



Oakdale Public School Board of Education Regular Meeting
Tuesday, June 11, 2019
6:00 PM

Fine Arts Building - Auditorium, 10901 N. Sooner, 5701 E Hefner, Edmond, Oklahoma 73013

1. Call to Order / Roll Call / Establishment of a Quorum
2. Recognition of Guests
3. Consent Agenda
 1. Board meeting minutes.
 1. Regular Meeting held May 14th, 2019
 2. Special Meeting held May 23rd, 2019
 3. Special Meeting held June 3rd, 2019
 2. Expenditures
 1. General Fund Payments #2754-#2776
 1. Child nutrition payments included in the General fund payments.
 2. Building Fund payments #543-#562
 3. Activity Fund payments #413-#448
 4. Bond Fund 34 payments #62-#71
 5. Bond Fund 35 has no payments.
 3. Treasurer Reports / Financial Statements /Investment Review
 1. Directing the district treasurer to conduct financial procures for the district including the investment and distribution of earnings from those investments, purchase of non-payable warrants in one district fund with money from other available district funds and/or to negotiate the purchase of non-payable warrants from other sources, and all the general duties of the treasurer as outlined in law and policy.
4. Business
 1. The board had discussion in open session concerning the process of the superintendent search with OSSBA representative, Stephanie Hyder.
 2. The appointment/hiring of an interim superintendent for a time period as needed to employ a new superintendent for the district.
 3. Public Comment
 4. Independent Committee / Organization Reports
 5. Administrative evaluations for 2019 - 2020 to change from MCREL to TLE evaluations.
 6. Stipends for support and certified personnel for the 2018 - 2019 school year.
 7. Comprehensive school district insurance policy and program Provided by OSIG and Beckman Insurance.
 8. Use of state textbook money for the purchase of supplemental curriculum materials.
 1. NoRedInk
 2. Renaissance Suite of Programs
 3. Study Island
 4. Reading Counts
 5. Mind Play
 6. Destiny
 9. Personnel Issues

1. Jessica Kamp
2. Julie Thompson - part-time front office
3. Tamara Kosanke - part-time front office
4. Johvanny Fiorina - adjunct football coach
10. Results of the policy review conducted by the OSSBA.
11. Administrative Reports
5. New Business - business that could not have been foreseen or known about at the time of the agenda posting.
6. Adjournment

Board Minutes
Oakdale Public School Board of Education Regular Meeting
Tuesday, May 14, 2019 5:30 PM
Middle School Room 430

President – Todd Corbin

Vice President – Jerome Loughridge

Clerk – Evan Lemley

Minutes Clerk - Marlene Martinez

1. Call to Order / Roll Call / Establishment of a Quorum

Attendance Taken at 5:30 PM.

Mr. Todd Corbin: Present
Evan Lemley: Present
Jerome Loughridge: Present
Present: 3.

2. Recognition of Guests

3. Consent Agenda

Approval of Consent Agenda passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

1. Minutes of the Regular School Board Meeting of April 9, 2019.

2. Minutes of the special meeting held May 9, 2019.

3. Expenditures

1. General fund payments #2194-#2221

1. Child Nutrition payments included in general fund payments

2. Building Fund payments #493-#514

3. Activity Fund payments # 368-#412

4. Bond Fund payments #54-#61

4. Consideration, discussion, and approval of Treasurer Reports / Financial Statements /Investment Review

Approval of treasurer reports/financial statements passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

1. Consideration, discussion, and action concerning the approval of Bond Fund #35 for the bonds sold May 9, 2019, for the purpose of purchasing transportation equipment.

Approval of establishing Bond Fund 35 for the Transportation Equipment, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

4. Business

1. Public Comment

5th Grade Students Kai Munson, Avery Martin and Rhya Warren gave a presentation before the Board about the importance of Recycables.

2. Independent Committee / Organization Reports

No reports were given

3. Consideration, discussion, and action on personnel issues

1. Halie Parsons - resignation

Approval to accept the resignation of Haley Parsons, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

2. All certified personnel employed during the 2018-2019 school year that have not resigned or retired. List included.

Approval to re-hire all Certified Personnel for the 2019-2020 school year as listed, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

3. All support personnel employed during the 2018-2019 school year that have not resigned or retired. List included.

Approval to re-hire all Support personnel for the 2019-2020 school year as listed, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

4. Chelsea Sutton - MS ELA

Approval to hire Chelsea Sutton, teacher for the 2019-2020 school year, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

5. Susan Wray - resignation

Approval to accept the resignation of Susan Wray, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

6. Mandy Bray

Approval to hire Mandy Bray, teacher for the 2019-2020 school year, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

4. Consideration, discussion, and action to deny requests for open transfers because they do not meet the requirements of the transfer or residency policies.

Approval to deny the open transfer that was submitted because it does not meet the requirements of the transfer or residency policy, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

5. Consideration, discussion, and action on a student dress code policy change.

Approval to update student dress code policy, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

6. Consideration, discussion, and action concerning the renewal of vendor contracts for 2019-2020

Approval of Vendor contracts for the 2019-2020 school year, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea
Yea: 3, Nay: 0

1. Putnam and Company - audit

2. Drug and alcohol testing

3. OSSBA Employment Services

4. OSSBA

7. Consideration, discussion, and action concerning the approval of the Temporary Appropriations for 2019 - 2020.

Approval passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea
Evan Lemley: Yea
Jerome Loughridge: Yea

Yea: 3, Nay: 0

8. Administrative Reports

1. Autumn Park Housing Addition
2. Principal Reports - success stories

9. Proposed executive session to discuss the employment of a new district superintendent. 25 O.S. Section 307(B)(1)

10. Vote to convene or not to convene into executive session

Approval to convene into Executive Session @ 6:26 PM, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

11. Acknowledge return to open session (no vote needed)

The Board acknowledged return to open session @ 7:19 PM

12. Executive Session Minutes and Compliance Statement

Executive Session Minutes and Compliance Statement was read by Mr. Todd Corbin, President

13. Consideration, discussion, and action concerning engaging in a contract with OSSBA for superintendent search services and/or interim superintendent services.

Approval passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

14. Consideration, discussion, and action concerning the employment of an interim superintendent.

No Action Taken

5. New Business - business that could not have been foreseen or known about at the time of the agenda posting.

6. Adjournment

Approve motion to adjourn @ 7:20 PM, passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

Board Minutes
Oakdale Public School Board of Education Special Meeting
Thursday, May 23, 2019 5:00 PM
Fine Arts Building - Auditorium

President – Todd Corbin

Vice President – Jerome Loughridge

Clerk – Evan Lemley

Minutes Clerk - Marlene Martinez

1. Call to Order

Attendance Taken at 5:00 PM.

Mr. Todd Corbin: Present

Evan Lemley: Present

Jerome Loughridge: Present

Present: 3.

2. Roll Call/Establishment of Quorum

3. Business

1. Consideration, discussion and possible action concerning the current school year calendar change to adjust for a day lost due to severe weather.

Approval passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

2. Proposed executive session to discuss the employment of a new district superintendent. 25 O.S. Section 307(B)(1)

3. Vote to convene or not to convene into executive session

Approval to adjourn into executive session @ 5:04 p.m. passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

4. Acknowledge return to open session @ 6:42 p.m.

5. Executive Session Minutes and Compliance Statement read by Mr. Todd Corbin, President.

6. **No action taken** concerning the timetable for using services provided by OSSBA.

7. **No action taken** concerning the employment of an interim superintendent.

4. Adjournment

Approval to adjourn @ 6:43 p.m. passed with a motion by Jerome Loughridge and a second by Evan Lemley.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

Board Minutes
Oakdale Public School Board of Education Special Meeting
Monday, June 3, 2019 7:30 PM
Superintendent's Office

President – Todd Corbin

Vice President – Jerome Loughridge

Clerk – Evan Lemley

Minutes Clerk - Marlene Martinez

1. Call to Order

Attendance Taken at 7:30 PM.

Mr. Todd Corbin: Present

Evan Lemley: Present

Jerome Loughridge: Present

Present: 3.

2. Roll Call/Establishment of Quorum

3. Business

1. Vote to convene or not to convene into executive session for the purpose of promoting or hiring school superintendent including the conditions of the hiring. 25 O.S. Section 307(B)(1)

Approval to adjourn into executive session @ 7:36 p.m. passed with a motion by Evan Lemley and a second by Jerome Loughridge.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

2. Acknowledge return to open session @ 8:39 p.m.

3. Executive Session Minutes and Compliance Statement read by Mr. Todd Corbin, President.

4. **No action taken** concerning the timetable for using services provided by OSSBA.

5. **No action taken** concerning the employment of an interim superintendent.

4. Adjournment

Approval to adjourn @ 8:40 p.m. passed with a motion by Evan Lemley and a second by Jerome Loughridge.

Mr. Todd Corbin: Yea

Evan Lemley: Yea

Jerome Loughridge: Yea

Yea: 3, Nay: 0

Payment Register

Options: Year: 2018-2019, Fund: GEN FUND-FOR OP, Date Range: 6/6/2019 - 6/10/2019, Print Payroll Payments: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
2754	06/06/2019	3180	SYNCB/AMAZON				\$609.05
2755	06/06/2019	58	AT&T MOBILITY				\$365.23
2756	06/06/2019	3795	EARTHGRAINS BAKING				\$438.32
2757	06/06/2019	3488	BUDDY'S PRODUCE, INC.				\$679.80
2758	06/06/2019	3387	ED ADMIN SRVS, INC				\$5,250.00
2759	06/06/2019	833	JIM HERNDON				\$175.00
2760	06/06/2019	3957	NADINE WALTER				\$172.75
2761	06/06/2019	4042	OAK FARMS				\$1,314.95
2762	06/06/2019	115	OFFICE DEPOT				\$60.90
2763	06/06/2019	67	OSSBA				\$1,625.00
2764	06/06/2019	3289	TEEL OSWALD, M.ED				\$375.00
2765	06/06/2019	941	OKLAHOMA TURNPIKE AUTHORI				\$9.00
2766	06/06/2019	4189	PHILLIPS MURRAH P.C.				\$2,432.00
2767	06/06/2019	4003	PREFERRED PEDIATRICS HOME H				\$1,181.50
2768	06/06/2019	3693	PROSPERITY BANK				\$4,910.66
2769	06/06/2019	204	QUILL CORPORATION				\$116.86
2770	06/06/2019	70017	SYSCO OKLAHOMA LLC				\$4,619.71
2771	06/06/2019	997	UMB BANK				\$300.00
2772	06/06/2019	906	CDW GOVERNMENT				\$102.00
2773	06/10/2019	70018	OKLAHOMA DEPT. OF HUMAN S				\$435.14
2774	06/10/2019	134	PRO-ED, INC				\$317.90
2775	06/10/2019	119	SAM'S WHOLESALE CLUB				\$312.22
2776	06/10/2019	4003	PREFERRED PEDIATRICS HOME H				\$1,028.50
Non-Payroll Total:							\$26,831.49
Payroll Total:							\$0.00
Balance Foward:							\$4,782,008.60
Total:							\$4,808,840.09



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Account History

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Sort your information differently by clicking the column heading.
To see the details of a transaction, click on the dollar amount of the transaction.

Account Summary

Co	XXXXXXXX5015	Previous Account Balance	3,811.20
Ac	XXXXXXXX5015	(-) Payments and Credits	4,096.43
St	05/31/2019	(+) Purchases and Debits	8,756.02
Da	31	(+) FINANCE CHARGES	0.00
Pa	8,470.79	(=) New Ending Balance	8,470.79
Pa	06/25/2019	Credit Limit	20,000.00
Cy	31	Available Credit	11,529.21
Int	0.00	Total Number of Disputes	0.00
		Total Amount of Disputes	0.00
		Total Amount Past Due	0.00

Tech Supplies 474.26+
474.26*

Transaction History

Trn	Da	Transaction Description	Amount
		Account Level	
		PAYMENT - THANK YOU!	- 1,269.74
		PAYMENT - THANK YOU!	- 528.57
		PAYMENT - THANK YOU!	- 1,488.49
		PAYMENT - THANK YOU!	- 524.40
		Card Number Ending in 2167	
		SCREEN SURGEONS SCREENSURGEON AZ	210.00
		AMZN MKTP US*MZ8L77D12 AMZN.COM/BILL WA	10.99
		NOTHING BUNDT CAKES 44 OKLAHOMA CITY OK	111.60
		AMERICAN LIBRARY ASSN 866-746-7252 IL	361.46
		AMZN Mktp US*MZ4V182S2 Amzn.com/bill WA	134.00
		AMZN Mktp US*MZ56W4K32 Amzn.com/bill WA	103.94
		Amazon.com*MZ88Q9KT2 Amzn.com/bill WA	237.80
		AMZN Mktp US*MZ54Z5I0 Amzn.com/bill WA	74.48
		AMZN Mktp US*MZ1YG9RZ0 Amzn.com/bill WA	485.00
		AMAZON.COM*MZ8YG9RD0 A AMZN.COM/BILL WA	26.44
		DAVEBUSTERS 877-693-2632 TX	735.68
		AMAZON.COM*MZ9FD9RM2 A AMZN.COM/BILL WA	231.80
		AMZN MKTP US*MN59013P1 AMZN.COM/BILL WA	34.99
		AMZN Mktp US*MN2OS9O32 Amzn.com/bill WA	109.89
		SCREEN SURGEONS SCREENSURGEON AZ	105.00
		OKLAHOMA CITY ZOO 405-4243344 OK	612.00
		AMZN MKTP US*MN9KY5FK0 AMZN.COM/BILL WA	44.99
		AMZN MKTP US*MN31T20J1 AMZN.COM/BILL WA	37.88
		SCREEN SURGEONS 5203059892 AZ	- 190.00
		ALL AMERICAN PIZZA EDMOND OK	51.69
		AMZN MKTP US*MN34D7PF1 AMZN.COM/BILL WA	118.84
		WWW MORRISCOOKBOOKS CO 308-2367888 NE	- 21.83
		AMZN MKTP US*MN6FC7XT1 AMZN.COM/BILL WA	7.97
		SCHLOTZSKY'S 1082- W M OKLAHOMA CITY OK	111.00
		AMZN Mktp US*MN96D2V51 Amzn.com/bill WA	30.41
		ALL AMERICAN PIZZA EDMOND OK	37.20
		PIZZA HUT 3129 EDMOND OK	55.93
		EB OKLAHOMA CITY SHEE 801-413-7200 CA	69.00
		WM SUPERCENTER #389 EDMOND OK	23.32
		SIGNUPGENIUS WWW.SIGNUPGEN NC	15.45
		TIME CLOCK WIZARD INC 866-208-7618 NY	12.74
		BEST BUY MHT 00006460 OKLAHOMA CITY OK	4,191.89
		BEST BUY MHT 00006460 OKLAHOMA CITY OK	- 42.99
		AMZN Mktp US*MN86Q3R81 Amzn.com/bill WA	49.98
		AMZN MKTP US*MN18I22M0 AMZN.COM/BILL WA	99.99
		AMZN Mktp US Amzn.com/bill WA	- 30.41
		AMAZON.COM*MN42X8RJ2 A AMZN.COM/BILL WA	47.95
		Card Number Ending in 1547	
		Dropbox*754YM855GFC 888-4468396 CA	99.00
		BEST BUY MHT 00006460 OKLAHOMA CITY OK	53.99
		THE UPS STORE 0101 EDMOND OK	11.73

Classroom 37.88+
37.88*

Activity Fund 3,512.18+
3,512.18*

Foundation 47.95+
47.95*

Office 4,398.52+
4,398.52*

Corporate Billed Transactions This Period

Payment Register

Options: Year: 2018-2019, Fund: Building, Date Range: 6/6/2019 - 6/11/2019, Print Payroll Payments: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
543	06/06/2019	538	EAGLE MECHANICAL, INC.				\$232.00
544	06/06/2019	3873	EXPERT MECHANICAL SERVICE LL				\$225.00
545	06/06/2019	3823	FER WASTE SERVICES LLC				\$299.00
546	06/06/2019	3932	GREEN COUNTRY ELECTRIC AND				\$314.32
547	06/06/2019	4000	GREENTURF INC				\$896.10
548	06/06/2019	597	HAGAR RESTAURANT				\$465.83
549	06/06/2019	3446	HD SUPPLY FACILITIES				\$159.87
550	06/06/2019	494	THE HOME DEPOT				\$68.07
551	06/06/2019	3	OKLAHOMA GAS& ELECTRIC				\$6,946.73
552	06/06/2019	4	OKLAHOMA NATURAL GAS				\$438.31
553	06/06/2019	1061	SHERWIN WILLIAMS PAINT CO.				\$779.82
554	06/06/2019	3644	SUPERIOR LINEN				\$158.42
555	06/06/2019	3554	TLC ENTERPRISES LLC				\$2,356.68
556	06/06/2019	3148	TREATS SOLUTIONS				\$1,834.09
557	06/10/2019	3346	CITY GREASE				\$275.00
558	06/10/2019	503	LOWE'S				\$249.63
559	06/10/2019	4030	MOTHER NATURES PEST				\$550.00
560	06/10/2019	3333	WINDSTREAM NUVOX, LLC				\$314.52
561	06/11/2019	70038	CITY OF OKLAHOMA CITY				\$378.98
562	06/11/2019	77	EDMOND SAFE AND LOCK				\$162.50
Non-Payroll Total:							\$17,104.87
Payroll Total:							\$0.00
Balance Foward:							\$472,709.02
Total:							\$489,813.89

Payment Register

Options: Year: 2018-2019, Fund: ACTIVITY FUND, Date Range: 5/1/2019 - 5/31/2019, Print Payroll Payments: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
413	05/02/2019	38	DEMCO				\$771.09
414	05/02/2019	4181	HEARTLAND MS				\$1,924.00
415	05/02/2019	3987	HOPE BUGBEE				\$160.00
416	05/02/2019	4059	KAREN PICA				\$200.00
417	05/02/2019	3632	MALISA RADDATZ				\$300.00
418	05/02/2019	3499	DONNA VANDERPOOL TROTTER				\$300.00
419	05/02/2019	3925	SYDNEY TROTTER				\$200.00
420	05/08/2019	80605	MADISON DIBERNARDO				\$100.00
421	05/08/2019	3791	JESSE HEFFLEY				\$162.48
422	05/08/2019	3987	HOPE BUGBEE				\$160.00
423	05/08/2019	4059	KAREN PICA				\$200.00
424	05/08/2019	4019	KATIE BRADLEY				\$100.00
425	05/08/2019	4109	MERIS TEAGUE				\$100.00
426	05/08/2019	3632	MALISA RADDATZ				\$300.00
427	05/08/2019	3499	DONNA VANDERPOOL TROTTER				\$300.00
428	05/08/2019	3925	SYDNEY TROTTER				\$200.00
429	05/13/2019	3693	PROSPERITY BANK				\$524.40
430	05/14/2019	119	SAM'S WHOLESALE CLUB				\$399.04
431	05/16/2019	3987	HOPE BUGBEE				\$120.00
432	05/16/2019	4059	KAREN PICA				\$200.00
433	05/16/2019	4190	MAKE A WISH FOUNDATION OF				\$4,000.00
434	05/16/2019	3548	MTM RECOGNITION CORPORATI				\$516.25
435	05/16/2019	2066	ORR FAMILY FARM				\$928.00
436	05/16/2019	3632	MALISA RADDATZ				\$300.00
437	05/16/2019	70035	SCHOLASTIC BOOK FAIRS				\$5,434.81
438	05/16/2019	3499	DONNA VANDERPOOL TROTTER				\$300.00
439	05/16/2019	3925	SYDNEY TROTTER				\$200.00
440	05/22/2019	3791	JESSE HEFFLEY				\$237.60
441	05/22/2019	3882	SARI N HEFFLEY				\$36.00
442	05/22/2019	3567	HOBBY LOBBY DEPARTMENT				\$38.65
443	05/24/2019	4188	WYATT MCBRIDE				\$100.00
444	05/28/2019	3987	HOPE BUGBEE				\$500.00
445	05/28/2019	4059	KAREN PICA				\$350.00
446	05/28/2019	3632	MALISA RADDATZ				\$2,000.00
447	05/28/2019	3499	DONNA VANDERPOOL TROTTER				\$2,000.00
448	05/28/2019	3925	SYDNEY TROTTER				\$700.00
Non-Payroll Total:							\$24,362.32
Payroll Total:							\$0.00
Balance Foward:							\$132,917.59
Total:							\$157,279.91

Oakdale Public School

Revenue/Expenditure Summary

Options: Fund: 61, Date Range: 7/1/2018 - 6/6/2019

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 SPORTS	\$0.00	\$41,513.62	\$11,816.13	\$35,485.57	\$17,844.18	\$5,335.32	\$12,508.86
810 CHEER	\$0.00	\$8,373.79	\$2,458.55	\$9,563.92	\$1,268.42	\$0.00	\$1,268.42
831 CONCESSIONS	\$0.00	\$5,583.45	\$7,164.90	\$4,417.94	\$8,330.41	\$0.00	\$8,330.41
901 CLASS PROJECTS	\$0.00	\$15,070.06	\$64.99	\$12,187.79	\$2,947.26	\$780.00	\$2,167.26
930 DAYCARE	\$0.00	\$49,057.65	\$941.15	\$49,865.28	\$133.52	\$0.00	\$133.52
940 BOX TOPS/TARGET	\$0.00	\$1,440.00	\$1,245.55	\$1,127.32	\$1,558.23	\$0.00	\$1,558.23
950 BAND - STUDENTS	\$0.00	\$11,644.50	\$5,984.63	\$13,801.34	\$3,827.79	\$0.00	\$3,827.79
960 STEM PROGRAM	\$0.00	\$440.00	\$772.92	\$361.23	\$851.69	\$0.00	\$851.69
970 WILLHOITE GRANT	\$0.00	\$0.00	\$975.55	\$0.00	\$975.55	\$0.00	\$975.55
980 YEARBOOK	\$0.00	\$270.00	\$2,553.61	\$721.00	\$2,102.61	\$0.00	\$2,102.61
988 SCHOOL PROJECTS	\$0.00	\$7,449.41	\$3,834.82	\$5,743.06	\$5,541.17	\$0.00	\$5,541.17
990 LIBRARY	\$0.00	\$18,391.98	\$2,645.81	\$13,761.36	\$7,276.43	\$0.00	\$7,276.43
991 BUILDERS CLUB	\$0.00	\$7,318.53	\$1,946.98	\$6,487.14	\$2,778.37	\$0.00	\$2,778.37
992 LEADERSHIP	\$0.00	\$4,337.95	\$1,545.12	\$3,874.43	\$2,008.64	\$0.00	\$2,008.64
995 ART CLASS	\$0.00	\$0.00	\$391.79	\$50.53	\$341.26	\$0.00	\$341.26
Total	\$0.00	\$170,890.94	\$44,342.50	\$157,447.91	\$57,785.53	\$6,115.32	\$51,670.21

Payment Register

Options: Year: 2018-2019, Fund: BOND FUND #34, Date Range: 6/6/2019 - 6/6/2019, Payment Range: 62 - 71, Print Payroll
Payments: False

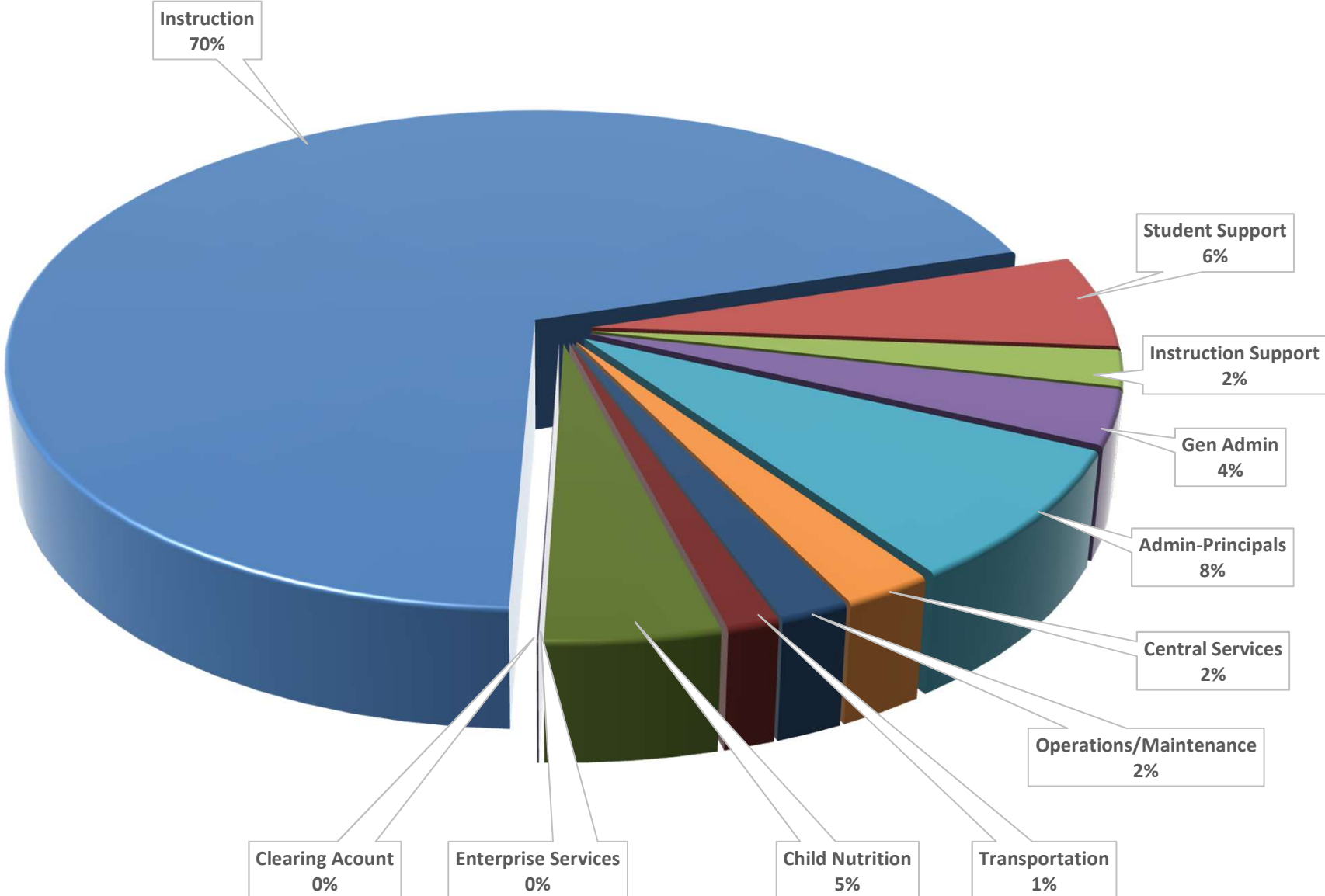
Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
62	06/06/2019	4174	CBS MANHATTAN LLC				\$8,175.00
63	06/06/2019	842	CMS WILLOWBROOK INC				\$43,118.68
64	06/06/2019	2033	CONCRETE ENTERPRISES INC				\$32,880.73
65	06/06/2019	4171	FADCO, INC				\$2,384.50
66	06/06/2019	644	LWPB ARCHITECTS				\$2,612.27
67	06/06/2019	3495	OKLAHOMA ATTORNEY GENERAL				\$180.00
68	06/06/2019	1038	PRECISION BUSINESS MACHINES,				\$4,995.00
69	06/06/2019	4113	RED PLAINS				\$771.00
70	06/06/2019	4080	SHI INTERNATIONAL				\$2,968.98
71	06/06/2019	3931	WORTHINGTON DIRECT				\$2,886.36
						Non-Payroll Total:	\$100,972.52
						Payroll Total:	\$0.00
						Balance Foward:	\$1,024,895.99
						Total:	\$1,125,868.51



Oakdale School
55-C029

FY19 Financial Report
May 31, 2019

**General Fund Expenditures
as of May 31, 2019**



**Oakdale Public Schools
Cash Balances - Appropriated Funds
May 31, 2019**

	Balance	Less:	Cash Balances	Comparison	Comparison
	5/31/2019	O/S Warrants	5/31/2019	5/31/2018	5/31/2017
	5/31/2019	5/31/2019	5/31/2019	5/31/2018	5/31/2017
General Fund					
2018-19 FY	1,551,119.13	195,625.78	1,355,493.35		
2017-18 FY	431.48	431.48	0.00		
Total	1,551,550.61	196,057.26	1,355,493.35	969,030.98	1,483,413.44
Building Fund					
2018-19 FY	149,520.36	4,111.95	145,408.41		
2017-18 FY	77.41	77.41	0.00		
Total	149,597.77	4,189.36	145,408.41	91,832.86	198,223.73
Building Bond Funds					
BBF (Fund 31)	0.00	0.00	0.00	0.00	141,759.11
BBF (Fund 32)	0.00	0.00	0.00	8.51	131,258.43
BBF (Fund 33)	0.00	0.00	0.00	0.00	202,225.63
BBF (Fund 34)	3,234,413.76	3,483.02	3,230,930.74	0.00	0.00
Total	3,234,413.76	3,483.02	3,230,930.74	8.51	475,243.17
Sinking Fund	2,702,238.73	0.00	2,702,238.73	1,862,752.91	3,457,851.95
Total Cash Balances	7,637,800.87	203,729.64	7,434,071.23	2,923,625.26	5,614,732.29

Non-Recurring FY19 Funds	Projection	Received
Project 588	46,822.00	46,822.00
Project 627	43,956.50	34,293.48
Project 552/511	15,000.00	14,001.21
	105,778.50	95,116.69

**Oakdale Public Schools
All Appropriated Funds
Treasurer's Activity
5/31/2019**

<u>ASSETS</u>	Beginning Balance	Deposits	Net Transfers	Disbursements	Ending Balance
FNB of MWC					
Checking - General Fund	6,396,344.93	8,350,527.68	(4,165.89)	6,644,758.42	8,097,948.30
Receivable - due from Prosperity			(554.93)		(554.93)
Receivable - due from FNB			(30.00)		(30.00)
Returned Checks			(145.00)		(145.00)
Fiscal Agent - Sinking Fund	1,496,460.00	0.00	0.00	1,955,877.50	(459,417.50)
Total Assets	7,892,804.93	8,350,527.68	(4,895.82)	8,600,635.92	7,637,800.87
<u>LIABILITIES</u>					
General Fund					
2018-19 FY	1,071,400.36	5,037,006.86	(4,895.82)	4,552,392.27	1,551,119.13
2017-18 FY	115,116.28	0.00	0.00	114,684.80	431.48
Total General Fund	1,186,516.64	5,037,006.86	(4,895.82)	4,667,077.07	1,551,550.61
Building Fund					
2018-19 FY	57,287.62	554,119.78	0.00	461,887.04	149,520.36
2017-18 FY	15,276.97	0.00	0.00	15,199.56	77.41
Total Building Fund	72,564.59	554,119.78	0.00	477,086.60	149,597.77
Building Bond Funds					
BBF (Fund 32)	8.51	0.00	0.00	8.51	0.00
BBF (Fund 34)	4,735,000.00	0.00	0.00	1,500,586.24	3,234,413.76
Total BBF	4,735,008.51	0.00	0.00	1,500,594.75	3,234,413.76
Sinking Fund	1,898,715.19	2,759,401.04	0.00	1,955,877.50	2,702,238.73
Total Liabilities	7,892,804.93	8,350,527.68	(4,895.82)	8,600,635.92	7,637,800.87

Comments:

The amount shown in the net transfers column represents the following:

Bank service charges - General	385.00
Bank service charges - CNP	3,780.89
Total	4,165.89

Investment Report

25,169.15

**Oakdale Public Schools
Summary of Monthly Revenue - By Fund
2018-2019 FY**

Month	Total	General Fund	Building Fund	BBF (Fund 31)	BBF (Fund 32)	BBF (Fund 33)	BBF (Fund 34)	Sinking Fund
7-2018	31,982.65	24,830.91	1,472.37					5,679.37
8	161,723.47	146,049.47	3,506.91					12,167.09
9	123,199.90	110,388.02	2,864.46					9,947.42
10	90,808.20	87,767.83	666.46					2,373.91
11	285,527.82	192,245.66	15,731.42					77,550.74
12	1,907,959.98	1,100,973.04	134,254.61					672,732.33
1-2019	3,921,554.07	2,178,941.19	290,130.75					1,452,482.13
2	210,723.09	166,301.05	7,537.35					36,884.69
3	885,563.17	542,134.12	57,098.31					286,330.74
4	604,686.38	374,374.84	38,267.76					192,043.78
5	126,798.95	113,000.73	2,589.38					11,208.84
6	0.00							
Total	8,350,527.68	5,037,006.86	554,119.78	0.00	0.00	0.00	0.00	2,759,401.04

**Oakdale Public Schools
Warrants Issued By Month - By Fund
2018-2019 FY**

Month	Total	General Fund		Building Fund		(Fund 34)	Sinking
		2018-19 FY	2017-18 FY	2018-19 FY	2017-18 FY	BBF	Fund
7-2018	1,717,816.65	126,884.82		94,471.83			1,496,460.00
8	411,585.09	259,035.12		24,617.22		127,932.75	
9	630,568.51	396,096.12		45,128.06		189,344.33	
10	901,550.89	437,744.04		48,605.10		99,776.75	315,425.00
11	543,373.77	403,416.44		35,729.03		104,228.30	
12	506,313.53	390,301.25		34,776.47		62,493.31	18,742.50
1-2019	408,999.76	377,239.71		30,785.05		975.00	
2	460,349.16	412,672.20		43,356.19		4,320.77	
3	736,121.51	406,213.88		34,752.00		295,155.63	
4	435,755.32	393,413.97		38,466.35		0.00	3,875.00
5	1,841,979.61	1,145,000.50		35,311.69		540,292.42	121,375.00
6	0.00						
Totals	8,594,413.80	4,748,018.05	0.00	465,998.99	0.00	1,424,519.26	1,955,877.50

**Oakdale Public Schools
Warrants Paid By Month - By Fund
2018-2019 FY**

Month	Total	General Fund		Building Fund		(Fund 32)	(Fund 34)	Sinking
		2018-19 FY	2017-18 FY	2018-19 FY	2017-18 FY	BBF	BBF	Fund
7-2018	1,791,075.18	90,841.07	27,789.94	81,497.15	14,928.51	8.51	79,550.00	1,496,460.00
8	496,845.60	268,302.27	65,168.19	35,171.34	271.05		127,932.75	
9	571,724.96	322,091.42	21,610.29	42,153.92			185,869.33	
10	954,581.62	485,042.05		50,862.82			103,251.75	315,425.00
11	546,698.36	406,005.19	19.42	36,445.45			104,228.30	
12	454,034.14	341,305.16	96.96	32,221.21			61,668.31	18,742.50
1-2019	466,591.48	431,439.03		33,352.45			1,800.00	
2	456,125.09	408,490.13		43,314.19			4,320.77	
3	472,130.97	371,318.56		34,215.24			66,597.17	
4	691,205.00	431,494.44		38,772.10			217,063.46	3,875.00
5	1,699,623.52	996,062.95		33,881.17			548,304.40	121,375.00
6	0.00							
Total	8,600,635.92	4,552,392.27	114,684.80	461,887.04	15,199.56	8.51	1,500,586.24	1,955,877.50

**Oakdale Public Schools
Warrant Accounts - By Funds
2018-19 FY**

2018-19 FY	Total	General	Building	BBF (32)	BBF (34)	Sinking (41)
O/S @ 7-01-18	0.00	0.00	0.00	0.00	0.00	0.00
Issued to Date	8,594,413.80	4,748,018.05	465,998.99	0.00	1,424,519.26	1,955,877.50
Less: Paid to Date	8,391,193.05	4,552,392.27	461,887.04	0.00	1,421,036.24	1,955,877.50
O/S @ 4-30-2019	203,220.75	195,625.78	4,111.95	0.00	3,483.02	0.00

2017-18 FY	Total	General	Building	BBF (32)	BBF (34)	Sinking (41)
O/S @ 7-01-18	209,951.76	115,116.28	15,276.97	8.51	79,550.00	0.00
Issued to Date	0.00	0.00	0.00	0.00	0.00	0.00
Less: Paid to Date	209,442.87	114,684.80	15,199.56	8.51	79,550.00	0.00
O/S @ 4-30-2019	508.89	431.48	77.41	0.00	0.00	0.00

All Years	Total	General	Building	BBF (32)	BBF (34)	Sinking (41)
O/S @ 7-01-18	209,951.76	115,116.28	15,276.97	8.51	0.00	0.00
Issued to Date	8,594,413.80	4,748,018.05	465,998.99	0.00	0.00	1,955,877.50
Less: Paid to Date	8,600,635.92	4,667,077.07	477,086.60	8.51	0.00	1,955,877.50
O/S @ 4-30-2019	203,729.64	196,057.26	4,189.36	0.00	0.00	0.00

**Oakdale Public Schools
Bank Summary
General Fund
2018-19 FY**

<u>Month</u>	<u>Beginning Balance</u>	<u>Deposits</u>	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Disbursements</u>	<u>Ending Balance</u>
7-2018	6,396,344.93	31,982.65		SC 35.00	294,615.18	6,133,349.25
				GW 328.15		
8	6,133,349.25	161,723.47		SC 35.00	496,845.60	5,797,493.80
				GW 143.39		
				BE 554.93		
9	5,797,493.80	123,199.90		SC 35.00	571,724.96	5,348,310.46
				GW 623.28		
10	5,348,310.46	90,808.20		SC 35.00	954,581.62	4,484,373.69
				GW 43.35		
				RC 85.00		
11	4,484,373.69	285,527.82		SC 35.00	546,698.36	4,222,925.60
				GW 242.55		
12	4,222,925.60	1,907,959.98		SC 35.00	454,034.14	5,676,397.62
				GW 418.82		
1-2019	5,676,397.62	3,921,554.07		SC 35.00	466,591.48	9,131,005.83
				GW 319.38		
2	9,131,005.83	210,723.09		SC 35.00	456,125.09	8,885,207.35
				GW 301.48		
				RC 60.00		
3	8,885,207.35	885,563.17		SC 35.00	472,130.97	9,297,796.47
				GW 808.08		
4	9,297,796.47	604,686.38		SC 35.00	691,205.00	9,210,965.77
				GW 262.08		
				BE 15.00		
5	9,210,965.77	126,798.95		SC 35.00	1,699,623.52	7,637,800.87
				GW 290.33		
				BE 15.00		
6						7,637,785.87
Total	<u>6,396,344.93</u>	<u>8,350,527.68</u>	<u>0.00</u>	<u>4,895.82</u>	<u>7,104,175.92</u>	<u>7,637,785.87</u>

BE = Bank Error/Prosperity Bank
 RC = Returned checks
 SC = Bank service charges-ACH
 SC1 = Reversed Bank Service Charge-ACH
 GW = Gateway and Credit Card Processing
 HL = Heartland Processing

BOND PRINCIPAL AND INTEREST SCHEDULE 5/31/2019

BUILDING BOND, SERIES B JULY 1, 2015 - \$4,520,000.00

Date	Principal	Interest	Total	Date Paid	Notes
7/1/2015	\$ -	\$ -	\$ -		
1/1/2016	\$ -	\$ -	\$ -		
7/1/2016	\$ -	\$ -	\$ -		
1/1/2017	\$ -	\$ -	\$ -		
7/1/2017	\$ 110,000.00	\$ 107,600.00	\$ 217,600.00	7/3/2017	
1/1/2018	\$ -	\$ 26,460.00	\$ 26,460.00	12/22/2017	
7/1/2018	\$ 1,470,000.00	\$ 26,460.00	\$ 1,496,460.00	7/1/2018	
1/1/2019	\$ -	\$ 18,742.50	\$ 18,742.50	12/28/2018	
7/1/2019	\$ 1,470,000.00	\$ 18,742.50	\$ 1,488,742.50		
1/1/2020	\$ -	\$ 9,922.50	\$ 9,922.50		
7/1/2020	\$ 1,470,000.00	\$ 9,922.50	\$ 1,479,922.50		RETIRES BOND

BUILDING BONDS of 2015 NOVEMBER 1, 2015 - \$1,100,000.00

Date	Principal	Interest	Total	Date Paid	Notes
11/1/2015	\$ -	\$ -	\$ -		
5/1/2016	\$ -	\$ -	\$ -		
11/1/2016	\$ -	\$ -	\$ -		
5/1/2017	\$ -	\$ 18,825.00	\$ 18,825.00	4/24/2017	
11/1/2017	\$ 170,000.00	\$ 6,275.00	\$ 176,275.00	10/26/2017	
5/1/2018	\$ -	\$ 5,425.00	\$ 5,425.00	4/25/2018	
11/1/2018	\$ 310,000.00	\$ 5,425.00	\$ 315,425.00	10/30/2018	
5/1/2019	\$ -	\$ 3,875.00	\$ 3,875.00	4/26/2019	
11/1/2019	\$ 310,000.00	\$ 3,875.00	\$ 313,875.00		
5/1/2020	\$ -	\$ 1,937.50	\$ 1,937.50		
11/1/2020	\$ 310,000.00	\$ 1,937.50	\$ 311,937.50		RETIRES BOND

BUILDING BONDS of 2018 JUNE 1, 2018 - \$4,735,000.00

Date	Principal	Interest	Total	Date Paid	Notes
6/1/2019	\$ -	\$ 121,375.00	\$ 121,375.00	5/30/2019	
12/1/2019	\$ -	\$ 60,687.50	\$ 60,687.50		
6/1/2020	\$ 1,135,000.00	\$ 60,687.50	\$ 1,195,687.50		
12/1/2020	\$ -	\$ 46,500.00	\$ 46,500.00		
6/1/2021	\$ 1,200,000.00	\$ 46,500.00	\$ 1,246,500.00		
12/1/2021	\$ -	\$ 31,500.00	\$ 31,500.00		
6/1/2022	\$ 1,200,000.00	\$ 31,500.00	\$ 1,231,500.00		
12/1/2022	\$ -	\$ 15,750.00	\$ 15,750.00		
6/1/2023	\$ 1,200,000.00	\$ 15,750.00	\$ 1,215,750.00		RETIRES BOND

Title I A Project 511

Project 511 Budget		Claims						6/10/2019		
Function/Object	BUDGET	7/1-10/31	11/1-1/31	2/1-2/28	3/1-3/31	4/1-4/30	5/1-5/31	Remaining	\$ Claimed	% Claimed
1000/100	\$38,529.00	\$ 5,268.31	\$ 10,503.54	\$ 3,501.18	\$ 3,501.18	\$ 3,501.18	\$ 12,254.05	\$ (0.44)	\$ 38,529.44	100.00%
1000/200	\$10,241.89	\$ 1,642.81	\$ 3,256.90	\$ 1,087.74	\$ 1,095.72	\$ 1,087.74	\$ 2,816.57	\$ (745.59)	\$ 10,987.48	107.28%
2199/600	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	0.00%
5400/970 IDC	\$606.03	\$ -	\$ -	\$ -	\$ 360.00	\$ -	\$ -	\$ 246.03	\$ 360.00	59.40%
TOTAL	\$49,876.92	\$ 6,911.12	\$ 13,760.44	\$ 4,588.92	\$ 4,956.90	\$ 4,588.92	\$ 15,070.62	\$ -	\$ 49,876.92	100.00%

PAYMENT FUNDING SOURCE	PAID		PAID		PAID		PAID		PAID	
	12/13/2018	3/21/19	4/11/19	4/11/19	6/6/19	PENDING				
PROJECT 511	\$ 2,058.75	\$ -	\$ -	\$ -	\$ 3,590.13	\$ 15,070.62				
PROJECT 541	\$ 4,852.37	\$ 9,305.05	\$ -	\$ -	\$ -	\$ -				
PROJECT 552	\$ -	\$ 4,455.39	\$ 4,588.92	\$ 4,956.90	\$ 998.79	\$ -				
TOTAL PAYMENT	\$ 6,911.12	\$ 13,760.44	\$ 4,588.92	\$ 4,956.90	\$ 4,588.92	\$ -				

Remaining Monthly Balance \$ 42,965.80 \$ 29,205.36 \$ 24,616.44 \$ 19,659.54 \$ 15,070.62 \$ -

Small Rural Schools Project 588

Project 588 Budget		Claims						6/10/2019		
Function/Object	BUDGET	7/1-10/31						Remaining	\$ Claimed	% Claimed
1000/600	\$ 5,062.75	\$ 5,062.75						\$ -	\$ 5,062.75	100.00%
TOTAL	\$ 5,062.75	\$ 5,062.75						\$ -	\$ 5,062.75	100.00%

PAYMENT FUNDING SOURCE	PAID	
	8/1/2018	
PROJECT 588	\$ 5,062.75	

IDEA Flow Through Project 621

Project 621 Budget		Claims						6/10/2019		
Function/Object	BUDGET	7/1-10/31	11/1-1/31	2/1-2/28	3/1-3/31	4/1-4/30	5/1-5/31	Remaining	\$ Claimed	% Claimed
1000/100	\$ 50,182.00	\$ 10,549.36	\$ 12,659.16	\$ 4,219.72	\$ 4,219.72	\$ 4,219.72	\$ 14,768.88	\$ (454.56)	\$ 50,636.56	100.91%
1000/200	\$ 11,462.00	\$ 2,403.24	\$ 2,883.90	\$ 961.20	\$ 961.52	\$ 961.30	\$ 3,351.28	\$ (60.44)	\$ 11,522.44	100.53%
2130/100	\$ 12,858.45	\$ 9,964.35	\$ 1,767.70	\$ -	\$ 1,126.40	\$ 2,659.80	\$ -	\$ (2,659.80)	\$ 15,518.25	120.69%
2130/200	\$ 983.69	\$ 762.29	\$ 135.23	\$ -	\$ 86.17	\$ 203.48	\$ -	\$ (203.48)	\$ 1,187.17	120.69%
2130/300	\$ 5,543.60	\$ 2,864.50	\$ -	\$ 357.00	\$ 51.00	\$ -	\$ -	\$ 2,271.10	\$ 3,272.50	59.03%
2150/100	\$ 16,000.00	\$ 3,391.25	\$ 4,069.50	\$ 1,356.50	\$ 1,356.50	\$ 1,356.50	\$ 4,747.67	\$ (277.92)	\$ 16,277.92	101.74%
2150/200	\$ 5,112.00	\$ 1,037.15	\$ 1,244.58	\$ 414.86	\$ 418.75	\$ 415.93	\$ 1,451.97	\$ 128.76	\$ 4,983.24	97.48%
5400/970	\$ 1,256.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,256.34	\$ -	0.00%
TOTAL	\$ 103,398.08	\$ 30,972.14	\$ 22,760.07	\$ 7,309.28	\$ 8,220.06	\$ 9,816.73	\$ 24,319.80	\$ -	\$ 103,398.08	100.00%

PAYMENT FUNDING SOURCE	PAID		PAID		PAID		PAID	
	12/6/2018	3/21/19	4/11/19	5/3/19	PENDING	PENDING		
PROJECT 621	\$ 30,972.14	\$ 22,760.07	\$ 7,309.28	\$ 8,220.06	\$ 9,816.73	\$ 24,319.80		

Remaining Monthly Balance \$ 72,425.94 \$ 49,665.87 \$ 42,356.59 \$ 34,136.53 \$ 24,319.80 \$ -

IDEA Preschool Funds Project 641

IDC 0.00%		6/10/2019								
Project 641 Budget	BUDGET	Claims								
Function/Object		7/1-10/31	11/1-1/31					Remaining	\$ Claimed	% Claimed
2130/300	\$ 1,778.81	\$ 1,538.50	\$ 251.61					\$ (11.30)	\$1,790.11	100.64%
5400/970	\$ 11.30	\$ -	\$ -					\$ 11.30	\$0.00	0.00%
TOTAL	\$ 1,790.11	\$ 1,538.50	\$ 251.61					\$ -	\$1,790.11	100.00%

	PAID	PAID
PAYMENT FUNDING SOURCE	12/6/2018	4/11/2019
PROJECT 641	\$ 1,538.50	\$ 251.61
Remaining Monthly Balance	\$ 251.61	\$ -

IDEA High Needs Tier 2 Project 627

IDC 1.34%		6/10/2019							
Project 627 Budget	BUDGET	Claims							
Function/Object		7/1-10/31	11/1-1/31	2/1-2/28	3/1-5/31		Remaining	\$ Claimed	% Claimed
1000/100	\$ 28,824.12	\$ 11,086.20	\$ 13,303.44	\$ 4,434.48	\$ -		\$ -	\$ 28,824.12	100.00%
1000/200	\$ 6,469.36	\$ 2,493.40	\$ 2,985.16	\$ 990.80	\$ -		\$ -	\$ 6,469.36	100.00%
2135/100	\$ 8,147.09	\$ -	\$ -	\$ -	\$ 8,147.09		\$ -	\$ 8,147.09	100.00%
2135/200	\$ 515.93	\$ -	\$ -	\$ -	\$ 515.93		\$ -	\$ 515.93	100.00%
TOTAL	\$ 43,956.50	\$ 13,579.60	\$ 16,288.60	\$ 5,425.28	\$ 8,663.02		\$ -	\$ 43,956.50	100.00%

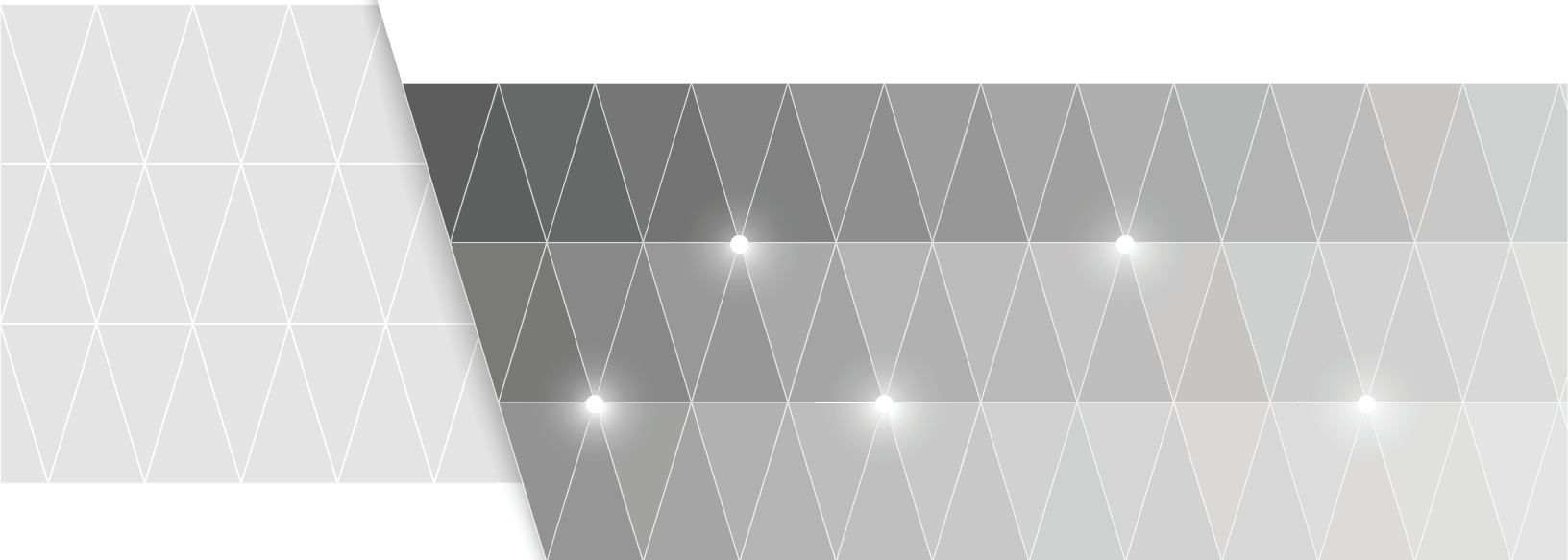
	PAID	PAID	PAID	PAID
PAYMENT FUNDING SOURCE	12/6/2018	3/29/18	4/11/19	PENDING
PROJECT 627	\$ 13,579.60	\$ 16,288.60	\$ 5,425.28	\$ 8,663.02
Remaining Monthly Balance	\$ 30,376.90	\$ 14,088.30	\$ 8,663.02	\$ -

IDEA SPED ED PD District

IDC 1.34%		6/10/2019								
Project 615 Budget	BUDGET	Claims								
Function/Object		7/1/5/31					Remaining	\$ Claimed	% Claimed	
2213/800	\$ 771.00	\$ 771.00					\$ -	\$ 771.00	100.00%	
TOTAL	\$ 771.00	\$ 771.00					\$ -	\$ 771.00	100.00%	

	PAID	PENDING
PAYMENT FUNDING SOURCE		
PROJECT 615	\$ 771.00	
Remaining Monthly Balance	\$ -	

EXECUTIVE SEARCH PROPOSAL



MEMORANDUM OF UNDERSTANDING

Memorandum of understanding between _____ School District and the Oklahoma State School Boards Association.

The OSSBA will:

- I. Work with the Board of Education to establish a search timeline**
- II. Marketing and Advertising**
 - Develop marketing materials and outline search procedures
 - Create unique district search webpage on OSSBA website
 - Distribute vacancy notifications
- III. Gather essential qualifications and characteristics desired of the district’s incoming superintendent**
 - Board members via discussion with search consultant
 - Stakeholders via online survey
- IV. Post opening and manage applications through online application management system**
- V. Manage Applicants and the Search Process**
 - Recruit candidates who meet the Board’s criteria
 - Respond to inquiries regarding the vacancy
 - Provide sample contract and comparable salary/benefit schedule
- VI. Provide Interview Guidelines**
 - Schedule interview dates/times with selected candidates
 - Notify applicants who were not selected to interview
 - Provide interview guidelines for Board members
- VII. Provide Board with reference check guidelines**

Search Service Fee \$7,000.00

Additional services provided on a fee basis:

- 1. Marketing Package \$750.00
- 2. Additional Targeted Marketing..... actual cost
- 3. Community Forums..... \$500.00 day + travel expenses
- 4. Interview Concierge \$500.00 day + travel expenses
- 5. Candidate Travel actual cost
- 6. Background Review Reports determined by package selection
- 7. Printed Applicant Materials \$20 per applicant

Board President

Date

OSSBA Search Consultant

Date

OSSBA EXECUTIVE SEARCH PROPOSAL

One of the most important duties of the local Board of Education is the selection of the superintendent. This duty cannot be delegated, but the search process can be supported. The Oklahoma State School Boards Association's Executive Search Service offers maximum flexibility to the Board and assures the Board has total control of the decision-making process. The search consultant performs the legwork associated with the search, allowing the Board to concentrate on the most critical steps in the search--setting the criteria, interviewing the most qualified candidates and selecting the next superintendent.

The search process must be planned step-by-step to meet the needs and expectations of the Board of Education. Generally, the Search Service consists of the following elements:

An OSSBA consultant makes an initial trip to the district, at no charge or obligation, to discuss options with the Board and to explain the Search Service in detail. At that time, we discuss planning a tentative timeline; defining the scope of the search; and discussing qualifications, contractual details, community/staff involvement, media relations and confidentiality.

I. ADOPTION OF TIMELINE AND PROCEDURES

When the Board decides to utilize the Executive Search Service, they must adopt a timeline. A typical full search from announcement to employment takes approximately four months. The search consultant will propose a tentative timeline. The timeline is planned so the search can be thorough yet progress steadily.

The Board should determine the most ideal time for the new superintendent/administrator to begin employment and direct its efforts toward that date. Most important, the Board members must be willing to commit time to the interview and selection process.

At the onset of the search, the Board should adopt procedures that will guide it throughout the process. The consultant will present recommended procedures for the Board's consideration.

Throughout the search process, the consultant will provide regular search updates to the Board and meet as needed.

II. MARKETING AND ADVERTISING RESOURCES

OSSBA will develop marketing materials to advertise the position and outline the search procedures.

OSSBA will distribute vacancy notifications to the following agencies:

- All Oklahoma Superintendents
- Cooperative Council of Oklahoma School Administration
- National and state school boards associations

OSSBA also will post the vacancy on its website and distribute via social media.

III. QUALIFICATIONS AND CHARACTERISTICS (Q & C) BOARD FORUM / SURVEY

The purpose of these meetings is to allow the consultant to gather information from the Board on what it believes to be the school system's strengths, the challenges a new superintendent/administrator will face and the qualifications and characteristics the Board expects in a new superintendent.

Additionally, the search consultant will provide an online survey to garner community input regarding the most essential qualifications and characteristics of a superintendent/administrator.

IV. ONLINE APPLICATION MANAGEMENT SYSTEM

Individuals interested in the position will submit the following information to OSSBA via an online application management system:

- Online application
- Letter of interest
- Resumé

OSSBA EXECUTIVE SEARCH PROPOSAL

- Oklahoma or any other state's superintendent certificate, if applicable
- University transcripts

Board members will have access to all electronic applications submitted through their personal online account.

V. APPLICANTS AND PROCESS MANAGEMENT

To ensure the Board will review his or her credentials, an individual must submit the information by a specified deadline. The consultant may recruit other individuals who have not responded to the vacancy notice and request submission of credentials from those individuals even after the established deadline.

Throughout the interviewing period, the search consultant is available to research and respond to questions about salary and fringe benefits, contract details, legal concerns, etc., upon request of the board.

OSSBA will provide the board with a sample employment contract and comparable salary/benefit schedules.

VI. INTERVIEW PROTOCOL

Applicant Selection

The application review process has been developed carefully to assure effectiveness, fairness and confidentiality. Referring to the Board criteria, the search consultant and the board will assess how well the candidates' credentials match the Board's expectations.

The Board of Education will have the final say on all applicants.

Candidate Interviews

Search consultants do not conduct interviews. The search consultant will present interviewing and reference-checking techniques to the Board, as well as a list of sample interview questions.

VII. REFERENCE CHECKS

After the Board has conducted initial interviews, it may want one or more of the candidates to return for a second interview. If the Board is interested in pursuing a candidate further, it should conduct independent reference checks of current and former employers, colleagues, staff, community residents, etc.

It is the responsibility of the Board to take an active role in this process.

VIII. BACKGROUND REVIEW REPORTS

Upon Board request, the OSSBA search consultant will initiate a background inquiry on 1-3 final candidates.

This service does NOT replace the required State Department of Education background check.

Option 1 is included in the base price of the search fee and includes:

- Nationwide Criminal Search
- National Known Sex Offender Records
- Social Security and Previous Address Verification
- OIG Office of Inspector General Check

Option 2 is an additional service provided at an additional fee. See page 3.

ADDITIONAL SERVICES PROVIDED ON A FEE BASIS

1. Marketing Package* \$750 _____

- News releases (delivered electronically)
 1. Announcing the hire of OSSBA, outlining the search timeline, and stakeholder input opportunities
 2. Announcing hire
- Community forum flyer (delivered electronically)
- Internal hire announcement (delivered electronically)

* District will be responsible for distribution of marketing materials.

2. Additional Targeted Marketing Actual cost incurred _____

3. Community Forums \$500 per day + travel expenses _____

The search consultant, with assistance from the district, will also conduct community forums with: students, teachers, principals, central office staff, parents, teacher assistants, secretaries, business officials, community leaders, bus drivers, cafeteria workers, maintenance workers and other groups identified by the Board. In addition, the consultant may schedule an evening community forum to accommodate those individuals who cannot attend one of the day meetings.

4. Interview Concierge Service \$500 per day + travel expenses _____

The search consultant will provide interview concierge services for the Board, including greeting candidates, provide candidate escort to interview room and assist with interview room set-up.

5. Candidate Travel Actual cost incurred _____

6. Background Review Reports \$550 per candidate _____

Standard Plus Package Includes

- Personal profile summary
- Social Security and residence history
- County criminal record history
- County civil court record history
- Department of motor vehicles license information
- National criminal search
- National sex offender search
- Education (Degree) verification
- University and academic program accreditation
- Investigation of all aliases identified within past 7 years
- Investigation of all jurisdictions of residence, education, and employment within past 7 years
- Federal criminal record history

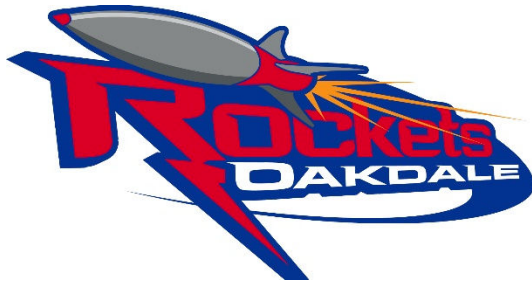
Media Review Package (News and Social Media Reviews) \$700 per candidate _____

News Media Review Only \$500 per candidate _____

Social Media Review Only \$300 per candidate _____

7. Printed Applicant Materials \$20 per candidate _____

Board members receive access to the online management application system to view applicant materials. OSSBA can provide printed materials as the district's request at any time during the search process on a per-applicant basis.



Oakdale School
5701 E. Hefner
Edmond, Oklahoma
(Sooner Rd @ Hefner Rd. – 1 mile east of
Frontier City)

Our vision of Success – To provide each student the opportunity to excel, to provide each educator the tools necessary to enable excellence, and to partner with our community to develop responsible citizens who have the ability to positively impact their world now and in the future.

- Points of Pride (3-4 bullet point reasons to lead your school, a "Chamber of Commerce advertisement" so to speak)
- District description
 - PK (1/2 day) – 8th grade District
 - Proud member of the ORES
 - 675 Students
 - 76 Faculty and Staff Members
 - \$6.2 million budget
 - Off the State Aid Formula
 - \$105 million evaluation
 - "A" rating on the State Report Card
 - Volleyball, Cross Country, Football, Basketball, Golf, Tennis, Track, and Rowing.
 - Art, music, band, choir, drama, speech, musical
 - Academic Extracurricular ???
- *The district would prefer all questions concerning the superintendent's position to go through the OSSBA. Please contact stephanieh@ossba.org or kellyr@ossba.org and the information you request will be forwarded to you in a timely manner.*

All regular, special and emergency meetings of the Board of Education shall be open to the public.

The board wishes to hear the viewpoints of citizens throughout the district and considers the responsible presentation of these viewpoints vital to the efficient operation of the school system. Constructive criticism of the school is welcome whenever it is motivated by a sincere desire to improve the quality of the educational program or to allow the schools to do their tasks more effectively. The following regulation shall govern visitors attending board meetings.

1. Any individual wishing to address the board of education shall communicate such wish to the superintendent. The superintendent must know the nature of the matter to be discussed and the name(s) of the person(s) making the request. The notification must be received by the superintendent at least twenty-four hours prior to the next regularly scheduled meeting in order to be placed on the agenda. The superintendent must inform the board president of any individual or organization denied the opportunity to address the board of education.
2. The board may waive the advance notice requirement and allow "new business" items to be placed on the agenda at the regular meeting time only if such "new business" was not known about prior to the posting of the agenda and could not have been reasonably known about prior to posting.
3. The board clerk shall record all names of the visitors at board meetings.
4. The president of the board shall recognize speakers, maintain proper order, and adhere to time limits, if any, established by the board. Specifically, the president may require all proponents of one side of an issue to elect one spokesperson. Repetitive comments by consecutive individual will not be allowed.
5. Board members and administrative staff will not respond to questions or comments from the public. Proper questions from members of the public may be referred to the superintendent for later report to the board. The board will not be able to vote on matters brought forward by the public during public participation time if such matters are not specific agenda items. Such items may be placed on the agenda for the next meeting.
6. Members of the public shall not be recognized while the board is conducting its official business.
7. Since individual board members have no authority to resolve complaints, other than by formal board action, whenever a complaint is made directly to the board as a whole or to a board member as an individual, it will promptly be referred to the school administration for study and possible solution. Administrators are expected to follow up on all complaint referrals and to advise the board members of the nature of the complaint and the action(s) taken. The board expects that the administration will handle complaints courteously and that it will take steps to make a proper reply to the complainant. Follow-up shall be in the form of a written memorandum to the board members.
8. Anonymous complaints provide no avenue for response or redress of the complaint. Therefore, it will be the policy of the board that anonymous complaints shall not be pursued. An unsigned complaint will not be read or acted upon at any meeting of the board and anonymous telephone complaints will not be brought to the board by any individual board member, administrator, or other district employee. Further, the administration will not act on any anonymous complaint.

9. Complaints for which specific resolution procedures are provided shall be directed through those channels. This includes complaints about personnel, complaints about instructional materials, etc. Complaints should be resolved at the lowest possible level of authority. At the building level the principal will meet with persons who have a complaint and if necessary respond in writing within five working days of the meeting. If the complaint cannot be resolved at the building level, either party is encouraged to bring the matter to the attention of the superintendent of schools. The superintendent will respond in writing within five working days to all parties and the building principal. If all other remedies have been exhausted and a complaint can not be satisfactorily resolved, the complaint may be appealed to the board of education.
10. The board shall not hear personal complaints unless the proper administrative procedures concerning complaints have been followed. The board will not tolerate personal attacks on members of the board or the administrative staff. The board has confidence in its professional staff and desires to support their actions in order that they be free from unnecessary, spiteful, or negative criticism and complaint. No appeal will be heard by the board and no charges or accusations against an employee will be investigated or acted upon unless the accusations are reduced to writing, signed by the party making the complaint, and presented to the board through the superintendent.

In addition to the above, the board will request written reports be provided to the board prior to the meeting from the following:

1. The person against whom the complaint is made,
2. The principal of the school involved,
3. The superintendent, and
4. The complainant.

Generally, all parties involved will be asked to attend the board meeting for the purposes of presenting any additional facts, making further explanations, and clarifying the issues. The board will not consider or act upon complaints that have not been explored at the appropriate administrative level or complaints for which specific resolution procedures have been established that do not include board review. If the board decides to hear the complaint, the board shall make a decision which shall be sent to all interested parties. The board's decision is final.

Date: May 28, 2019

Re: Stipend 2019
Salary Schedule 2020

Budget:	2019 = 5,662,805.06	Salary: \$4,400,000.00 (77.70%)
	2018 = 5,306,918.15	\$4,195,318.41 (79.05%)
	2017 = 4,747,192.42	\$3,704,000.00 (78.03%)
	2016 = 4,311,473.13	\$3,685,189.98 (85.47%)

Carry Over Projection:	2019 = \$1,420,000.00 (estimate)	
	2018 = \$1,071,400.76	(20.19%)
	2017 = \$856,200.05	(18.04%)
	2016 = \$649,954.32	(15.08%)

2019 Stipend Support = \$10,400 per \$500
\$800 stipend \$16,625

2019 Stipend Certified = \$31,800 per \$500
\$1200 stipend \$76,275

2020 Support Increase = \$10,400 per \$500

2020 Certified Salary Schedule Increase = \$33,130 per \$500
State Increase \$1220 permanent increase \$80,840
\$2000 permanent increase \$132,525

Salary Expenses for 2020 still need to be figured for comparison to 2019. It could be that the salaries have a higher or lower baseline depending on the new hires. Also there are the built in step raises for certified and yearly salary increases for support. The figures above just reflect the increases to whatever the new baseline might be.



June 02, 2019

Board of Directors

Terry Davidson,
Chairman
Superintendent:
Comanche Schools

Kim Lanier
Oakdale Public Schools
10901 N. Sooner Road
Edmond, OK 73013-8310

Rick Thomas,
Member
Superintendent:
Skiatook Schools

RE: Membership Proposal Effective 7/1/2019

Dear Kim Lanier :

Dr. John Cox,
Treasurer
Superintendent:
Peggs Schools

We are very pleased to provide you with the attached proposal for insurance coverages with Oklahoma Schools Insurance Group (OSIG).

OSIG is not a conventional insurance program. We are a public entity in the state of Oklahoma formed by an Interlocal Agreement and made up of member public school districts. Our organization is non-profit, member owned, and controlled by a board of your peers. Our sole mission is to serve our member schools. Our promise is to provide quality insurance coverage and superior service at stable pricing. We are pleased that 401 school districts are members of OSIG. Our membership is strong and committed.

Dusty Ricks,
Secretary
Superintendent:
Mid America
Technology Center

OSIG's financial position is excellent. No other Oklahoma school insurance program can provide you with this security. Our organization is constantly growing, improving and looking for new ways to serve Oklahoma schools. The group purchasing power of OSIG and a non-profit structure provides competitive insurance rates even in tough financial times.

Brad Overton,
Member
Superintendent:
Cordell Schools

OSIG members renewing their coverage effective 7/1/2019 will receive a distribution credit that will be applied to the renewal premium as approved by the OSIG Board of Trustees. The distribution credit has been applied on the premium breakdown page.

Randy Hughes,
Member
Superintendent:
McAlester Schools

Included in this proposal is information on OSIG's financial condition and summaries of enhanced coverages that only OSIG provides.

Sherry Durkee
Member
Superintendent:
Sand Springs Schools

Loss control, risk management services, and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online Training in many different areas for your school employees
- Loss Control Site Surveys / Safety Inspections
- Member Only Risk Management Library at www.osig.org
- StopIt Anonymous Incident Reporting Mobile App & Web App

Executive Director

David Martin

If you have any questions about the insurance procurement process or this proposal, please contact your local agent or any member of the OSIG administration team. Contact names and phone numbers are included in the proposal.

Sincerely,

OSIG Program Administration
Cc: The Beckman Company



Oakdale Public Schools
 10901 N. Sooner Road
 Edmond, OK 73013-8310

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown	Breakdown with Distribution Credit
Property: \$69,455	Property: \$66,736
Boiler & Machinery: \$613	Boiler & Machinery: \$589
Auto Physical Dmg: \$981	Auto Physical Dmg: \$943
General Liability: \$3,921	General Liability: \$3,768
Auto Liability: \$5,230	Auto Liability: \$5,025
Educators Legal: \$3,921	Educators Legal: \$3,768
Excess Liability: \$0	Excess Liability: \$0
Total Annual: \$84,121	Total Net Cost: \$80,829

2018-2019 Distribution Credit	\$3,292
-------------------------------	----------------

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Total Values	\$31,955,701	\$31,875,701	\$32,290,557	\$33,249,190	\$38,707,707	\$39,629,876
Premium	\$69,514	\$61,966	\$59,162	\$58,405	\$69,080	\$73,042
Distribution	\$0	\$0	\$2,533	\$0	\$0	\$3,292

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
2	\$391,169	\$27,000	6.90%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

- Installment #1 1/3 of total due 7/1/19
- Installment #2 1/3 of total due 8/1/19
- Installment #3 1/3 of total due 9/1/19



Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only adjusted at ACV
- No Coinsurance Clause
- No Cosmetic Damage Only Exclusion
- Real And Personal Property- Limit Per Occurrence \$1,000,000,000
- Blanket Coverage - subject to school statement of values including:
 - Electronic Data Processing Equipment, and Media
 - Accounts Receivable
 - Valuable Papers
 - Fine Arts
 - Miscellaneous Property
 - Miscellaneous Unnamed / Undescribed Property
 - Builder's Risk
 - *Note All Builder's Risk projects must be reported to OSIG - Frame projects are subject to approval
 - Outdoor Property - covered all perils
 - Extra Expense
 - Business Income including Rental Income and Tuition Income
 - Ordinance or Law including Increased Cost of Construction and Demolition
 - Contractor's Equipment Coverage
 - Debris Removal Coverage
 - Covered Property In Transit
 - Personal Property of Others/Officers/Employees
 - Off Premises Services Interruption including Extra Expense
 - Vehicle Damage
 - Terrorism
- Newly Acquired Property Coverage - 90 days \$25,000,000
- Earthquake, Volcanic Eruption- Aggregate Any One Policy Year \$10,000,000
- Flood- Aggregate Any One Policy Year \$25,000,000
 - *Note Flood Zones A and V are excluded
- Pollution Liability included
- Boiler And Machinery Coverage- Any One Occurrence \$200,000,000

Please refer to the attached property and automobile schedules for your school district's limits of insurance for Building, Contents, Extra Expense, Miscellaneous Property, EDP, Earthquake, Flood and Automobile Physical Damage coverage.

Deductibles Optional increased deductible quotations are available upon request.

- \$25,000 Property Deductible Per Occurrence
- \$25,000 Property Deductible Per Occurrence- Windstorm / Hail
- \$1,000 Boiler / Machinery Deductible per Occurrence
- \$50,000 Flood, Earthquake and Pollution



General Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury, Property Damage And Personal / Advertising Injury
- Premises / Operations And Products / Completed Operations
- Miscellaneous Medical Professional to Include School Nurses, Student Nurses, Counselors and Allied Health Programs
- Insureds Include District, Board Members, Employees, Student Teachers, And Volunteers
- No Exclusions for Corporal Punishment or Sexual Misconduct
- No Deductible
- PTA/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- Employment Practices Liability
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- *Unlimited Prior Acts / No retroactive date included
- \$25,000 legal costs for IEP administrative hearings
- \$2,500 Deductible
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Employee Benefit Liability

- Claims Made Form
- Unlimited Prior Acts / No retroactive date included
- *Any incidents or potential claims that have been reported to the superintendent, any associate superintendent, principal, assistant principal, personnel directors, dean or school attorney should be reported to your current carrier immediately.

Automobile Liability

- \$1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- Insureds Include District, Board Members, Employees, Student Teachers, and Volunteers
- Coverage included for garage liability and garage keepers legal liability.
- \$1,000 Auto Property Damage Deductible
- No charge for vehicles added/deleted during the policy term. Vehicle changes must be reported to OSIG.

Automobile Physical Damage

- Actual Cash Value
- \$1,000 Deductible
- Vehicle additions / deletions / changes must be reported to OSIG
- No charge for vehicles added/deleted during the policy term.
- Please refer to the attached schedule of vehicles.

Crime

- \$10,000 Limit Per Occurrence / Per District
- Employee Dishonesty
- Premises Money And Securities
- Transit Money And Securities
- \$1,000 Deductible

Cyber Liability

- Claims-Made Form
- Retro date - first effective date with OSIG
- Third Party Liability
 - \$2,000,000 Annual Aggregate Limit for Information Security and Privacy Liability
 - \$2,000,000 Annual Aggregate for Regulatory Defense and Penalties
 - \$2,000,000 Annual Aggregate for Payment Card Liability and Costs for Media Liability (Electronic Media)
 - \$2,000,000 Annual Aggregate
- First Party
 - \$2,000,000 Annual Aggregate for Cyber Extortion Loss
 - \$2,000,000 Annual Aggregate for Data Recovery Costs
 - \$2,000,000 Annual Aggregate for Business Interruption Resulting in Security Breach
 - \$500,000 Annual Aggregate for Business Interruption Resulting in System Failure
 - \$750,000 Annual Aggregate for Dependent Business Interruption Resulting in Security Breach
 - \$100,000 Annual Aggregate for Dependent Business Interruption Resulting in System Failure
- \$10,000 Deductible

School Violent Acts Protection

- \$25,000 Each Occurrence Limit
- \$250,000 Aggregate Limit (all members, all claims)
- No Deductible
- \$25,000 Property/Safety Improvements following School Violent Act

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

Property Schedule

Report Printed: 06/02/2019 05:13 pm

Oakdale Public Schools

Location	Occupied As	Bldg Value	Contents Val
10901 N. Sooner R	6 Light Poles with 2 lights each	\$26,886	\$0
10901 N. Sooner R	Bus Barn	\$320,108	\$21,166
10901 N. Sooner R	Elem. Classrooms/Library/Cafeteria/Storage	\$29,633,448	\$4,929,992
10901 N. Sooner R	Elementary Gym	\$1,772,307	\$177,937
10901 N. Sooner R	Fencing	\$144,664	\$0
10901 N. Sooner R	Lighting @ Tennis Courts & Football Field & Perimeter Fencing	\$478,171	\$0
10901 N. Sooner R	Maintenance Barn	\$106,703	\$13,729
10901 N. Sooner R	Playground Equipment	\$179,277	\$0
10901 N. Sooner R	Storage Building	\$96,077	\$13,330
10901 N. Sooner R	Tennis Courts	\$265,200	\$0
10901 N. Sooner R	Track Surface, Goal Post, Bleachers, Scoreboard, Lights/Light Poles (4)	\$843,495	\$0
		<u>\$33,866,336</u>	<u>\$5,156,154</u>

Floater Limit	<u>\$265,000</u>	Auto Values:	<u>\$569,300</u>
EDP Limit	<u>\$250,000</u>	Total Values:	<u>\$41,106,790</u>
Extra Expense Limit	<u>\$1,000,000</u>		

Auto Schedule

Report Printed: 06/02/2019 05:13 pm

Oakdale Public Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	2009	Thomas	Bus	65	4UZABRDU49CZ75172	\$77,950
2	2009	Thomas	Bus	65	4UZABRDU29CZ75171	\$77,950
3	2009	Thomas	Bus	65	4UZABRDUX9CZ75175	\$77,950
4	2009	Thomas	Bus	65	4UZABRDU09CZ75170	\$77,950
5	2009	Thomas	Bus	65	4UZABRDU69CZ75173	\$77,950
6	2007	Honda	Van	8	5FNRL38767B068543	\$15,000
7	2010	Ford/Thomas	Bus	21	1FDFE4FP8ADA27881	\$44,500
8	2003	Chevy	1 T Pickup		1GCJC39193E261675	\$12,500
9	2016	Chevy	Bus	14	1GB3GDBG0G1294183	\$53,775
10	2016	Chevy	Bus	14	1GB3GDBG0G1295110	\$53,775

Total Value of All Autos for Oakdale Public Schools: **\$569,300**



Overview

Background

The Oklahoma Schools Insurance Group (OSIG) is a public entity of the State of Oklahoma, formed as an Interlocal Agreement in accordance with 74 O.S. 1004(f), for the purpose of joining together a group of Oklahoma public school districts. OSIG will allow member districts to more efficiently and more economically obtain and manage their insurance programs.

OSIG obtained approval to operate from the Oklahoma Attorney General on June 28, 2001. Effective July 1, 2002, OSIG began full operation by providing its member districts with broad insurance coverage through "A" rated insurance carriers and professional risk management services. Over the past 17 years, OSIG's membership has grown to 401 and the program insures more than \$12 Billion in school property across Oklahoma.

Structure

OSIG is a **non-profit, member-owned**, public entity program whose management is completely controlled by a Board of your peers. Our singular mission is to provide quality insurance coverage and service to our members. OSIG's mission statement is

"The mission of Oklahoma Schools Insurance Group (OSIG) is to provide quality, cost effective risk management products and services to member schools".

The group purchases insurance and reinsurance from "A" rated carriers. OSIG's insurance providers are long term partners and committed to OSIG and Oklahoma schools.

OSIG has contracted with Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher is one of the largest insurance brokers in the world and manages programs similar to OSIG across the country.

It is important to know that the insurance coverage provided by OSIG was specifically tailored to meet the needs of Oklahoma schools. The coverage is what you need to protect your schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

Losses are a part of life. Only OSIG has the collective strength and staying power to provide the protections you need. By sticking together as a group, OSIG will be able to continue to provide you with the quality, fair-priced insurance and risk management services you need to protect your schools' assets, your board, your staff and most importantly your children.



Financial Strength

OSIG is financially solid and we have the funds (cash) we need to pay your claims. OSIG has returned more than \$9 million to our members over the years as distributions. Surplus at year ended 6/30/18 was more than \$11.8 million and our assets were more than \$25 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held each year.

The financial condition of an insurance group should be of utmost importance to you when choosing an insurance partner for your district. If your insurer can't pay their claims, then the policy is a worthless stack of paper.

<i>Statement of Net Assets</i>	
<i>As of 6/30/18</i>	
Cash	\$ 24,390,499
Other Assets	\$ 1,526,321
<i>Total Assets</i>	<i>\$ 25,916,820</i>
Notes Payable	\$ -
Other Liabilities	\$ 14,095,484
<i>Total Liabilities</i>	<i>\$ 14,095,484</i>
<i>Total Net Assets/Surplus</i>	<i>\$ 11,821,336</i>

We urge you to obtain and review audited financial statements from every insurance provider that may offer your school district a quote. Financial statements are required by law and can be obtained at www.ok.gov/oid. Click on Interlocals under the Quick Links section of the home page. Your school's auditor can help in analyzing the statements.



Important Plan Information

It is important to understand that OSIG is not an insurance company, but rather a non-profit, cooperative risk management program owned and directed by Oklahoma Schools. Its mission is to reduce insurance costs and stabilize rates by aggregating purchasing power with an intense focus on controlling member losses. When losses are controlled, OSIG's member schools retain the underwriting profit and investment income thereby increasing fund reserves for future years. OSIG purchases per occurrence and liability aggregate protection for its member schools. The per occurrence insurance protects member schools up to \$1,000,000,000 for property losses and \$1,000,000 for liability claims in each and every occurrence. The aggregate insurance protection is purchased in the unlikely event that sum total of all OSIG losses are significantly more than actuarially projected. Additional excess liability limits are available for members requiring higher limits.

This proposal is an outline of the coverages proposed by insurers based on the information provided by your school district. It does not include all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Please refer to the plan document for the details.

Actuarial Review

An independent actuary has been retained by OSIG to make projections as to anticipated claims and losses the program should expect on an annual basis. The OSIG actuary has relied on the historical loss experience and exposures provided to OSIG by the member school districts to make projections of OSIG's expected losses. OSIG adequately funds to, or in excess of, the expected loss projections through member contributions (insurance cost) and our own surplus.

Membership contributions are used to buy insurance, pay administrative expenses, and fund for members' claims. Similar successful programs throughout the country for schools and municipalities are protected using the same insurance structure as OSIG has deployed. As with any insurance mechanism, OSIG does not guarantee full funding in the event unimaginable losses would materialize that are many times greater than what is indicated by past history. The OSIG board is charged with developing a plan to address under funding in this unlikely event.



Procedure to Renew Coverage

Notify your agent of your acceptance of this insurance renewal proposal. Your agent will advise the OSIG administrative staff in writing that you wish to renew the insurance coverage.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available. A three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/19
Installment #2	1/3 of total	due 8/1/19
Installment #3	1/3 of total	due 9/1/19

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Loss Control Site Consultation

StopIt Anonymous Incident Reporting Mobile App & Web App

Risk Management focused website www.osig.org

Examples of Online training:

Free of charge to all members of OSIG

Online 24/7 access to training

Training modules include:

- Promoting Child Safe Environments - two training platforms
(Fulfills legislative mandate for child abuse awareness training)
- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning



Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Arthur J. Gallagher Risk Management Services Inc. - Tulsa
1300 South Main
Tulsa, OK 74119
Phone: 918-764-7137
Toll-Free: 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)

Guy Griggs
Keystone Insurance
11 East Broadway
Sand Springs, OK 74063
Phone: 918-245-2558
Fax: 918-245-8553
Email: guy.griggs@insurica.com

General Program Questions

David Martin
Executive Director
P O Box 3068
Tulsa, OK 74101
Phone: 918-688-1056
Fax: 866-420-0695

OSIG Board Members

Terry Davidson - Chairman	Comanche Schools	(580) 439-2900
Rick Thomas - Vice Chairman	Skiatook Schools	(918) 396-1792
Dr. John Cox - Treasurer	Peggs Schools	(918) 598-3412
Dusty Ricks - Secretary	Mid America Technology Center	(405) 449-3391
Randy Hughes - Member	McAlester Schools	(918) 423-4771
Brad Overton - Member	Cordell Schools	(580) 832-3220
Sherry Durkee - Member	Sand Springs Schools	(918) 246-1406



6/3/2019

Oakdale Public Schools
Kim Lanier, Superintendent
10901 N. Sooner Rd.
Edmond, OK 73013-8310

RE: 2019-2020 Insurance Proposal

Dear Kim,

We are pleased to present the enclosed proposal for your insurance program with Oklahoma Schools Insurance Group (OSIG).

OSIG: Package Proposal is based on updated information received from your office.

- **Property: Building** \$33,866,336. **Personal Property** \$5,156,154. For a total value of \$39,022,490. Deductible per Occurrence \$25,000 and Property Deductible per Occurrence Windstorm/Hail. The blanket limit increased \$5,239,354 to keep buildings in line with replacement cost other than the adding \$80,000 increase on playground equipment.
- **All Builders Risk Projects must be reported to OSIG.** The current projects that were listed:
Addition to the Elementary School with estimated completion date of November 2019. Also, fencing to be added when construction is completed.
- Basis of settlement is replacement cost except Roofs over 15 years old and Autos, Contractor's Equipment and Debris Removal which is Actual Cash Value.
- **Commercial Auto:** The renewal quote is based on the current schedule provided. One vehicle was deleted on the renewal. *The company request that we submit all vehicle changes.*
- **Property Damage Deductible remains \$1,000.**
- **Inland Marine Floater** limit is \$265,000.

118 N.16th Street, P.O. Box 429,
Muskogee, Oklahoma 74402-0429
PH: 918-683-7844 Fax: 918-687-0244
Watts: 1-800-259-4677

201 N.W. 63rd St. #315, P.O. Box 18858
Oklahoma City, Oklahoma 73154-0858
PH: 405-842-2337 Fax: 405-842-0051
Watts 1-800-699-5905

- **Electronic Data Processing Equipment** limit is \$250,000.
- **Extra Expense Limit** is \$1,000,000.
- Coverage includes Cyber Liability, for members. Please see the attached proposal for limits on as well as applicable deductibles.
- The OSIG by-laws include a three-year re-entry clause should a member elect to exit the group. The member's equity in OSIG will be forfeited and they will not be allowed to re-enter the program for 3 years from the time of exit from the program.

Please review the proposal in its entirety and feel free to contact your agent Will Beckman or myself with any questions we will be glad to help.

	2019-2020 OSIG	2018-2019 OSIG
Property	\$66,736.	\$59,277.
Boiler	\$ 589.	\$ 545.
General Liability	\$ 3,768.	\$ 3,671.
Commercial Auto	\$ 5,968.	\$ 5,600.
Educators Legal Liability	\$ 3,768.	\$ 3,671.
Total	\$80,929	\$72,764.

*2018-2019 Distribution Credit of \$3,292 is included in the total renewal premium.

IMPORTANT: if you decide to move your Educators Legal Liability & Employment Practices Liability coverage from OSIG at renewal, we recommend you purchase the Extended Claims reporting Endorsement on your expiring policy. This endorsement can be issued for 24 months for an estimated additional premium of \$7,342. This endorsement would allow you to report claims to the carrier that occurred during this policy period but are not reported to the carrier until after the expiration date of this policy. Since the Educators Legal Liability/EPLI policy is on a claim made basis we feel this endorsement should be purchased.

Please contact our office by June 24, 2019, if you wish to renew in order that we may send the request to the company.

Sincerely,

Pamela C. Johnson
The Beckman Company
pjohnson@beckmancompany.com
Website: www.beckmancompany.com



May 17, 2019

Mr. Kim Lanier, Superintendent
Oakdale Public School District
10901 N. Sooner Road
Edmond, Oklahoma 73013

RE: Review of Policy Manual

Dear Mr. Lanier:

As requested, a review of the Oakdale Public School District's policy manual has been completed by the OSSBA policy department. The purpose of the review was to determine if the manual was:

Usable – Can the needed policies be easily found, changed, or added?

Legal – Are the current policies reflective of state and federal laws and Standards of Accreditation of Oklahoma Schools?

Complete – Are all required policies included in your current manual and, if not, which ones are needed?

Initially, there are no codes or reference numbers on the policies. It is recommended that a numerical or alphabetical system be utilized to code policies for reference. In addition, all references to the No Child Left Behind Act should be removed and replaced with either "federal law" or "ESSA."

Nondiscrimination

On page two, under sexual harassment it is recommended that enumerated item C be removed from the policy. This language is problematic and should be removed as soon as possible. This should be removed from both the student and the faculty sections as it appears in both versions of the policy.

Student Retention

Language in the policy regarding third grade retention should be modified. Oklahoma provides as follows:

A teacher who determines a third-grade student is unable to meet competencies required for reading for completion of third grade and promotion to fourth grade

OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION
2801 N. Lincoln Blvd., Suite 125
Oklahoma City, OK 73105
405.528.3571 • 888.528.3571
405.528.5695 fax • www.ossba.org

may, after consultation with the parent or guardian of the student, recommend that the promotion of the student to the fourth grade is contingent upon the participation in and successful completion of the required competencies for reading by the student at a summer academy or other program. If the student does not participate in the summer academy or other program or does not successfully complete the competencies in the summer academy or other program, the student shall be retained in the third grade as set forth in Section 1210.508C of this title.

70 O.S. § 1210.508E. The district's existing policy does not contain the above information. In addition, the policy is missing much of the information located at 70 O.S. § 1510.508C. This policy should be carefully reviewed and updated to include the statutory information as well as the practices of the school district with regard to third grade reading sufficiency act retention.

Student Discipline

It is recommended that enumerated item 11 be renamed as "long term suspension." Oklahoma law allows long and short term suspensions. 70 O.S. § 24-101.3. However, there is no legal authority to expel a student.

It is also recommended that information be added to the policy under the provisions related to suspension which addresses the education plan the district is required to provide students suspended out of school for more than five days.

Harassment, Policy FNCA

Language in this policy conflicts with the Bullying policy listed online. This version of the policy does not contain the most current definition of bullying set forth in Oklahoma law at 70 O.S. § 24-100.3 which provides as follows:

"Bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student;

The board of education may wish to eliminate FNCA and utilize the previous policy which contains the above-referenced definition.

Medication Administering to Students

Initially, it should be noted that the district has two policies on the same subject. Both the Medication Policy and the Asthma Policy contain the same information. We would recommend elimination of the stand-alone asthma policy as it is redundant.

In addition, we would recommend that this policy be updated to reflect new legal requirements. Oklahoma law has been amended and the district may wish to consider changing this policy to stock inhalers at school. Senate Bill 381, authored by Senator Floyd and Representative Dollens, amended Oklahoma law related to the self-administration of medication at school by students. The newly modified language allows a school district to stock inhalers at school. Previously, Oklahoma law only allowed a school to stock Epinephrine injectors. Those districts that wish to stock inhalers will be required to:

1. Inform the parent or guardian of each student, in writing, that a school nurse or school employee trained by a health care professional may administer an inhaler to a student whom the school nurse or trained school employee in good faith believes is having respiratory distress,
2. The school district will designate the employee responsible for obtaining the inhalers and spacers or holding chambers at each school site, and
3. The school district must notify the parent or guardian of a student after the administration of an inhaler.

Additional language has been inserted to allow a licensed physician to write a prescription for inhalers and spacers or holding chambers to the school district in the name of the school district. Schools will be allowed to maintain a minimum of two inhalers with spacers or holding chambers in a secure location. It is not mandatory for a school to maintain these items at school.

In addition, Senate Bill 48, authored by Senator Standridge and Representative Rosecrants, allows the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis.

Both of these law changes are effective July 1, 2019. The district's policy should be amended to reflect the inclusion of the cystic fibrosis language. Whether or not the district wishes to stock inhalers at school is an issue of local control. If the board wishes to add this to the policy, that should be done prior to the start of the next school year.

Wireless Telecommunication Device Rules

The existing policy prohibits all students from possessing wireless telecommunication devices at school. If students are utilizing chrome books, I-Pads or other electronic devices at school, even if school issued, this policy would preclude students from being able to do so. If electronic devices are being utilized, the policy should be modified to reflect that practice with regard to school issued devices.

The policy does meet statutory requirements as student are allowed, under certain circumstances, to possess wireless telecommunication devices with the written permission of the parent and administration.

Physical Education, Policy EHAK

A blank second page is showing on this policy online. Nothing illegal or inappropriate about that. Just wanted to note that in the event the district would like to remove the extra blank page.

Internet and Other Computer Networks Acceptable Use Policy, Policy EFBCA

The existing policy is missing information which prohibits cyberbullying. It is recommended that the following language be added to policy:

Cyber Bullying - Cyber bullying is when one or more people intentionally harm, harass, intimidate, or reject another person using technology. This includes but is not limited to the following:

- Sending mean or threatening messages via email, IM (instant messaging), or text messages.
- Spreading rumors about others through email, IM, or text messages.
- Creating a Web site or other social-networking account that targets another student or other person(s).
- Sharing fake or embarrassing photos or videos of someone with others via a cellphone or the Web.
- Stealing another person's login and password to send mean or embarrassing messages from his or her account.

It shall be the policy of Oakdale Public Schools that cyber bullying will not be tolerated under any circumstances. A student caught violating this policy will lose computer privileges and these actions may result in further disciplinary action including suspension or expulsion from school of the student(s) involved. In

addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and/or federal law.

This modification would bring the existing policy into compliance with state and federal law.

Residency

The existing policy is missing information regarding children in foster care. The following language should be added to the district's existing policy:

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. 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;

May 17, 2019

Page Six

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.

This language should be included within the policy as soon as possible.

Suspension of Students, Policy FOD-R

The list of reasons for proposed suspension is no longer in compliance with Oklahoma law. The revised list should include:

- C. 1. Students who are guilty of any of the following acts may be suspended out-of-school by the administration of the school or district:
 - a. violation of a school regulation,

May 17, 2019

Page Seven

b. possession of an intoxicating beverage, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, and

c. possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act. Possession of a firearm shall result in an out-of-school suspension in accordance with federal law requirements.

This statute was modified a few years ago and several of the items which schools could previously utilize as reasons for suspension were removed from law. The language provided above is located at 70 O.S. § 24-101.3.

Student Records, Policy FL

There is a typographical error in the third full paragraph. The word “onformation” should probably be “information.” This policy does not contain a listing of what the district has designated as directory information. If there is another policy that identifies that information, it might be beneficial to cross reference that within the policy.

Exempt Food Fundraisers

The Standards for Accreditation also require the district designate a Smart Snacks in School Exempt Fundraiser contract person who shall be responsible for maintaining up-to-date information regarding each exempt fundraiser held. In addition, this person would be required for maintaining (1) the school organization, activity, class, or other group that benefits from the fundraiser and (2) the date(s) the fundraiser is conducted, with the duration not to exceed fourteen (14) days.

Facility Use Rules, Regulations, and Procedures

Under application procedures there is a typographical error in the second sentence. The word “us” should probably be “use.”

Board of Education, Executive Officer, Superintendent, Policy BJ

There appears to be a pagination issue with this policy. Only item 11 appears on page 2. It should probably be fixed so that it is just a 2 page policy.

Development Opportunities, Board Members, Policy BBH

The accreditation standards require that board members be notified of their credit hours and opportunities to earn credits. Information regarding this topic is missing from the existing policy. We would recommend the following language be added:

The Superintendent shall provide information to the full school board as to the status of school board member training credits under an appropriately worded agenda item. The report shall include the number of new or incumbent credits, as well as the number of continuing education credits each board member has earned. This report shall be provided to the members of the board of education at the August, November, February, and May regular meetings of the board of education.

By March 1, the Oklahoma State Department of Education will notify school board members who have not yet completed training requirements that they are required to do so. If the board member fails to earn training credits in the timeline set by statute, the Oklahoma State Department of Education will notify by certified mail the school boards and the superintendent that a board member has failed to earn the required training credits. The board of education will then have sixty (60) days from the final date that the member has to complete the requirements as indicated by receipt of the certified notice from the State Board of Education to declare the seat vacant.

The additional legal citation of 70 O.S. §5-110.1 should also be added to the bottom of the policy.

Teacher Absences

There is conflicting language within these provisions. Under sick leave, the policy provides that leave is cumulative to sixty days. However, the provisions under the section entitled "Pay for Unused Sick Leave" provide information for sick leave that is more than sixty days. The board of education and administration should carefully review these provisions. Any conflicting language should be removed as soon as possible to prevent potential legal issues.

Teacher Evaluation, Policy DNA

Oklahoma law has been modified several times since the board adopted this version of the policy. It is recommended that this policy be rescinded and replaced with the updated version as soon as possible.

Records Investigation, Policy DABB

The existing policy provides that background checks are required for a first year teacher. This language is not an accurate reflection of Oklahoma law. Oklahoma law currently requires a criminal history background check be conducted of all new employees of the school district. 70 O.S. § 5-142. We would recommend the existing policy be rescinded and an updated policy adopted. At a minimum, the updated policy must provide:

A national criminal history records check shall be conducted of all prospective employees. The board of education is not required to obtain a new criminal history records check for an individual who has obtained certification from the Oklahoma State Department of Education within the previous twelve (12) months. A national criminal history records check is defined at 74 O.S. § 150.9 and requires a check of criminal history records entailing the fingerprinting of the individual and submission of the fingerprints to the United States Federal Bureau of Investigation (FBI) for the purpose of obtaining the national criminal history record of the person from the FBI.

Within the policy there is language that provides that substitutes will be able to sub for five days without a background check. Oklahoma law does not provide this as an exception at 70 O.S. § 5-142. We would recommend removal of this language and that the district's policy be rewritten to reflect all requirements regarding criminal history background checks. There are limited exceptions in statute for substitute teachers; however, there is no exception that would allow anyone the ability to not have a background checks based upon days employed.

Teacher Assistants/Title I Paraprofessionals, Policy DBA

The State Board of Education adopted new rules on this topic at their January, 2019 meeting. The entire policy will need to be revised to reflect these new standards. Sample language to consider would be:

When a school district is required to hire a paraprofessional, those involved in the hiring process must be familiar with the legal requirements associated with the position. Those individuals seeking a paraprofessional credential from the State Department of Education shall submit an application and all required supporting documentation to the State Department of Education Office of Certification.

1. Tier 1. In order to qualify for a Tier 1 Oklahoma paraprofessional credential which is required for general education paraprofessionals in Title 1 schools and

available to general education paraprofessionals in other settings, an applicant must meet the following eligibility criteria:

- A. Has a high school diploma or a General Educational Development (GED) Diploma or other certificate of high school equivalency recognized by the State of Oklahoma.
 - B. Has on file with the State Board of Education a current Oklahoma criminal history record from the Oklahoma State Bureau of Investigation (OSBI).
 - C. Meets at least one of the following criteria:
 - Has completed at least two (2) years of study at an institution of higher education, defined as completion of at least forty-eight (48) credit hours of college coursework or
 - Has obtained an associate's degree or higher; or
 - Has either passed the Oklahoma General Education Test (OGET), obtained a National Career Readiness Certificate through successful completion of the ACT WorkKeys assessment, or passed the ParaPro Assessment offered through the Educational Testing Service.
2. Tier 2. In order to qualify for a Tier 2 Oklahoma paraprofessional credential issued by the State Department of Education, which is valid for special education paraprofessionals, an applicant shall meet the criteria for a Tier 1 paraprofessional credential and all of the following qualifications:
- A. Has completed the Oklahoma Special Education Paraprofessional Training available at Career Technology centers, equivalent training provided by the State Department of Education through an in-person or online program, or other state-approved training provided by a school district.

B. Has completed training in cardiovascular pulmonary resuscitation (CPR) and First Aid.

C. Has completed training in Universal Precautions/Bloodborne Pathogens.

In the event the district requires a special education paraprofessional in order to provide necessary services to one or more students with disabilities, but is unable to secure the services of an individual who holds a Tier 2 paraprofessional credential at the time the services must be delivered, the district may employ an individual on a provisional basis if the district determines the individual is able to provide the appropriate paraprofessional services. An individual who is employed as a paraprofessional to provide special education services on a provision basis must meet the criteria for a Tier 1 credential, and obtain all training required to qualify for a Tier 2 credential within one hundred twenty (120) calendar days of providing special education paraprofessional services in order to continue to providing special education paraprofessional services, provided a criminal history record check is obtained within sixty (60) calendar days of initial employment. If it is necessary for a school district to provisionally employ a paraprofessional to provide special education services, the district shall report the provisional placement of the paraprofessional and the paraprofessional's starting date of employment to the State Department of Education Office of Special Education.

Standards of Conduct for Teachers, Policy DBCA

The grounds listed for dismissal/nonreemployment of career teachers are no longer current with Oklahoma law. Item G should be reworded to be "commission of an act of moral turpitude" and a new item H should be added "abandonment of contract." 70 O.S. § 6-101.22, S.L.O. § 125. It is recommended that these changes be made prior to the start of the next school year so that teachers have adequate notice of the statutory reasons for which they may be subjected to adverse employment action.

Family Medical Leave Act, Policy DECA

This policy does not include the most recent statutory updates to this topic. It is recommended that this policy be rescinded and replaced prior to the start of the upcoming school year.

Qualifications for Teachers, Policy DPA

The district's policy requires action be taken with regard to the employment of teachers prior to April 10. Oklahoma law was modified almost ten years ago to allow districts to make employment decisions prior to the first Monday in June. 70 O.S. § 6-101. The district is

May 17, 2019

Page Twelve

certainly free to adopt a policy that is more stringent than state law. However, this may be an issue that the board of education and administration would like to update to reflect current law.

This document is also showing a blank page 2 that can be deleted.

The language regarding “highly qualified” is no longer current and should be updated.

Lunch Charges

The current policy is missing detailed information under the heading “alternative meals” which identifies whether students who have outstanding balances will be provided an alternative meal. It is highly recommended that children be provided an alternative meal.

FERPA

The information under this tab also contains information on the Protection of Pupil Rights Amendment. The two types of information should be separated and only FERPA information provided under this tab.

On the second paragraph under enumerated paragraph 3 of the FERPA policy, there is a typographical error. The word “pen-nits” should be “permits.”

The policy does not include a listing of what the board has designated as “directory information.” The board of education and administration should create and adopt a listing of the information that will be characterized as directory information for the school district. Parents and students that are 18 or older would have the ability to opt-out of having this information disclosed.

Tobacco Free Policy

During the 2019 legislative session, Governor Stitt signed into law language that would require the addition of “vapor products” to the list of items prohibited under this policy. The school district’s policy should be updated to reflect this new requirement found at 70 O.S. § 1210.212

Public Participation

Language regarding “new business” should be removed from this policy. New business is defined by statute at 25 O.S. § 311. It is highly unlikely that any issue raised under public participation is going to meet this legal definition.

It is also recommended that enumerated items 9 and 10 be removed from the policy. Allowing issues to work through an appeal process and come to the attention of the board of education

May 17, 2019
Page Thirteen

could jeopardize the ability of the school district to process employment and student issues that require the board to be an unbiased tribunal. This policy is duplicated and appears under local policies as well as under the OSSBA policy B tab.

Transfer Student Policy

Language in this policy purports to grant the authority to approve or deny transfers to the superintendent. Oklahoma law requires the board of education to act on open transfers. 70 O.S. § 8-103. The board of education cannot delegate a statutory responsibility. The district's policy should be revised as soon as possible.

Movie Policy

This policy subjects the district to possible litigation for copyright violation if movies are being shown at school that are not being utilized in face-to-face instruction. Unless the district has purchased a license to show movies, movies are for private use in the home only.

Class Splits Policy

Information appears to be missing from this policy. As prepared, this could be utilized against the district if discriminatory factors such as a child's special education status are being utilized to determine when a class will be split.

No information is contained under the OSSBA policy tabs C, D, E, F, and G. If there are no policies, those tabs should be removed. The following policies are required by state law or accreditation standard and are not found within the manual:

Policy Requirement	Law
Student Activities Expense Reimbursement	70 O.S. § 5-117.
Student Transfers for Children of Military	70 O.S. § 8-103.1
Philosophy of Education	210:35-3-1
Development of Policies	210:35-3-48
Textbooks/Inability to Pay for	210:35-3-47

If we can assist you in any way, don't hesitate to call us. The OSSBA is here to serve you and your board members.

Sincerely,

Julie L. Miller
Deputy Executive Director & General Counsel