	08/08/2024
70696	MORGAN, LORI	PAYROLL ENCUMBRANCE	626.96	08/08/2024
70697	NASH, DENISE	PAYROLL ENCUMBRANCE	88,580.03	08/08/2024
70698	NASH, DENISE	PAYROLL ENCUMBRANCE	626.96	08/08/2024
70699	RHODES, TAYLOR	PAYROLL ENCUMBRANCE	66,416.57	08/08/2024
70700	RICHARDS, KAYLA	PAYROLL ENCUMBRANCE	54,721.85	08/08/2024
70701	ROBERTSON, SAMMIE	PAYROLL ENCUMBRANCE	79,460.56	08/08/2024
70702	SHIVERS, STORMIE	PAYROLL ENCUMBRANCE	60,999.25	08/08/2024
70703	SPENCE, JENNY	PAYROLL ENCUMBRANCE	61,732.63	08/08/2024
70704	TREXLER, SARAH	PAYROLL ENCUMBRANCE	71,548.10	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70705	TURNER, SHEILA	PAYROLL ENCUMBRANCE	74,710.52	08/08/2024
70706	WEBSTER, SHEA	PAYROLL ENCUMBRANCE	89,013.78	08/08/2024
70707	WHITLOCK, KAYLA	PAYROLL ENCUMBRANCE	42,724.55	08/09/2024
70708	WHITLOCK, KAYLA	PAYROLL ENCUMBRANCE	32,846.40	08/09/2024
70709	WILLIAMS, LINDA	PAYROLL ENCUMBRANCE	87,555.00	08/08/2024
70710	WILLIAMS, ZACHERY	PAYROLL ENCUMBRANCE	86,146.47	08/08/2024
70711	WILLIS, MACY	PAYROLL ENCUMBRANCE	61,130.39	08/08/2024
70712	WILSON, AMANDA	PAYROLL ENCUMBRANCE	86,535.94	08/08/2024
70713	WORD, MARCI	PAYROLL ENCUMBRANCE	87,156.23	08/08/2024
70714	WRIGHT, VALERIE	PAYROLL ENCUMBRANCE	66,367.12	08/08/2024
70715	WRIGHT, JESSICA	PAYROLL ENCUMBRANCE	61,700.39	08/08/2024
70716	ANGLIN, BRAD	PAYROLL ENCUMBRANCE	78,068.88	08/08/2024
70717	ANGLIN, BRAD	PAYROLL ENCUMBRANCE	4,075.24	08/08/2024
70718	BATES, MILDRED	PAYROLL ENCUMBRANCE	88,164.29	08/08/2024
70719	BEAR, DONNA	PAYROLL ENCUMBRANCE	82,078.07	08/08/2024
70720	BEAR, DONNA	PAYROLL ENCUMBRANCE	3,134.80	08/08/2024
70721	BEAR, DONNA	PAYROLL ENCUMBRANCE	4,764.89	08/08/2024
70722	BEERS, BRAD	PAYROLL ENCUMBRANCE	67,011.28	08/08/2024
70723	BICKNELL, ZACHERY	PAYROLL ENCUMBRANCE	61,268.51	08/08/2024
70724	BICKNELL, ZACHERY	PAYROLL ENCUMBRANCE	6,896.56	08/08/2024
70725	BROWNELL ANDERSON, KALI	PAYROLL ENCUMBRANCE	58,371.92	08/08/2024
70726	BYRD, KASSIE	PAYROLL ENCUMBRANCE	75,577.50	08/08/2024
70727	BYRD, KASSIE	PAYROLL ENCUMBRANCE	1,379.32	08/08/2024
70728	CLARK, JOHN	PAYROLL ENCUMBRANCE	87,081.38	08/08/2024
70729	DECKER, LECREATIA	PAYROLL ENCUMBRANCE	89,344.95	08/08/2024
70730	DONICA, PAMELA	PAYROLL ENCUMBRANCE	75,611.74	08/08/2024
70731	FARQUHAR, RYAN	PAYROLL ENCUMBRANCE	74,713.60	08/08/2024
70732	FARQUHAR, RYAN	PAYROLL ENCUMBRANCE	5,015.68	08/08/2024
70733	FARRIS, BROOK L	PAYROLL ENCUMBRANCE	86,359.22	08/08/2024
70734	FARRIS, BROOK L	PAYROLL ENCUMBRANCE	2,257.05	08/08/2024
70735	FIELDS, TWYLA D	PAYROLL ENCUMBRANCE	81,353.04	08/08/2024
70736	GILBERT, LEE	PAYROLL ENCUMBRANCE	89,778.20	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70737	GILBERT, LEE	PAYROLL ENCUMBRANCE	2,758.62	08/08/2024
70738	GRAY, NATALIE	PAYROLL ENCUMBRANCE	90,151.02	08/09/2024
70739	HALE, ZACHARY	PAYROLL ENCUMBRANCE	86,969.99	08/08/2024
70740	HALEY, RENEE	PAYROLL ENCUMBRANCE	87,594.84	08/08/2024
70741	HARDING, EMILY	PAYROLL ENCUMBRANCE	78,264.25	08/08/2024
70742	HUFF, DIANE	PAYROLL ENCUMBRANCE	82,612.91	08/08/2024
70743	HUFF, DIANE	PAYROLL ENCUMBRANCE	1,253.92	08/08/2024
70744	IRICK, DIANA	PAYROLL ENCUMBRANCE	81,417.75	08/08/2024
70745	IRICK, DIANA	PAYROLL ENCUMBRANCE	1,880.88	08/08/2024
70746	JACKS, AUDRY	PAYROLL ENCUMBRANCE	67,146.67	08/08/2024
70747	KISINGER, SIERRA	PAYROLL ENCUMBRANCE	78,232.70	08/08/2024
70748	KLEINE, SHARLENE	PAYROLL ENCUMBRANCE	85,511.79	08/08/2024
70749	KLEINE, SHARLENE	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70750	MARTIN, JAYME	PAYROLL ENCUMBRANCE	81,555.32	08/08/2024
70751	MATTOX, JESSICA	PAYROLL ENCUMBRANCE	61,169.65	08/08/2024
70752	MAXWELL, ROBIN	PAYROLL ENCUMBRANCE	77,110.99	08/08/2024
70753	MITCHELL, CHERYL L	PAYROLL ENCUMBRANCE	89,258.38	08/08/2024
70754	MORGAN, ASHLEA	PAYROLL ENCUMBRANCE	65,721.32	08/08/2024
70755	MORGAN, ASHLEA	PAYROLL ENCUMBRANCE	2,758.62	08/08/2024
70756	MORSTAD, DAVID	PAYROLL ENCUMBRANCE	75,320.84	08/08/2024
70757	PAYNE, AMY	PAYROLL ENCUMBRANCE	79,043.72	08/08/2024
70758	PHILLIPS, KAYLI	PAYROLL ENCUMBRANCE	67,492.39	08/08/2024
70759	PHILLIPS, KAYLI	PAYROLL ENCUMBRANCE	1,880.88	08/08/2024
70760	PORTER, MARCY	PAYROLL ENCUMBRANCE	79,998.71	08/08/2024
70761	PORTER, MARCY	PAYROLL ENCUMBRANCE	877.75	08/08/2024
70762	QUIGG, TYMOTHY	PAYROLL ENCUMBRANCE	60,585.02	08/08/2024
70763	RIDEN, KENDRA	PAYROLL ENCUMBRANCE	70,371.88	08/08/2024
70764	RIDENOUR, HEATHER	PAYROLL ENCUMBRANCE	76,264.63	08/08/2024
70765	ROBINSON, STACI	PAYROLL ENCUMBRANCE	85,758.26	08/08/2024
70766	SANCHEZ, CHRIS	PAYROLL ENCUMBRANCE	61,183.85	08/08/2024
70767	SANCHEZ, CHRIS	PAYROLL ENCUMBRANCE	9,279.00	08/08/2024
70768	SHORTES, TIMOTHY	PAYROLL ENCUMBRANCE	81,974.98	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70769	SHORTES, TIMOTHY	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70770	SHORTES, TIMOTHY	PAYROLL ENCUMBRANCE	3,448.28	08/08/2024
70771	SHORTES, TIMOTHY	PAYROLL ENCUMBRANCE	4,514.11	08/08/2024
70772	SHUTLER, LISA	PAYROLL ENCUMBRANCE	62,025.77	08/08/2024
70773	SHUTLER, LISA	PAYROLL ENCUMBRANCE	3,134.80	08/08/2024
70774	SMITH, TRAVIS	PAYROLL ENCUMBRANCE	62,503.16	08/08/2024
70775	SMITH, TRAVIS	PAYROLL ENCUMBRANCE	2,507.84	08/08/2024
70776	STEPHENS, MEGHANN	PAYROLL ENCUMBRANCE	69,509.21	08/08/2024
70777	SWAROWSKY, DENISE	PAYROLL ENCUMBRANCE	66,176.20	08/08/2024
70778	TALAFUSE, CLAUDIA	PAYROLL ENCUMBRANCE	64,929.07	08/08/2024
70779	TALAFUSE, CLAUDIA	PAYROLL ENCUMBRANCE	1,880.88	08/08/2024
70780	TALAFUSE, CLAUDIA	PAYROLL ENCUMBRANCE	4,388.72	08/08/2024
70781	TURPIN, JESSE	PAYROLL ENCUMBRANCE	81,405.39	08/08/2024
70782	WARD, MICHAEL A	PAYROLL ENCUMBRANCE	79,637.20	08/08/2024
70783	WARD, MICHAEL S	PAYROLL ENCUMBRANCE	65,615.75	08/08/2024
70784	WARD, MICHAEL S	PAYROLL ENCUMBRANCE	2,507.84	08/08/2024
70785	WARD, MICHAEL S	PAYROLL ENCUMBRANCE	5,642.64	08/08/2024
70786	WARR, SANDY	PAYROLL ENCUMBRANCE	91,734.31	08/08/2024
70787	WRIGHT, CHRISTOPHER	PAYROLL ENCUMBRANCE	70,841.57	08/08/2024
70788	WRIGHT, CHRISTOPHER	PAYROLL ENCUMBRANCE	4,388.72	08/08/2024
70789	WYCHE, DEANNA L	PAYROLL ENCUMBRANCE	90,932.35	08/09/2024
70790	YOUNG, MELODY	PAYROLL ENCUMBRANCE	74,603.38	08/08/2024
70791	YOUNG, MELODY	PAYROLL ENCUMBRANCE	626.96	08/08/2024
70792	YOUNG, JACLYN	PAYROLL ENCUMBRANCE	70,838.48	08/08/2024
70793	ANDERSON, APRIL	PAYROLL ENCUMBRANCE	92,795.02	08/09/2024
70794	ASBURY, TRISTIANNE	PAYROLL ENCUMBRANCE	91,826.18	08/08/2024
70795	AUGHTRY, JONNIE	PAYROLL ENCUMBRANCE	54,855.62	08/08/2024
70796	AUGHTRY, JONNIE	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70797	BARNETT, KENDRA L	PAYROLL ENCUMBRANCE	93,063.05	08/08/2024
70798	BECKNEL, CODEE	PAYROLL ENCUMBRANCE	76,718.68	08/08/2024
70799	BECKNEL, CODEE	PAYROLL ENCUMBRANCE	2,758.62	08/08/2024
70800	CHRISTIANSEN, TORI	PAYROLL ENCUMBRANCE	89,464.61	08/09/2024



PO	Vendor Name	General Description	Amount	Date
70801	CLARK, CANDICE	PAYROLL ENCUMBRANCE	63,231.67	08/08/2024
70802	CLEMENT, ROGER D	PAYROLL ENCUMBRANCE	91,572.82	08/08/2024
70803	CLEMENT, ROGER D	PAYROLL ENCUMBRANCE	1,253.92	08/08/2024
70804	CLEMENT, ROGER D	PAYROLL ENCUMBRANCE	8,777.43	08/08/2024
70805	COLE, MARSHALL	PAYROLL ENCUMBRANCE	76,748.34	08/09/2024
70806	COLWELL, KATE	PAYROLL ENCUMBRANCE	80,632.71	08/08/2024
70807	COOK, KATINA	PAYROLL ENCUMBRANCE	79,911.61	08/08/2024
70808	COOMBS, KEITH	PAYROLL ENCUMBRANCE	69,878.83	08/08/2024
70809	COOMBS, KEITH	PAYROLL ENCUMBRANCE	6,896.56	08/08/2024
70810	CRAWFORD, SAMANTHA	PAYROLL ENCUMBRANCE	81,933.41	08/08/2024
70811	DAVIDSON, KYLE	PAYROLL ENCUMBRANCE	73,112.24	08/08/2024
70812	DAVIDSON, KYLE	PAYROLL ENCUMBRANCE	2,758.62	08/08/2024
70813	DAVIDSON, KYLE	PAYROLL ENCUMBRANCE	1,253.92	08/08/2024
70814	DAVIS, ERIN	PAYROLL ENCUMBRANCE	80,525.40	08/08/2024
70815	DAVIS, DAKOTA	PAYROLL ENCUMBRANCE	62,554.54	08/08/2024
70816	DAVIS, DAKOTA	PAYROLL ENCUMBRANCE	4,388.72	08/08/2024
70817	DRESSLER, THERESA	PAYROLL ENCUMBRANCE	87,976.13	08/08/2024
70818	DRESSLER, THERESA	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70819	DUNKELBERG, KEVAN	PAYROLL ENCUMBRANCE	66,309.90	08/08/2024
70820	DUNKELBERG, KEVAN	PAYROLL ENCUMBRANCE	1,880.88	08/08/2024
70821	EPPS, CHELSEA	PAYROLL ENCUMBRANCE	71,380.77	08/08/2024
70822	EPPS, CHELSEA	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70823	EVANS, JAMIE	PAYROLL ENCUMBRANCE	33,005.35	08/08/2024
70824	FORD, CAROL D	PAYROLL ENCUMBRANCE	93,132.30	08/08/2024
70825	FORD, CAROL D	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70826	HAND, TOMMY	PAYROLL ENCUMBRANCE	48,601.06	08/08/2024
70827	HAND, TOMMY	PAYROLL ENCUMBRANCE	2,257.05	08/08/2024
70828	HAND, TOMMY	PAYROLL ENCUMBRANCE	5,642.64	08/08/2024
70829	HARKEY, DARISSA	PAYROLL ENCUMBRANCE	63,805.63	08/08/2024
70830	HEIN, JAMES	PAYROLL ENCUMBRANCE	92,759.38	08/08/2024
70831	HELTON, SUSAN R	PAYROLL ENCUMBRANCE	84,595.42	08/08/2024
70832	HUGHES, ERIK	PAYROLL ENCUMBRANCE	76,036.98	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70833	HUGHES, ERIK	PAYROLL ENCUMBRANCE	15,047.04	08/08/2024
70834	JONES, DUSTIN	PAYROLL ENCUMBRANCE	70,967.53	08/08/2024
70835	JONES, DUSTIN	PAYROLL ENCUMBRANCE	9,404.40	08/08/2024
70836	JONES, JORDAN	PAYROLL ENCUMBRANCE	11,084.82	08/08/2024
70837	JONES, JORDAN	PAYROLL ENCUMBRANCE	59,823.25	08/08/2024
70838	KILPATRICK, KEATON	PAYROLL ENCUMBRANCE	63,261.79	08/08/2024
70839	KILPATRICK, KEATON	PAYROLL ENCUMBRANCE	3,134.80	08/08/2024
70840	LIGHTNER, MICHAEL	PAYROLL ENCUMBRANCE	60,808.05	08/08/2024
70841	LIGHTNER, MICHAEL	PAYROLL ENCUMBRANCE	13,793.12	08/08/2024
70842	MCCURDY, ELIZABETH	PAYROLL ENCUMBRANCE	87,054.28	08/08/2024
70843	MUSGRAVE, DONI	PAYROLL ENCUMBRANCE	78,010.57	08/08/2024
70844	MUSGRAVE, DONI	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70845	MUSSER, HOPE	PAYROLL ENCUMBRANCE	61,986.25	08/08/2024
70846	MUSSER, HOPE	PAYROLL ENCUMBRANCE	4,702.20	08/08/2024
70847	OWEN, EDWINA D	PAYROLL ENCUMBRANCE	83,372.61	08/09/2024
70848	PAUL, KIMBERLY	PAYROLL ENCUMBRANCE	83,010.80	08/09/2024
70849	PETERMAN, TODD	PAYROLL ENCUMBRANCE	91,922.55	08/08/2024
70850	PHIPPS, JANET	PAYROLL ENCUMBRANCE	91,736.42	08/08/2024
70851	RADTKE, AMELIA	PAYROLL ENCUMBRANCE	83,822.34	08/08/2024
70852	REBER, JACKIE	PAYROLL ENCUMBRANCE	88,648.29	08/08/2024
70853	RICH, BONNIE L	PAYROLL ENCUMBRANCE	81,522.82	08/08/2024
70854	RONSPIEZ, JORDAN	PAYROLL ENCUMBRANCE	62,179.17	08/08/2024
70855	RONSPIEZ, JORDAN	PAYROLL ENCUMBRANCE	3,134.80	08/08/2024
70856	SCHMIDT, ROBIN	PAYROLL ENCUMBRANCE	60,489.34	08/08/2024
70857	SCHMIDT, ROBIN	PAYROLL ENCUMBRANCE	12,539.20	08/08/2024
70858	SMITH, KENNY M	PAYROLL ENCUMBRANCE	81,976.06	08/08/2024
70859	SMITH, SUSAN	PAYROLL ENCUMBRANCE	76,009.76	08/08/2024
70860	STARR, MEGGAN S	PAYROLL ENCUMBRANCE	92,410.85	08/08/2024
70861	STARR, MEGGAN S	PAYROLL ENCUMBRANCE	6,269.60	08/08/2024
70862	SWEET, BROOKLYN	PAYROLL ENCUMBRANCE	72,478.92	08/08/2024
70863	SWOPE, TONI	PAYROLL ENCUMBRANCE	91,547.03	08/08/2024
70864	SWOPES, SUSAN	PAYROLL ENCUMBRANCE	66,115.95	08/08/2024



PO	Vendor Name	General Description	Amount	Date
70865	SWOPES, SUSAN	PAYROLL ENCUMBRANCE	2,758.62	08/08/2024
70866	TABOR, KIM	PAYROLL ENCUMBRANCE	85,155.04	08/08/2024
70867	TAKARA, KRISTEN	PAYROLL ENCUMBRANCE	91,586.42	08/08/2024
70868	THORNTON, MATTHEW	PAYROLL ENCUMBRANCE	81,465.83	08/08/2024
70869	THORNTON, MATTHEW	PAYROLL ENCUMBRANCE	2,507.84	08/08/2024
70870	THORNTON, MATTHEW	PAYROLL ENCUMBRANCE	8,777.43	08/08/2024
70871	TREAT, VERNON K	PAYROLL ENCUMBRANCE	67,445.55	08/08/2024
70872	TREAT, VERNON K	PAYROLL ENCUMBRANCE	3,448.28	08/08/2024
70873	TURNER, LACEY	PAYROLL ENCUMBRANCE	79,696.75	08/08/2024
70874	TURNER, LACEY	PAYROLL ENCUMBRANCE	752.35	08/08/2024
70875	VANDEBURG, LINDSEY	PAYROLL ENCUMBRANCE	76,054.98	08/08/2024
70876	VANDEBURG, LINDSEY	PAYROLL ENCUMBRANCE	15,862.08	08/08/2024
70877	WELLS, CHAD	PAYROLL ENCUMBRANCE	78,202.77	08/08/2024
70878	WORLEY, GEORGE	PAYROLL ENCUMBRANCE	65,664.93	08/08/2024
70879	WARD, MICHAEL S	PAYROLL ENCUMBRANCE	1,379.32	08/08/2024
70880	SWAROWSKY, DENISE	PAYROLL ENCUMBRANCE	24,723.51	08/08/2024
70881	HAND, TOMMY	PAYROLL ENCUMBRANCE	17,720.19	08/08/2024
70882	AUGHTRY, JONNIE	PAYROLL ENCUMBRANCE	37,513.60	08/08/2024
70883	MORGAN, TONY	PAYROLL ENCUMBRANCE	91,672.47	08/09/2024
70884	MORGAN, TONY	PAYROLL ENCUMBRANCE	564.27	08/09/2024
70885	MORGAN, TONY	PAYROLL ENCUMBRANCE	752.35	08/09/2024
70886	JARVIS, BRANDY	PAYROLL ENCUMBRANCE	32,014.61	08/09/2024
70887	HARDING, EMILY	PAYROLL ENCUMBRANCE	1,880.88	08/09/2024
70888	BARNETT, KENDRA L	PAYROLL ENCUMBRANCE	2,507.84	08/09/2024
70889	MCMILLIAN, RONALD	PAYROLL ENCUMBRANCE	27.29	08/09/2024
70890	PEREZ, HEATHER	PAYROLL ENCUMBRANCE	126.62	08/09/2024
70891	VANCE, KIMBERLY A	PAYROLL ENCUMBRANCE	143.80	08/09/2024
70892	YANDELL, GLENDA	PAYROLL ENCUMBRANCE	131.88	08/09/2024
70893	MATA, DEANA	PAYROLL ENCUMBRANCE	115.29	08/09/2024
70894	CAVAZOS, MARIAH	PAYROLL ENCUMBRANCE	484.43	08/09/2024
70895	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	57.31	08/09/2024
70896	HOWE, CYNTHIA	PAYROLL ENCUMBRANCE	183.01	08/09/2024



PO	Vendor Name	General Description	Amount	Date
70897	QUIGG, TYMOTHY	PAYROLL ENCUMBRANCE	3,134.80	08/09/2024
70898	SMITH, KAITLYN	PAYROLL ENCUMBRANCE	3,229.50	08/09/2024
70899	LEVERETT, COLLEEN	PAYROLL ENCUMBRANCE	2,691.25	08/09/2024
70900	HUTCHERSON, TABITHA	PAYROLL ENCUMBRANCE	2,153.00	08/09/2024
70901	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	322.95	08/09/2024
70902	ROOT, KRISTINA	PAYROLL ENCUMBRANCE	322.95	08/09/2024
70903	GRAY, NATHAN	PAYROLL ENCUMBRANCE	3,229.50	08/09/2024
70904	FOLKS, HEATHER	PAYROLL ENCUMBRANCE	269.13	08/09/2024
70905	SHEA, JESSICA	PAYROLL ENCUMBRANCE	269.13	08/09/2024
70906	FOLKS, HEATHER	PAYROLL ENCUMBRANCE	18,663.19	08/09/2024
70907	SHEA, JESSICA	PAYROLL ENCUMBRANCE	19,636.92	08/09/2024
(11) GEN FUND-FOR OPERAT Current Encumbered:			18,858,691.96	

STAFF MEMBERS AND ELECTRONIC OR DIGITAL COMMUNICATIONS ~~SOCIAL NETWORKING SITES~~

The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to the following prohibited behaviors:

1. **Improper fraternization with students using Facebook and similar internet sites or social networks, or via cell phone, texting or telephone electronic or digital communication. Noble Public Schools will use Parent Square as our district communication platform.**
 1.
 - a. School employees may not list current students as “friends” on networking sites.
 - b. All e-contacts with students should be through the district’s **school-approved platform** ~~computer and telephone system~~; and shall include the parent or legal guardian of the student.
 - c. ~~All contacts and messages by coaches with team members shall be sent to all team members, except messages involving medical or academic privacy matters, in which case the messages will be copied to the parent or legal guardian, the athletic director and the school principal.~~
 - d. ~~School employees will not give out their private cell phone or home phone numbers to students without prior written approval of the district and the parent of the minor student.~~
 - e. Improper private contact via e-mail or phone is prohibited.
 2. Inappropriateness of posting items with sexual content
 3. Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol
 4. Monitoring and penalties for improper use of district computers and technology

As per state law, employees are discouraged from sharing content or comments containing the following when directed at a citizen of the State of Oklahoma:

- 1) Obscene sexual content or links to obscene sexual content;
- 2) Abusive behavior and bullying language or tone;
- 3) Conduct or encouragement of illegal activity; and
- 4) Disclosure of any information required to be maintained as confidential by law, regulation, or internal policy.

“Social networking or “social media” means interaction with external websites or services based upon participant contributions to the content. Types of social media include social and professional networks, blogs, micro blogs, video or phone sharing and social bookmarking; and

“Comment” means a response to an article or social media content submitted by a commenter.

The Superintendent or designees will periodically conduct internet searches to see if school employees have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will download the offensive material and promptly bring that misconduct to the attention of the school district’s legal counsel for review.

The board of education shall designate school-approved platforms. The administration shall publish school-approved platforms on the district's website and in student or staff handbooks.

STAFF MEMBERS AND ELECTRONIC OR DIGITAL COMMUNICATIONS SOCIAL NETWORKING SITES (Cont.)

School personnel engaging in electronic or digital communication with an individual student shall include the student's parent or guardian in any electronic or digital communication, unless such communication is on a school-approved platform and related to school and academic communications. The only exception to this requirement may be made in case of an emergency, subject to subsequent notification to the parent or guardian. School employees shall make reasonable efforts to use school-approved platforms, systems, or applications that allow automatic inclusion of parents or guardians in communications with students.

School employees reported to have engaged in electronic or digital communications that would violate this policy and state law shall be placed on administrative leave while the school district investigates the incident. If the investigation finds that no misconduct occurred, the school employee shall be reinstated, and the incident noted in the personnel file.

Employees who engage in any of the above-referenced prohibited behaviors are subject to the possibility of penalties, including termination of employment, for failure to exercise good judgment ~~in online conduct~~. Incidents will be reported in compliance with district policy FFG and state law.

REFERENCE: 74 O.S. § 840-8.1
 70 O.S. § 6-401.

***A copy of this policy shall be distributed to each affected employee by email.**

GRADUATION REQUIREMENTS

The Noble Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the board of education that a minimum of 23 units of credit be earned in the subject areas listed below to be eligible for graduation. All students, in order to graduate from an Oklahoma public school, will be required to complete the “college preparatory/work ready curriculum units or sets of competencies” at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the “core curriculum” option. The “college preparatory/work ready curriculum” will include the following:

- 4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;
- 3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;
- 3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;
- 3 units of history and citizenship skills, including one unit of American History, one half unit of Oklahoma History, one half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;
- 2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;
- 1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and
- 1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

Students entering the eighth grade in the 2025- 2026 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, shall complete a minimum of the following 23 curriculum units or sets of competencies at the secondary level:

4 units of English to include Grammar, Composition, Literature, or any English course;

4 units of mathematics, two of which shall be Algebra I and either Algebra II or Geometry. The other two units may include Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, Math of Finance, Computer Science, college courses approved for dual credit, an approved full-time postsecondary

career and technology program, or locally approved math-based application course, or any mathematics course with content and/or rigor above Algebra I;

3 units of laboratory science approved for college admission requirements including one unit of life science meeting the standards for Biology I, one unit of physical science meeting the standards for Physical Science, Chemistry or Physics; and one unit from the domains of physical science, life science, or earth and space science, or approved full-time postsecondary career and technology program or locally approved science-based application course, or any course with content and/or rigor above Biology I or Physical Science;

3 units of history and citizenship skills including one unit of American History, ½ unit of Oklahoma History, ½ unit of United States Government, and one unit from the subjects of History, Government, Geography, Economics, Civics or non-Western culture;

6 pathway units which align with the student's Individual Career and Academic Plan (ICAP) which may include, but are not limited to, any additional math, science, English, history, world or non-English language, computer technology, Junior Reserve Officers' Training Corp, internship or apprenticeship programs, career and technology education courses, concurrently enrolled courses, advanced placement courses, International Baccalaureate courses approved for college admission requirements, music, art, drama, speech, dance, media arts, or other approved courses; and

3 units of elective courses.

Beginning with the 2024-2025 school year, a student whose parent or legal guardian approves modification of the student's existing graduation track, subject to school approval, may complete a minimum of 23 curriculum units or sets of competencies at the secondary level as listed above. All other students graduating prior to 2030, in order to graduate from the district with a standard diploma, students shall complete the following core curriculum units at the secondary level:

GRADUATION REQUIREMENTS (Cont.)**Science**

- 3 units or sets of competencies of laboratory science approved for college admission requirements:
- 1 unit or set of competencies of life science, meeting the standards for Biology I;
 - 1 unit or set of competencies of physical science, meeting the standards for Physical Science, Chemistry or Physics; and
 - 1 unit or set of competencies from the domains of physical science, life science or earth and space science such that content and rigor is above Biology I or Physical Science.

Language Arts

- 4 units or sets of competencies
- 1 unit of Grammar and Composition and
 - 3 units which may include
 - American Literature
 - English Literature
 - World Literature
 - Advanced English Courses
 - Other English courses with content and/or rigor equal to or above grammar and composition

Social Studies

- 3 units or sets of competencies
- 1 unit of United States History
 - ½ to 1 unit of United States Government
 - ½ unit of Oklahoma History
 - ½ unit to 1 unit which may include:
 - World History
 - Geography
 - Economics
 - Anthropology
 - Other social studies courses with content and/or rigor equal to or above United States History, United States Government, and Oklahoma history

Mathematics

- 3 units or sets of competencies
- 1 unit of Algebra I¹ and
 - 2 units which may include:
 - Algebra II
 - Geometry¹
 - Trigonometry
 - Math Analysis or Precalculus
 - Statistics and/or Probability
 - Calculus
 - Computer Science or acceptance and successful completion of one (1) year of a full-time, three-hour career and technology program leading to an industry credential/certificate or college credit. The list of accepted industry valued credentials shall be reviewed annually and updated at least every three (3) years by the State Board of Career and Technology Education.
 - Intermediate Algebra
 - Mathematics of Finance
 - Contextual mathematics courses that enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the tenth, eleventh, or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the district board of education
 - Mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the tenth, eleventh, or twelfth grade upon approval of the State Board of Education and the district board of education
 - Other mathematics courses with content and/or rigor equal to or above Algebra I
 - A science, technology, engineering and math (STEM) block course.

GRADUATION REQUIREMENTS (Cont.)

The Computer Education

1 unit or set of competencies which may include, but is not keyboarding or typing classes

limited to, courses in Visual Arts and General Music and 1 unit or set of

Electives

8 units or sets of competencies

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.

All students are strongly encouraged to complete two units or sets of competencies of foreign world language classes and two units or sets of competencies of physical and health education as part of the core curriculum.

Credit may be given for the above-referenced classes for the college preparatory/work-ready and core curriculum diploma pathways when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required course rigor is maintained.

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher and which provide for the teaching and learning of the appropriate skills and knowledge in the OAS (Oklahoma Academic Standards) may, upon approval of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.

No student will be allowed to receive credit more than once for completion of the same unit or sets of competencies. All of the above-referenced classes may not be offered by the district. However, sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years of the student.

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.

Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exception from the graduation requirements will be based on rules established by the State Department of Education. All exceptions and the reasons therefore shall be reported to the State Department of Education on or before July 1 of each year.

All course credit earned through examination by students in required curriculum areas shall be appropriately noted on the student's transcript and/or student record. Completion may be recorded with a letter grade or pass notation, credits earned by a student through examination in accordance with the provisions of 210:35-27-2 shall be transferrable to or from any other school district within the State of Oklahoma in which the student was enrolled, is currently enrolled, or

GRADUATION REQUIREMENTS (Cont.)

may be enrolled. Credit for units of secondary coursework in curriculum areas required for graduation count toward meeting the requirements for the high school diploma.

All students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.

All **Students** will be **are** required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent.

The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.

Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities who individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).

Students shall be allowed to earn released time elective credit in accordance with state law and the Oklahoma Accreditation Standards.

REFERENCE: **70 O.S. § 11-101.3**
70 O.S. § 11-103.2c
70 O.S. § 11-103.6
70 O.S. § 1210.199
70 O.S. § 1210.508

STUDENT RESIDENCY

It is the policy of the Noble Board of Education that the residence of any child for school purposes shall be the legal residence of the parents, guardian, or person having legal custody within the district as defined in 70 O.S. §1-113 (C). Provided that such parent, legal guardian, person, or institution having legal custody contributes in a major degree to the support of such child. Provided, further, that any child residing in the district who is entirely self-supporting shall be considered a resident of the school district if the child works and attends school in the school district. Questions concerning legal residence of children shall be determined pursuant to procedures utilized by the State Department of Education in accordance with 70 O.S. §1-113.

An adult who does not fall within the categories listed above, who holds legal residence in the district, and who has assumed permanent care and custody of the child may file an affidavit with the school district attesting that custody has been assumed. The affidavit must include the reasons for assuming custody. Power of Attorney may not solely be used to establish residency. The residency officer shall consider the facts of each case and shall approve residency only if it is demonstrated that the custody arrangement is permanent and the adult contributes in a major degree to the support of the child.

The superintendent or designee may require the submission of evidence of residency in order to determine whether the student is eligible to attend the public schools or programs without payment of nonresident tuition. Such evidence may include, but is not necessarily limited to, the following:

- ~~1. Proof of payment of local personal income tax or ad valorem taxes;~~
- ~~2. Title to residential property in the district, or a valid unexpired lease agreement, or receipts for payment of rent on a district residence in which the applicant actually resides;~~
- 1.** Proof of provisions of utilities **dated within the last 30 days of enrollment date;**
- ~~4. A valid, unexpired motor vehicle operator's permit or motor vehicle registration;~~
- ~~5. Maintenance of voter registration;~~
- 2.** Notarized affidavit verifying residency and that the affiant has assumed the permanent care and custody of the student. (The filing of a false affidavit shall be subject to punishment in accordance with 70 O.S. §1-113(A)(1).)

Homeless Students

In accordance with the Federal McKinney Homeless Assistance Act, homeless children shall have access to the same free and appropriate public education as provided to other children. The board shall make reasonable efforts to identify homeless children within the district, encourage their enrollment, and eliminate existing barriers to their education that may exist in district policies or practices. No child or youth shall be discriminated against in this school district because of homelessness.

Children are deemed to be homeless under the following conditions:

1. A child who is lacking a fixed regular and adequate nighttime residence and who has a primary nighttime residence that is a publicly or privately operated shelter designed to provide temporary living accommodations, a

STUDENT RESIDENCY (Cont.)

temporary residence prior to institutionalization, or a place not designed or ordinarily used as a regular sleeping accommodation for human beings.

2. A child who is placed in a transitional or emergency shelter before placement in a foster home or home for neglected children.
3. A child who is temporarily living in a trailer park or camping area due to lack of adequate living accommodations.
4. A child who is living in doubled-up accommodations due to loss of housing or other similar situation.
5. A migratory child who is staying in accommodations not fit for habitation.
6. A child who has run away from home and lives in a runaway shelter, abandoned building, the street, or other inadequate accommodations.
7. A child who is placed in a state institution because s/he has no other place to live.
8. A child who has been abandoned by his/her family and who is staying in a hospital.
9. A child whose parents or guardian will not permit him/her to live at home and who lives on the street, in a shelter, or in other transitional or inadequate accommodation.
10. School-age unwed mothers or expectant mothers who are living in homes for unwed mothers because they have no other available living accommodations.

The district administration shall attempt to remove existing barriers to school attendance by children in foster care and homeless children:

1. Enrollment requirements that may constitute a barrier to the education of a child in foster care or the homeless child or youth shall be waived. If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize other reasonable means to determine the appropriate grade level for the child.
2. Fees and charges that may present a barrier to the enrollment or transfer of a child in foster care or a homeless child or youth shall be waived.
3. Customary transportation policies and regulations shall be waived.
4. Official school records policies and regulations shall be waived.
5. The district shall make a reasonable effort to locate immunization records from information available or shall arrange for students to receive immunizations through health agencies and at district expense if no other recourse is available. Immunizations may, however, be waived for homeless youth only in accordance with provisions of board policy on immunizations. (See policy FFAB.)
6. Other barriers to school attendance by a child in foster care or a homeless youth shall be waived.

STUDENT RESIDENCY (Cont.)

7. Information about a homeless child's or youth's living situation shall be treated as a student education record and shall not be deemed to be directory information under state or federal law.

The district will provide to each homeless child such school services that are comparable to services offered to other students in the district and that are determined to be in the child's best interest. Such services will include:

1. Public preschool programs;
2. Special education, Title I, and limited English proficiency programs for which they are eligible;
3. Vocational education programs;
4. Gifted and talented programs;
5. Before and after school programs;
6. School meal programs; and
7. Transportation services.

Residency Officer

The school district designates district superintendent or designee as residency officer. The residency officer may be contacted by calling the school district at 405-872-3452 or by writing to the residency officer at the following address, or by personally visiting the residency officer at 111 South 4th Street, Noble, OK 73068.

If this school district denies admittance of a student who claims to be a resident of the district, the parent, guardian, or person having care and custody of the student may request a review of the residency officer's decision. Such request for review shall be in writing and must be received by the residency officer within three school days of the denial of admittance. The request for review shall include any additional pertinent information that may justify the admittance of the child to the school district.

Upon receipt of a written request for review, the residency officer will render a decision and notify the parent of the decision within three school days of the receipt of the request for review.

If the parent disagrees with the findings of the residency officer, the parent will notify the residency officer within three school days of the receipt of the decision. The residency officer will submit his/her findings and all documents reviewed to the board of education.

The board of education will review the decision and the documents submitted by both the residency officer and the student and render a decision at the next board meeting. The board's decision may be appealed only pursuant to procedures utilized by the State Department of Education.

The Superintendent will designate a Point of Contact (POC) to coordinate activities relating to the District's provision of services to children placed in foster care, including transportation services.

The District will collaborate with Child Welfare Agencies when transportation is required for children placed in foster care to attend the school of origin outside their usual attendance area or the district when in the best interest of the

STUDENT RESIDENCY (Cont.)

student. Under the supervision of the Superintendent/designee, the District POC will invite appropriate District officials, Child Welfare Agencies, and officials from other districts or agencies to consider how such transportation is to be promptly arranged and funded in a cost effective manner.

DEFINITIONS

“Foster Care” means 24-hour care and supportive services provided to children placed away from their parents, guardians, or person exercising custodial control or supervision and for whom the foster parent has placement care and responsibility.

“School of origin” means the school in which a child is enrolled at the time of placement in foster care.

“Best Interest” means a case -by-case determination of the appropriateness of the current educational setting and the proximity of placement as required by ESEA section 1111(g)(1)(E)(i). Factors be utilized in this determination include, but are certainly not limited to, the following:

1. Safety considerations;
2. Proximity of the resource family home to the child’s present school;
3. Age and grade level of the child as it relates to the other best interests factors;
4. Needs of the child, including social adjustment and well-being;
5. Child’s performance, continuity of education and engagement in the school the child presently attends;
6. Child’s special education programming if the child is classified;
7. Point of time in the school year;
8. Child’s permanency goal and likelihood of reunification;
9. Anticipated duration of the placement;
10. Preferences of the child;
11. Preferences of the child’s parent(s) or education decision maker(s)
12. The child’s attachment to the school, including meaningful relationships with staff and peers;
13. Placement of the child’s sibling(s);
14. Influence of the school climate on the child, including safety;
15. Availability and quality of the services in the school to meet the child’s educational and socio-emotional needs;
16. History of school transfers and how they have impacted the child;
17. How the length of the commute would impact the child, based on the child’s developmental stage;
18. Whether the child is a student with a disability under the IDEA who is receiving special education and related services or a student with a disability under Section 504 who is receiving special education or related aids and services and, if so, the availability of those required services in a school other than the school of origin; and
19. Whether the child is an EL and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consistent with Title VI and the EEOA.

**REFERENCE: 70 O.S. §1-113, §1-114
70 O.S. §18-111
42 U.S.C. § 11432**

A POLICY ON THIS TOPIC IS REQUIRED BY LAW.

STUDENTS: ENROLLMENT REQUIREMENTS

It is the policy of the Noble Board of Education that children who are at least four (4) years of age but not more than five (5) years of age on or before September 2 and have not attended a public school kindergarten may be enrolled in either a half-day or full-day non-compulsory, early childhood program free of charge. No child shall be enrolled in Kindergarten unless the child has reached five years of age on or before the second day of September of the year the child intends to enroll. No child shall be enrolled in the first grade unless the child will have reached the age of six (6) on or before September 2 of the school year. Age may be verified by either a birth certificate, parent's statement, a physician's statement, or previous educational records.

The superintendent or designee will be responsible for the receipt of all applications for admission, the conduct of registration procedures, and for certification that all admission requirements and prerequisites have been properly met by the student.

All children between the ages of 5 and 21 on or before September 2 ¹ who reside within this school district are entitled to attend public school regardless of nationality or citizenship provided other age and residence requirements are met. Maximum age to which students may attend school tuition-free is twenty-one except that any person between the ages of 21 and 26 may attend school if it was impossible for the person to have finished the twelfth grade before the age of 21. Students over the age of 21 must be able to provide evidence satisfactory to the board of education that he or she was unable to attend school for a definite period or periods of time by reason whereof it was impossible for him or her to complete the 12th grade before reaching the age of 21. Such person must show an inability to attend school for definite periods of time because of a physical disability or service in the armed services.

Termination of attendance before graduation from high school or before reaching the age of eighteen may be permitted by mutual consent of the superintendent and the parent, legal custodian, or legal guardian of the student.

A student who has been suspended out-of-school from a public or private school in the State of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in this school district until the terms of the suspension have been met or the time of suspension has expired.

This district shall not provide education services in the regular school setting to any student who has been removed from any public or private school in Oklahoma or any other state until the district determines that the student no longer poses a threat to himself or others.

The district may consider providing alternative educational services such as home-based instruction. If the student is on an individualized education plan (IEP), education services will be provided according to that plan.

Optional: Off-Formula Districts that Allow Students from a Continuous, Out-of-State School District

The district will allow nonresident students from a contiguous, out-of-state school district to enroll in the district as the district does not receive payment of any State Aid funds and the district has a per-pupil expenditure that is above the state average per-pupil expenditure. Any such students enrolled shall not be eligible for State Aid. The district will not receive any funding from the out-of-state school district for the student.

**REFERENCE: 70 O.S. §1-114
70 O.S. §5-132
70 O.S. §18-108, §18-111**

ATTENDANCE POLICY (REGULATION)

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. However, it is important for those students who are ill to stay home when sick. Students who have a fever or measured temperature great than or equal to 100 degrees Fahrenheit should not be at school or school activities. The board recognizes, however, that the cocurricular program of the school also has educational benefit. Therefore, it shall be the policy of this board to minimize absenteeism from regular classes while providing students the opportunity to participate in cocurricular activities.

ABSENCES

Excused absence will be granted for the following reasons:

1. Personal or family illnesses
2. Medical appointments
3. Legal matters, including service on a grand, multicounty grand, or petit jury *
4. Extenuating circumstances deemed necessary by the principal
5. Observance of holidays required by student's religious affiliation.
6. Documented participation in up to ten (10) extracurricular absences, including 4-H activities each school year.
7. Documented speech therapy, occupational therapy, or any other service related to the child's Individualized Education Program (IEP).

It is the responsibility of the parent to notify the school if a child is to be absent for enumerated items 1-5 in a reasonable amount of time. If no contact is made, the parent must send a note or call the day the child returns before the student can be excused. The student may promptly make up all work missed without penalty. It is the responsibility of the student, on the day of return, to make arrangements to see that the work is made up.

Enumerated items 6-7 are statutorily excused absences which will require notification to the school district prior to the absence and documentation from the 4-H educator or service provider after the absence to identify the absence as excused.

Students will be given the opportunity to make up any schoolwork missed while they are participating in activities or programs sponsored by 4-H. Grades cannot be adversely affected for lack of attendance or participation due to their participation in activities or programs sponsored by 4-H so long as the district was notified prior to the absence and the appropriate documentation was provided by the 4-H educator after the absence which substantiates the student's attendance at the 4-H event or activity.

Students will not be provided an excused 4-H absence for any student who participates in an activity or program sponsored by 4-H if the 4-H activity occurs during the scheduled statewide student assessment window set by the State Board of Education or if the student has been disciplined or suspended by the school district and a condition of the punishment would preclude the student from participation in any school field trips or extracurricular activities.

ATTENDANCE POLICY, REGULATION (Cont.)

The district will not require medical documentation to support personal or family illness that results in an excused absence. However, students will be required to make up any work that has been missed. Student absences due to a severe, chronic, or life-threatening physical or mental illness, injury, or trauma will be exempted from inclusion in the calculation of the chronic absenteeism indicator of the applicable school site so long as the determination of eligibility is made by the district's medical exemption review committee. The district's medical exemption review committee will be designated by the superintendent on a yearly basis and shall report student absences that are medically exempt to the Oklahoma State Department of Education (OSDE) Office of Accountability.

A student will not be considered absent from school if:

1. They are not physically present at school but are completing work in a distance learning program or virtual online program approved by the school district, ~~and~~ and are meeting the following attendance requirements;
 - a. The student has completed instructional activities on no less than ninety (90%) percent of the time that services were provided in a virtual or distance learning format to include online logins to curriculum or programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone.
 - b. The student is on pace for on-time completion of the course as required by the school district,
 - c. The student has completed instructional activities within the time that services were provided in a virtual or distance learning format during the academic year.
2. They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.
3. They are participating in a released time program held by an independent entity off school premises for no more than three class periods per week or a maximum of 125 class periods per school year provided that:
 - a. The student's parent or legal guardian provides written consent prior to the student's participation in the released time course:
 - b. No school funds other than de minimis administrative costs are expended and no school district personnel, equipment or resources are involved in providing the instruction;
 - c. The independent entity maintains attendance records and makes the records available to the school district and board of education;
 - d. Transportation is provided to and from the place of instruction by the independent entity, the student or the student's parent or legal guardian;
 - e. The independent entity or the student's parent or legal guardian indemnifies the school district and holds it harmless with regard to any liability arising from conduct that does not occur on school property under the control or supervision of the school district and the independent entity maintains adequate insurance for that purpose;
 - f. The student assumes responsibility for any missed schoolwork; and

g. The student may not be excused to participate in a released time course during any class in which the subject matter being taught is subject to the assessment requirements of Section 1210.508 of Title 70.

School Activity

1. The student will be allowed to be absent from the classroom for a maximum of ten days per school year to participate in activities sponsored by the school. Any deviation from the ten days absence rule shall not exceed five days.
2. The student will be allowed to make up any work missed while participating.

Absences

1. A student may make up all work missed without penalty. It is up to the student, on the day of return, to make arrangements to see that the work is made up.
2. In order to take an absence by arrangement, the parent, or guardian, must submit, at least two days prior to the absence, a written request for the student to be absent. If the request is not made as required, the absence will be treated as an unexcused absence.
3. Absences by arrangement will count against a student's exemption from semester tests.

Unexcused Absence

This is any absence that does not fall within one of the above categories. Work may be made up. Fifty percent (50%) of the grade will be counted. Unexcused absences count towards the absence limit of excused absences for the semester.

Truancy

A student is considered truant when absent from the classroom without the knowledge of either the school or the parent. The student may be subject to further disciplinary action.

Tardies

1. A student is tardy who is not in class when the bell to begin the period sounds.
2. A student who is more than 15 minutes late is counted absent for the period.
4. Each 3 tardies will constitute an unexcused absence from that class.

ATTENDANCE POLICY, REGULATION (Cont.)

Any student who exceeds the ten (10) day limit for absences may appeal to the Board of Education for reinstatement of credit. Consideration will be given as to the reason for the absences as well as to the attempts by parents to minimize the absenteeism.

Chronic Absenteeism

Chronic absentee means a student who is absent 10 percent or more of the school days in the school year exclusive of a significant medical condition, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. When a student is identified as a chronic absentee, the Superintendent or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child's medical needs will be considered a significant medical condition.

***LEGAL REFERENCE: 38 O.S. §37**
70 O.S. §10-105
70 O.S. § 3-145.8
70 O.S. § 11-101.3

TRANSFERS FOR SPECIAL EDUCATION STUDENTS

If a transfer application is received for a child with disabilities to a school district other than the district of residence of the child pursuant to the Education Open Transfer Act the following provisions shall apply:

1. The school district shall establish availability of the appropriate program, staff, and services prior to approval of the transfer;
2. Prior to the approval of the transfer of a **student child** on an individualized education program (IEP), a joint IEP conference shall be required between the district of residence and the receiving district; and
3. Upon approval of the transfer, the receiving district shall claim the **student child** in the average daily membership for state and for federal funding purposes and shall assume all responsibility for education of the **student child**. For state funding purposes, the State Department of Education shall include the appropriate grade level weight and all category weights to which the pupil is assigned pursuant to the provisions of Section 18-201.1 of this title when calculating State Aid pursuant to the provisions of Section 18-200.1 of this title, regardless of whether the receiving district provides education to the student using traditional in-class means or via online instruction. When applicable, the receiving district may apply to the Oklahoma Special Education Assistance Fund for assistance in meeting any extraordinary costs incurred.

Once a student transfer application is received, the superintendent or their designee shall review the application. The review process shall include:

1. **A joint IEP conference between the previous district and the receiving district to review the services the student has received at their previous district;**
2. **A determination as to whether the district has the availability of the appropriate program, staff and services to provide appropriate services to the student who has applied for a transfer.**

If a transfer request is denied by the school district, the district shall provide notification of the denial in writing to the parent by either hand-delivery, by U.S. Mail or electronic mail. The notification shall include:

1. **An explanation including but not limited to any citation of the statute, regulation, or school district policy under which the denial was made;**
2. **A copy of the policy adopted by the district for transfers of students with disabilities;**
3. **A copy of the State Board of Education rule governing appeals (after adoption); and**
4. **The date upon which the appeal will be due.**

The parent or legal guardian of a student with disabilities or an adult student with disabilities who is age 18 or older but under the age of 22 may appeal the denial within 10 days of notification of the denial to the board of education. The board shall consider the appeal at its next regularly scheduled board meeting. If notification was hand-delivered, the appeal period shall begin the day after the notification is delivered. If notification is sent by U.S. Mail, the appeal period shall begin three (3) days after the notification is mailed. If notification is sent via electronic mail, the appeal period shall begin the day after the notification is sent. The board of education shall consider the appeal at its next regularly scheduled board meeting if notice is provided prior to the statutory deadline for posting the agenda for the meeting. The board of education shall accept an otherwise untimely appeal if a parent of a student can establish that they did not receive actual notice of the notification denying the transfer request, and the appeal was submitted within 10 days after the parent of the student received notice.

The appeal to the board of education shall be submitted to the office of the superintendent. The appeal shall include the following:

1. The name, address and telephone number of the parent of the student and the student for whom the appeal is being taken;
2. The date the district gave notice denying the transfer request;
3. The basis for appealing the decision of the school district; and
4. The name, address and telephone number of the legal representative, if applicable.

TRANSFER POLICY(Cont.)

During the appeal, the board will review the action of the administration and the appeal paperwork submitted by the parent of the student to make sure that the district policy was followed with regard to the denial of the transfer. The board of education will meet in an executive session to review the educational records of the student. If the policy was not followed, the board of education shall return to open session to vote to overturn the denial and the transfer will be granted. This will be a paper appeal and will include the written documentation utilized by the school district as well as a written response from the parent or legal guardian which explains why the policy was not followed.

If the board of education votes to deny an appeal of a request to transfer, the board of education shall instruct the superintendent to provide notification of denial in writing to the parent of the student by either hand-delivery, by U.S. Mail, or by electronic mail. The notification shall include:

1. An explanation, including the legal citation to the statute, regulation, or school district policy under which the denial was made;
2. A copy of the policy adopted by the board of education for determining the number of transfer students the district has capacity to accept;
3. A copy of the State Board of Education's prescribed form for an appeal; and
4. A copy of the rule adopted by the State Board of Education which identifies the Accreditation standard for appealing the denial of a student transfer.

If the board of education denies the appeal, the parent or legal guardian of the student with disabilities or the adult student with disabilities who is age eighteen (18) or older but under the age of twenty-two (22) may appeal the denial within ten (10) days of notification of the appeal denial to the State Board of Education. The appeal shall be considered by the State Board of Education at its next regularly scheduled meeting.

The parent or legal guardian shall submit to the State Board of Education and to the superintendent of the district, a notice of appeal on the form prescribed by the State Board of Education. The superintendent shall immediately provide a copy of the appeal to each member of the board of education. Upon receipt of notice of an appeal, but not later than five (5) days prior to the date at which the State Board of Education is scheduled to consider the appeal the board of education may submit a written response to the appeal. Responses should not exceed five (5) pages. If not submitted by the parent, the board of education shall provide a copy of the policy adopted to determine the number of transfer students the district has the capacity to accept in each grade level for each school site within the district. The parent and the school district will have an opportunity to appear in person or by authorized representative or by attorney to address the State Board at the meeting.

REFERENCE: 70 O.S. §13-103

RELEASED TIME COURSES

The board of education will approve released time courses for elective credit. A released time course is defined by law as a period of time during which a student is excused from school to attend a course in religious or moral instruction taught by an independent entity off school property. Any independent entity that would like to offer a course to be considered for elective credit shall discuss the proposal with the superintendent or superintendent's designee. The proposal shall include a course syllabus, a calendar of when the course will be offered, the methods of assessment utilized in the course, the qualifications of the course instructor, and a template written consent form that will be provided by the independent entity to parents or legal guardians for student's enrollment in the released time program. The school superintendent, principal for the school site where the student is enrolled, or their designees shall have reasonable discretion over the scheduling and timing of released time courses.

The superintendent shall then present the item to the board of education to consider at a lawfully convened meeting under an appropriately worded agenda item.

At the board meeting, the board of education will evaluate the course in a neutral and secular manner that does not involve any test for religious content or denominational affiliation. The secular criteria utilized to evaluate the released time course is limited to:

1. The amount of classroom instructional time.
2. The course syllabus which reflects requirement and materials utilized in the course.
3. Methods of assessment that will be utilized in the course.
4. The qualifications of the course instructor.

If a course is approved for elective credit, students may be excused from school to attend the released time course for no more than three class periods per week or a maximum of 125 class periods per school year. In order for the student to be eligible to participate in the released time program and receive an excused absence, the following must occur:

1. The student's parent or legal guardian must provide written consent prior to the student's participation in the released time course.
2. No school funds may be expended, and no school district personnel, equipment or resources may be involved in providing the instruction.
3. The independent entity must maintain attendance records for students and make them available to the school district and board of education.
4. Transportation provided to and from the place of instruction is the sole responsibility of the independent entity, the student, or the student's parent or legal guardian.
5. The independent entity or the student's parent or legal guardian indemnifies the school district and holds it harmless with regard to any conduct that does not occur on school property under the control or supervision of the school district and the independent entity maintains adequate insurance for that purpose.

RELEASED TIME COURSES (CON'T)

6. The student assumes responsibility for any missed schoolwork as a result of the excused absence.
7. The student may not be excused to participate in a released time course during any class in which the subject matter being taught is subject to state assessments.

Students who participate in released time courses are considered in attendance in the school district and the time is calculated as a part of the school day. Upon successful completion of the course elective credit will be provided to students when the work completed is substantiated by a transcript from the independent entity providing the course.

The school district, board of education and school employees shall not be liable for any claim arising or occurring as a result of a student's participation in a released time program when the student is not under the control or supervision of the school district.

Legal Reference: 70 O.S. Section 11-101.3

Noble Public Schools
Alternative Education Plan
School Year 2024-2025

The Noble High School Alternative Program serves students on the high school campus after the traditional school day, Monday-Thursday from 4:00 p.m. until 8:15 p.m. The program serves up to 22 students at any one time during the year. The students are referred by administration and the Alternative Education Committee at Noble High School. This committee includes counselors and teachers in addition to the administration. Certified teachers are provided for the program, with assistance from other staff and non-certified instructors as needed. Noble Public Schools provides Chromebooks for all students in the program.

Our curriculum is aligned through Canvas LMS, Edgenuity and Edmentum, in addition to coursework provided by instructors of NHS. Life Skills and Family and Consumer Science courses are implemented, using resources through our partnership with Career Tech Oklahoma. Counseling Services are provided by Certified Counselors at NHS, and we use additional outside resources as needed. Approximately 20 students graduated from the program in May of 2024. Fine Arts Education assistance is provided by NHS Fine Art Teachers. We have applied for a grant from the Oklahoma Arts Academy as well. Students are provided with meals and snacks daily, as prepared by the NHS Child Nutrition Staff.

Students in the Alternative Education program are allowed to participate in all activities and programs offered to regular education students of NHS. These include classes at Mid-America Technology Center, extra-curricular activities at NHS, Concurrent Education courses from post-secondary institutions, as well as events including Prom, Homecoming, assemblies, etc. Mr. Billy Hiatt, the administrator in charge of the program with assistance from Mr. Jeff Allen, Mr. Tony Morgan, and NHS Principal, Mrs. Kristal Standridge. Superintendent Frank Solomon will serve as a consultant as well.

NOBLE PUBLIC SCHOOLS



Activity Fund

Policies and Procedures Manual

Fiscal Year **2024-2025**



Noble Schools
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Table of Contents

	Page
General Information	3
Responsibilities of the Principal	3
Responsibilities of Sponsors	4
Responsibilities of School Finance Secretary	4-5
Responsibilities of District Activity Fund Custodian/Clerk	5-6
Procedures for Fundraisers	6-7
Procedures for Purchasing	7-9
Sponsor Procedures for Receipting Money	9
School Finance Secretary Procedures for Receipting Money	9-10
Important Points to Remember for Sponsors	10-11
Important Points to Remember for School Finance Secretary	11
How to Open a New Account	11
Filing a Yearly Budget	11-12
Collections	12
Admissions to Athletic and Other Events	13
Concession Sales	13
Accounts Payable / Check Processing	14
Field Trip Process	14
Procedure to Withdraw Cash for a Change Fund	14
Procedure to Redeposit Change Fund	14-15
Closing the Year	15
Summary	15-16

General Information

The following handbook was written to assist Principals, School Activity Fund sponsors, teachers, secretaries, and students in the proper procedures for handling School Activity Funds.

It is imperative for every person who handles School Activity Funds to read this handbook. Failure to do so may halt or slow down the process of getting requisitions approved, purchases made, bill paid, money receipted, etc.

Portions of this handbook are taken from the Oklahoma School Law book and the Noble Board of Education Policy Manual and will be updated periodically. The Board of Education shall exercise control over all funds on hand or hereafter received or collected, as herein provided, from student or extracurricular activities conducted in the school district. Such funds shall be deposited to the credit of the account maintained for the benefit of the particular activity within the School Activity Fund. (**Title 70 Section 5-129 of the Oklahoma Statutes**)

It is important to have a clear understanding of the function and purpose of each account to avoid misapplication of funds. The purpose of most accounts is generally understood by the account titles, written descriptions such as charters, etc., and by customary usage of the account.

The organization must comply with all state and federal laws as well as Board policies. Outside organizations **may not** use the District's federal tax ID number to transact business.

Responsibilities of the Principal

Principals are responsible for their school's overall program, are accountable for knowing, and enforcing all rules governing School Activity Funds. Although administrative styles may vary, the basic duties required of all principals are as follows:

1. To inform the sponsor of the nature and extent of authority regarding the School Activity Fund.
2. To inform the sponsor of the practices and procedures which are acceptable and within the rules and regulations governing student body activities as a whole.
3. To select appropriate sponsors to represent all authorized student groups. The sponsor will conduct all fundraising activities. Because the Principal is the approving officer, he/she may not act as group sponsor.
4. To be certain that every responsibility and authority is properly delegated and thoroughly understood by those upon whom such authority is conferred.
5. To periodically evaluate the performance of each sponsor involved to determine that all functional duties are being substantially carried out.
6. To inform all faculty members (especially new teachers) concerning the proper use of funds and proper purchasing procedures.
7. To report to the Superintendent or Activity Fund Custodian/Clerk cases of theft or suspected theft of cash and/or merchandise belonging to the School Activity Fund.

Responsibilities of Sponsors

Sponsors for any group, club, or student organization are responsible for the following duties depending on the nature of the organization:

1. Work closely with the group and give supervision and guidance to student officers exerting leadership and counsel where required.
2. All sponsors must notify the site financial secretary no less than 10 days prior to the start date of the proposed fundraising event. **(NPS POLICY FJ)**
3. Gift cards purchased with Activity Funds must have signature of recipient(s) using the district approved acknowledgment form.
4. Organize and conduct student projects and ascertain that all receipts are properly accounted for and deposited with the school finance secretary. A Sponsor Receipt form must be filled out completely, signed and dated by the sponsor, and given to the school finance secretary.
5. Plan in advance. Determine purchasing needs and present requisitions to principal in time to obtain approval prior to the actual purchase. Many emergency requisitions and violations of proper purchasing procedures can be avoided by this process. Furthermore, sponsors should bear in mind that when they make purchases prior to proper approval and issuance of a purchase order, it is agreed the sponsor shall bear personal financial responsibility.
6. Inspect materials received and authorize payment when delivery is complete and quality of merchandise is determined to be satisfactory. The sponsor's signature on the invoice along with the PO number, and whether or not the invoice is partial or full signifies that the claim is approved for payment.
7. Submit all fundraiser requests for the new school year to the principal for approval using the Fundraiser and Expenditure Request for Activity Sub Account form. The site finance secretary will need to turn them in to the Board Minutes Clerk no later than 12pm on Tuesday the week before the regularly scheduled Board of Education Meeting. Absolutely no ordering or spending money for the fundraiser before it is board approved.
8. Sponsors are responsible for shipping/handling costs. Ensure that funds are available to cover them. Estimate charges at 20% of your total purchase, if actual charges are unknown. Note on the requisition if shipping/handling is free.
9. Make sure that no sub-account (project number) operates in an unapproved deficit balance.
10. Sponsors must complete a Fundraiser Profit/Loss Statement for each fundraiser during the school year and turn it in to the site finance secretary upon the completion of each fundraiser.
11. MySchoolBucks (MSB) accounts are to be acquired from your site financial secretary. Any revenue received using MSB must have already been school board approved on the Fundraiser & Expenditure Report for this fiscal year.

Responsibilities of School Finance Secretary

1. Verify all cash/checks presented to you for deposit at the time you receive them. Sign a copy of the Sponsor Receipt form and give it to the sponsor.
2. Make daily deposits to the bank and submit documentation to the District Activity Fund Custodian/Clerk each day.
3. Be prepared for an impromptu audit.
4. Notify the Activity Fund Custodian of discrepancies, noncompliance, and/or minimal record keeping. The Custodian will report the non-compliance to the Principal for corrective action.
5. Sponsors should have daily deposits and all required documentation turned in no later than 2pm or the deposit must be taken to the First State Bank depository in a locked bag.
6. Collects non-sufficient funds.
7. Generates and sends a monthly financial statement for each sub-account by the 15th of each month.
8. Students can receive a refund ONLY if there is a receipt to show money collected.
9. Issue receipts, maintain a cash journal, prepare and make daily deposits to bank, issue pre-numbered receipt books to sponsors for each sub-account, reconcile records monthly with the District Office.
10. Money collected at the end of the day is more than \$100.00 and not deposited should use the night deposit drop. **(70 O.S. Section 5-129 AND NPS Policies CFB, CFB-R1)**
11. Make adjustment to the activity fund if a check is returned NSF. There will be reasonable attempts to collect on the check before it's turned over the District Attorney, (within 30 days).
12. If a check needs to be voided, please notify the Encumbrance Clerk to request that transaction.
13. Collect Fundraiser Profit/Loss Statements from each sponsor and maintain for audit.

Responsibilities of the District Activity Fund Custodian/Clerk

1. The District Activity Fund Custodian/Clerk is responsible for maintaining an accurate account of each sub-account (project number) within the district.
2. Posts all deposits to proper sub-accounts.
3. Ensures that sub-accounts do not have an unapproved deficit balance; notifies the sponsor when funds are not sufficient; has proper documentation attached; insures two signatures are attained on the check.
4. Reconciles bank statements each month.

5. Issues a monthly financial report to the Board of Education.
6. Prepares all activity fund records/reports and presents them to the school district auditor.
7. Available to assist school secretaries and sponsors at all times.



Procedures for Fundraisers

Unless the school board grants authorization (employee must complete a fundraiser form) , no employee may solicit donations for any purpose connected with the school. This prohibition includes, but is not limited to: raffles, any type of sale (bake sales, rummage sales, etc.), requests for donations, and/or the use of crowdfunding websites (GoFundMe.com, etc.). The following guidelines for fundraisers shall be followed; any alterations may cause your fundraiser to become invalid. To submit a fundraiser request, secure the proper document from the school secretary and follow the guidelines below. Using the proper procedures in filling out the request form will expedite the approval of the request.

1. Incomplete or incorrect request forms will be returned to the sponsor to be properly filled out.
2. The source of revenue for the fundraiser shall be stated, along with expenditures associated with the fundraiser, e.g., Source of Revenue is candy sales and Expenditures is field trip expenses, supplies, materials, equipment, etc.
3. The fundraiser shall be held on the date or dates requested on the form. If the fundraiser cannot be on the dates requested, please notify the Activity Fund Custodian / Clerk in writing within five (5) days prior to the dates on the original request. Finally, if the fundraiser goes beyond the dates submitted, the Activity Fund Custodian / Clerk must be notified in writing when the last day the fundraiser will occur.
4. A requisition shall be submitted and approved by the Principal and a Purchase Order issued before you order the items for the fundraiser.
5. All revenue received from the fundraiser must be identified on the receipt. All revenue must be received by the school finance secretary within two weeks after the last date of the fundraiser. If this is not possible, the school finance secretary must be notified immediately after the fundraiser, and given a date when all revenue will be collected.
6. If two (2) or more fundraisers are in progress for the same organization at one time, they must be receipted separately or listed separately on the receipt with the amount received for each fundraiser.
7. If the revenue from the fundraiser is not going to be used for its purpose in the fiscal year it was raised, the school finance secretary must be notified in writing to determine if this will be permissible. The school finance secretary will approve or disapprove the transaction and you will be notified in writing within five (5) days.

Fundraising activities MUST have prior approval of the Board of Education. These activities must be noted on your Fundraiser and Expenditure Request for Activity Sub Account form. Revisions must have the Principal's and the Board of Education's approval.

The Board of Education requires a complete and accurate accounting of all inventory received for sale from the time it is received until the remaining product is either sold or returned for credit. An accounting for every product, by name of student or sponsor, from the point it is received to the point it's turned in as sales or unsold product.

Students or volunteer will be responsible for using a "Student/Volunteer Cash or Check Roster" to collect funds. This form requires funds "collected by" signature and amount collected. The sponsor must use the Noble Activity Receipt Book to receipt each student or volunteer as they turn in their "Student/Volunteer Cash or Check Roster" and funds collected.

Examples are as follows:

Direct Sales: candy, spirit ribbons etc. There MUST be enough funds available for payment of product before purchasing.

Taking Orders: A chosen fund-raising company will supply the students or parent groups with appropriate "catalog" or "brochure" with the necessary order forms. The students or parent groups will sell items by taking orders. The order is placed with the company and purchases will be shipped to the sponsor. When the shipment arrives, the sponsor will verify the accuracy and distribute the items to the students. An invoice will accompany the items when shipped and "*full payment*" is made. Money must be collected on each individual order as it is delivered. There MUST be enough funds available for payment of product before purchasing.

Donations: Car wash, Sonic tip night, bowl-a-thon, etc. Safeguards and caution must be used when collecting and spending these funds.

Procedures for Purchasing

1. Before making any purchase, a purchase order must be properly completed. This includes quantity, item name, item number, description, and cost. When requests are submitted for entry fees, the dates and proper information must be submitted. If the request form is not properly filled out, it will be returned to the sponsor.
2. All purchases made from School Activity Funds must be for the benefit of the students, e.g., entry fees for contest, field trips, etc. However, certain items not directly benefiting the students can be purchased if a fundraiser was held for that specific purpose.
3. The invoiced costs of the purchase order cannot exceed the estimated costs by more than ten percent (10%).
4. Each request is to be used only for the purpose intended. Any additional purchases will require approval by the Principal.
5. Upon approval by the District Office, the requisition will have a purchase order number assigned and be sent to the sponsor or authorized person for placing the order with the vendor.

Please provide the purchase order number to the vendor when placing the order.

6. All signed invoices and supporting documents must be sent to the Encumbrance Clerk for documentation for payment. All invoices must be original, include the name of the business, be itemized, dated, and signed by the employee.
Statements do not constitute adequate support. Please inspect all items purchased for proper quantities and quality.
7. Do not hold invoices. Vendors must be paid in a timely manner. This also eliminates the possibility of invoices being lost and late fees. Vendors statements containing all of the current charges are sent out on the last day of the month. It's imperative to turn in invoices/receipts during the month the purchase is made.
8. Properly signed invoices and paperwork relating to the PO received by the Encumbrance Clerk will be processed for payment.
9. The purchase order will be closed upon receipt of an invoice for product(s). Other purchases will not be permitted on the purchase order, unless partial payment is requested.
10. The administrative procedures for the use of district credit cards and P-Cards must be followed. Cards should never be passed from person to person as the person who originally checked the card out is responsible for it. **(NPS Policy CHD-R)**
11. Under no circumstances should any expenditure be made from collections or cash on hand! This is in direct violation of state law **(70 O.S. Section 5-129)** and is expressly forbidden. **IMPORTANT-IF AN ORDER IS PLACED PRIOR TO APPROVAL, IT IS AGREED THE SPONSOR SHALL BEAR PERSONAL FINANCIAL RESPONSIBILITY**

No purchases will be made until a Purchase Order has been filled out and assigned a Purchase Order number.

Purchase order form should be filled out with the following information:

1. Complete vendor information
2. Sub account number
3. OCAS code completed
4. Signature of sponsor and signature of site principal
5. Description of merchandise/services being requested with total amount being requested.

The following is needed on all invoices before payment will be made:

1. Signature of sponsor making purchase stating merchandise received and "Okay to Pay"
2. Purchase Order number on all invoices.
3. Invoices marked "Order complete/partial payment".
4. Payments will be made from itemized invoices not statements.
5. Payments will not be made until all merchandise has been received.

Personal reimbursements:

1. All personal reimbursements must have been assigned a Purchase Order number before any payments will be made.
2. All receipts must be attached to the Payment/Reimbursement Claim Form.
3. Payment/Reimbursement form must be completed with proper information, purchase order number, must be signed by person making request for payment and site administrator.
4. All receipts must be itemized. **(NPS Policies CHD & CHD-R)**

Sponsor Procedures for Receipting Money

1. A receipt shall be issued for all daily collections. Receipt books will be issued in triplicate, with one (1) copy distributed to the individual, one (1) copy shall remain in receipt book and the final copy will be turned into the school finance secretary with supporting collections.
2. Sponsors will fill out required documents, along with all his/her receipts and collections, to the school finance secretary.
3. A current phone number and address must be on all checks. Write the sub-account (project number) on the front side of the check.
4. Sponsors collecting money after school hours should date the receipts for the next day.
5. Sponsors CANNOT receipt themselves for money collected! Each student/person turning in money must be written a receipt; a copy of that receipt must accompany the deposit.
6. Students can receive a refund ONLY if there is a receipt to show money collected.
7. Sponsors should keep all transmittal copies returned from their school finance secretary. This shows how much money has been deposited into your account.
8. Your account should be treated as a checkbook. You will be responsible to reconcile each fundraiser balance at the end of the fundraiser.

School Finance Secretary Procedures for Receipting Money

1. The school finance secretary will count all revenue received from each sub-account (project number) sponsor, make sure the sub-account receipts balance with the collections, and give a signed receipt to the sponsor.
2. All receipts sent to the District Activity Fund Custodian/Clerk must show the sub account number, revenue source (Fundraiser: t-shirt, candy bar sales).
3. All deposit slips and receipts must clearly define the revenue source (fundraiser: t-shirts, candy bar sales). If an organization has more than one fundraiser at a time, the revenue must be receipted separately or listed separately on the receipt with the amount received for each fundraiser.
4. A current phone number and address must be on all checks. Write the sub-account number on the front of the check.

5. The school finance secretary will deposit funds into the bank. The bank deposit slip and all Supporting documentation will be sent to the District Activity Fund Custodian/Clerk for receipting on the school district's software program.

Important Points to Remember for Sponsors

Funds are to be spent for the purpose that the account was established. The Noble Board of Education exercises control over all funds, regardless if they are School Activity or General Fund.

Deposit all funds on a daily basis. **(NPS Policies CFB, CFB-R1)**

Document all transactions in all accounts on a daily basis. Provide an accurate and complete audit trail.

Do not make payments of any type from available cash. Payments for goods or services are to be made by check only.

Do not make purchases without a purchase order.

Estimate shipping/handling charge at 20% of your total purchase, if actual charges are unknown. Note on the requisition if shipping/handling is free.

After services and goods have been received and are in good order, sign and send all packing slips/invoices to the Encumbrance Office for payment. Do not use statements in place of invoices. Original invoices are required before payment can be made.

Do not make purchases in excess of the approved amounts without approval from the Activity Fund Custodian. The invoiced costs of the purchase order cannot exceed the estimated costs by more than ten percent (10%).

If money is not collected on returned checks, the amount will be deducted from the activity account.

If deposits are brought to secretary after the 2pm deadline, the sponsor is responsible for getting an overnight bag from the school finance secretary and putting the money in the overnight depository at First State Bank.

No taxes will be reimbursed to the employee, if the school has a charge account established with that vendor (i.e. Walmart, Sam's Club, Lowes...) Be sure and check with the Encumbrance Clerk if you have any questions BEFORE purchasing.

If purchasing meals with your activity fund account, you must attach a name of all those who ate on the ITEMIZED receipt. Only students, sponsors and chaperones can be reimbursed for meals.

For overnight trips, a list of room assignments (students and chaperones names i.e. Rm 412-Kelly, Mel and Stacie) for the hotel must be attached to the paperwork upon your return.

PRIOR TO ALL OUT OF STATE TRAVEL, SPONSOR MUST COMPLETE THE ACTIVITY TRIP TICKET AND TRAVEL MUST BE SCHOOL BOARD APPROVED BEFORE SCHEDULING THE ACTIVITY OR ATHLETIC TRIP.

Overnight Travel Needs Prior Approval by:
Principal/Athletic Director
Superintendent
Transportation Director

Out of State Travel Needs Prior Approval by:
Approved by: Principal/ Athletic Director
Superintendent
Board of Education

All costs for fieldtrips must be paid by the activity group/booster club with proper accounting through the school activity fund prior to travel. (All other costs will be paid for by the booster club i.e. food, rooms etc...)

Any services provided by a Noble School Employee, per I.R.S. must go through payroll. (i.e. Jane Doe caters a Chorus Banquet for \$400.00, this will go through payroll and all appropriate taxes will be taken out of the check).

Important Points to Remember for School Finance Secretary

Deposit all funds on a daily basis. Submit deposit slip along with supporting documentation to the District Activity Fund Custodian/Clerk on a daily basis.

If deposits are brought to you after money has been deposited, the sponsor is responsible for putting the money in the overnight depository at First State Bank.



How to Open a New Account

To open a NEW account within the Activity Fund:

- The “Student Activity New Account Request Form” and the Fundraiser and Expenditure Request for Activity Sub Account form must be completed and approved by the site principal.
- File the New Account Request and Fundraiser and Expenditure Request for Activity Sub Account form with the Activity Fund Custodian located in the District Administration building by 12pm on the Tuesday before the next regularly scheduled Board of Education meeting for placement on the board agenda.

Filing a Yearly Budget



- Each activity account is required to submit an estimated budget for the beginning of each new fiscal year prior for the regularly scheduled June Board Meeting.
- These budgets must be submitted to the Board of Education for approval. Activity Accounts that do not have an approved budget on file by July 1st will NOT be authorized to raise funds or make any expenditures. Deposits can be made as required.
- If an account has a change in source of revenue or expenses, an amendment to the school activity sub-account budget MUST be submitted to the Minutes Clerk/District Activity Fund Custodian for approval by the Board.

Collections



Individual Sales

- Profit and Loss Statements must be completed and turned into the Activity Fund Site Secretary for each fundraiser.
- The law requires all collected funds have a receipt issued to individuals who have collected funds on behalf of the activity fund organization.
- Collections less than **\$5.00**: the sponsor shall maintain a list of these collections that include the name, date, amount and source of funds. At the end of the day, the sponsor shall issue a receipt for the total amount listed. The list shall be maintained with the receipt issued.
- Activity Fund collection sheets and funds will be filled out by the sponsor and remitted daily to the Activity Fund Site Secretary.
- Checks must be listed individually and made out to the activity account name to which the check is to be deposited. The Activity Fund Site Secretary shall count the funds received, verify the receipt sequence and total amount and issue a receipt to the sponsor for the funds received.
- The receipt issued by the Activity Fund Site Secretary should reflect the following information: date money received; person from whom the money was received; amount received which should reflect the total checks and cash; the account number and source of revenue to which the fund should be credited.
- The Activity Fund Site Secretary or site Administrator will deposit the funds received. All money shall be deposited on a daily basis.

- Documents turned into the District Office after the deposit is made should include the following: deposit slips; activity fund receipts, collections sheets and checks listed individually. The site finance secretary will keep a copy for reference.
(Include voided receipts so all receipts will be consecutively numbered)



Admissions to Athletic and Other Events

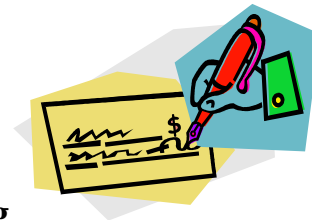
Noble Public Schools uses the web based program Hometown Tickets for event ticket purchases. The patron may choose to “scan-to-buy” or visit <https://www.nobleps.com/o/noble-athletics/page/tickets> to make their purchase. The patron shows their device to an assigned gate worker who will verify the information to allow entry to the event. An Ending Balance Reconciliation Report with event details such as name, date, price of ticket, and amount of tickets is emailed to the site finance secretary. Funds from STRIPE, the payment processing company for Hometown Tickets, are scheduled to be deposited into Noble Schools’ bank account on the next business day so that reconciliation may be conducted.



Concession Sales

There should be at least one non-student adult present in the concessions area at each event a concession is hosted. Two (2) of the individuals involved should count the money received and reconcile it to the roster or money box. The reconciliation sheet provided must also be signed by the two individuals.

After the collections are counted and reconciled, the sponsor should issue a pre-numbered receipt. If the concession sales are after school hours, the deposit should be made in the same manner as the deposit for the athletic and special event gate sales noted previously or given to the administrator on duty of the event.



Accounts Payable/Check Processing

Checks are processed weekly on Thursdays. Invoices should be in the Administration Office no later than 12:00 p.m. on Wednesday prior to Thursday. **“PLEASE PLAN AHEAD”**.

Field Trip Process



1. Approved purchase order must be to the Administration Office at least one week before the scheduled field trip with complete information (date, head count, etc). Some vendors require pre-payment. Be sure to have all paperwork completed prior to the trip.
2. A Payment/Reimbursement form must be filled out with information of field trip signed by sponsor/teacher and site principal if applicable.
3. Turn into the Encumbrance Clerk to be processed for payment.
4. Check will be issued and returned to the sponsor/teacher prior to the field trip.
5. Sponsor/teacher will be responsible for any refund if head count differs from original count.
6. Refund will be returned to the site activity custodian to be deposited back into the field trip sub account.

7. Procedure to Withdraw Cash for a Change Fund



- (1) Code: 5 60 (_ _ _) 5200 950 900 0000 000 (_ _ _)
Project Site
- (2) Check should be payable to the person responsible for cashing the check and setting up the change fund.
- (3) Requisition must be submitted to the activity office **one week prior** to date of event.
- (4) The check will be available in the Activity Office. Lock bags and night-drop deposit keys are available to be checked out in the activity office.

Procedure to Redeposit Change Fund

The change/cash withdrawn from your account should always be re-deposited on a separate transmittal from the actual receipts of the activity event.

Source code 5120 should be used for re-depositing change bag monies.

Code: 5 60 (_ _ _) 5120 950 900 (_ _ _)
Project Site

For after school hour events, use the night-drop to deposit all funds. **Never take money home overnight.** If the deposit has been reconciled by the activity sponsor, the sponsor should notify the activity secretary that it is ready to be verified. If the deposit has not been reconciled, the sponsor should go and pick the deposit up from the school finance secretary. The reconciliation form should be placed in the bag before taking to the bank making sure the form has the name of event and date on it.

All deposits are required to be counted, verified and signed with two signatures before being submitted to the Activity Secretary for verification. Do not sign the transmittal if you have not counted and verified the deposit.

Closing the Year



Reconcile your activity sub-account with the print-out from the activity fund custodian each month. If you do this, closing the year will be easy.

Each sponsor should reconcile at the end of the year by making an appointment with the Activity Fund Custodian during the last few weeks of school.

Verify that your ending balance in your ledger agrees with the balance on the district's records.

Record your balance on a ledger sheet for starting the new year.

Collect all records for the year, label them prominently with the school year, and store them where they could be easily retrieved if requested by the auditor. Records must be kept for at least five (5) years.

If you have any questions please talk with your school finance secretary, Principal, or feel free to call the Activity Account Custodian.

SUMMARY

The goal of this manual is to provide each user of the Noble Public Schools activity fund a "how-to/hands-on" guide for collecting, depositing and expending funds gathered for special purposes. The handling of all public funds is a sacred trust and many more audit tracks must be visible than in handling personal funds. The following are reminders to the sub-account sponsors of the most crucial procedures to follow:

1. All collections made by sponsors must first be receipted by the sponsor, turned into the school activity fund custodian each day and a receipt obtained from the custodian for all such collections.
2. There is no statutory authority for cashing personal checks from available collections, and, as a result, it is not legal to do so. Therefore, all sponsors, student groups and adult organizations who control sub-accounts within the school activity fund must clearly understand that this action is prohibitive and do not cash personal checks under any circumstances.
3. Sufficient cash must be on hand to cover all outstanding checks, all unpaid bills, and all new indebtedness before any new debt can be incurred in any sub-account of the activity fund. If the sponsor is unsure, they must contact the school activity fund custodian and acquire their net balance in the sub-account before any additional transactions or proposed new debt is incurred.
4. All bills incurred in any given sub-account of the activity fund should be promptly paid within one (1) month of the receipt of goods or services.
5. In the event of fund raisers, the Board of Education requires a complete and accurate accounting of all inventory received for sale from the time it is received on site until the last item is either sold or turned back in for credit. These procedures must include a requirement to account for every item of product, by name of student or sponsor,

from the point they receive possession to the point they turn in sales collections or unsold product.

6. Transacting business in any sub-account of the activity fund will not be allowed until a budget has been submitted for Board of Education approval at the beginning of each fiscal year and the Activity Fund Policy and Procedure Affidavit found on the last page of this manual must be signed.

The school auditor will scrutinize activity funds very closely because most of the collections are in cash and most discrepancies that occur in school funds are within the activity fund. Spend a little more time, follow the law and this procedure manual and fund-raising will be less stressful.

Student Activity- New Account Request Form

Date: _____

From: _____

Name of Account: _____

Purpose of Account: _____

Person Responsible for Account:

(name) (address/site) (phone number/ext.)

(signature) (title)

Principal/Administrator for Account:

(name) (site) (extension)

(signature) (title)

Activity Office Use Only - Do not write below

Date approved by Board _____

Name of Account _____

Project Number _____

AMENDMENT TO SCHOOL ACTIVITY SUBACCOUNT BUDGET

School Name _____ Site Number _____

Account Name and Number _____

Assigned Project Reporting _____

For the period of _____ Through _____

I. Beginning Cash Balance _____

II. Approved budgeted receipts: _____

III. Proposed amended receipts: _____

TOTAL RECEIPTS _____

IV. Approved budgeted expenditure: _____

V. Proposed amended expenditures: _____

TOTAL EXPENSES _____

V. Ending Cash Balance _____

Signature of Teacher/Sponsor _____ Position _____

Signature of Principal/School Activity Custodian _____

FUNDRAISER & EXPENDITURE REQUEST FOR ACTIVITY SUB ACCOUNT

School Name _____ Site Number _____

Account Name and Number _____

Assigned Project Reporting _____

For the period of _____ through _____

I. Fundraisers and Estimated Revenue

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL RECEIPTS \$ _____

II. Expenditures and Estimated Amounts

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL EXPENSES \$ _____

Signature of Teacher/Sponsor Position

Signature of Principal/School Activity Custodian

Please sign and date the AFFIDAVIT at the bottom of this page and return it to the District Office.

The receipt of the affidavit at the bottom of this page by the District Office acknowledges that the sponsor for said account has read and understands the policies and procedures of the Activity Fund.

No funds will be available for expenditures until the District Office receives a signed and dated Affidavit.

AFFIDAVIT

FOR

ACTIVITY FUND

POLICY AND PROCEDURES MANUAL

I, _____, hereby certify that a printed copy of the Activity Fund Policies and Procedures Manual has been presented to me or made available online and I understand that these policies and procedures are an integral part of my sponsorship with the Noble Public Schools Activity Fund Sub Account for the fiscal year July 1, 2024 to June 30, 2025 , or until such time as changes are made by the District Office.

(Date)

(Sponsor's Signature)

(Account Name and Project No.)

Noble Public Schools Gifted & Talented Local Advisory Committee 2024-2025

Jon Myers – Administrator & District Coordinator

Terrie Carson – KID/HUB GT Enrichment

Diane Huff – CIMS GT Coordinator

Lacey Turner – NHS Coordinator

Sarah Kinnamon – Parent

Tim Shortes – Parent

Heather Perez – Parent

Darissa Harkey – Parent



Noble Professional Development Committee 2024-2025

KID – Shelly Prough (2023-2024)
HUB – Valerie Wright (2023-2024)
PIO – Jessica Marshall (2024-2025)
MS – Donna Bear (2024-2025) & Pamela Donica (2024-2025)
HS – Kevan Dunkelberg (2023-2024) & Toni Swope (2023-2024)
ADM – Jon Myers
Parent – Heather Maguire (mag2020@hotmail.com)
Counselor – Deanna Wyche

**At the end of the 2023-2024 school year, the PDC will align with the NACT Negotiated Contracts and move to a 2-year committee member rotation.

The NPS PDC is also in contact when needed with the following Colleges and Universities:

OU – via Nathan Gray, Jon Myers
ECU – via Jon Myers

Noble Public Schools



Professional Development Plan

**Annual Update
2024-2025**

Date Approved by NPS Board of Education

Table of Contents

The Need for Professional Development	Page 3
The NPS Professional Development Plan	Page 5
I. Professional Development Competencies	Page 5
II. Professional Development Committee	Page 6
III. Professional Development Funds	Page 6
IV. Professional Development Days & Points	Page 8
V. Professional Development Point Requirements	Page 9
VI. Evaluation of Professional Development	Page 10
VII. Professional Development Budget	Page 10
Appendix	
I. Certificate of Attendance	Page 12

“Teachers and students go hand in hand as learners – or they don’t go at all.”

*Roland S. Barth – author of *Improving Schools from Within**

The Need for Professional Development Noble Public Schools

Noble Public Schools (NPS) will support professional development opportunities at the district, building, and individual level to ensure that there is a continued focus on student achievement, organizational effectiveness, and compliance with state and federal regulations. The need for professional growth, whether at the district, site, or personal level, must become a staple if school improvement is at the forefront of the school district's goals. Professional development ideas may be generated by assessing Oklahoma State Department of Education and Organizations, the Standards for Professional Learning, teacher surveys, staff development evaluations, district plans and policies, and state/federal regulations.

Oklahoma State Department of Education

- <http://www.ok.gov/sde/>

Oklahoma Association for Supervision and Curriculum Development

- <http://www.oascd.org/>

Noble Public Schools Professional Development

- <http://www.nobleps.com>

The Standards for Professional Learning – These seven standards were developed by Learning Forward: The Professional Learning Association (formerly known as the National Staff Development Council) to outline the characteristics of professional learning.

- **Learning Communities:**
 - Professional learning that increases educator effectiveness and results for all students occurs within learning communities committed to continuous improvement, collective responsibility, and goal alignment.
- **Leadership:**
 - Professional learning that increases educator effectiveness and results for all students requires skillful leaders who develop capacity, advocate, and create support systems for professional learning.
- **Resources:**
 - Professional learning that increases educator effectiveness and results for all students requires prioritizing, monitoring, and coordinating resources for educator learning.
- **Data:**
 - Professional learning that increases educator effectiveness and results for all students uses a variety of sources and types of

student, educator, and system data to plan, assess, and evaluate professional learning.

- **Learning Designs:**
 - Professional learning that increases educator effectiveness and results for all students integrates theories, research, and models of human learning to achieve its intended outcomes.

- **Implementation:**
 - Professional learning that increases educator effectiveness and results for all students applies research on change and sustains support for implementation of professional learning for long-term change.

- **Outcomes:**
 - Professional learning that increases educator effectiveness and results for all students aligns its outcomes with educator performance and student curriculum standards.

Learning Forward: The Professional Learning Association (2015)

- <http://learningforward.org/>

It is the goal of the Noble Public Schools to develop a Professional Development Plan and Guide that will strive to benefit all members within the district to assist NPS to “ensure all learners reach their highest potential.” The NPS Professional Development Plan will state the district’s staff development competencies and professional development guidelines that will help in achieving this goal. **These competencies and guidelines will be guided by proven standards, district input (which may include the Comprehensive Local Education Plan, Site Level Plans, District Title I Plan, surveys), and local, state, and federal regulations.**

NPS Professional Development Plan

I. Professional Development Competencies for 2023-2024

Certified/licensed personnel shall:

- A. Continue to focus on improving the instruction of all curriculum areas, Goals for the core curriculum areas are as follows:
 1. Increasing the academic performance data scores for the district and each school site.
 2. Closing the achievement gaps among student subgroups.
 3. Increasing student achievement as demonstrated on state-mandated tests and the ACT.
 4. Increasing high school graduation rates;
 5. Decreasing college remediation rates (State Guideline).
- B. Continue to focus on the horizontal and vertical alignment of the Oklahoma Academic Standards.
- C. Continue to focus on understanding social changes outside the school that affect student and teacher performance.
- D. Continue to focus on effective classroom management, student discipline strategies, and bullying prevention (**State Guideline**).
- E. Continue to understand how to teach children with special physical and/or emotional needs.
- F. Continue to acquire knowledge in health-related issues such as AIDS, Bloodborne Pathogens, Hazardous Communications, Drug and Alcohol Awareness, CPR, and 1st Aid (**State Guideline**).
- G. Continue to function effectively with all students in a multicultural society and appreciate the diversity that each student brings to the classroom (**State Guideline**).
- H. Continue to develop programs to promote the participation of parents in the education of their children (**State Guideline**).
- I. Continue to develop an understanding of the needs of children and their varied learning styles.
- J. Continue to develop the skills needed to teach children with academically exceptional abilities.
- K. Continue to develop skills in using and implementing advanced technology within the classroom.
- L. Continue to develop and participate in programs that focus on improving school climate.
- M. Continue to allow for effective collaboration in regard to curriculum alignment, benchmark assessments, student data, district goals, best-proven practices, etc.
- N. Continue to be aware of state and federal laws and how they affect the learning environment, such as FERPA, Workplace Safety, Digital Teaching/Learning, Mental Health Needs of Students, etc. (**State Guideline**).

- O. Continue teacher training on recognition and reporting of child abuse and neglect, as well as child sex abuse (**State Guideline**).
- P. Continue to train all resident teachers of students in early childhood through Grade Three in the awareness of the characteristics of autistic children, resources available, and an introduction to positive behavior support to challenging behavior (**State Guideline**).
- Q. Continue teacher training on dyslexia awareness (**State Guideline**).
- R. Train on Evidence-based Suicide Awareness and Prevention (**State Guideline**)

II. Noble Professional Development Committee (PDC)

- A. The NPS Professional Development Committee will include classroom teachers, administrators, at least one school counselor, and parents/guardians of children in the school district and shall consult with a higher education faculty. A majority of the members of the professional development committee shall be composed of classroom teachers. The teacher members shall be selected by a designated administrator of the school district from a list of names submitted by the teachers in the district. The members selected shall be subject to the approval of a majority vote of the teachers in the district. The local professional development committee shall be headed by a chairperson to be elected by the full committee. The chairperson and co-chairperson will be chosen at the end of each school term to begin serving the following school year. The chairperson should be a professional development member with one year of experience on the committee. Members of the PDC will be elected to serve for a 2-year term. The term is from July 1 of the current year to June 30 of the following year.
- B. The NPS Professional Development Committee shall include:
 - 1. 1 administrator to be appointed by the superintendent and approved by the board
 - 2. 1 teacher from each elementary school site within the district
 - 3. 2 teachers from each secondary school site within the district
 - 4. 1 school counselor
 - 5. And at least 1 parent to be selected by administrators and the PDC and approved by the board.

III. Professional Development Funds

- A. The PDC may provide funds, if available, upon requests for additional workshops as solicited to meet individual building or program needs as they arise.
- B. The PDC may provide funds, if available, for and encourage participation in individual workshops that support professional

- growth. If registration is paid for by the PDC, participants may be asked to present workshop material to the district for staff development and provide feedback on the workshop attended.
- C. The PDC may provide funds, if available, to send district employees to receive "Train the Trainers" In-Services. Registrants will be expected to provide training to NPS teachers upon completion of this type of in-service.
 - D. Payment may be made to NPS certified personnel who wish to present a professional development program to compensate for the extra time and preparation involved. The PDC provides funds for workshop preparation and/or presentation in the amount of \$50.00 per workshop hour, per presenter, as funds are available.
 - E. The PDC provides funds for registration fees for certified personnel in the amount of \$250.00 per person (or more based on cost of workshop) per school year, as funds are available for workshops. Knowing that professional development workshops and services have been increasing prices, as well as knowing that certain trainings are needed for certain teachers and/or school sites, additional money may be considered. The funding, if available, for the CPR training of support staff (1 per site per year) to comply with state regulations will be allowed. Proof of attendance is required for all workshops upon completion.
 - F. The PDC will consider providing funds within the professional development budget to target additional training and workshops for teachers and administrators in areas in which district students scored below the state average. These funds will be in addition to the allotted money stated in III-E and must have PDC and site administration approval.
 - G. Professional Development funds are not available to pay dues to any organization on the behalf of individuals.
 - H. PDC may request funds, if available, to be used to pay for substitutes when release time is granted for teachers to attend curriculum workshops.
 - I. Requesting funds for workshop registrations through the PDC can be done by Purchase Orders and Reimbursement Forms.
 - 1. Purchase Orders – Purchase orders may be filled out and approved for any amount prior to registering for any workshop. All POs must have building principal approval before coming to the PDC for funding. After the PO is approved, if the registrant does not attend the workshop, he/she is responsible for the cancellation fee if applicable. Funds provided by the PDC are for early or normal registration amounts only. The PDC may consider late registration fees if applicable. Any registration that costs over \$75.00 must be pre-approved by the PDC through a purchase order. It is

important not to sign "for payment" on any invoices that arrive prior to the workshop date.

2. Reimbursement Forms – The PDC highly requests certified personnel use purchase orders. However, reimbursement forms may need to be utilized at certain times and the expense preapproved by the PDC or Executive Director of Instruction. Reimbursement forms not preapproved may be approved at the discretion of the PDC. Reimbursement forms must be accompanied by proof of payment (processed checks or receipts).
 3. Whether a purchase order or reimbursement form, the person requesting funds must provide to the PDC the following information:
 - a. Name of workshop
 - b. Location of workshop
 - c. Date of workshop
 - d. Amount of registration
 - e. Number of people attending
 4. It is important to note, that the PDC will only meet periodically. If needing to submit a PO, POs may be approved by the District Administrator and/or the site administrator, as long as the request complies with III-E. If needed, the PDC Chairperson and a second PDC member may be notified for approval.
- J. During times of educational budget downfalls, the PDC may allocate state and district funds to each school site. This allocation will be based on a percentage of certified staff within the school site and guidelines III A-I will fall in accordance within this allocation. The PDC will continue to try and maintain a minimal budget to assist with district and/or additional site professional development activities.

IV. Professional Development Days and Points

- A. Professional Development Days are the same length as other contracted teaching days. All certified employees are required to attend in-service activities or take the appropriate leave.
- B. Professional development points, when appropriate, will be based on the state and/or board regulations and shall not be given for routine job-related assignments.
- C. Strong emphasis is placed on in-service programs at the district and building level; however, the importance of individual and district wide programs are recognized. The following is a list of approved alternate activities in which the faculty may participate to meet the district's professional development competencies.
- D. List of Approved Alternate Activities for Obtaining Professional Development Points:

1. Attendance of workshops, seminars, in-service days, etc. in relation to education or subject area.
 - a. 1 hour = 1 professional development point
2. College course work in regards to education.
 - a. 1 semester hour = 15 points
3. Receipt of "Certificate of Completion" for National Board Certification
 - a. Portfolio = 45 points
4. Observation of programs related to the educational setting. This may include visits to other schools and or school districts. A Certificate of Attendance must be signed by the person observed and the building principal.
 - a. 1 hour = 1 point
5. Publication of Professional Articles in a Professional Journal or other recognized educational publication. A copy of the actual publication must be submitted to the PDC.
 - a. Points to be deemed by the PDC
6. Supervised planning, benchmark assessment development or curriculum writing of a new educational program to be used in the schools.
 - a. 1 hour = 1 point (max 5 points per year)
7. The PDC may authorize staff development points for an individual's reading of articles and viewing or listening to video or audio tapes on topics required by state and federal agencies.
8. The PDC recognizes that there are many activities that may be classified as professional development. The PDC welcomes individuals to submit outlines and descriptions of those activities to the committee, which will be evaluated on an individual basis.

V. Professional Development Point Requirement for NPS

- A. All certified and licensed personnel in the Noble Public Schools should earn at least 15 points per year and must earn 75 points within a five-year period. It is recommended that at least 1/3 of these points must be related to the academic teaching assignment and/or classroom instructional strategies.
- B. Professional development point requirements for certified employees that work less than 120 days, will obtain at least 2 points per year.
- C. In the event a teacher's year of service, within the 5-year cycle, is interrupted by two or more years, that teacher can choose whether to continue the 5-year cycle or begin a new 5-year cycle.

- D. The PDC calendar year is from July 1 through June 30. All points must be submitted to the PDC within the same calendar year of completion of the staff development.
- E. Summer workshops and/or courses will be applied toward the next professional development year.
- F. The Noble School District shall maintain in the professional development file of each staff member a record of participation in the staff development program. It is the responsibility of the certified staff member to upload professional development forms in Frontline. May 1st of each year, the superintendent, or designee will verify each certified staff member current point tally and each certified staff member will be informed in writing of their professional development point total.
- G. The superintendent and/or designee, as well as the site administrator will work with each certified staff member in assisting them in meeting the five-year 75-point requirement as stated in the Noble Public School Board Policy (DMB).

VI. Evaluation of Professional Development

- A. The workshop evaluation procedure for NPS is as follows:
 - 1. Participants may be asked to complete an evaluation form at the end of certain locally sponsored staff development in-service activities. The evaluations need to be turned in to the PDC representative for your building.
 - 2. The evaluations will be formally reviewed by the PDC.
 - 3. The PDC will continue to monitor professional development activities.
 - 4. Each Certified PDC representative may conduct surveys and discussions to determine ways to improve the Professional Development Program.
- B. The PDC may write a formal evaluation of the year’s Professional Development Program in the spring to determine how well the identified needs and competencies were met.

VII. Professional Development Budget for 2024-2025

Professional Development Revenue Appropriation	\$0.00
Professional Development Revenue Funds Carry-Over	\$0.00
Total	\$0.00

The NPS Professional Development Plan is respectfully submitted by the 2023-2024 Professional Development Committee.

- Valerie Wright – Hubbard ES
- Jessica Marshall – Pioneer ES
- Shelly Prough – KID ES
- Donna Bear – CIMS
- Pamela Donica – CIMS
- Kevan Dunkelberg – NHS
- Toni Swope – NHS
- Heather Maguire – Parent
- Deanna Wyche - Counselor
- Dr. Jon Myers – Asst. Supt.

NOBLE PUBLIC SCHOOLS PROFESSIONAL DEVELOPMENT PROGRAM

.....

Certificate of Attendance

.....



This certificate acknowledges that _____
Name of Participant

successfully completed _____
Name of Workshop/Activity

on _____ and has been awarded _____
Date # of Points

professional development points.

Presenter/School Official

**Noble Public Schools
2024-2025
Residency Committees**

KID

- Shelby McDonald - Kindergarten
 - Diana Basurto – Mentor
 - Janice Busick – Principal
 - Jon Myers – District Administration

- Maddie Jones - Kindergarten
 - Shelly Prough – Mentor
 - Janice Busick – Principal
 - Jon Myers – District Administration

HUB

- Maddie Burns – 1st Grade
 - Sarah Trexler – Mentor
 - Julie Curry – Principal
 - Jon Myers – District Administration

- Kayla Richards – 2nd Grade
 - Denise Nash – Mentor
 - Julie Curry – Principal
 - Jon Myers – District Administration

CIMS

- Brad Beers – MS Special Education
 - Sierra Kisinger – Mentor
 - Joey Slate – Principal
 - Jon Myers – District Administration

- Tymothy Quigg – MS ELA
 - Mildred Bates – Mentor
 - Joey Slate –Principal
 - Jon Myers – District Administration

**OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION
CONTRACT FOR SECONDARY CAREER AND TECHNOLOGY EDUCATION PROGRAM(S) FOR SCHOOL YEAR 2024-2025**

It is understood and agreed that Oklahoma Career and Technology Education funds will be used to assist in the development and maintenance of a Career and Technology Education program that meets the standards, provisions, and requirements contained in the State Plan for Career and Technology Education, the CareerTech state rules and regulations, and policies pertaining to Career and Technology Education, state laws, and federal policies pertaining to Career and Technology Education. The aforementioned district will provide the funds necessary for quality programs and report such expenditures to the Oklahoma Department of Career and Technology Education (ODCTE). All programs supported under this contract have been coordinated with other training agencies and institutions in the area.

It is also understood and agreed that necessary records shall be kept, and all reports required by the State Board shall be submitted to the appropriate area of ODCTE by the established due date. The Salary and Teaching Schedule, **due by September 30, 2024** is one of these reports and is considered a part of this contract in addition to CESI Enrollment and Follow-Up reports. Those programs delinquent in submitting accurate reports are subject to having reimbursement withheld or withdrawn by ODCTE.

The program(s) on the listed attachment shall have an established local advisory committee to assist in their development and/or direction.

The teacher(s) of the program(s) listed herein shall have a valid teaching certificate in the specific subject matter area. Other Career and Technology Education personnel involved in the delivery of the programs listed shall meet the minimum requirements for the duties and responsibilities for which funds are requested.

It is understood that program(s) provided for in this contract, as indicated on the list of programs included with this contract, and the Salary and Teaching Schedule, shall be operated for ten or twelve calendar months. Ag Education is a twelve (12) month program. All other CTE programs follow the school calendar. Should any program(s) not be operational for the entire period and led by a certified instructor(s) as indicated on this contract, it is understood that funding will be reduced proportionately.

Program assistance funds received from ODCTE shall be spent on CareerTech programs and will be coded to 412. Salary supplement received from ODCTE shall be coded to 411.

Furthermore, the aforementioned school district certifies that all such program(s) listed in this contract are open with respect to equal access to males and females and that disabled students who, under the direction of a planning committee apply for admission, are provided Career and Technology Education as specified in the Individual Education Plan (IEP) as appropriate.

This contract, once signed and completed, should be returned to renae.burke@careertech.ok.gov **no later than September 30, 2024**.

Approved:

Brent Haken, State Director

Date

President, Board of Education

Date

Superintendent of Schools

Date

Noble School System

District Name (please print)

**Resolution to Transcript
Math, Science and Technology Classes
Taught at Mid-America Technology Center**

_____ Noble _____ Public Schools and Mid-America Technology Center enters into an agreement, pursuant to rules set forth by the Legislature and the State Department of Education, which relates to high school graduation requirements. Under these rules, mathematics and science courses may be taught at the Technology Center, by a certified instructor, and count toward the math and science competencies required for high school graduation. The attached list contains the Academic and Technology classes available at Mid-America Technology Center approved by the _____ Noble _____ Board of Education.

Passed at a regular Board Meeting on _____ August 12, 2024 _____.

Signed: Board President _____

Superintendent _____

[Type here]

Academic Classes

- Algebra II
- Algebra III
- Anatomy
- Physiology
- AP Calculus AB & BC
- Biology II
- Digital Electronics (Math Credit)
- Engineering Design & Development
- Fundamentals of Technology
- Introduction to Engineering Design (Computer Education Credit)
- Physics
- Principles of Engineering (Computer Education Credit)
- Trigonometry
- Trig/Pre-Calculus

Primary Career Majors – in accordance with HB3278, may count as math and/or science credit with MATC and local board approval

- Automotive Service Technician
- Broadband Installer
- Facilities Maintenance
- Business Office Assistant
- CADD
- CareerTech Explorer
- CNC Machinist
- Combination Collision Repair Technician
- Combination Welder/NCCER Level 2 Plus
- Cosmetologist
- Criminal Justice Officer
- Cyber Security
- Emergency Medical Technician
- Equine Production
- Graphic Design
- Health Careers Explorer
- Horticulture Technician
- Industrial Automation
- Medical Office Assistant
- Medium-Heavy Diesel Service Technician
- Multimedia Specialist
- Plumbing Assistant
- STEM Academy
- Advanced Nursing Services
- Residential Carpentry
- Residential/Commercial Electricians Assistant
- Residential HVAC Technician
- Therapeutic Health Services
- Veterinary Assistant

Frank Solomon

From: Tamara Reagan <tamara.12cbc@gmail.com>
Sent: Tuesday, July 16, 2024 2:04 PM
To: Frank Solomon
Subject: [EXTERNAL] School bus usage

*** This email was sent from outside of Noble Schools. Please use caution when clicking on links or attachments. ***

Mr. Solomon,

Twelve Corners Baptist Church is requesting the use of one Noble Public School buses to transport our youth to Church camp 🏕️ at Falls Creek in Davis, Oklahoma. Leland Palmer can drive the bus and he will donate his time. The dates are Monday, July 22 and Saturday, July 27. If you have any questions, please let me know.

Thank you,

Tamara Reagan-Thomas
Ministry Assistant
Twelve Corners Baptist Church
15601 E. Etowah Rd.
Noble, OK 73068
Cell: 405/834-5980

Notice:

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You remain our main defense against cybersecurity threats. Be on guard regarding cybersecurity.

Phishing emails are sent to you to try to trick you. They are written in such a way to make you anxious, nervous, scared, like you did something wrong or something bad is happening.



