



Lawton, Oklahoma 73507

Lawton Public Schools Board of Education
Regular Meeting
June 3, 2019 5:00 PM
Shoemaker Center Auditorium
753 NW Fort Sill Blvd

AGENDA

The Board reserves the right to consider, take up and take action on any agenda item in any order, except as to items 1-4. The Board may discuss, make motions, and vote on all matters appearing on the agenda. Such vote may be to adopt, reject, table, reaffirm, rescind, or to take no action on any item. Any person with a disability who needs special accommodations to attend the Board of Education meeting should notify the Clerk of the Board at least 24 hours, to the extent possible, prior to the scheduled time of the Board meeting. The telephone number is 580-357-6900. At the time and place designated, the Board will consider and act upon the matters set out on the Agenda for this meeting as follows:

1. Call to Order
2. Pledge of Allegiance - Tom Deighan
3. Roll Call to Establish Quorum
4. Special Guests/Special Recognition - Tom Deighan and Carla Clodfelter
5. Architect and Construction Manager at Risk Update
6. Departmental Reports
 - a. Information Item: Update - Business Operations and Educational Services Reports
 - b. Action Item: Proposed Revisions of Policy CFBB-E1 - Application for Sanctioning of Parent Organizations and Booster Clubs - Barbara Ellis
 - c. Action Item: Proposed Adoption of Policy COG - Wellness Policy - Barbara Ellis
 - d. Action Item: Proposed Revisions of Policy DEA-R2 - Substitute Salary Schedule
 - e. Action Item: Proposed Revisions of Policy DNAB - Support Staff Evaluation - Barbara Ellis
 - f. Action Item: Proposed Adoption of Policy DNAB-E1 - Support Employee Evaluation and Management System (Evaluation Form) - Barbara Ellis
 - g. Action Item: Proposed Adoption of Policy DNAB-E2 - Support Employee Evaluation and Management System (Reprimand/Admonishment) - Barbara Ellis
 - h. Action Item: Proposed Adoption of Policy DNAB-E3 - Support Employee Evaluation and Management System (Improvement Plan) - Barbara Ellis
 - i. Action Item: Proposed LPS 2020-2021 School Calendar - Barbara Ellis
 - j. Information Item: Proposed Restructuring of Educational Services Department - Dr. Jamie Polk

- k. Action Item: Proposal to Partner with the Oklahoma Sports Network(OSN) for Live Streaming of LPS Athletic Events for the 2019-2021 School Years - Gary Dees
- l. Action Item: Proposed Change of School Start Times for 2019-2020
- 7. Report of the Superintendent
 - a. Action Item: Recommendation and selection of a Delegate to the OSSBA Delegate Assembly
 - b. Action Item: Guaranteed Maximum Price Amendment #3 for the Whittier Elementary Safe Room Construction Project
 - c. Superintendent's Announcement(s)
- 8. Consent Agenda
 - a.
 - b. Item(s) Removed From the Consent Agenda for Separate Action- The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request of any Board member, any one or more matters will be removed from the consent agenda and acted upon separately. Contracts are approved subject to review by the District's legal counsel. Any or all of the public record items included within the consent agenda, i.e. minutes to be submitted for approval; purchase orders to be submitted for acceptance; financial report; proposed transfer of funds between activity accounts; and fund-raising event listings, may be examined at the Office of the Clerk of the Board of Education at the Shoemaker Center, 753 Fort Sill Blvd., Lawton, OK. An appointment to review records is requested.
 - c.
 - d. Approval of the Balance of the Consent Agenda
 - e. Approval of the Minutes of the May 6, 2019 and May 16, 2019 Regular Board Meetings
 - f. Report of the Purchasing Manager/Encumbrance Clerk - Sheila Relf
 - 1. Increase, Decrease and Issue Purchase Orders
 - 2. Gasoline Tabulation
 - 3. Bids/Quotes:
 - (Transportation - Buses, Batteries, Lubricants, Oil Filters, Tire Mounting and Flat Repairs, Tires and Tubes)
 - 4. Encumbrances/Partial Payments
 - g. Report of the Chief Financial Officer - Elizabeth Brown-Hill
 - 1. Monthly Authorization to Invest
 - 2. Application for Temporary Appropriations for 2019-2020
 - h. Report of the Activity Fund Custodian - Kathy Bentley
 - 1. Activity Fund Transfers
 - i. Report of the Clerk - Kathy Bentley
 - 1. Construction Related Contracts/Agreements
 - A. Crossland Construction Company - Hugh Bish Safe Room, Certificate of Substantial Completion
 - B. Crossland Construction Company - Sullivan Village Safe Room, Change Order (Utility Connections and Gas Resizing)
 - C. Crossland Construction Company - Woodland Hills Safe Room, Certificate of Substantial Completion
 - D. Downtown Glass Inc., LHS Window Replacement, Change Order #2
 - 2. Contracts / Agreements

- A. Affiliated Van Lines, RFP for delivery of new furniture
 - B. City of Lawton, Joint Use Agreement, Grandview Sports Complex
 - C. City of Lawton, City Hall Rental Agreement (Apprenticeship/Internship/Mentorship), November 29, 2019
 - D. Lawton First Assembly Church, Event Request Form, LPS Senior Conference, October 16, 2019
 - E. Ned's Mindset Mission, Performance Agreement, Whittier Elementary, October 15, 2019
 - F. Oklahoma State Department of Education, Learning Tree Academy, Positive Behavioral Interventions and Supports (PBIS) Model
3. Approval to Dispose of Surplus Property: Equipment/Buses/Band Uniforms
9. Action Item: Discussion of OSSBA Executive Search Proposal for Superintendent search and possible motion and vote to approve proposal
 10. Proposed Executive Session to Discuss [Authorized by 25 OKLA.STAT. Section 307 (B)(1) and (7) of the Oklahoma Open Meeting Act]:
 - a. The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports posted with the Agenda.
 - b. The selection of Accountant
 - c. The selection of Human Resources Coordinator
 - d. The selection of Elementary Training Assistant Principal
 - e. The selection of Middle School Assistant Principal, 10 Month
 - f. The selection of Elementary Assistant Director of Teaching and Learning
 - g. The selection of Middle School Assistant Director of Teaching and Learning
 - h. The selection of High School Assistant Director of Teaching and Learning
 - i. The selection of Elementary ELA Teaching and Learning Facilitator
 - j. The selection of Middle School ELA Teaching and Learning Facilitator
 - k. The selection of Elementary Math Teaching and Learning Facilitator
 - l. The selection of Middle School Math Teaching and Learning Facilitator
 - m. The selection of Information Technology Assistant
 - n. The resignation of Assistant Superintendent of Educational Services Dr. Jamie Polk
 - o. The selection of Assistant Superintendent of Business Operations or Interim
 - p. The employment of an Interim Superintendent
 - q. The extra duty change for Chief Financial Officer Elizabeth Brown-Hill
 11. Vote to Convene in Executive Session
 12. Vote to Acknowledge Return to Open Session
 13. Statement of Executive Session Minutes
 14. Superintendent's Personnel Report / Items Discussed in Executive Session
 - a. Approval of Certified and Support Personnel Reports posted with the Agenda
 - b. Approval of the selection of Accountant
 - c. Approval of the selection of Human Resources Coordinator
 - d. Approval of the selection of Elementary Training Assistant Principal
 - e. Approval of the selection of Middle School Assistant Principal, 10 Month
 - f. Approval of the selection of Elementary Assistant Director of Teaching and Learning
 - g. Approval of the selection of Middle School Assistant Director of Teaching and Learning
 - h. Approval of the selection of High School Assistant Director of Teaching and Learning

- i. Approval of the selection of Elementary ELA Teaching and Learning Facilitator
 - j. Approval of the selection of Middle School ELA Teaching and Learning Facilitator
 - k. Approval of the selection of Elementary Math Teaching and Learning Facilitator
 - l. Approval of the selection of Middle School Math Teaching and Learning Facilitator
 - m. Approval of the selection of Information Technology Assistant
 - n. Consideration and action, if any, regarding the replacement of Assistant Superintendent of Educational Services
 - o. The selection of Assistant Superintendent of Business Operations or Interim
 - p. Approval of the appointment of an Interim Superintendent and approval of an employment contract to be effective July 1, 2019
 - q. Discussion and possible action regarding the extra duty change for Chief Financial Officer Elizabeth Brown-Hill
15. New Business - This refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Okla. Stat. tit. 25 Sec. 31 (A)(9)
16. The next regular board meeting date is Thursday, June 27, 2019, at 5:00 p.m., in the Shoemaker Center Auditorium.
17. Setting New Board Meeting Dates
18. Board Announcements
19. Adjournment

Date of Posting: May 28, 2020

Place of Posting: Foyer of Shoemaker Center, 753 NW Fort Sill Blvd.

Posted by: _____
Kevin Hime, Superintendent

BUSINESS SERVICES
Board Meeting Update
June 3, 2019

Barbara Ellis – Assistant Superintendent

- New/Revised Policies:
 - DNAB - Support Staff Evaluation
 - DNAB-E1 - Support Employee Evaluation
 - DNAB-E2 - Support Employee Reprimand Admonishment
 - DNAB-E3 - Support Employee Improvement Plan
 - CFBB-E1 - Application for Sanctioning Parent Organizations & Booster Clubs
 - COG - Wellness Policy
- District Evaluations
- End-of-Year ASR and Leave Reports
- Continue last 30-day plan

Elizabeth Brown-Hill – Finance/Business Office

- No report

David Erwin –Information Systems

- HayesSoft daily student data upload completed
- Needs Fulfillment data processing
- Updates to custom Survey software, allow authenticated and anonymous voting
- Updates to custom Pre-K software, construct administration tools

Paula Diehl – Payroll

- Continual work on Payroll Processing Procedures & Cross-Training.
- Running/Auditing reports to verify 2018-19 payroll data.

Jean Hastings – Personnel

- Exit Interviews have been sent to all end-of-year resignations in a digital format. Thirteen have been returned completed as of 5/22/2019. All have been certified that have completed it.
- Currently have 39 more certified personnel to hire. We have filled 122 positions for this upcoming school year to date considering transfers and outside hires. Currently have 54 support positions to fill. (17 are bus drivers, 5 are bus monitors, 9 are part-time positions)

Steven Dyer – Child Nutrition

- Added ability to take a credit/debit card payment from parents to add funds to lunch accounts at the Child Nutrition Office. This is a service in addition to using on-line payments on the Parent Portal in Infinite Campus.
- This school year we served 1,104,373 breakfast meals, 1,450,312 lunch meals, 43,562 snacks, 1,604 suppers, and 7,848 adult meals. We also had \$130,895 in ala carte sales.
- On July 18th, Executive Chef Kristina Robinson will compete in a culinary showdown with other Sodexo Chefs across Oklahoma. The event is to create the best tasting meal while controlling cost. The plan is to incorporate the winning recipes into next year's menu.

AJ Watson - Information Technology

- Setup graduation and assisted in the production
- Performing migration to new firewall and content filter
- Collecting teacher laptops who are leaving the district

Dave McDermott – Media Operations

- Printing graduation programs and certificates for elementary and secondary schools.
- Accepting end of year documents for shredding.
- Collecting end of year building inventories from schools and administration offices.

Jeremy Tanner – Facilities Operations/Maintenance

- The facilities summer project list is complete. We are finalizing schedules, work orders, creation and shop assignments at this time.
- LHS major water leak scheduled for 5/27-5/28/2019 – Precision Testing to perform work as the presence of asbestos is located in the problem area. We are planning future abatement of space and piping replacement at this time.
- All costs since contract start are being reviewed so Sodexo can reconcile this spend back to the District.

Trae Koch – Transportation

- End of year procedures for checking in buses
- Summer Routing schedule and timelines
- School meetings for continued LPS staff drivers and recruitment

EDUCATIONAL SERVICES
Board Meeting Update
June 3, 2019

Brenda Hatch – Professional Development/UVA Shepard

- Organized the district-wide textbook inventory event to take place over the summer.
- Met with key personnel to transition job responsibilities.
- Worked with the Ed Services Team to update our Student Handbook.

Amy Frazier – Early Childhood / Karen Cooksey – Elementary Education / UVA Shepards

- Completed end of year Principal Summits.
- Finalized OSDE Smart Report & TLE Qualitative Report with all principals.
- End of year surveys and summer contact for principals as well as planned end of year wrap-up for principals.

Kelly Trinidad – Secondary Education/High Schools / UVA Shepard

- No report

Carol McPhail – Secondary Education/Middle Schools / UVA Shepard

- Working on McRel Evaluations for Principals
- Attending Promotions
- Reviewing Policy

Mark Mattingly – Student Services

- Processing SIP Furniture orders
- Preparing proposal for counseling services in schools
- Working on Sr. Conference & AIM for Lawton details

Chris Sharkey – Special Services

- Over 120 students attended the State Special Olympics in Stillwater, Oklahoma on May 15th, 16th and 17th, 2019. They had a tremendous time.
- Special Services met with the YMCA and the City of Lawton Recreation Department in reference to a league that will take place at the Miracle League Field in Elmer Thomas Park.

Teresa Jackson – Curriculum

- Reading Sufficiency Act End of Year Report Certified to state by May 30, 2019
- Textbook Inventory Implementation for Curriculum Department under direction of Brenda Hatch
- Prepare assessment reports for End of Year Grant Reports

Gary Dees – Athletics

- No report

Teresa Donahue – Federal Programs

- English Learner Program – WIDA ACCESS Spring test scores will be released to districts the first week in June.
- Title I Improving the Academic Achievement of the Disadvantaged – Creating and processing requisitions and personnel proposals to support the 2019-2020 needs of the ten Title I sites' Schoolwide plans.
- Title IX McKinney-Vento Homeless – Six elementary students received scholarships to the Salvation Army Boys & Girls Club Summer Program for 2019 which includes one week of summer camp at Lake Tahlequah. Program fees are paid with community donations for Homeless students.id

Hornbeck – Campus Police

- Completed Law Enforcement First Response Training
- Reserve Pre-Academy set for May 29, 2019
- Completed Active Shooter Training Department Wide



SCHOOL YEAR _____

APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Organization Name _____ EIN # _____

Organization's Bank Name _____ Bank Account # _____

Faculty Sponsor's Name _____ Phone: _____ E-mail: _____

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	_____	_____	_____	_____
Address:	_____	_____	_____	_____
Phone:	_____	_____	_____	_____
Term Expiration:	_____	_____	_____	_____

Describe how the organization officers are appointed or elected _____

Are dues or fees required to be a member of the organization: ___ Yes ___ No

Explain what amount and what the fees and dues cover _____

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization _____

Estimated List of Material / Monetary Contributions _____

Estimated List of Expenses _____

Principal's Recommendation: Approved _____ Denied _____

Signature of Principal _____ Date _____

Signature of Organization's Officer _____ Date _____

Please attach a copy of the Organization's Standing Rules, By-Laws, Financial Responsibility, Training Verification, Audit Procedure Check List & Audit Report to this Application and submit to Principal.

PROBATION _____ / _____
Finance Dept. Initial Date

Signature of Clerk of the Board Date

APPROVED _____ / _____
Finance Dept. Initial Date

Signature of Clerk of the Board Date

DENIED _____ / _____
Finance Dept. Initial Date

Signature of Clerk of the Board Date

WHITE: Finance Office
YELLOW: Organization
PINK: Principal

Reapplication for sanctioning is required annually

WELLNESS POLICY

Overall Goal:

The Lawton Public Schools Board of Education recognizes that childhood obesity has reached epidemic levels throughout the country. Overweight children are at a higher risk for developing severe long-term health problems and overweight children are affected by discrimination, psychological stress, and low self-esteem. However, research indicates that obesity and subsequent diseases are largely preventable through diet and regular physical activity. Research also indicates that becoming physically active and maintaining a regular physical activity program significantly reduces the risk of some obesity and some cancers, diabetes, and other chronic diseases.

Lawton Public Schools is committed to providing a school environment that encourages nutritious eating habits and appropriate physical and school based activities as means of promoting academic success and encouraging lifelong health.

Component 1: Setting Nutrition Education Goals

The primary goal of nutrition education is to influence students eating behaviors.

- The Healthy and Fit School Advisory Committee at each school site will study and make recommendations each semester regarding nutrition/health education and services.
- Principals will address concerns such as kind of food available on their campus, nutrition education and physical activity.
- Nutrition education promotion will be offered in the school cafeteria.
- Nutrition education will be coordinated into the health education curricula or the core curriculum; Math, science, language arts. <http://www.lawtonps.org/health-pe>
- Grade K-5 will have as a resource the Oklahoma Ag in the Classroom curriculum www.clover.okstate.edu/fourth/aitc
- School staff will promote healthful eating and healthy lifestyles to students and parents.
- School staff will work with community partners to incorporate nutrition education activities in school.
- Parents of students in PK through First Grade may access a Healthy Snack List to promote healthy snacks at school via district web page.

Component 2: Setting Physical Education and Activity Goals

The primary goal for our school's physical activity component is to provide opportunities for every student to develop and maintain regular participation in physical activity, and understand the short and long-term benefits of a physically active and healthful lifestyle.

WELLNESS POLICY (cont.)**Component 2: Setting Physical Education and Activity Goals (cont'd)**

- The Healthy and Fit School Advisory Committee at each school site will study and make recommendations to principal regarding physical education and physical activity.
- Principals will address concerns regarding education and physical activity on their campus.
- Elementary schools will have 60 minutes of physical education per week (Oklahoma Senate Bill 312).
- Staff will be discouraged from withholding PE/physical activity/recess as punishment and discourage using physical activity as punishment.
- Staff will be encouraged to serve as physical activity role models for students.
- All playgrounds will meet the recommended safety standards for design, installation, and maintenance.
- School sites will provide adequate equipment for every student to be active.
- All students participating in physical education will be moderately to vigorously active for the majority of class time (Oklahoma Senate Bill 1876).

Component 3: Setting Nutrition Standards for All Foods Available on School Campus During the School Day.

The primary goal is to ensure that reimbursable school meals meet the child Nutrition Program requirements, and all foods and beverages sold or served to students, including those available outside of the school meal programs focus on increasing nutrient density, decreasing fat and sugars, and moderating portion size.

- Per Oklahoma Senate Bill 1627, each school site will establish a Healthy and Fit School Advisory Committee that meets and makes recommendations each semester to the school principal.
- The school principal shall give consideration to recommendations made by the Healthy and Fit School Advisory Committee.
- Per USDA Regulations 210.10 and 220.8, school lunches and breakfasts will meet menu planning system guidelines as required by USDA.
- Per USDA Regulation 210.10, school lunches will provide 1/3 of the recommended dietary allowances (RDA) for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulation 220.8, school breakfasts will provide 1/4 of the RDA for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulations 210.10 and 220.8, the total calories from fat in school meals will be limited to 30 percent when averaged over one week.

WELLNESS POLICY (cont.)**Component 3: Setting Nutrition Standards for All Foods Available on School Campus During the School Day (cont'd)**

- Per USDA Regulations 210.10 and 220.8, the total calories from saturated fat in school meals will be less than 10 percent when averaged over one week.
- Per USDA Regulations 210.10 and 220.8, school meals will meet the Dietary Guidelines for Americans.
- Per USDA Regulations, all Nutrition Facts labels must indicate 0 percent trans-fat.

Other Food Items Sold on School Campuses:

- Per USDA Regulations 210, Appendix B, foods of minimal nutritional value (FMNV) are prohibited from being sold or served during student meal service in the food service area where USDA reimbursable meals are served or eaten.
- Per the Child Nutrition and WIC Reauthorization Act of 2004, beverage contracts will not restrict the sale of fluid milk products at any time during the school day or at any place on the school premises.
- Per Oklahoma Senate Bill 265, students in elementary schools will not have access to FMNV except on special occasions.
- Per Oklahoma Senate Bill 2656, diet soda, an FMNV, will be available for sale at the middle school only in vending areas outside the cafeteria.
- Per Oklahoma Senate Bill 265, healthy food options will be provided at the high school and priced lower than FMNV in order to encourage students and staff to make healthier food choices.
- Per Oklahoma Senate Bill 265, students in middle and junior high school will not have access to FMNV except after school, at events which take place in the evening, or on special occasions.

Guidelines for Food and Beverages Offered to Students at School Functions

- At any school function (parties, celebrations, receptions, festivals, sporting events, etc.) healthy food choice options should be available to students.

Component 4: Setting Goals for School-Based Activities Designed to Promote Student Wellness

The primary goal is to create a school environment that provides consistent wellness messages, which are conducive to healthy eating and being physically active.

- Per Oklahoma Senate Bill 1627, each school site will establish a Healthy and Fit School Advisory Committee that meets and makes recommendations each semester to the school principal.

WELLNESS POLICY (cont.)**Component 4: Setting Goals for School-Based Activities Designed to Promote Student Wellness (cont'd)**

- The school principal shall give consideration to recommendations made by the Healthy and Fit School Advisory Committee.
- Students will be provided with a clean, safe, enjoyable meal environment.
- Students will be provided with an adequate amount of time to eat breakfast and lunch. A minimum of 10 minutes will be provided at breakfast and 20 minutes at lunch (after students receive their trays).
- Per the school district's Child Nutrition Programs Agreement, school meals may not be used as a reward or punishment.
- Per Oklahoma State Bill 312, students in Grades K through 5th will participate in at least 120 minutes of physical activity each week along with a daily 20 minute recess.
- All fundraising efforts and classroom parties will be supportive of healthy eating. On October 17, 2014, the Oklahoma State Department Board of Education decided to allow exemptions according to the United States Department of Agriculture Smart Snack Rule. This exemption ruling will be implemented at Lawton Public Schools to allow 30 fundraiser exemptions per school per site per semester for a period of 14 days each, every school district in the state. The exempt fundraisers are prohibited from taking place while meals under the National School Lunch, School Breakfast, and After School Snack Programs are being served to students.
- Each site principal will be responsible for maintaining record for all fundraisers that require Smart Snacks Exemption. These records will then be maintained at the site office.
- Classroom teachers and administrators will limit the use of candy or sweets as a reward.
- The Wellness Policy will be posted on the district web site for public review.

MONITORING, POLICY REVIEW, AND EVALUATION

No later than October 1 of each year, each school site shall establish a Healthy and Fit School Advisory Committee, to be comprised of at least six members. The Advisory Committee may be comprised of teachers, administrators, parents/guardians of students, health care professionals, child nutrition employees and business community representatives.

An assessment of the district's Wellness Policy will be completed at least once every three (3) years to help review policy compliance, assess progress, and determine areas of improvement.

WELLNESS POLICY (cont.)

As part of that review, the district Wellness Policy Council, which includes teachers, administrators, students, parents, Child Nutrition personnel, and community members (such as medical professionals), will review nutrition and physical activity policies; review nutrition and physical education policies and program elements; and review environmental provisions that support healthy eating and physical activity.

The Healthy and Fit Advisory Committee may be combined with the Safe School Committee as determined by the site principal.

REFERENCE: 70 O.S. 1-107
70 O.S. 24-100.5
70 O.S. 24-100a
70 O.S. 24-100B
7 CFR, Parts 210 and 220
7 CFR, Part 245.5

CROSS REFERENCE: Policy CK, Safety Program
Policy EHAJ, Health Education
Policy BDFC, Safe School Committee

THIS POLICY REQUIRED BY
PUBLIC LAW 108-265, SECTION 204
AND PUBLIC LAW 111-296.

LAWTON BOARD OF EDUCATION

STANDARD FORM FOR PRESENTATION OF PROPOSAL

Lawton Public Schools
P.O. Box 1009
Lawton, Oklahoma 73502

- PROFESSIONAL POLICY DEVELOPMENT COUNCIL
 SUPPORT PERSONNEL POLICY DEVELOPMENT COUNCIL
 SUPERINTENDENT

Title of Proposal: COG WELLNESS POLICY

Reason for Proposal: THIS POLICY REQUIRED BY PUBLIC LAW 108-265, SECTION 204 AND PUBLIC LAW 111-296.

Identify Proposal as it Relates to Elementary and/or Secondary Educational Concerns:

Childhood obesity has reached epidemic levels throughout the country. Overweight children are at a higher risk for developing severe long-term health problems and overweight children are affected by discrimination, psychological stress, and low self-esteem. However, research indicates that obesity and subsequent diseases are largely preventable through diet and regular physical activity. Research also indicates that becoming physically active and maintaining a regular physical activity program significantly reduces the risk of some obesity and some cancers, diabetes, and other chronic diseases.

Estimated Cost Factor to the School District: None

Action Desired: Lawton Public Schools is committed to providing a school environment that encourages nutritious eating habits and appropriate physical and school based activities as means of promoting academic success and encouraging lifelong health. We request approval of this policy.

Submitted by: Lawton Public Schools Wellness Committee, Gary Dees - Chair
Name of Organization/Group/Superintendent/Individual

Date Submitted: June 3, 2019

Adoption Date: 6/3/19

Revision Date(s):

Page 1 of 1

SUBSTITUTE SALARY SCHEDULE
(SUBJECT TO YEARLY REVIEW)

Substitute teachers will receive the following rates of pay per day:

Certified

1. Oklahoma Certification \$100 per day
2. Out-of-State Certification - \$80 per day

Long Term Special Education Certified -

\$135 per day (after OSDE required annual in-service training)

Non-certified

1. 12 college Hours - \$65 per day
2. Long Term Special Education 12 college hours + but non-certified - \$100 per day (after OSDE required annual in-service training)

Classified Substitutes

~~Any support job such as Custodian, Child Nutrition, Bus Driver, Personal Care Assistant, Teacher Assistant, must have high school completion, GED, or DD214 DEA R2 pay scale - \$10.29 per hour~~

Support Substitutes

\$ 9.21 per hour for hours worked

Requesting and Assigning Substitutes

Substitutes will be requested by the employee, principal or supervisor. Substitutes will be assigned by the substitute center as arranged for by the principal or supervisor.

*Effective July 1, 2019

CROSS-REFERENCES: Policy DPB Substitute Teachers

SUPPORT STAFF EVALUATION

The development of a strong, competent support staff of employees, and the maintenance of high morale among the staff are major objectives of the board of education. The selection of the right employees to fill vacancies; the determination of assignments and equitable workloads; the establishment of wage and salary policies that encourage employee achievement; and the provision of a good atmosphere in which to work are some of the major duties of the board of education. The board believes that a program of continuous evaluation is necessary to meet its requirements.

Principles

The evaluation shall cover the major areas of the employee's responsibilities and duties to the school system, and shall include, but not be limited to, specific work assignment, attitude towards children, attitude towards education, attitude towards supervisors, teachers, and fellow employees, and work habits. The provisions of this policy govern all noncertified personnel except substitutes and student workers.

All new support personnel shall be given a copy and an explanation of the complete evaluation instrument and policies and procedures by the human resources department at the time of employment. Employees, especially if new to the district, shall look to their immediate supervisors for an explanation of duties and responsibilities. The formal evaluation and other documents related to performance evaluation will be made a part of the employee's personnel file in the human resources office.

Formal Evaluation

1. Each support employee will be evaluated by his principal or supervisor a minimum of one (1) time each year.
2. After observation of the employee's performance of assigned duties, the evaluator will complete the Evaluation of Support Staff form and must schedule a conference with the employee within three (3) working days. The evaluator will compliment the employee's strengths and suggest ways to improve weaknesses. The evaluator, the employee, and the building administrator must all sign the evaluation form. The employee shall retain a copy of the evaluation.
- 3.—If the employee wishes to respond to the evaluation, such response must be in writing and made within ten (10) working days to the assistant superintendent of human resources. Any written response by an employee to any part of the evaluation shall be attached to and become a part of the official evaluation process.

SUPPORT STAFF EVALUATION (cont.)**Ratings on Formal Evaluation Procedure**

<u>RATING</u>	<u>SCORE</u>	<u>REQUIREMENTS</u>
<u>Ineffective</u>	<u>1</u>	<u>Requires an Improvement Plan</u>
<u>Needs Improvement</u>	<u>2</u>	<u>Requires an Improvement Plan</u>
<u>Effective</u>	<u>3</u>	
<u>Highly Effective</u>	<u>4</u>	<u>Requires an Explanation</u>
<u>Superior</u>	<u>5</u>	<u>Requires an Explanation and Supporting Evidence</u>

1. ~~Unsatisfactory~~Ineffective or Needs Improvement

A rating of "~~Unsatisfactory~~Ineffective or Needs Improvement" on any of the ten criteria or on the overall rating area indicates that an employee is performing below acceptable standards and that the substandard performance is of such a serious nature that, if not corrected, may be cause for potential dismissal or nonreemployment. If an employee receives this rating in one or more of the ~~ten~~ evaluation areas, the evaluator will develop a ~~written plan of improvement~~ plan designed to give specific direction regarding improve the employee's effectiveness in the deficient areas. The employee, the evaluator, and the ~~building~~ administrator should sign the plan.

- A. The plan, with a time schedule not to exceed six (6) weeks in duration, should be in writing. Regular conferences between the employee and the evaluator should be conducted to review the employee's progress through the duration of the plan.
- B. A second evaluation process should be conducted at the conclusion of the ~~plan of improvement~~ plan. In the event deficiencies are not corrected during the ~~plan of improvement~~ plan, the principal or supervisor could make a recommendation for dismissal, nonreemployment, or other action to the superintendent of schools.

2. ~~Progressing~~Effective

A rating of "~~Progressing~~Effective" on any of the ~~ten~~ criteria or on the overall rating area indicates that an employee is ~~not performing consistently at or above~~ minimum, acceptable standards,

~~and may be in need of assistance in order to improve performance. Continual marginal ratings could be cause for potential dismissal or nonreemployment. The evaluator may implement a written plan of improvement with this rating.~~

SUPPORT STAFF EVALUATION (cont.)3. ~~Satisfactory~~ Highly Effective or Superior

A rating of "~~Highly Effective or Superior~~Satisfactory" on any of the ~~ten~~ evaluation criteria or on the overall rating area indicates that an employee meets or exceeds the expected standards of performance. A rating of Superior requires supporting evidence.

Serious Misconduct

Principals or administrators conducting evaluations may make informal observations of performance at any time during the school year. Conferences regarding these observations or other employment-related matters should be held in a timely manner and may be summarized in writing on a Record of Corrective Counseling, Support Personnel Form (DOAC-E3), a Written Admonishment to Employee, or a Consultation with Employee form. The employee is counseled as to the consequences of repeated violations including the possibility of termination. A copy must be furnished to the employee.

Any time that a support employee is guilty of serious misconduct, termination proceedings may be initiated immediately without following the evaluation procedures outlined above. The serious misconduct should be substantiated in writing.

Records

Copies of formal evaluations, informal observations, and other documents related to performance evaluation should be forwarded to the human resources department promptly following completion.

STANDARD FORM FOR PRESENTATION OF PROPOSAL

Title of Proposal: SUPPORT STAFF EVALUATION - DNAB
DNAB - SUPPORT STAFF EVALUATION
DNAB-E1 SUPPORT EMPLOYEE EVALUATION
DNAB-E2 SUPPORT EMPLOYEE REPRIMAND ADMONISHMENT
DNAB-E3 SUPPORT EMPLOYEE IMPROVEMENT PLAN

Reason for Proposal: To deploy an instrument that is developmental in design using the same formatting as the certified personnel and district administrative instrument. Support Evaluation System is in the same platform as district Administrators and Teachers through Barlow and Associates. In addition, this will be an electronic document alleviating the need to use district printing services. The electronic version will be accessible to supervisors both from a historical perspective in the electronic file as well as to prepare for future paperless office files.

Identify Proposal as it Relates to Elementary and/or Secondary Educational Concerns: The proposal is non-discriminatory, district-wide tool meaning that the document will refer the evaluator to the job description for each employee performance evaluation.

Estimated Cost Factor to the School District: The cost of the tool is \$16,000 and is available from the Business Operations budgeted allocation.

Action Desired: Approval to change policy in preparation for the change to the new document.

Submitted by: Teressa Looper, SPPDC Chair
Name of Organization/Group/Superintendent/Individual

Date: April 2, 2019

Contact email: tlooper@lawtonps.org

Phone: (580) 357-6900 ext. 2021

**SUPPORT EMPLOYEE EVALUATION AND MANAGEMENT SYSTEM
EVALUATION FORM**

Employee's Name _____ Date _____
Job Title/Class _____ Work Site _____
Evaluation Period: Beginning _____ Ending _____

I. General Criteria:

**Ratings: Ineffective; Needs Improvement; Effective; Highly Effective;
Superior; Not Applicable; Not Observed**

1. Follows District Policy

**Rating:
Comments:**

2. Punctuality and Attendance

**Rating:
Comments:**

3. Follows Instructions

**Rating:
Comments:**

4. Practices Safety Habits

**Rating:
Comments:**

5. Exhibits Initiative

**Rating:
Comments:**

6. Completed In Neat and Timely

**Rating:
Comments:**

7. Works Well With Other District Employees

**Rating:
Comments:**

8. Meets Production Standards

**Rating:
Comments:**

**SUPPORT EMPLOYEE EVALUATION AND MANAGEMENT SYSTEM
(CONT.)**

9. Utilization of Materials and Supplies

Rating:

Comments:

10. Appearance

Rating:

Comments:

11. Interaction with Students and Patrons

Rating:

Comments:

II. Essential Functions of the Job

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

III. Comment:

IV. Acknowledgements:

This evaluation is based upon observation of the employee at the work site by the employee's evaluator, a review of district records, and personal knowledge of the employee's performance collected by the employee's evaluator.

Employee's Signature (Acknowledges Receipt and Understanding)

Date

Evaluator's Signature

Date

Administrator's Signature

Date

**SUPPORT EMPLOYEE EVALUATION AND MANAGEMENT SYSTEM
REPRIMAND/ADMONISHMENT**

Employee's Name _____ Date _____
Job Title/Class _____ Work Site _____

- I. Unacceptable Conduct:**
- II. Required Level Of Conduct:**
- III. Time Line for Compliance:**
- IV. Failure To Comply:**

Employee's Signature (Acknowledges Receipt and Understanding) Date

Evaluator's Signature Date

Administrator's Signature Date

**SUPPORT EMPLOYEE EVALUATION AND MANAGEMENT SYSTEM
IMPROVEMENT PLAN**

Employee's Name _____ Date _____
Job Title/Class _____ Work Site _____
Evaluation Period: Beginning _____ Ending _____

I. Purpose and Admonishment:

The purpose of this Improvement Plan is to give specific direction regarding desired performance related to areas identified as less than Satisfactory during the above Evaluation Period. This Plan is part of the employee's cumulative job performance record. Failure to complete this Plan in a timely and satisfactory manner may lead to further action up to and including, suspension, demotion, nonreemployment or termination.

II. General Criteria That Must Be Improved:

Specific Criteria:

Deficiency Noted:

Performance Level Required:

Time Line for Completion:

III. Essential Functions of the Job That Must Be Improved:

Specific Function:

Deficiency Noted:

Performance Level Required:

Time Line for Completion:

IV. Narrative Explanation:

Specific Criteria/Function:

Explanation:

Employee's Signature (Acknowledges Receipt and Understanding)

Date

Evaluator's Signature

Date

Administrator's Signature

Date

2020-2021 Calendar

— JULY —

	1	2	3	4	
5	6	7	8	9	10
11	12	13	14	15	16
17	18	19	20	21	22
23	24	25	26	27	28
29	30	31			

— AUGUST —

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— SEPTEMBER —

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— OCTOBER —

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— NOVEMBER —

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— JANUARY —

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— FEBRUARY —

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— APRIL —

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— MAY —

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— JUNE —

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Fri..... July 3 Independence Day Observed
 Wed Aug. 5 Professional Day/In-service
 Thurs..... Aug. 6 Professional Day/In-service
 Fri..... Aug. 7 First Day of School
 Fri Aug. 28 Professional Day/In-service
 Mon Sept. 7 Labor Day
 Fri..... Sept. 18 End of 1st 6-Week Period
 Fri..... Oct. 9 Professional Day/In-service
 Mon Oct. 12 Parent/Teacher Conference - 4-7 pm
 Tue Oct. 13 Parent/Teacher Conference - 4-7 pm
 Wed-Fri Oct. 14-16 Fall Break
 Fri..... Oct. 30 End of 2nd 6-Week Period
 Thurs..... Nov. 11 Veteran's Day Observed
 Wed-Fri Nov. 25-27 Thanksgiving Holiday
 Fri..... Dec. 18 End of 3rd 6-Week Period/1st Semester
 Mon-Mon Dec. 21-Jan. 4 Winter Break
 Tue Jan. 5 Professional Day/In-service
 Mon Jan. 18 Martin Luther King, Jr. Day
 Fri..... Feb. 12 End of 4th 6-Week Period
 Mon Feb. 15 President's Day
 Fri..... Mar. 12 Professional Day/In-service
 Mon-Fri Mar. 15-19 Spring Break
 Tue Mar. 23 Parent/Teacher Conference - 4-7 pm
 Thurs..... Mar. 25 Parent/Teacher Conference - 4-7 pm
 Fri..... Apr. 2 End of 5th 6-Week Period
 Fri..... Apr. 9 No School
 Mon Apr. 12 No School
 Fri..... Apr. 23 Professional Day/In-service
 Fri..... Apr. 30 No School
 Fri..... May 7 No School
 Thurs..... May 20 Last day of school for students
 Fri..... May 21 Professional Day/In-service
 End of 6th 6-Week Period
 Mon May 24 Memorial Day

- First and Last Day of School
- Holiday - No School
- Professional Day/In-service - No School
- ⊛ No School
- { } Parent/Teacher Conference - After School
- End of Grading Period

LAWTON PUBLIC SCHOOLS
LAWTON, OKLAHOMA
Athletic Department

Broadcast Agreement for MacArthur High School Varsity Athletic Games

This agreement between the Lawton Public Schools Athletic Department and the Oklahoma Sports Network of Lawton, Oklahoma is for athletic events occurring during the 2019-2020 school year.

BROADCAST AGREEMENT TERMS

In exchange for the exclusive right to broadcast Lawton Public Schools varsity games, Oklahoma Sports Network will agree to the following:

1. The network agrees to pay the sum of \$3,333 to the school athletic coordinator by December 31, 2019.
2. The definition of the term "Broadcast" in this agreement refers to live play-by-play with video streaming, live updates, live and recorded spots or delayed play-by-play and playback.
3. The Network agrees to be responsible for all expenses incidental to setting up broadcasting arrangements.
4. Lawton Public Schools will not be liable for any expenses incurred by the network broadcasting the game.
5. There will be no destructive criticism of officials' decisions on the broadcast.
6. There will be no mention of injuries, unpreventable accidents or other incidents which may cause anxiety on the part of the viewers/listeners.
7. There will be no discussion of school or OSSAA policies which are controversial in nature.
8. The network will be responsible for all broadcast matter and broadcast personnel.
9. The network will not feed the broadcast of any game to any other radio station or will not delay broadcast of any game without the approval of the district's athletic director.
10. The network agrees to sell no advertising to companies who primarily sell or promote alcoholic beverages, tobacco products, or gaming.
11. The broadcast will consist of a pregame show of at least ten minutes, full coverage of the game itself, and a post game show of at least five minutes.

LAWTON PUBLIC SCHOOLS
LAWTON, OKLAHOMA
Athletic Department

Broadcast Agreement for Lawton High School Varsity Athletic Games

This agreement between the Lawton Public Schools Athletic Department and the Oklahoma Sports Network of Lawton, Oklahoma is for athletic events occurring during the 2019-2020 school year.

BROADCAST AGREEMENT TERMS

In exchange for the exclusive right to broadcast Lawton Public Schools varsity games, Oklahoma Sports Network will agree to the following:

1. The network agrees to pay the sum of \$3,333 to the school athletic coordinator by December 31, 2019.
2. The definition of the term "Broadcast" in this agreement refers to live play-by-play with video streaming, live updates, live and recorded spots or delayed play-by-play and playback.
3. The Network agrees to be responsible for all expenses incidental to setting up broadcasting arrangements.
4. Lawton Public Schools will not be liable for any expenses incurred by the network broadcasting the game.
5. There will be no destructive criticism of officials' decisions on the broadcast.
6. There will be no mention of injuries, unpreventable accidents or other incidents which may cause anxiety on the part of the viewers/listeners.
7. There will be no discussion of school or OSSAA policies which are controversial in nature.
8. The network will be responsible for all broadcast matter and broadcast personnel.
9. The network will not feed the broadcast of any game to any other radio station or will not delay broadcast of any game without the approval of the district's athletic director.
10. The network agrees to sell no advertising to companies who primarily sell or promote alcoholic beverages, tobacco products, or gaming.
11. The broadcast will consist of a pregame show of at least ten minutes, full coverage of the game itself, and a post game show of at least five minutes.

12. The network crew at the games will consist of no more than four persons. All members of the crew must be actively involved in producing the game as a play-by-play announcer, a color announcer, statistician or engineer/camera operator.
13. Only the four broadcast crew members will be admitted to the Press Box.
14. Except for intra-city games, broadcast rights will be exclusive to one local radio station or network and one out of town radio station per game. Broadcast rights for intra-city games will be given to both local stations or network that normally broadcast the games of the participating schools. The station which normally broadcast the games of the home team will broadcast from the home radio booth while the station which normally broadcast the games of the visiting school will broadcast from the visiting radio booth.
15. The network agrees to indemnify, hold harmless and defend Lawton Public Schools from any and all suits, judgments, claims and all charges and expenses incident thereto which arise out of this agreement unless such loss, damage or injury was caused by or resulted solely from the acts of omissions of an agent, representative or employee of the district.
16. Local stations/networks agree for one year to the terms of this agreement.
17. Lawton Public Schools channel may tie into live broadcast for a delayed television playback and any video tape sold. Commercials will be edited out of these broadcast.
18. Broadcast can be archived through June 30, 2020.
19. The network agrees that the games documented on the attached page will be covered.

OKLAHOMA SPORTS NETWORK

LAWTON PUBLIC SCHOOLS

JAY BURK

DATE

CARLA CLODFELTER, PRESIDENT DATE
LAWTON BOARD OF EDUCATION

LAWTON PUBLIC SCHOOLS
LAWTON, OKLAHOMA
Athletic Department

Broadcast Agreement for Eisenhower High School Varsity Athletic Games

This agreement between the Lawton Public Schools Athletic Department and the Oklahoma Sports Network of Lawton, Oklahoma is for athletic events occurring during the 2019-2020 school year.

BROADCAST AGREEMENT TERMS

In exchange for the exclusive right to broadcast Lawton Public Schools varsity games, Oklahoma Sports Network will agree to the following:

1. The network agrees to pay the sum of \$3,333 to the school athletic coordinator by December 31, 2019.
2. The definition of the term "Broadcast" in this agreement refers to live play-by-play with video streaming, live updates, live and recorded spots or delayed play-by-play and playback.
3. The Network agrees to be responsible for all expenses incidental to setting up broadcasting arrangements.
4. Lawton Public Schools will not be liable for any expenses incurred by the network broadcasting the game.
5. There will be no destructive criticism of officials' decisions on the broadcast.
6. There will be no mention of injuries, unpreventable accidents or other incidents which may cause anxiety on the part of the viewers/listeners.
7. There will be no discussion of school or OSSAA policies which are controversial in nature.
8. The network will be responsible for all broadcast matter and broadcast personnel.
9. The network will not feed the broadcast of any game to any other radio station or will not delay broadcast of any game without the approval of the district's athletic director.
10. The network agrees to sell no advertising to companies who primarily sell or promote alcoholic beverages, tobacco products, or gaming.
11. The broadcast will consist of a pregame show of at least ten minutes, full coverage of the game itself, and a post game show of at least five minutes.

12. The network crew at the games will consist of no more than four persons. All members of the crew must be actively involved in producing the game as a play-by-play announcer, a color announcer, statistician or engineer/camera operator.
13. Only the four broadcast crew members will be admitted to the Press Box.
14. Except for intra-city games, broadcast rights will be exclusive to one local radio station or network and one out of town radio station per game. Broadcast rights for intra-city games will be given to both local stations or network that normally broadcast the games of the participating schools. The station which normally broadcast the games of the home team will broadcast from the home radio booth while the station which normally broadcast the games of the visiting school will broadcast from the visiting radio booth.
15. The network agrees to indemnify, hold harmless and defend Lawton Public Schools from any and all suits, judgments, claims and all charges and expenses incident thereto which arise out of this agreement unless such loss, damage or injury was caused by or resulted solely from the acts of omissions of an agent, representative or employee of the district.
16. Local stations/networks agree for one year to the terms of this agreement.
17. Lawton Public Schools channel may tie into live broadcast for a delayed television playback and any video tape sold. Commercials will be edited out of these broadcast.
18. Broadcast can be archived through June 30, 2020.
19. The network agrees that the games documented on the attached page will be covered.

OKLAHOMA SPORTS NETWORK

LAWTON PUBLIC SCHOOLS

JAY BURK

DATE

CARLA CLODFELTER, PRESIDENT DATE
LAWTON BOARD OF EDUCATION



Name: Gary Dees

Department: Athletics

Title of Proposal:

Lawton Public Schools live streaming of athletic events

Reason for Proposal:

Lawton Public Schools Athletics is interested in providing exposure to our athletic programs and revenue it will receive from live streaming athletic events. The District will consider the service provided (number of games and sports live streamed) and the guaranteed amount of money the qualified firm will pay the Lawton School District, as consideration for the grant of the live streaming service rights of the District. RFP's were sent out and one was received from the Oklahoma Sports Network.

Identify Proposal as it Relates to Elementary and/or Secondary Educational Concerns:

Lawton Public Schools will benefit from live streaming of athletic events by giving our district exposure throughout the state and beyond. It will allow our athletic department to showcase our students and form a stronger bond with the parents, fans and the community. Live streaming will give access to family members who live out of state or have been deployed by the military. It will give access to people with limited mobility and help alleviate the financial burden of travel for family members and the community.

Estimated Cost Factor to the School District

There is no cost associated with live streaming athletic events through the Oklahoma Sports Network. An OSN partnership will provide the Lawton Public Schools district with \$10,000 of revenue for the 2019-2020 school year and 10,000 for the 2020-2021 school year.

Action Desired:

Based on the information listed on the comparison sheet, I recommend that Lawton Public Schools partner with the Oklahoma Sports Network to live stream athletic events for the 2019-2021 school years.

OKLAHOMA SPORTS NETWORK		
Sponsorship Revenue	\$10,000 sponsorship per year (2)	n/a
Schools Live Streamed	EHS, LHS, and MHS	n/a
Fall Sports Commitment	All Varsity Football Games, Minimum Of 5 Softball Games, Minimum Of 3 Volleyball Games	n/a
Winter Sports Commitment	Minimum of 5 boys and 5 girls basketball games, Minimum of 2 wrestling matches, swimming TBD	n/a
Spring Sports Commitment	Minimum of 5 Baseball Games, Minimum of 3 Boys And 3 Girls Soccer Games, Tennis TBD	n/a
Additional Sports Coverage	Football Coaches Show, Band Competition	n/a

Submitted by: Gary Dees

Date Submitted: 6/03/2019

Every Student, Every Day, Whatever It Takes!



Title of Proposal:

Change of School Start Times for the 2019-2020 School Year

Reason for Proposal:

Using research, feedback and data to improve transportation while addressing the big rock of safety for LPS. Evidence indicates that there is not enough drive time between secondary and elementary schools. Safety concerns regarding transportation involve overcrowded buses, double routes, and late buses. When students arrive late to school, there is a loss of instruction, which will directly affect academics.

Identify Proposal as it relates to Elementary and/or Secondary Educational Concerns:

Elementary students are the largest percentage of bus riders in LPS and the most effected by late buses. Routinely late secondary buses will affect elementary buses as well as middle school busing.

Secondary students are the smallest population of bus riders in LPS and the least effected by the overcrowded and late buses. They also have the option to use the LPS purchased LATS system for transport.

Estimated Cost Factor to the School District:

Dependent on outcome of change for support contractual hours.

Action Desired: Time changes for LPS students

Current LPS Schedule		Proposed 2019-2020 LPS Schedule Change	
7:45 AM - 2:35 PM	High School	7:35 AM - 2:25 PM	High School
(45) 8:30 AM - 3:15 PM (40)	Middle School	(50) 8:25 AM - 3:10 PM (45)	Middle School
(30) 9:00 AM - 3:45 PM (30)	Elementary	(45) 9:10 AM - 3:55 PM (45)	Elementary

Submitted by: Trae Koch, Transportation Director

Date Submitted: June 3, 2019



AIA Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:
(Name and address or location)

GMP #3 SAFE ROOMS

Lawton Public Schools 2017 EMS/Safe Rooms Bond Projects
Lawton, OK 72502

THE OWNER:
(Name, legal status and address)

Board of Education, ISD #008 Lawton Public Schools
753 Ft. Sill Blvd
Lawton, OK 72502

THE CONSTRUCTION MANAGER:
(Name, legal status and address)

Crossland Construction Co, Inc.
408 NE 145th Pl
Oklahoma City, OK 73013

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed \$1,505,361.00 (One Million Five-Hundred Five Thousand Three-Hundred Sixty-One and no/100), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

See the enclosed copy of the GMP Amendment Breakdown, enclosed as attachment "A"

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

N/A

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™-2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

init.

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price (\$0.00)
N/A	N/A

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:
 The guaranteed maximum price is based on the enclosed attachment A. The scopes of work as identified by Crossland's bid package #1, as amended by CM Addenda, shall constitute the scopes of work as bid and shall be contracted. The Allowances shown in Attachment A shall be competitively bid out per Title 61. This GMP includes the cost of the work at Whittier Elementary.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
AIA A201-2007	General Conditions of the Contract for Construction	1/19/2018	1-42

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)
 See attachment B for complete list of drawings and specs, as amended by addenda

Section	Title	Date	Pages
Project Manual	complete	4/17/19	656

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)
(Paragraphs deleted)
 See attachment B for complete list of drawings and specifications.

Number	Title	Date
NA	NA	NA

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)
 N/A

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

This shall be mutually agreed upon once Notice to Proceed has been received.

 OWNER *(Signature)*
 LAWTON BOARD OF EDUCATION
 CARLA CLODFELTER, PRESIDENT
(Printed name and title)



 CONSTRUCTION MANAGER *(Signature)*
 Ryan Rebsamen Vice President OKC Division
(Printed name and title)

Additions and Deletions Report for AIA® Document A133™ – 2009 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 07:45:56 CT on 05/24/2019.

PAGE 1

Lawton Public Schools 2017 EMS/Safe Rooms Bond Projects
Lawton, OK 72502

...

Board of Education, ISD #008 Lawton Public Schools
753 Ft. Sill Blvd
Lawton, OK 72502

...

Crossland Construction Co, Inc.
408 NE 145th Pl
Oklahoma City, OK 73013

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (~~\$~~\$1,505,361.00 (One Million Five-Hundred Five Thousand Three-Hundred Sixty-One and no/100), subject to additions and deductions by Change Order as provided in the Contract Documents.

...

See the enclose copy of the GMP Amendment Breakdown, enclosed as attachment "A"

...

N/A
PAGE 2

N/A

N/A

...

The guaranteed maximum price is based on the enclosed attachment A. The scopes of work as identified by Crossland's bid package #1, as amended by CM Addenda, shall constitute the scopes of work as bid and shall be contracted. The Allowances shown in Attachment A shall be competitively bid out per Title 61. This GMP includes the cost of the work at Whittier Elementary.

...

AIA A201-2007

General Conditions of

1/19/2018

1-42

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User Notes:

(2051299667)

the Contract for
Construction

...

See attachment B for complete list of drawings and specs, as amended by addenda

...

Project Manual complete 4/17/19 656

...

(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

Agreement.)See attachment B for complete list of drawings and specifications.

...

NA NA NA

...

N/A

...

This shall be mutually agreed upon once Notice to Proceed has been received.

...

CARLA CLODFELTER, PRESIDENT
LAWTON BOARD OF EDUCATION

Ryan Rebsamen Vice President OKC Division

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Ryan Rebsamen, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 07:45:56 CT on 05/24/2019 under Order No. 8663761023 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2009 Exhibit A, Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)

Ryan Rebsamen

(Title)

5-24-19

(Dated)



Lawton Public Schools
Whittier Saferoom Bid Tab



Lawton, OK		Whittier Bid Package #1 Bids		Budget Comparison	
SF:					
Date: 5/14/2019		\$	1,505,361	\$	1,233,397
BP#	Description				
	Relocate Existing Portables	\$	51,000	\$	51,000
	Laydown / Staging Area Allowance	\$	8,500	\$	8,500
3A	Building & Site Concrete	\$	129,351	\$	76,367
3B	Pre-Cast Concrete	\$	264,794	\$	240,351
5A	Structural Steel & Erection	\$	17,560	\$	17,560
6A	Architectural Millwork	\$	19,980	\$	19,770
7A	Waterproofing & Joint Sealants	\$	22,197	\$	3,768
7B	Roofing Systems	\$	35,550	\$	38,837
8A	Door Assemblies	\$	80,000	\$	87,750
8B	Tornado Storefronts	\$	50,885	\$	32,760
9A	Gypsum Board Assemblies	\$	70,247	\$	59,616
9B	Tiling	\$	31,144		incl. 09C
9C	Resilient Flooring & Carpeting	\$	-	\$	25,064
9D	Painting & Coatings	\$	17,429	\$	18,182
10A	Specialty Items	\$	5,305	\$	5,305
10B	Signage	\$	1,350	\$	2,365
10C	Protective Walkway Covers	\$	40,500	\$	27,564
12A	Window Coverings	\$	1,580		
22A	Plumbing Systems	\$	45,300	\$	41,041
23A	HVAC System	\$	44,480	\$	43,950
26A	Electrical & Low Voltage	\$	45,500	\$	51,039
27A	Data Communication	\$	25,796		
28A	Fire Alarm	\$	26,185		
31A	Earthwork	\$	70,648	\$	29,338
	Landscaping	\$	5,000	\$	11,450
33A	Storm Sewer Systems	\$	5,000	\$	43,926
33B	Site Water, Sanitary, & Gas	\$	83,000		Incl. 33A
	Relocate Existing Utilities	\$	2,400		
	3% Project Contingency	\$	36,020	\$	28,065
	Subtotal	\$	1,236,701	\$	963,568
	General Conditions	\$	135,733	\$	135,733
	Project Requirements / Reimbursables	\$	60,258	\$	71,321
	Materials Testing & Special Inspections		Incl. in Reimbursables	\$	-
	Bonds		not required		not required
	Insurance	\$	6,447	\$	6,087
	Building Permit Fee Allowance		Incl. in Reimbursables		By Owner
	Preconstruction Fee	\$	11,535	\$	11,535
	CM Fee - %	\$	54,687	\$	45,153
	Construction Total	\$	1,505,361	\$	1,233,397



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 3



Trade Contract Identification
3A Building & Site Concrete

Trade Contractor - Bid Summary

Contractor:	CCC	Lupi	PWE					
Base Bid #1:	\$ 166,000.00	\$ 129,351.00	\$ 165,425					
Unit Price #1								
Unit Price #2								
Unit Price #3								
Unit Price #4								
Unit Price #5								
Unit Price #6								
Unit Price #7								
Total:		\$ 129,351						

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Lupi Construction	\$ 129,351.00

Trade Contract Identification
3B Pre-Cast Concrete

Trade Contractor - Bid Summary

Contractor:	Arrowhead	Coreslab	CCC					
Base Bid:	\$ 417,000	\$ 264,794	\$ 365,000					
Total:		\$ 264,794						

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Coreslab Structures	\$ 264,794.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 6



Trade Contract Identification
6A Architectural Millwork

Trade Contractor - Bid Summary

Contractor:	Arnold Brothers							
Base Bid:	\$ 19,980							
Total:	\$ 19,980							

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Arnold Brothers Cabinets	\$ 19,980.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 7

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
7A Waterproofing & Joint Sealants

Trade Contractor - Bid Summary

Contractor:	OK Waterproofing		Waterproofers INC					
Base Bid:	\$ 10,434		22196.53					
Total:	\$ 10,434		\$ 22,196.53					

did not include everything

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
	Waterproofers Inc.	\$ 22,196.53

Trade Contract Identification
7B Roofing

Trade Contractor - Bid Summary

Contractor:	Ok Roofing	Ford	Brox					
Base Bid:	\$ 49,822.00	\$ 45,646.00	\$ 35,550.00					
Total:	\$ 49,822.00	\$ 45,646.00	\$ 35,550.00					

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
	Brox Roofing	\$ 35,550



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 8



Trade Contract Identification
8A Door Assemblies

Trade Contractor - Bid Summary

Contractor:	Ryan Herring		Pipper Weatherford				
Base Bid:	\$ 100,777		\$ 80,000				
Total:	\$ 100,777		\$ 80,000				

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Pipper Weatherford	\$ 80,000.00

Trade Contract Identification
8B Tornado Storefronts

Trade Contractor - Bid Summary

Contractor:	Ryan Herring						
Base Bid:	\$ 50,885						
Total:	\$ 50,885						

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Ryan Herring Construction	\$ 50,885.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 9

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
9A Gypsum Board Assemblies

Trade Contractor - Bid Summary

Contractor:	SW Drywall		Ryan Herring					
Base Bid:	\$ 70,247.00		\$ 91,000.00					
Total:	\$ 70,247.00		\$ 91,000.00					

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Southwest Drywall	\$ 70,247.00

Trade Contract Identification
9B Tiling

Trade Contractor - Bid Summary

Contractor:	Reece flooring	Bryans Flooring					
Base Bid:		\$ 16,200					
Combo 9B and 9C	\$ 31,144						
Total:		\$ 16,200					

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Reece Flooring	\$ 31,144.00

Trade Contract Identification
9C Resilient Flooring and Carpeting

Trade Contractor - Bid Summary

Contractor:	Reces Flooring	Bryans Flooring					
Base Bid:		\$ 18,500					
Combo							
Total:	incl. 09B	\$ 18,500					

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Reece Flooring (incl. 09B)	

Trade Contract Identification
9D Painting & Wall Coverings

Trade Contractor - Bid Summary

Contractor:	Magma	Advance Com Paint	DB			
Base Bid #1:	\$ 41,375.00	\$ 22,653.00	\$ 17,429.00			
Total:	\$ 41,375.00	\$ 22,653.00	\$ 17,429.00			

Crossland Construction Recommendation

Recommended Trade Contractor	Price
DB Paint and Drywall	\$ 17,429.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 10



Trade Contract Identification
10A Specialties

Trade Contractor - Bid Summary

Contractor:								
Base Bid								
Total:								

Crossland Construction Recommendation

Recommended Trade Contractor	Price
	\$ -

Trade Contract Identification
10B Signage

Trade Contractor - Bid Summary

Contractor:	Legacy Arch. Signs	Moon River Sign Co.	Ryan Herring	Takeform				
Base Bid:			\$ 3,120	\$ 1,589				
Total:	\$ 2,216	\$ 1,350	\$ 3,120	\$ 1,589				

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Moon River Sign Co.	\$ 1,350

Trade Contract Identification
10C Protective Walkway Covers

Trade Contractor - Bid Summary

Contractor:	East Tx	Play by Design	OK Canopies					
Base Bid:		\$ 82,795	\$ 40,500					
Total:		\$ 82,795	\$ 40,500					

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Oklahoma Canopies & Awnings	\$ 40,500



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 12

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
12A Window Coverings

Trade Contractor - Bid Summary

Contractor:	Russell Interiors							
Base Bid:	\$ 1,580							
Total:	\$ 1,580							

Crossland Construction Recommendation

Recommended Trade Contractor		Price
		\$ 1,580.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 22



Trade Contract Identification
22A Plumbing

Trade Contractor - Bid Summary

Contractor:	Pippin Brother							
Base Bid #1:	\$ 45,300							
Alternate #1:	\$ 1,000							
Total w/ Alt:	\$ 45,300							

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Pippin Brothers Inc.	\$ 45,300.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 23

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
23A HVAC

Trade Contractor - Bid Summary

Contractor:	Kasco	Dheart	pippin					
Base Bid:	\$ 44,480	\$ 49,500	\$ 53,400					
Total:	\$ 44,480	\$ 49,500	\$ 53,400					

Crossland Construction Recommendation

Recommended Trade Contractor	Price
KASCO Mechanical	\$ 44,480.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 26



Trade Contract Identification
26A Site Electrical & Low Voltage

Trade Contractor - Bid Summary

Trade Contractor - Bid Summary								
Contractor:	Smith-dressler	All Star						
Base Bid:	\$ 45,500	\$ 76,300						
Total:	\$ 45,500	\$ 76,300						

Crossland Construction Recommendation

Recommended Trade Contractor		Price
Smith-Dressler Electrical	\$	45,500.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 27



Trade Contract Identification
27A Data Communication

Trade Contractor - Bid Summary

Trade Contractor - Bid Summary								
Contractor:	High Tech							
Base Bid:	\$ 25,796							
Total:	\$ 25,796							

Crossland Construction Recommendation

Recommended Trade Contractor		Price
High-Tech Tronics		\$ 25,796.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 28

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
28A Fire Alarm

Trade Contractor - Bid Summary

Contractor:	High Tech							
Base Bid:	\$ 26,185							
Total:	\$ 26,185							

Crossland Construction Recommendation

Recommended Trade Contractor	Price
High-Tech Tronics	\$ 26,185.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 31

CROSSLAND
CONSTRUCTION COMPANY, INC.

Trade Contract Identification
31A Earthwork

Trade Contractor - Bid Summary

Contractor:	Lupi	CCC						
Base Bid:	\$ 70,648	\$ 89,000						
Unit Price 1								
Unit Price 2								
Unit Price 3								
Unit Price 4								
Unit Price 5								
Total:	\$ 70,648	\$ 89,000						

Crossland Construction Recommendation

Recommended Trade Contractor	Price
Lupi Construction	\$ 70,648.00



Lawton Public Schools
Whittier Saferoom Bid Tab
Division 33



Trade Contract Identification
33A Storm Sewer Systems

Trade Contractor - Bid Summary

Contractor:								
Base Bid:								
Total:								

Crossland Construction Recommendation

Recommended Trade Contractor	Price
	\$ -

Trade Contract Identification
33B Site Water, Sanitary, & Gas

Trade Contractor - Bid Summary

Contractor:	Young							
Base Bid:	\$ 83,000							
Alternate #1:	\$ 15,000							
Total:	\$ 83,000							

Recommended Trade Contractor	Price
Young Contracting	\$ 83,000.00

ATTACHMENT "B"

Trade Contract Drawing/Specification Log

Lawton Public Schools Whittier Safe Room

Sheet Description	Date of Issuance
GENERAL	
G-001 COVER SHEET	4/17/19
G-002 GENERAL INFORMATION	4/17/19
G-100 CODE ANALYSIS	4/17/19
G-101 LIFE SAFETY PLAN	4/17/19
CIVIL	
C-001 TOPOGRAPHY MAP	4/17/19
C-101 SITE PLAN	4/17/19
C-201 DIMENSION PLAN	5/10/19
C-301 GRADING PLAN	4/17/19
C-401 PAVING DETAILS	4/17/19
C-402 DRAINAGE DETAILS	4/17/19
C-501 SITE UTILITY PLAN	5/9/19
C-601 UTILITY DETAILS	4/17/19
C-701 DRAINAGE PLAN	4/17/19
STRUCTURE	
S-100 GEN. NOTES SHELTER LOADING PLANS AND SCHEDULE	4/17/19

S-101 FOUNDATION PLAN	4/17/19
S-201 FOUNDATION DETAILS	4/17/19
S-301 ROOF FRAMING PLAN	4/17/19
S-401 FRAMING DETAILS	4/17/19
ARCHITECTURE	
A-101 FLOOR PLAN	4/17/19
A-111 REFLECTED CEILING PLAN	4/17/19
A-121 ROOF PLAN	4/17/19
A-201 BUILDING ELEVATIONS	4/17/19
A-311 WALL SECTIONS	4/17/19
A-320 PARTITION TYPES	4/17/19
A-510 DETAILS	4/17/19
A-511 DETAILS	4/17/19
A-601 DOOR SCHEDULE	4/17/19
A-701 FINISH PLAN	4/17/19
A-710 FINISH SCHEDULED	4/17/19
A-711 COLOR SCHEDULE AND ELEVATIONS	4/17/19
A-740 INTERIOR ELEVATIONS	4/17/19
A-801 SIGNAGE PLAN	4/17/19
PLUMBING	
P-101 PLUMBING PLANS	4/17/19
P-201 PLBG DETAILS AND SCHEDULES	4/17/19

MECHANICAL	
M-100 MECH. LEGEND AND ABBREVIATIONS	4/17/19
M-101 MECH. PLANS	5/8/19
M-201 HVAC DETAILS AND SCHEDULES	5/8/19
ELECTRICAL	
E-101 ELECTRICAL PLANS	5/8/19
E-102 ELECTRICAL SCHEDULES AND DETAILS	4/17/19

Specifications Book issued 4/17/19 as may be amended by Addenda during the bidding process.

Other reports to be included as part of the contract documents:

Burgess Engineering and Testing – Geotechnical Engineering Report Dated 2/22/2018



**Minutes of the Lawton Public Schools
Board of Education Regular Meeting
Held on Monday, May 6, 2019**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Monday, May 6, 2019 at 5:00 PM in the Shoemaker Center Auditorium, 753 NW Fort Sill Blvd, Lawton, Oklahoma.

Call to Order, Pledge of Allegiance and Roll Call

Carla Clodfelter, President, called the meeting to order. Superintendent Deighan asked Board Member, Kelly Edwards' son, who was in the audience, to assist with the flag salute. Roll call indicated the following board members were present:

Carla Clodfelter, President
Patty Neuwirth, Vice-President
Kelly Edwards
Mary Bradley
Kent Jester, President

Col. Don King, Ex-Officio, was absent

Special Guests/Special Recognition - Tom Deighan and Carla Clodfelter

Superintendent Deighan stated that the recognitions of seniors on the agenda (Excellence in Education) will take place at the next board meeting.

Architect and Construction Manager at Risk Update

Architect Cory Miller, of Architects in Partnership, presented the board with the following update on LPS construction projects:

Lawton High School – windows, substantial completion inspection completed
Adams Elementary – reroof, substantial completion inspection scheduled for May 6
Macarthur High school – Cafeteria, pending confirmation of completion of final punch list item
Edison Elementary, safe room, substantial completion
Almor West Elementary – safe room, substantial completion
Woodland Hills Elementary – safe room, substantial completion inspection scheduled for May 10.
Whittier Elementary – safe room, pre-bid conference May 3, bid opening scheduled for May 14.
Eisenhower Middle School – work has begun on the furniture design packages, meeting with special groups to identify needs
Food Service – warehouse freezer and refrigerator replacement, investigating budget options with Sodexo
MacArthur High School – Fire alarm upgrade, bids received
Almor West Elementary – gym repair, substantial completion by May 17.
Carriage Hills Elementary – gym repair, permit documents approved by City of Lawton, construction to begin after school is out.
Crosby Park Elementary – gym repair, permit documents approved by the City of Lawton, construction to begin after school is out.

Project Manager Joshua Jacox, of the Crossland Construction Company, also presented an update on LPS projects since the last board meeting:

Eisenhower Middle School - masonry CMU walls are 70% complete; structural steel is 30% complete; concrete is 65% complete. Roofing and brick veneer to begin next week. The project is currently 30 days behind schedule due to the weather.

Departmental Reports

As an information item, updated reports from Business Operations and Educational Services were provided to the board, sharing both recent and pending activities in their departments to ensure the board members stay informed about the district functions and initiatives.

Certified Public Accountant, Mary Johnson, presented her report and findings of the FY18 district audit to the board for approval. (See Exhibit A)

Motion Passed: A motion to accept the FY18 audit report passed with a motion by Patty Neuwirth and a second by Kelly Edwards. Roll call was:

Mary Bradley:	Yes
Carla Clodfelter:	Yes
Kelly Edwards:	Yes
Kent Jester:	Yes
Patty Neuwirth:	Yes

Superintendent Deighan asked the board to consider an exception to the district’s dress code for seniors at graduation this year, allowing student members of Sovereign Native American Tribes/Nations to include “regalia” for the genuine exercise of religious and/or cultural beliefs, but no alterations to gowns to be allowed. Kelly Trinidad, Executive Director of Secondary Education, explained that the tribes are a critical partner to LPS in the educational process, and it is important for LPS to recognize that. She added that following this year’s graduation, district leaders will meet and also collaborate with the Native American Council to determine the best policy statement for LPS student handbooks for the 2019-2020 school year. Superintendent Deighan added that the district will also use the guidance of the Society of Indian Psychologists. He made note that he amended the recommendation that was submitted by Principals found in the agenda, removing the language defining “regalia” (such as eagle feathers and plumes on the cap, and traditional footwear) citing for simplicity reasons this first year.

Motion Passed: A motion to approve the inclusion of “regalia” by student members of Sovereign Native American Tribes/Nations at 2019 graduations passed with a motion by Kent Jester and a second by Mary Bradley. Roll call was:

Mary Bradley:	Yes
Carla Clodfelter:	Yes
Kelly Edwards:	Yes
Kent Jester:	Yes
Patty Neuwirth:	Yes

Barbara Ellis, Assistant Superintendent of Business Operations, presented proposed revisions to Policy DEA-R2 Substitute Salary Schedule recommending the following changes to be effective July 1, 2019:

Increase in the rate of pay per day for substitute teachers (subject to annual review):

- Oklahoma certification - from \$65.00 to \$100 per day.
- Out of state certification - \$80.00
- Long term special education certification - \$135.00 per day (after OSDE required annual in-service training)

- No certification – Minimum 12 college credit hours (from 60 college credit hours) - \$65.00 per day, long term special education - \$100 per day (after OSDE required annual service training)

The revisions also included a salary increase for “Classified Substitutes” for those that have high school completion, GED or DD214.

Note: Although showing \$10.29 per hour in the agenda, it was found to be in error and will be corrected at the June 3 board meeting. The correction will reflect \$9.21 for all support substitutes.

Motion Passed: A motion to approve the proposed revisions passed with a motion by Kent Jester and a second by Patty Neuwirth. Roll call was:

Mary Bradley: Yes
 Carla Clodfelter: Yes
 Kelly Edwards: Yes
 Kent Jester: Yes
 Patty Neuwirth: Yes

Proposed revisions to Policy DPB – Substitute Teachers, was also presented for updates, simply removing old language, reflecting the salary changes made in Policy DEA-R2.

Motion Passed: A motion to approve the proposed revisions passed with a motion by Patty Neuwirth and a second by Kelly Edwards. Roll call vote was:

Mary Bradley: Yes
 Carla Clodfelter: Yes
 Kelly Edwards: Yes
 Kent Jester: Yes
 Patty Neuwirth: Yes

Ms. Ellis presented proposed revisions to Policy DNA-P1 - Teacher Performance Evaluation Procedure, stating revisions simply reflect changes in the law, defining probationary and career teachers and outlining the general provisions and process of the teacher evaluation process - the Oklahoma Teacher and Leader Effectiveness Observation and Evaluation System.

Motion Passed: A motion to approve proposed revisions passed with a motion by Patty Neuwirth and a second by Kelly Edwards. Roll call was:

Mary Bradley: Yes
 Carla Clodfelter: Yes
 Kelly Edwards: Yes
 Kent Jester: Yes
 Patty Neuwirth: Yes

Ms. Ellis presented Policy CFBB - Sanctioning of Parent Organizations and Boosters for proposed revisions, stating there was need for more clarity.

Note: An error was discovered after the meeting that Policy CFBB-E1- Application For Sanctioning of Parent Organizations and Booster Clubs, was not included in the agenda along with Policy CFBB. Both policies will be presented with corrections at the June 3 board meeting.

Motion Passed: A motion to approve proposed revisions passed with a motion by Kent Jester and a second by Mary Bradley. Roll call was:

Mary Bradley:	Yes
Carla Clodfelter:	Yes
Kelly Edwards:	Yes
Kent Jester:	Yes
Patty Neuwirth:	Yes

As an information item, Ms. Ellis presented student and employee ridership numbers for the Lawton Area Transit System (LATS) from January 2017 through April 2019, stating a proposal for the 2019-2020 school year will be forthcoming. Ms. Clodfelter voiced again that she would like to see a more professional way of calculating ridership in the future and Ms. Ellis stated that recommendation has been requested and would require the purchase of equipment. She added that although not a possibility for the 2019-2020 school year, it could be in the future.

Superintendent Deighan stated there would be no presentation by Assistant Superintendent of Educational Services, Jamie Polk, regarding the proposed reorganization of Educational Services.

Brenda Hatch, Executive Director of Teaching and Learning, shared with the board the district’s new practice of hiring and assigning principals in early spring instead of at the end of the school year or even in the summer months, stating it would make it much easier on transitioning principals and their staff. She stated only elementary schools were affected this year, as the district hired three new elementary principals and relocated only one. The new process includes collaboration meetings with all stakeholders through the spring months. She noted that she has received only positive feedback on the new process.

Report of the Superintendent

- Several LPS schools benefitted when businesses and community members came together April 26 for the 25th annual David Hegwood Day of Caring put on by the United Way of Southwest Oklahoma. Volunteers worked at EHS, Almor West, Edison, Pat Henry Ridgecrest, Washington, and Whittier Elementary Schools. Thank you to all volunteers!
- Arts for All – May 10-12, 2019, the John Adams Elementary clogging team (Kickin’ Patriots) will perform on the east stage, 10:00 a.m., May 11.
- The district’s transportation department applied and received a grant in the amount of \$97,000 for clean-air buses!
- \$25,000 was awarded to the district from the Oklahoma School Assurance Group for the purpose of assisting the district’s Safety Committee, as their focus on safety awareness throughout the district has made a huge impact on the decreasing number of workman’s compensation cases each year. Thank you to Ms. Ellis and Larry Neal.
- SPPDC – Support Professional Policy Development Council has been reinstated. Welcome Teresa Looper, Chairperson, who will be attending board meetings, as does PTA and PPDC representatives.
- Ribbon Cuttings/groundbreaking for LPS safe rooms – May 17, May 21, board members were provided the schedule and invited to attend. (Almor West, Woodland Hills, Hugh Bish, Crosby Park, Sullivan Village, Edison Carriage Hills, and Whittier/groundbreaking)
- Gateway Success Center Graduation – Friday, May 17, 9:00 a.m.

Consent Agenda

Motion Passed: A motion to approve the consent agenda items as presented passed with a motion by Patty Neuwirth and a second by Kent Jester. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes

Kelly Edwards: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Executive Session

Motion Passed: A motion to convene in executive session to discuss the following items passed with a motion by Kent Jester and a second by Mary Bradley:

- The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports
- The selection of the Assistant Superintendent of Business Operations

The time was 5:45 p.m. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kelly Edwards: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Motion Passed: A motion to acknowledge return to open session passed with a motion by Kent Jester and a second by Patty Neuwirth. The time was 6:00 p.m. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kelly Edwards: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Statement of Executive Session Minutes

STATEMENT OF EXECUTIVE SESSION MINUTE

The Board of Education went into executive session at 5:45 p.m.

Members present included:

Carla Clodfelter, President
Patty Neuwirth, Vice-President
Kelly Edwards
Mary Bradley
Kent Jester

Others present included:
Tom Deighan, Superintendent

Items discussed included:

- The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports
- The selection of the Assistant Superintendent of Business Operations

During the executive session, the board discussed these items and no other items, and no action was taken. The board returned to open session at 6:00 p.m.

This constitutes the minutes of the executive session.

Superintendent's Personnel Report / Items Discussed in Executive Session

Motion Passed: Approval of the Certified and Support Personnel Reports passed with a motion by Patty Neuwirth and a second by Kelly Edwards. Roll call was:

Mary Bradley:	Yes
Carla Clodfelter:	Yes
Kelly Edwards:	Yes
Kent Jester:	Yes
Patty Neuwirth:	Yes

There was no discussion regarding the selection of Assistant Superintendent of Business Operations

New Business

There was no new business.

Future Board Meeting Dates

The next regular board meeting date is Thursday, May 16, 2019, at 5:00 p.m., in the Shoemaker Center Auditorium. There were no new meeting dates set.

Board Announcements

There were no board announcements.

Adjournment

Motion Passed: Motion to adjourn the meeting passed with a motion by Kent Jester and a second by Kelly Edwards. The time was 6:03 p.m. Roll call was:

Mary Bradley:	Yes
Carla Clodfelter:	Yes
Kelly Edwards:	Yes
Kent Jester:	Yes
Patty Neuwirth:	Yes

I, the undersigned clerk of the Board of Education of Lawton Public Schools, District I-8, Comanche County, Oklahoma, do hereby certify that prior notice of this meeting was given to the County Clerk of Comanche County, Oklahoma, listing the time, place, and date of the meeting. I also certify that at least 24 hours prior

to the meeting, notice of the time and place and the agenda were posted in prominent view of the location of the meeting and in all respects Title 25, O.S. (Supp.) both inclusive, have been complied with fully.

Witness my hand and seal of the school district this ____ day of May, 2019.

School Seal:

Kathy Bentley, Clerk of the Board

Denise Duffy, Minutes Clerk

Carla Clodfelter, President

Lawton Independent School District No. 8
Comanche County, Oklahoma

Financial Statements
Year-End June 30, 2018

 **Mary E. Johnson & Associates, PLLC**
Certified Public Accountants



Mary E. Johnson & Associates, PLLC
C e r t i f i e d P u b l i c A c c o u n t a n t s

April 29, 2019

To the Board of Education
Lawton Independent School District No. 8
Lawton, Oklahoma

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lawton Independent School District No. 8, Comanche County, Oklahoma for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 12, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Lawton Independent School District No. 8, Comanche County, Oklahoma are described in Note 1 to the financial statements. As described in Note 16 to the financial statements, Lawton Independent School District No. 8, changed accounting policies related to postemployment benefits other than pensions by adopting Statement of *Governmental Accounting Standards (GASB Statement) No. 75, Postemployment Benefits Other Than Pensions* in 2018. Accordingly, this effect of the accounting change was to disclosures only. We noted no transactions entered into by Lawton Independent School District No. 8, during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The following material misstatements detected as a result of audit procedures were corrected by management:

Governmental Activities

- (1) Increase liabilities \$59,883,128 and decrease revenues \$61,835,000 and decrease expenses by \$1,951,872, to record the activity related to debt of general obligation bonds and lease purchase agreements.
- (2) Increase liabilities by \$59,918 and increase expenses of \$59,918 to record activity related to compensated absences.
- (3) Decrease inventory by \$8,206, increase revenues by \$461,529 and increase expenses by \$469,735 to record child nutrition commodity inventory activity to properly state activity.
- (4) Decrease capital assets and invested in capital assets net position by \$110,874,794, due to lack of documentation related to capital assets.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 29, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Lawton Independent School District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Lawton Independent School District No. 8's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to statement of statutory, fidelity and honesty bonds and schedule of accountant's professional liability insurance, which are other Oklahoma Department of Education requirement, which supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other

knowledge we obtained during our audit of the basic financial statements. We did not audit the other Oklahoma Department of Education requirements and do not express an opinion or provide any assurance on the other Oklahoma Department of Education requirements.

We were engaged to report on other information listed in the table of contents, which accompany the financial statements but are not Required Supplementary Information (RSI). With respect to this other information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting practices prescribed by the Oklahoma State Department of Education, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the other information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of Board of Education and management of Lawton Independent School District No. 8, Comanche County, Oklahoma and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Mary E. Johnson & Associates PLLC

Mary E. Johnson & Associates, PLLC



Lawton Independent School District No. 8
Comanche County, Oklahoma
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June 30, 2018

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Mary E. Johnson & Associates, PLLC
C e r t i f i e d P u b l i c A c c o u n t a n t s

INDEPENDENT AUDITOR'S REPORT

To the Board of Education
Lawton Independent School District No. 8,
Comanche County, Oklahoma
Lawton, Oklahoma

Report on the Financial Statements

We have audited the accompanying regulatory basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lawton Independent School District No. 8, Comanche County, Oklahoma as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of Oklahoma State Department of Education described in Note 1; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
All	Adverse on US Generally Accepted Accounting Principles
Governmental Activities	Qualified Regulatory Basis
General Fund	Unmodified Regulatory Basis
2014 Bond Fund 32	Unmodified Regulatory Basis
2017 Bond Fund 33	Unmodified Regulatory Basis
Lease Revenue 2017 Fund 34	Unmodified Regulatory Basis
Aggregate Remaining	Unmodified Regulatory Basis

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statements are prepared by Lawton Independent School District No. 8, Comanche County, Oklahoma on the basis of the financial reporting provisions of Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Oklahoma State Department of Education.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of Lawton Independent School District No. 8, Comanche County, Oklahoma, as of June 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended.

Basis for Qualified Opinion on Governmental Activities

As discussed in Note 16 to the financial statements, management has not recorded capital assets in the governmental statement of net position – regulatory basis, in governmental activities opinion unit, which should be included to conform to the financial reporting provisions of Oklahoma State Department of Education. The amount by which this departure would affect the assets, net position and expenses of the governmental activities has not been determined.

Qualified Opinion

In our opinion, except for the possible effects of the matter discussed in the “Basis for Qualified Opinion on Governmental Activities” paragraph, the financial statements referred to above present fairly, in all material respects, regulatory basis financial position of the Governmental Activities of Lawton Independent School District No. 8, Comanche County, Oklahoma, as of June 30, 2018 and the respective changes in regulatory basis financial position thereof for the year then ended in accordance with financial reporting provisions of Oklahoma State Department of Education.

Unmodified Opinions on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective regulatory basis financial position of each major fund and the aggregate remaining fund

information of the Lawton Independent School District No. 8, Comanche County, Oklahoma, as of June 30, 2018, and the respective changes in regulatory basis financial position and where applicable, cash flows thereof for the year then ended, in accordance with the financial reporting provisions of Oklahoma State Department of Education as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Lawton Independent School District No. 8, Comanche County, Oklahoma's basic financial statements. The budgetary comparison schedules, combining nonmajor fund financial statements, and statement of changes in activity fund subaccounts, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The combining nonmajor fund financial statements, statement of changes in activity fund subaccounts and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The Oklahoma Department of Education requires management discussion and analysis, budgetary information and the statement of statutory fidelity and honesty bonds be presented to supplement the financial statements. Such information, although not considered part of the basic financial statements, is required by the Oklahoma Department of Education, who considers it an essential part of the financial reporting. We have applied certain limited procedures to this supplemental information which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. Management has omitted the management discussion and analysis that Oklahoma Department of Education requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Oklahoma Department of Education who considers it to be an essential part of the financial reporting for placing the basic financial statements in appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 29, 2019, on our consideration of the Lawton Independent School District No. 8, Comanche County,

Oklahoma's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control over financial reporting and compliance.

Mary Johnson & Associates PLLC

Ardmore, Oklahoma
April 29, 2019

BASIC FINANCIAL STATEMENTS

Lawton Independent School District No. 8
 Comanche County, Oklahoma
 Statement of Net Position – Regulatory Basis
 June 30, 2018

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 7,757,476
Restricted Cash	53,559,685
Investments	43,700,650
Inventories	<u>224,451</u>
Total Assets	<u>\$ 105,242,262</u>
 LIABILITIES AND NET POSITION	
Current Liabilities	
Warrants Outstanding	\$ 14,771,951
Long -Term Liabilities	
Due within One Year	12,727,676
Due in More than One Year	<u>58,490,068</u>
Total Liabilities	<u>\$ 85,989,695</u>
 Net Position	
Net Investment in Capital Assets	\$ (4,703,866)
Restricted for	
Building Services	\$ 2,002,368
Debt Service	3,577,430
Other	31,687
School Organizations	1,901,475
Unrestricted	<u>16,443,473</u>
Total Net Position	<u>\$ 19,252,567</u>

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Statement of Activities – Regulatory Basis
For the Year Ended June 30, 2018

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position
Primary Government	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government
Governmental Activities	Expenses	Contributions	Contributions	Governmental Activities
Instruction	\$ 59,889,885	\$ 141,489	\$ 9,567,936	\$ (50,024,726)
Support Services	53,561,422	2,105,891	397,932	(51,057,599)
Operation of Noninstructional Services	13,882,764	1,670,835	6,338,105	(5,873,824)
Interest on long-term debt	226,395	-	-	(226,395)
Total Governmental Activities	\$ 127,560,466	\$ 3,918,215	\$ 16,303,973	\$ (107,182,544)
General Revenues				
Taxes				
Property taxes, levied for general purposes				15,837,333
Property taxes, levied for building purposes				2,264,379
Property taxes, levied for sinking fund purposes				3,293,995
General Taxes				12,569,932
State aid - formula grants				61,138,285
Federal aid - formula grants				5,608,703
Investment Earnings				676,859
Total General Revenues				\$ 101,389,486
Change in Net Position				\$ (5,793,058)
Net Position - Beginning, restated				25,045,625
Net Position - Ending				\$ 19,252,567

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Balance Sheet – Governmental Funds – Regulatory Basis
June 30, 2018

	General Fund	2014 Bond Fund 32	2017 Bond Fund 33	Lease Revenue 2017 Fund 34	Other Governmental Funds	Total
Assets						
Cash and Cash Investments	\$ 123,742	\$ -	\$ -	\$ -	\$ 7,964,882	\$ 8,088,624
Restricted Cash	-	-	54,381,021	1,115,187	-	55,696,208
Pooled Cash and Investments	28,819,327	7,000,000	-	-	5,381,323	41,200,650
Due from Other Funds	1,431,328	-	-	-	-	1,431,328
Inventories - Supplies, materials	216,659	-	-	-	-	216,659
Total Assets	\$ 30,591,056	\$ 7,000,000	\$ 54,381,021	\$ 1,115,187	\$ 13,346,205	\$ 106,633,469
Liabilities						
Warrants Outstanding	\$ 12,627,130	\$ 558,601	1,043,687	\$ -	\$ 541,890	\$ 14,771,308
Due to Other Funds	-	1,013,988	-	-	417,340	1,431,328
Total Liabilities	\$ 12,627,130	\$ 1,572,589	\$ 1,043,687	\$ -	\$ 959,230	\$ 16,202,636
Fund Balances						
Nonspendable	\$ 216,659	\$ -	\$ -	\$ -	\$ -	\$ 216,659
Restricted	-	5,427,411	53,537,334	1,115,187	10,485,500	70,565,432
Committed	-	-	-	-	1,901,475	1,901,475
Assigned	17,747,267	-	-	-	-	17,747,267
Unassigned	17,963,926	5,427,411	53,537,334	1,115,187	12,386,975	90,430,833
Total Fund Balances	\$ 30,591,056	\$ 7,000,000	\$ 54,381,021	\$ 1,115,187	\$ 13,346,205	\$ 106,633,469
Total Liabilities and Fund Balances						
						7,792

Amounts reported for governmental activities in the statement of net position are different because:

Federal commodities are distributed to the District to be used by the child nutrition program. Governmental funds are concerned about the flow of financial resources and, therefore, the receipt and usage of commodities are not reported in the governmental funds

Internal service funds are used by management to charge costs of certain activities, such as insurance to individual funds of the District. These assets and liabilities of the internal service funds, which are reported as proprietary funds rather than governmental funds, are included in governmental activities in the statement of net assets

Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:

Bonds Payable	14,695,000
Lease Purchase	55,000,000
Compensated Absences	1,522,745
	<u>(71,217,745)</u>

Net assets of governmental activities:

\$ 19,252,567

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Statement of Revenues, Expenditures and
Changes in Fund Balances – Governmental Funds – Regulatory Basis
For the Year Ended June 30, 2018

	General Fund	2014 Bond Fund 32	2017 Bond Fund 33	Lease Revenue 2017 Fund 34	Other Governmental Funds	Total
REVENUE						
Property Taxes	\$ 15,837,333	\$ -	\$ -	\$ -	\$ 5,561,307	\$ 21,398,640
Interest	436,436	-	-	-	47,319	597,198
County Revenue	2,346,482	-	111,120	2,323	-	2,466,482
State Revenue	69,816,478	-	-	-	-	69,816,478
Federal Revenue	20,098,471	-	-	-	155,734	20,254,205
Other	1,669,355	-	-	-	5,178,912	6,848,267
Total Revenue	\$ 110,204,555	\$ -	\$ 111,120	\$ 2,323	\$ 10,943,272	\$ 121,261,270
EXPENDITURES						
Current						
Instruction	\$ 57,729,454	\$ 2,042,256	\$ -	\$ -	\$ 342,690	\$ 60,114,400
Support Services	43,873,692	2,625,276	758,730	-	6,280,356	53,538,054
Non-instruction Services	7,434,757	-	-	-	768,338	8,203,095
Capital Outlay	118,730	1,340,013	2,762,192	-	716,008	4,936,943
Other Outlays	271,303	-	-	-	-	271,303
Debt Service	-	-	-	-	-	-
Interest Paid	-	-	-	-	182,310	182,310
Principal Retirement	-	-	-	-	1,695,000	1,695,000
Total Expenditures	\$ 109,627,936	\$ 6,007,545	\$ 3,520,922	\$ -	\$ 9,990,782	\$ 128,947,185
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ 776,619	(6,007,545)	(3,409,802)	\$ 2,323	\$ 952,490	\$ (7,685,915)
Other Financing Sources						
Transfers	307,679	-	-	-	(307,679)	-
Proceeds of Bonds and Leases	-	3,775,000	56,947,136	1,112,864	-	61,835,000
Sale of Capital Assets	22,620	-	-	-	-	22,620
Total Other Financing Sources	\$ 330,299	3,775,000	56,947,136	1,112,864	(307,679)	61,857,620
Net Change in Fund Balances	\$ 1,106,918	(2,232,545)	53,537,334	1,115,187	644,811	54,171,705
Fund Balances - Beginning	16,857,008	7,659,956	-	-	11,742,164	36,259,128
Fund Balances - Ending	\$ 17,963,926	\$ 5,427,411	\$ 53,537,334	\$ 1,115,187	\$ 12,386,975	\$ 90,430,833

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances – Governmental Funds – Regulatory Basis
For the Year Ended June 30, 2018

*Amounts reported for governmental activities
in the statement of activities are different because:*

Net change in fund balances - total governmental funds			\$ 54,171,705
In the statement of activities, compensated absences are measured by the amounts earned and unused during the year. In governmental funds, expenditures is the amount of financial resources used (essentially the amounts actually paid). This year, compensated absences earned were more than the amounts used.			(59,918)
Proceeds of general obligation debt provide current financial resources for governmental funds but issuing debt increases long-term liabilities in the statement of net assets.			(6,835,000)
Repayment of debt is an expenditure in the governmental funds, but repayment of debt reduced long-term liabilities in the statement of net assets	Bonds payable	\$ 1,695,000	
	Lease payable	<u>256,872</u>	1,951,872
The receipt of USDA commodities are not reported as revenue in the governmental funds but are reflected in the statement of net assets			(8,206)
Proceeds of lease purchase agreement provide current financial resources for governmental funds but increases long-term liabilities in the statement of net assets			(55,000,000)
Internal service funds are used to charge costs of workers' compensation a to individual funds. The governmental funds included expenditures of \$32,180. The expenses of the governmental activities however reflects the actual costs incurred, \$45,691 .The difference represents the undercharge by the internal service funds that is allocated back to governmental activities and transfers			<u>(13,511)</u>
Change in net assets position of governmental activities.			<u>\$ (5,793,058)</u>

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Statement of Net Position – Proprietary Funds – Regulatory Basis
June 30, 2018

	<u>Internal Service Funds</u>	<u>Workers' Compensation</u>
ASSETS		
Cash and Cash Investments	\$	<u>32,332</u>
Total Assets	\$	<u>32,332</u>
LIABILITIES		
Warrants Outstanding	\$	<u>645</u>
NET POSITION		
Restricted	\$	<u>31,687</u>

See Notes to Financial Statements

Lawton Independent School District No. 8
 Comanche County, Oklahoma
 Statement of Changes in Fund Net Position – Proprietary Funds – Regulatory Basis
 For the Year Ended June 30, 2018

	<u>Internal Workers' Compensation</u>
Operating Revenues	
Charges to other funds	\$ 32,180
Total Operating Revenues	\$ 32,180
Operating Expenses	
Other Outlays	\$ 45,691
Total Operating Expenses	\$ 45,691
Change in net position	(13,511)
Net Position- Beginning	45,198
Net Position- Ending	\$ 31,687

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Statement of Cash Flows– Proprietary Funds – Regulatory Basis
For the Year Ended June 30, 2018

	Internal Service Funds <u>Workers'</u> <u>Compensation</u>
Cash Flows from Operating Activities	
Received from assessments made to other funds	\$ 32,180
Payments of claims	<u>(46,785)</u>
Net cash used by operating activities	<u>\$ (14,605)</u>
Cash Flows from Noncapital Financing Activities	
Operating transfers to other funds	<u>\$ -</u>
Net increase (decrease) in cash	\$ (14,605)
Cash and cash equivalents, Beginning	<u>46,937</u>
Cash and cash equivalents, Ending	<u><u>\$ 32,332</u></u>
Cash Flows from Operating Activities	
Operating loss	\$ (13,511)
Adjustments to reconcile operating loss to	
Net cash provided (used) by operating activities	
Warrants Outstanding	<u>(1,094)</u>
Net cash provided (used) by operating activities	<u><u>\$ (14,605)</u></u>

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Statement of Fiduciary Net Position – Regulatory Basis
June 30, 2018

	<u>Private- Purpose Trust</u>
ASSETS	
Cash and Cash Investments	\$ 1,310
Pooled Cash and Investments	47,778
Investments	<u>143,190</u>
Total Assets	<u>\$ 192,278</u>
LIABILITIES	
Warrants Outstanding	<u>\$ 2,010</u>
NET POSITION	
Restricted for Scholarships	<u>\$ 190,268</u>

See Notes to Financial Statements

Lawton Independent School District No. 8
 Comanche County, Oklahoma
 Statement of Changes in Fiduciary Net Position – Regulatory Basis
 For the Year Ended June 30, 2018

	<u>Private- Purpose Trust</u>
Additions:	
Interest	<u>\$ 482</u>
Total Additions	<u>\$ 144,982</u>
Deductions	
Scholarships Awarded	<u>\$ 2,010</u>
Total Deductions	<u>\$ 2,010</u>
Change In Net Position	\$ 142,972
Net Position- Beginning	<u>47,296</u>
Net Position- Ending	<u>\$ 190,268</u>

See Notes to Financial Statements

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

Note 1 - Summary of Significant Accounting Policies

The Reporting Entity - The Lawton Independent School District No. 8 (the District) is a corporate body for public purposes created under Title 70 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes. The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on the State of Oklahoma for support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70 of the Oklahoma Statutes.

The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District. There are no component units included within the reporting entity.

Financial Statement Presentation – The District prepares its financial statements in a presentation format that is, in substance, the format established by the Governmental Accounting Standards Board (GASB) Statement 34, *Basic Financial Statement – Management Discussion and Analysis for State and Local Governments*.

GASB Statement 34 established a financial reporting model for state and local governments that included the addition of management’s discussion and analysis, government-wide financial statements and the use elimination of the effects of internal service activities and the use of account groups to the already required fund financial statements and notes.

Basic Financial Statements – Government-Wide Statements

The District’s basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District’s major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. Governmental activities include programs primarily supported by taxes, State aid, grants and other intergovernmental revenue. The District does not have any activities classified as business-type activities.

In the government-wide Statement of Net Position, the District’s governmental activities are reported on cash receipts and disbursement basis modified as required by the regulations of the Oklahoma Department of Education to include property and equipment, depreciation and long-term debt and obligations. The District’s Net Position are reported in three parts – net investment in capital assets; restricted net position; and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the District’s programs and functions reported on the cash receipts and disbursement basis modified for depreciation. The functions are also supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Direct expenses are those that are clearly identifiable with a specific function. Program revenues must be directly associated with the function. Charges for services include charges and fees to students, or

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customers who purchase, use or directly benefit from the goods, services, or privileges provided by a given function. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

All interfund transactions between governmental funds and internal service funds are eliminated in the district- wide statements.

The net costs are normally covered by general revenue (property taxes, State and Federal aid, other taxes etc.).

The government-wide focus is more on the sustainability of the District as an entity and the change in the District's net position resulting from the current year's activities. Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter is excluded from the district- wide financial statements. Major individual governmental funds are reported in separate columns in the fund financial statements.

Basic Financial Statements – Fund Financial Statements

Governmental fund financial statements are reported using the cash receipts and disbursement basis of accounting modified as required by the Oklahoma Department of Education to include investments, inventories on hand, encumbrances issued and warrants outstanding. The fund financial statements provide reports on the financial condition and results of operations of governmental, proprietary, and fiduciary fund categories. Since resources in the fiduciary funds cannot be used for District operations, they are not included in the district-wide statements.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. All other revenues and expenses are nonoperating.

The District reports the following major governmental funds:

- General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.
- 2014 Bond Fund32 is used to account for proceeds from long-term financing and revenues and expenditures related to voter authorized construction and other capital asset acquisitions.
- 2017 Bond Fund 33 is used to account for proceeds from long-term financing and revenues and expenditures related to voter authorized construction and other capital asset acquisitions.
- Lease Revenue 2017 Fund 34 is used to account for proceeds from long-term financing and revenues and expenditures related to voter authorized construction and other capital asset acquisitions.

Additionally, the District reports the following fund types that are included in other governmental funds:

- Building Fund is used to account for monies derived from the building fund levy and rental of facilities to be used for erecting, remodeling, repairing or maintaining school buildings, paying

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energy and utility costs; paying fire and casualty insurance premiums for school facilities, security systems and personnel.

- Municipal Tax Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and equipment as approved by voters for a special sales tax.
- Sinking Fund is used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt.
- 2004 Bond Fund 31 are used to account for proceeds from long-term financing and revenues and expenditures related to voter authorized construction and other capital asset acquisitions.
- Special Revenue Funds – The District accounts for resources restricted to, or designated for, specific purposes by the District or a grantor in a special revenue fund.
- Activity Fund is special revenue fund the district accounts for resources and expenditures incurred by the student activity groups.
- Proprietary Funds- Internal Service Funds – Revenues and expenses related to services provided to organizations within the District on a cost reimbursement basis are accounted for in the internal service fund. The District's Internal Service Funds are the Workers' Compensation Fund (which is used only to fund remaining claims after self-insurance was discontinued in 2000)
- Fiduciary Funds- Private purpose trust fund - The District accounts for resources held in a trust or custodial capacity for individuals or private organizations. These funds are primarily used for scholarships.

Basis of Accounting - Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

As to basis of accounting, the basic financial statements are essentially prepared on a basis of cash receipts and disbursements, modified as required by the regulations of the Oklahoma Department of Education as follows:

- Encumbrances represented by purchase orders, contracts and other commitments for the expenditure of monies are recorded as expenditures when approved.
- Vendor obligations due and payable for goods and services received are recorded as a reduction of the encumbrance when received and a payable until paid.
- Warrants/Checks payable are recorded as liabilities when issued.
- Investments and inventories are recorded as assets when purchased and reduced when used or sold.
- Capital assets in the government-wide statements are recorded when acquired and depreciated over their useful lives.
- Long-term debt reported in the government-wide statements is recorded when incurred.
- Accrued compensated absences are recorded as an expenditure and liability when the obligation is incurred.

This basis of accounting differs from accounting principles generally accepted in the United States of America, which would have required the government-wide financial statements as well as the fiduciary fund financial statements to be presented on the accrual basis of accounting. The fund financial statement

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under accounting principles generally accepted in the United States of America would have been presented on the modified accrual basis of accounting.

Inventories - Inventories in the general fund consist of expendable supplies held for the District's use and are carried at cost using the first-in, first-out method. Inventories are accounted for using the consumption method where materials and supplies are recorded as an expenditure when used rather than when purchased.

On the government-wide financial statements, United States Department of Agriculture (USDA) food commodities are recorded as revenue when received at fair value at the date of receipt and as an expense when used. USDA food commodities are not reported in the governmental funds. The inventory expense related to fixed assets available for sale will be recorded when the assets are sold.

Capital Assets - Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

• School Buildings	50 years
• Improvements	25 years
• Band Instruments	7 years
• Computers and Related Equipment	5 years
• Furniture and Equipment	10 years
• Vehicles	12 years

As of June 30, 2018, the District has not reported Capital Assets in the statement of Net Position-regulatory basis. See Note 16.

Compensated Absences – Sick leave is provided to all personnel who work more than 172 contract days per year. Employees on 9 or 10-month contracts earn 10 days per year. Employees on 12-month contracts earn 12 days per year. The District has a sick leave accumulation incentive program to encourage accumulation of sick leave by offering a stipend at time of termination or retirement. The stipend is based on a tier system, which pays a different rate per day for each tier, from \$5 per day to \$20 per day. The maximum amount of the stipend is \$3,000.

Personnel in a full-time position, six or more hours per day, earn vacation time based on years of service. Those with less than 4 years of service earn 1 day per month of employment up to a maximum of 10 days per year and accumulated maximum of 20 days. Those with 4 or more years of service earn 1.5 days per month of employment up to a maximum of 15 days per year and an accumulated maximum of 30 days. Upon retirement or termination, the accumulated days are reimbursed at the employee's effective rate of pay.

Budgets and Budgetary Accounting - The District is required by state law to prepare an annual budget. A

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preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. Because a majority of voters of the District approved a permanent levy in 2001 for the emergency levy and local support levy, an election to approve the levy is no longer held.

No later than October 1, each board of education shall prepare a financial statement and estimate of needs to be filed with the applicable county clerk and the State Department of Education. Once the county excise board has approved the estimate of needs, the board shall adopt a final budget within 45 days or the second regularly scheduled board meeting. No later than 15 days prior to adoption of a final budget, the board must conduct a public hearing for purposes of taking public comments. The final budget may be revised upon approval of the Board of Education in open meeting.

A budget is legally adopted by the Board of Education for the General Fund, Building Fund and the Debt Service Fund that includes revenues and expenditures.

Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to a subsequent year. Program revenue received but not spent is restricted and deferred to the subsequent fiscal year.

Encumbrances - Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of resources are recorded as expenditures of the applicable funds, is used.

Cash and Cash Equivalents - The District considers all cash on hand, demand deposits, money market checking and certificates of deposit, held at an individual bank which are subject to early withdrawal penalties no matter what the maturity period, to be cash. All short-term cash surpluses are maintained in a cash pool, the earnings from which are allocated to each fund based on month-end deposit balances. State statutes require collateral for deposits in excess of insured amounts. The collateral's market value must exceed the insured deposit.

Investments - The District's investment policies are governed by state statutes. Permissible investments include:

1. Direct obligations of the United States Government and Agencies
2. Obligations to the payment of which the full faith and credit of the State of Oklahoma is pledged
3. Certificates of deposit of savings and loan associations and bank and trust companies secured by acceptable collateral
4. Savings accounts or savings certificates of savings and loan associations that are fully insured
5. County, municipal and school district direct debt obligations
6. Money market mutual funds regulated by the Securities and Exchange Commission
7. Warrants, bonds or judgments of the school district
8. Qualified pooled investment programs

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Property Tax Revenues - The District is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the District. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax roll for submission to the county treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes is due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 1. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid for a period of three years or more as of the date such taxes first become due, the property is offered for sale.

State Revenues - Revenues from state sources for current operations are primarily governed by the state aid formula under the provisions of Article XVIII, Title 70, Oklahoma Statutes. The State Board of Education administers the allocation of state aid funds to school districts based on information accumulated from the districts. Approximately 56% of the District's revenue comes from state sources.

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the programs for which the money is provided and require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires that categorical educational program revenues be accounted for in the general fund.

Interfund Transfers - During the course of normal operations, the District has transactions between funds including expenditures and transfers of resources to provide services, purchase assets and service debt. Transactions that are normal and recurring between funds are recorded as transfers.

Use of Estimates - The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Note 2 -Net Position and Fund Balance

District-Wide Financial Statements - When the District incurs an expense for which it may use either restricted or unrestricted Net Position, it uses restricted Net Position first unless unrestricted Net Position will have to be returned because they were not used. Net Position on the Statement of Net Position include the following:

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Net Investment in Capital Assets – The component of net position that reports the difference between capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of these capital assets. As of June 30, 2018, the balance of Net Investment in Capital Assets is the debt related to capital assets, since the prior year amount of capital assets was removed since they did not have records to support balances. See Note 17 for further discussion.

Restricted for Debt Service – The component of net position that reports the amount of funds restricted for payment of principal and interest on debt. This amount is restricted by enabling legislation and debt covenants.

Restricted for Buildings – The component of net position that reports the excess of property taxes and other revenue collected in excess of expenses for operation of the District's buildings. This amount is restricted by enabling legislation.

Restricted for School Organizations – The component of net position that report the assets restricted for use by student organizations and extracurricular activities. This amount is restricted by regulations of the Oklahoma State Department of Education.

Restricted for Scholarships – the component of net position that report the assets restricted for scholarships.

Restricted for Other – The component of net position that reports the assets restricted for payment of sick leave incentive program, outstanding workers' compensation claims, and unemployment claims for employees paid with federal salaries.

Unrestricted – The difference between assets and liabilities that is not reported as restricted for any particular purpose.

The government-wide statement of net position reports \$7,512,960 of restricted net position.

Governmental Fund Financial Statements – The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The District has classified inventory as being nonspendable as these items are not expected to be converted to cash or are not expected to be converted to cash within the next year.

Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant),

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grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The District has classified school construction expenditures as being restricted because their use is restricted by state statute or legislation regarding use of expenditures. Debt service resources are to be used for future servicing of the revenue note and are restricted through debt covenants. Other purposes are restricted for scholarship purposes from contributors.

Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Education. These amounts cannot be used for any other purpose unless the Board of Education removes or changes the specified use by taking the same type of action (resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The District has classified school program activities as being committed because their use is imposed by the Board of Education regarding use of expenditures.

Assigned: This classification includes amounts that are constrained by the District's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Education or through the Board of Education delegating this responsibility to management through the budgetary process. As of June 30, 2018, the District does not have assigned fund balances.

Unassigned: This classification includes the residual fund balance for the General Fund. The unassigned classification would also include any negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts. The District has not established a formal stabilization arrangement regarding minimum funding requirements.

As of June 30, 2018, fund balances are comprised of the following:

	General Fund	2014 Bond Fund 32	2017 Bond Fund 33	Lease Revenue 2017 Fund 34	Other Governmental Funds	Total Governmental Funds
Nonexpendable Inventory	\$ 216,659	\$ -	\$ -	\$ -	\$ -	\$ 216,659
Restricted						
Debt Service	-	-	-	-	3,577,430	3,577,430
School Construction and Fixed Assets	-	5,427,411	53,537,334	1,115,187	4,911,202	64,991,134
Building Operation and Maintenance	-	-	-	-	2,002,368	2,002,368
Scholarships	-	-	-	-	(5,500)	(5,500)
Committed						
School Organizations	-	-	-	-	1,901,475	1,901,475
Unassigned	17,747,267	-	-	-	-	17,747,267
	<u>\$ 17,963,926</u>	<u>\$ 5,427,411</u>	<u>\$ 53,537,334</u>	<u>\$ 1,115,187</u>	<u>\$ 12,386,975</u>	<u>\$ 90,430,833</u>

The District would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

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Note 3 - Cash and Investments

Deposits – At June 30, 2018, the bank balance of deposits and cash pools was \$7,828,043. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District's policy requires collateral for all deposits not covered by Federal Deposit Insurance Corporation insurance. At June 30, 2018, the District was not exposed to custodial credit risk.

Investments - The District participates in an external investment pool, Oklahoma Public School Liquid Asset Pool (OLAP). The plan is sponsored by the Oklahoma State School Boards Association, Cooperative Council of Oklahoma School Administration, Organization of Rural Oklahoma Schools and the Oklahoma Association of School Business Officials. OLAP is governed through an inter local cooperative agreement and the investment advisors and other professionals are competitively selected. OLAP reported value and fair market value are equal at June 30, 2018. To receive a copy of the Oklahoma Public School Liquid Asset Pool annual audit report, call toll free 1-866-472-6527 or visit www.OLAPonline.org. OLAP's portfolio consists of cash and short-term investments valued at amortized cost which approximates fair value. OLAP invest in obligations of the U.S Government, its agencies and instrumentalities and repurchase agreements, provided that the underlying collateral consists of obligations of the U.S. government, its agencies and instrumentalities and the OLAP custodian takes delivery of the collateral. Total external pool investments at June 30, 2018 are \$43,748,428 which are shown on the statement of net position as unrestricted \$43,700,650 and on the statement of fiduciary net position at \$47,778.

The District holds the following investments in the endowment fund:

Type of Investment	Cost	Fair Value	Investment Maturities (in Years)			
			Less than 1 Year	1-5 Years	6-10 Years	Over 10 Years
Money-Market Mutual Funds	\$ 14,205	\$ 13,303	\$ 13,303			
Federal Agencies	11,795	9,101	37	337	8,727	
			<u>\$ 13,340</u>	<u>\$ 337</u>	<u>\$ 8,727</u>	<u>\$ -</u>
Mutual Funds	117,190	119,707				
	<u>\$ 143,190</u>	<u>\$ 142,111</u>				

Credit Risk - Investments – Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. The District does not have a formal policy limiting its exposure arising from concentration of investments. Investments held by the District in investment pools (sweep accounts and external investment pools) are considered unclassified as to custodial credit risk because they are not evidenced by securities that exist in physical or book entry form. OLAP held securities of \$43,748,428 have Standard & Poor's ratings of 8.9 percent AA+, 2.0 percent AA-, and 89.1 percent NR. Securities with NR rating are bank deposit accounts. Investments held in the endowment fund in money market mutual funds and federal agencies are rated Aaa by Moody's. Investments within the mutual funds are rated based on individual holdings of each fund. The mutual funds as a whole are not rated.

Investment Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair market value of an investment. Due to the nature of the District's external investment

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pool and mutual funds, there are no defined maturity dates. The risk related to investments in the endowment fund are shown in the table above. The District does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses from increasing interest rates.

Note 4 - Long-Term Liabilities

The long-term liability balances and activity for the year were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due within One Year
Bonds payable	\$ 9,555,000	\$ 6,835,000	\$ 1,695,000	\$ 14,695,000	\$ 3,915,000
CCPFA Lease Purchase	-	55,000,000	-	55,000,000	8,705,000
Lease Purchase/HP Computers	256,872	-	256,872	-	-
Compensated absences	1,462,826	538,379	478,460	1,522,745	107,676
	<u>\$ 11,274,698</u>	<u>\$ 62,373,379</u>	<u>\$ 2,430,332</u>	<u>\$ 71,217,745</u>	<u>\$ 12,727,676</u>

Payments on bonds are made by the debt service fund with property taxes. The lease purchase is liquidated with general obligation bond proceeds. Compensated are generally liquidated by the general fund.

Bonds: Bonds payable June 30, 2018, is composed of the following individual general obligation bond issues:

Original Issue Amount	Purpose	Issue Date	Final Payment	Interest Rates	Maturity
5,085,000	Combined Purpose	3/1/2016	1,695,000	Variable	3/1/2020
4,470,000	Combined Purpose	5/1/2017	2,250,000	1.500%	5/1/2020
3,060,000	Building Bonds	2/1/2018	1,020,000	Variable	2/1/2022
3,775,000	Combined Purpose	12/1/2017	1,265,000	Variable	12/1/2021

The annual requirements to amortize all bond debt outstanding as of June 30, 2018 including interest payments are as follows:

Year Ending June 30	Principal	Interest	Total
2019	\$ 3,915,000	\$ 230,468	\$ 4,145,468
2020	6,220,000	288,855	6,508,855
2021	2,275,000	98,313	2,373,313
2022	2,285,000	36,213	2,321,213
	<u>\$ 14,695,000</u>	<u>\$ 653,849</u>	<u>\$ 15,348,849</u>

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State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District's voters. Bond issues have been approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years from the date of issue. General obligation bonded debt of the District is limited by state law to 10% of the assessed valuation of the District. The legal debt limit at June 30, 2018 is \$43,129,111.

Proceeds of general obligation bond issues are recorded in the bond fund and at least 85% of the proceeds are restricted to the use for which they were approved in the bond elections.

The District has entered financing arrangements with Comanche County Educational Facilities Authority (see Note 13). These financing arrangements are accounted for as capital leases, since for accounting purposes the title transfers at the end of lease term. The leases contain a clause which gives the District the ability to terminate the lease agreements at the end of each fiscal year.

The schedule of future minimum lease payments under the capital leases and the present value of the net minimum lease payments for years ending June 30, are as follows:

Year Ending June 30	Future Minimum Lease Payments	Less Interest	Present Value of Minimum Lease Payments
2019	\$ 10,703,614	\$ (1,998,614)	\$ 8,705,000
2020	2,367,775	(1,442,775)	925,000
2021	4,764,007	(1,414,007)	3,350,000
2022	5,709,822	(1,309,822)	4,400,000
2023	10,462,982	(1,172,982)	9,290,000
Thereafter	31,200,447	(2,870,447)	28,330,000
	<u>\$ 65,208,647</u>	<u>\$ (10,208,647)</u>	<u>\$ 55,000,000</u>

Pledged Revenues

The District has pledged \$65,208,647 of future issuances of general obligation bonds to repay \$55,000,000 plus interest lease revenues bonds with Comanche County Educational Facilities Authority (CCEFA). Proceeds from the lease revenues bonds are to be for the construction and placement of improvements on real property. The general obligation bonds of the District will be issued prior to the payment due to of lease purchase payments to CCEFA. One hundred percent of the general obligation bonds will be used to pay the lease revenue bond payments and bond issuance costs. The annual payments will start June 1, 2019 and will continue with final payment due to CCEFA on June 1, 2028.

Property tax revenues collected by the District are pledged to repay the District's General Obligation Bonds. As of June 30, 2018, \$14,695,000 general obligations were outstanding and \$106,845,000 of general obligations bonds were authorized but not issued as of June 30, 2018. Current year had collected \$3,293,995 of pledged revenues and paid \$1,877,310 of principal and interest expenses toward

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obligations.

Note 5 - Employee Retirement System

Teachers' Retirement System of Oklahoma

Plan Description – The System provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. The ability to establish and amend benefit provisions is the responsibility of the state legislature. The System issues a publicly available financial report that includes financial statements and required supplementary information for the employees of the District. The System issues a publically available financial report that can be obtained at <http://www.ok.gov/trs/>.

Benefits Provided – The System provides defined retirement benefits based on members' final compensation, age, and term of service. In addition, the retirement program provides for benefits upon disability and to survivors upon the death of eligible members. Title 70 O.S. Sec. 17-105 defines all retirement benefits. The authority to establish and amend benefit provisions rests with the State Legislature.

Contributions – In accordance with *Oklahoma Statutes*, System members are required to contribute 7.00% of applicable compensation. For the year ended June 30, 2018, qualifying employee contributions were reduced by a retirement credit of \$704,025 provided by Enrolled House Bill 1873 and paid by the State of Oklahoma as on-behalf payments. For the year ended June 30, 2018, the District had a statutory contribution rate of 9.5% plus 7.80% as a match for salaries funded by federal programs. The contribution requirements of System members and the District are established and may be amended by the state legislature. For the year ended June 30, 2018, the District contributions to the System for were \$5,949,341.

The State of Oklahoma, a non-employer contributing entity, provides funds through 5% of the State's sales, use, corporate and individual income taxes collected. The System receives 1% of the cigarette taxes collected by the State and 5% of net lottery proceeds collected by the State. The District's estimated share of these contributions based on their covered payroll for the measurement period was \$4,093,947.

Pension Liability and Pension Expense

For the year ended June 30, 2018, the District's proportionate share of the net pension liability was \$93,709,621. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of the contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2017, the District's proportion was 1.41226594%, which decreased 0.00548722 % from the proportion measured as of June 30, 2016.

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The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expecting inflation.

The target asset allocation and best estimates of arithmetic expected real rates of return for each major asset class as of June 30, 2017, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed Income	23.50%	2.50%
Domestic Equity	38.50%	7.50%
International Equity	19.00%	8.50%
Real Estate	9.00%	4.50%
Alternative Assets	10.00%	6.10%
	<u>100.00%</u>	

Discount rate – A single discount rate of 7.50% was used to measure the total pension liability as of June 30, 2017. This single discount rate was based solely on the expected rate of return on pension plan investments of 7.50%. Based on the stated assumptions and the projection of cash flows, the pension plan’s fiduciary net position and future contributions were projected to be available to finance all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District’s proportionate share of the net pension liability to changes in the discount rate – The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.50%, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
District’s Proportionate share of the net pension liability	<u>\$ 129,067,549</u>	<u>\$ 93,709,621</u>	<u>\$ 64,110,968</u>

Pension plan fiduciary net position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued TRS financial report that can be obtained at <http://www.ok.gov/trs/>.

Note 6 - Other Post-Employment Benefits (OPEB)

In addition to the retirement plan described in Note 5, the District participates in the state-administered Supplemental Health Insurance Program (OPEB Plan) within Teachers’ Retirement System of Oklahoma (the OPEB System), which is a cost-sharing multiple-employer defined benefit OPEB plan administered by the Teacher Retirement System (TRS).

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

Plan Description – The OPEB System pays a monthly health insurance premium supplement for each retired member who is enrolled in the health insurance plan provided by the State and Education Employees Group Health and Dental Insurance plan or in an insurance program provided by a participating education employer who provides health insurance coverage to former employees, provided the retired member had at least ten (10) years of Oklahoma service prior to retirement.

Benefits Provided – All retirees are eligible except for special retirees (as defined) and spouses and beneficiaries as long as they have at least 10 years of service. Retirees who elect such coverage receive the smaller of (i) a Medicare supplement benefit, if eligible, or (ii) an amount between \$100 and \$105 per month, depending on service and final average compensation. Payments made on the retirees' behalf to the Employees Group Insurance Division of the Office of Management and Enterprise Services, if the member continues health coverage under that Plan, or (ii) to the member's former employer, if the member retains health coverage under a plan maintained by the former employer.

Contributions – Employer and employee contributions are made based upon the TRS Plan provisions contained in State Statute Title 70, as amended. However, the statutes do not specify or identify any particular contribution source to pay the health insurance subsidy. The cost of the subsidy averages 0.15% of normal cost, as determined by an actuarial valuation.

Since the District prepares the financials under regulatory basis as required by the Oklahoma State Department of Education, the net OPEB liability (asset) is disclosure only. At June 30, 2018, the District's proportionate share of the net OPEB asset was \$629,789. The net OPEB asset was measured as of June 30, 2017, and the total OPEB asset used to calculate the net OPEB asset was determined by an actuarial valuation as of that date. The District's proportion of the net OPEB asset was based on a projection of the District's long-term share of the contributions to the OPEB plan relative to the projected contributions of all participating school districts, actuarially determined.

At June 30, 2017, the District's proportion was 1.41226594%, as compared to its proportion share of 1.41775316% measured as of June 30, 2016.

Sensitivity of the District's proportionate share of the net OPEB asset to changes in the discount rate – The following presents the District's proportionate share of the net OPEB asset calculated using the discount rate of 7.50%, as well as what the District's proportionate share of the net OPEB asset would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
District's Proportionate share of the OPEB liability (asset)	\$ (26,362)	\$ (629,789)	\$ (1,145,710)

Due to the structure of the OPEB plan, healthcare cost trend rate sensitivity analysis is not meaningful.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

OPEB plan fiduciary net position – Detailed information about the OPEB plan’s fiduciary net position is available in the separately issued TRS financial report that can be obtained at <http://www.ok.gov/trs/>.

Note 7 - Commitments and Contingencies

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

The District is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, the District believes the resolution of these matters will not have a material adverse effect on the financial condition of the District. Should a judgment be awarded against the District, it would be levied through the District’s sinking fund over a three-year period pursuant to state law.

In exchange for \$50, the District entered into a lease with the City of Lawton for use of the original Lawton High School building. The lease has a 50 year term commencing fiscal year 2010. The property will become the City of Lawton’s at the end of the lease.

The District has outstanding construction and purchase commitments of approximately \$4,025,000 to be financed from bond funds and \$1,524,000 to be financed from sales tax fund.

Note 8 - Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

Note 9 - Interfund transactions

Interfund amounts result from short term cash funding in pooled cash. Transfers are used to move revenues to the fund that state statute requires them to be accounted for.

Transfer From	Transfer to	Amount	Nature of Transfer
Activity Fund	General Fund	307,679	Operating transfer
		307,679	

Note 10 - Operating Lease

The District has a lease with a vendor for the use of copier machines at all District locations. February 2016, a lease was executed for 36 months. The lease is renewable at the District’s option for one year increments. The total lease expense paid by the District for the year ended June 30, 2018 was approximately \$450,000. Total lease expense anticipated for fiscal year 2018 is approximately \$450,000.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

Note 11 - Inventories

Inventory consists of the following at June 30, 2018:

	Balance Sheet Governmental Funds - Regulatory Basis	Statement of Net Position - Regulatory Basis
Fuel:	29,981	29,981
Supplies:	186,678	186,678
USDA Food Commodities:	-	7,792
Total Inventories:	\$ 216,659	\$ 224,451

Note 12 - Sales Tax Agreement

On October 28, 2014, the District signed an agreement with the City of Lawton to receive seven-eighths of one percent (0.875%) sales tax for specified capital improvements, which include school building upgrades, renovation/remodeling and the purchase of vehicles. The District will receive up to \$12.5 million in the first five years of the collections. The District accounts for the tax revenues separately in the municipal tax fund. Per the agreement, the District is to provide a report of expenditures to the City on a calendar quarter basis.

Note 13 – Lease Revenue Bond Agreements

On March 29, 2018 the Board of Education entered into ground lease and sublease agreements with the Comanche County Educational Facilities Authority (CCEFA), a public trust, for the purpose of facilitating the issuance of the bonds, to provide security for payment of the bonds, and to enable the District to utilize the bond proceeds for the construction and placement of improvements on real property. The lease agreements will remain in effect to June 30, 2028. The Authority advanced \$55,000,000 in lease revenue bonds, series 2017, to the District for the acquisition and construction of buildings and improvements. The District will use money received from general obligation debt to repay the lease. The advanced funds are being held in a trust and District remits applications for payments. The balance of the advanced funds is reported as Restricted Cash in Lease Revenue 2017 Fund 34 on Balance Sheet of Governmental Funds and on the Statement of Net Position.

Note 14 – Tax Abatement

The State of Oklahoma has authorized by the Oklahoma State Statutes Title 31 to offer homestead and Veterans exemptions to Ad Valorem property taxes. These exemptions reduce the ad valorem taxes remitted to the District.

For the year ended June 30, 2018, abated property taxes were \$1,825,751.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

Note 15 – New GASB Standards

GASB Statement No.75, Postemployment Benefits Other Than Pensions establishes standards for recognizing and measuring liabilities, deferred outflows and inflows of resources and expenses/expenditures. Furthermore, this statement details the recognition and disclosure requirements for employers with payables to defined benefit OPEB plans that are administered by trusts that meet the specified criteria and for employers whose employees are provided with defined contribution OPEB. Since the District's financial statements are reported using the cash receipts and disbursements modified basis as required by the regulations of the Oklahoma Department of Education, the net OPEB liability (asset) is not required to be presented in these financial statements, but the District's portion of net OPEB liability (asset) is disclosed in Note VII to the financial statements.

Note 16 – Restatement of Beginning Balances

Due the lack of adequate records for capital assets for the year ended June 30, 2018, the capital assets have been removed from the financial statements. This has resulted in a restatement of capital assets, net position on the statement of net position regulatory basis and beginning net position on the government activities statement of activities. The restatement has resulted in a decrease of capital assets, and net position of \$110,874,793. The remaining balance of \$3,944,764 of invested in capital assets, was the portion related to debt as of June 30, 2017. The portion of debt related to capital assets in fiscal year 2018, was unable to be determined due to lack of supporting records for capital assets.

	Previously Presented as of <u>6/30/2017</u>	<u>Restatement</u>	<u>Restated Balance as of 6/30/17</u>
Statement of Net Position-Regulatory Basis			
Capital Assets:			
Nondepreciated Capital Assets	4,549,742	(4,549,742)	-
Depreciated Capital Assets, Net of Depreciation	106,325,052	(106,325,052)	-
Net Position			
Net Investment in Capital Assets	114,819,557	(110,874,793)	3,944,764
Restricted For			
Building Services	1,636,032		1,636,032
Debt Services	2,058,206		2,058,206
Other	45,197		45,197
Scholarships	2,500		2,500
School Organizations	1,948,746		1,948,746
Unrestricted	<u>15,410,180</u>		<u>15,410,180</u>
Total Net Position:	<u>135,920,418</u>		<u>25,045,625</u>

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Financial Statements
June 30, 2018

Note 17 – Subsequent Event

March 2019, the District issued \$14,380,000 in combined purpose general obligation bonds. \$2,695,000 of bonds authorized in April 2014 election plus \$11,685,000 of bonds authorized in November 2017 election are included in the March 2019 bonds issue. The remaining authorized bonds to be issued for the April 2014 and November 2017 elections are \$7,710,000 and \$84,755,000, respectively.

The District has evaluated subsequent events through April 29, 2019, the date which the financial statements were available to be issued.

OTHER SUPPLEMENTARY INFORMATION

Lawton Independent School District No. 8
Comanche County, Oklahoma
Combining Balance Sheet – Other Governmental Funds – Regulatory Basis
June 30, 2018

	Building	Municipal Tax	2004 Bond	Activity	Sinking	Gifts	Municipal Tax	Total
	Fund	Fund 26	Fund 31	Fund	Fund	Fund	Fund 25	
Assets								
Cash and Cash Investments	\$ 2,052,402	\$ 4,017,692	\$ -	\$ 35,152	\$ 1,577,430	\$ 7,750	\$ 274,456	\$ 7,964,882
Pooled Cash and Investments	-	-	1,515,000	1,866,323	2,000,000	-	-	5,381,323
Due from Other Funds	-	-	-	-	-	-	-	-
Total Assets	\$ 2,052,402	\$ 4,017,692	\$ 1,515,000	\$ 1,901,475	\$ 3,577,430	\$ 7,750	\$ 274,456	\$ 13,346,205
Liabilities								
Warrants Outstanding	\$ 50,034	\$ 303,721	\$ 174,885	\$ -	\$ -	\$ 13,250	\$ -	\$ 541,890
Due to Other Funds	-	-	417,340	-	-	-	-	417,340
Total Liabilities	\$ 50,034	\$ 303,721	\$ 592,225	\$ -	\$ -	\$ 13,250	\$ -	\$ 959,230
Fund Balances								
Restricted	\$ 2,002,368	\$ 3,713,971	\$ 922,775	\$ -	\$ 3,577,430	\$ (5,500)	\$ 274,456	\$ 10,485,500
Committed	-	-	-	1,901,475	-	-	-	1,901,475
Assigned	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-
Total Fund Balances	2,002,368	3,713,971	922,775	1,901,475	3,577,430	(5,500)	274,456	12,386,975
Total Liabilities and Fund Balances	\$ 2,052,402	\$ 4,017,692	\$ 1,515,000	\$ 1,901,475	\$ 3,577,430	\$ 7,750	\$ 274,456	\$ 13,346,205

Lawton Independent School District No. 8
Comanche County, Oklahoma
Combining Statement of Revenue, Expenditures and Changes in Fund Balance
— Other Governmental Funds — Regulatory Basis
For the Year Ended June 30, 2018

	Building Fund	Municipal Tax Fund 26	2004 Bond Fund 31	Activity Fund	Sinking Fund	Gifts Fund	Municipal Tax Fund 25	Total
REVENUE								
Property Taxes	\$ 2,265,577	\$ -	\$ -	\$ -	\$ 3,295,730	\$ -	\$ -	\$ 5,561,307
Interest	18,149	-	-	20,095	9,075	-	-	47,319
State Revenue	-	-	-	-	-	-	-	-
Federal Revenue	155,734	-	-	2,575,853	97,809	5,250	-	155,734
Other	-	2,500,000	-	-	-	-	-	5,178,912
Total Revenue	\$ 2,439,460	\$ 2,500,000	\$ -	\$ 2,595,948	\$ 3,402,614	\$ 5,250	\$ -	\$ 10,943,272
EXPENDITURES								
Current								
Instruction	\$ -	\$ -	\$ -	\$ 342,690	\$ -	\$ -	\$ -	\$ 342,690
Support Services	1,853,815	1,711,926	1,476,853	1,224,512	-	13,250	-	6,280,356
Non-instruction Services	-	-	-	768,338	-	-	-	768,338
Capital Outlay	219,309	134,733	318,490	-	-	-	43,476	716,008
Debt Service	-	-	-	-	-	-	-	-
Judgments and Related Interest	-	-	-	-	6,080	-	-	6,080
Interest Paid	-	-	-	-	182,310	-	-	182,310
Principal Retirement	-	-	-	-	1,695,000	-	-	1,695,000
Total Expenditures	\$ 2,073,124	\$ 1,846,659	\$ 1,795,343	\$ 2,335,540	\$ 1,883,390	\$ 13,250	\$ 43,476	\$ 9,990,782
Excess (Deficiency) of Revenues Over (Under) Expenditures	366,336	653,341	(1,795,343)	260,408	1,519,224	(8,000)	(43,476)	952,490
Other Financing Sources								
Transfers	-	-	-	(307,679)	-	-	-	(307,679)
Total Other Financing Sources	-	-	-	(307,679)	-	-	-	(307,679)
Net Change in Fund Balances	366,336	653,341	(1,795,343)	(47,271)	1,519,224	(8,000)	(43,476)	644,811
Fund Balances, Beginning	1,636,032	3,060,630	2,718,118	1,948,746	2,058,206	2,500	317,932	11,742,164
Fund Balances, Ending	\$ 2,002,368	\$ 3,713,971	\$ 922,775	\$ 1,901,475	\$ 3,577,430	\$ (5,500)	\$ 274,456	\$ 12,386,975

Lawton Independent School District No. 8
Comanche County, Oklahoma
Combining Statement of Assets and Fund Balances
- Activity Fund
For the Year Ended June 30, 2018

<u>PROJECT NUMBER</u>	<u>PROJECT NAME ACTIVITES</u>	<u>BALANCE JULY 1, 2017</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>BALANCE JUNE 30, 2018</u>
801	FOOTBALL EXTRAS	27,705	7,173	(20,711)	14,167
802	BOYS BASKETBALL EXTRAS	9,155	21,589	(17,098)	13,646
803	GIRLS BASKETBALL EXTRAS	3,684	2,103	(3,662)	2,125
805	BOYS BASEBALL EXTRAS	2,798	832	(2,596)	1,034
806	GIRLS SOFTBALL EXTRAS	6,766	11,985	(12,795)	5,956
807	WRESTLING EXTRAS	10,618	997	(10,512)	1,103
811	BOYS TRACK EXTRAS	786	-	(153)	633
812	GIRLS TRACK EXTRAS	594	-	(153)	441
813	BOYS GOLF EXTRAS	571	-	-	571
814	BOYS CROSS COUNTRY EXTRAS	86	400	-	486
815	BOYS SOCCER EXTRAS	52	999	-	1,051
816	GIRLS VOLLEYBALL EXTRAS	1,617	1,009	(482)	2,144
817	TRAINERS EXTRAS	3,223	761	(363)	3,621
819	ALL SPORTS EXTRAS	4,915	14,803	(4,603)	15,115
820	GIRLS SOCCER EXTRAS	2,846	-	(551)	2,295
821	GIRLS GOLF EXTRAS	15	-	-	15
822	GIRLS CROSS COUNTRY EXTRAS	36	-	-	36
830	DISTRICT ATHLETICS	267,365	(18,277)	(6,392)	242,696
831	DISTRICT CONCESSION	66,762	76,221	(60,650)	82,333
832	ATHLETICS (DISTRICT)	71,583	42,195	(69,752)	44,026
833	DISTRICT BASEMENT SUPPLY	677	-	(2,132)	(1,455)
836	DISTRICT SWIMMING	461	8,514	(8,367)	608
837	DRUG TESTING	100	-	-	100
840	ATHLETICS (SITES)	159,509	437,272	(425,066)	171,715
850	GENERAL	238,077	304,167	(330,465)	211,779
851	ACADEMIC TEAM	5,918	3,905	(3,894)	5,929
852	AGRICULTURE	23,035	82,936	(84,110)	21,861
853	AP EXAM	15,000	16,882	(16,891)	14,991
854	ART	20,421	30,961	(24,914)	26,468
855	A.H.S.C. ACTIVITIES	125	-	-	125
856	ASSISTANCE CLUB	19,190	8,645	(13,635)	14,200
857	ARTS IN EDUCATION	102	-	-	102
858	ACE	20,150	3,042	(4,976)	18,216
859	ADVANCE PLACEMENT	11	-	-	11
860	BAND	9,132	24,215	(28,212)	5,135
861	BUILDERS CLUB	3,022	3,083	(1,844)	4,261
862	BUSINESS	318	50	(289)	79
863	BOE REIMBURSEMENT	5,958	17,883	(15,592)	8,249
864	CAMPUS CRIME STOPPER	950	-	(9)	941
865	AMERICAN STUDIES CLUB	681	1,215	(783)	1,113
866	AMERICAN SIGN LANGUAGE	1,423	554	(241)	1,736
867	CHEERLEADERS	25,182	57,952	(46,671)	36,463
868	CHEMISTRY	3,878	1,528	(2,414)	2,992
869	CLOSE-UP	97	-	-	97
871	6TH GRADE TEAM	5,834	8,701	(7,056)	7,479
872	7TH GRADE TEAM	4,876	4,608	(3,602)	5,882
873	8TH GRADE TEAM	2,130	11,521	(11,477)	2,174

Lawton Independent School District No. 8
Comanche County, Oklahoma
Combining Statement of Assets and Fund Balances
- Activity Fund
For the Year Ended June 30, 2018

<u>PROJECT NUMBER</u>	<u>PROJECT NAME ACTIVITES</u>	<u>BALANCE JULY 1, 2017</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>BALANCE JUNE 30, 2018</u>
875	CONCESSIONS	24,742	24,645	(35,620)	13,767
881	CULTURAL AWARENESS	1,368	25	(79)	1,314
883	COUNSELORS	1,984	(25)	-	1,959
884	ANIME	-	41	-	41
885	DRAMA	4,322	4,187	(3,225)	5,284
886	LETTERMEN CLUB	16,603	5,076	(5,222)	16,457
887	COMPUTER CLASS	669	259	(683)	245
888	AFRICAN AMER. MULT.	4,323	1,277	(1,758)	3,842
889	FFA	3,106	1,757	(3,153)	1,710
890	FCA	827	1,285	(1,140)	972
891	FCCLA	4,888	3,470	(3,230)	5,128
892	FBLA	135	-	-	135
893	CHARACTER ED	-	702	(509)	193
894	FENCING CLUB	1,184	-	(215)	969
895	FRENCH CLUB	1,790	1,349	(1,842)	1,297
896	FISHING CLUB	227	183	(60)	350
897	GERMAN CLUB	110	(110)	-	-
898	FFA HORTICULTURE	8,765	9,167	(9,245)	8,687
901	GIFTED/TALENTED	2,433	3,364	(3,456)	2,341
902	DRILL TEAM	12,718	23,856	(29,107)	7,467
903	MENTORSHIP PROGRAM	2,583	13,545	(11,337)	4,791
904	NEWSPAPER	638	364	(614)	388
905	LIBRARY	77,569	167,107	(162,396)	82,280
906	KEY CLUB	12,600	25,265	(26,485)	11,380
907	MATHEMATICS	4,375	2,382	(1,544)	5,213
908	NHS	11,175	9,421	(7,065)	13,531
909	NJHS	5,386	6,878	(5,242)	7,022
910	MISC. EXPENSE	18,307	47,972	(32,784)	33,495
911	NATIVE AMERICAN CLUB	4,473	1,141	(665)	4,949
912	MILITARY CHILD CLUB	3,377	3,421	(2,849)	3,949
913	OPEN DOORS	118	-	(49)	69
914	ORCHESTRA	7,509	23,723	(25,056)	6,176
915	PHYSICS	146	1,080	(1,050)	176
916	PHYSICAL EDUCATION	3,999	8,995	(3,710)	9,284
917	ROBOTICS	4,288	4,871	(4,353)	4,806
918	PEP CLUB	2,213	10,461	(10,885)	1,789
919	PICTURES	73,253	25,254	(25,547)	72,960
920	JROTC	33,588	39,343	(38,452)	34,479
921	RENAISSANCE	8,477	5,000	(4,793)	8,684
922	RESOURCE CENTER	10,003	845	(2,909)	7,939
924	SCIENCE CLUB	14,468	13,695	(12,519)	15,644
925	ELECTIVES	3,766	1,571	(865)	4,472
926	LPS STROLLING STRING	1,753	1,550	(1,281)	2,022
927	SPANISH CLUB	2,875	4,874	(4,573)	3,176

Lawton Independent School District No. 8
Comanche County, Oklahoma
Combining Statement of Assets and Fund Balances
- Activity Fund
For the Year Ended June 30, 2018

<u>PROJECT NUMBER</u>	<u>PROJECT NAME ACTIVITIES</u>	<u>BALANCE</u>			<u>BALANCE</u>
		<u>JULY 1, 2017</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>JUNE 30, 2018</u>
928	SPEECH & DEBATE	471	368	(445)	394
929	SPECIAL EDUCATION	10,882	1,803	(5,516)	10,559
931	STUDENT COUNCIL	35,107	86,710	(84,432)	38,735
932	HUMAN RESOURCES	800	-	(784)	16
933	STUDENT STORE	13,637	6,196	(10,581)	9,251
934	SENIORS 2020	419	1,624	(1,312)	802
935	SENIORS 2021	-	3,240	(2,028)	1,188
936	SENIORS 2022	7,659	(3,156)	-	7,659
937	SENIORS 2018	1,278	11,544	(7,732)	4,011
938	SENIORS 2019	97	1,285	(1,033)	335
939	AUTISM	1,091	1,702	(1,369)	1,423
940	SUMMER SCHOOL	860	-	-	860
941	RUNNING CLUB	378	-	-	378
942	DISTRICT TESTING	-	394	(269)	125
943	TECHNOLOGY	3,948	250	(2,349)	1,599
944	TECHNOLOGY STUDENT ASSOC	133	-	-	133
945	TEXTBOOKS	62	730	-	792
946	VOCAL MUSIC	22,822	103,028	(105,578)	20,197
947	TECH-NOW	4,208	515	(3,119)	1,579
949	PARTNER'S CLUB	-	100	(39)	261
950	STUDENT SERVICES	177	-	-	177
951	YEARBOOK	66,104	111,605	(122,966)	54,185
952	PARENT INVOLVEMENT	173	-	-	173
953	ACCELERATED READING	95	-	-	95
954	WEIGHTROOM LIFTATHON	4,159	15,687	(16,049)	3,797
957	MIDDLE LEAP	-	115	-	-
959	CHESS CLUB	565	-	(58)	507
960	COMMISSION	151,608	73,204	(80,607)	143,864
961	FRIENDS IN NEED	5,530	7,154	(3,356)	8,864
962	LPS CHRISTMAS CHEER	2,214	2,577	(1,667)	3,124
963	SCRAPBOOKING	923	20	(74)	869
964	INTERACT ROTARY CLUB	14	-	-	14
969	LAWTON JROTC DRILL MEET	1,435	(1,400)	-	35
970	X-TENDED TIME	26,772	42,970	(42,417)	28,860
971	X-TENDED TIME BOARD	-	250,488	(250,488)	564
973	TEEN COUNCIL	82	-	-	82
974	ARCHERY	8,641	(7,153)	(633)	9,004
975	HOLDING ACCOUNT	1,477	-	(224)	1,253
976	OKLAHOMA DECATHLON	-	-	-	-
977	SPEECH PATHOLOGY	335	-	-	335
978	MEDIA CLUB	100	-	(100)	-
979	GAY STRAIGHT ALLIANCE	988	105	-	1,093
981	HOMELESS EDUCATION	5,675	5,070	(3,581)	5,139
983	YOUTH IN GOVERNMENT	799	7,060	(7,113)	746
984	DESIGNATED CONTRIBUTIONS	87,230	41,290	(35,279)	94,105
985	STAGE PRODUCTION	47	-	-	47
986	FACULTY IN-SERVICE	3	-	-	3
987	TITLE I SUMMER KINDERGARTEN A	277	-	-	277
988	VISION IMPAIRED	527	-	-	527
989	AP ECONOMICS	2,987	360	(827)	2,161
990	SPECIAL OLYMPICS	12,190	19,556	(18,654)	8,957
991	MEDIA PRODUCTIONS	1,103	-	-	1,103
993	LEADERSHIP	507	-	(214)	293
994	LPS FOUNDATION GRANTS	-	107,168	(107,168)	1,292
995	FACULTY FUND	2,790	9,269	(9,061)	2,998
997	IPAD REPAIR/REPLACE	14,780	23,333	(6,765)	21,031
998	LAWTON COMMUNITY SERVICES	27	-	-	27
		39			
		1,948,753	2,614,501	(2,662,567)	1,901,475

Lawton Independent School District No. 8
Comanche County, Oklahoma
Supplemental Schedule
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2018

	Federal CFDA Number	Pass Through Grantor's Project Number	Balance 6/30/2017	Federal Grant Receipts	Federal Grant Expenditures	Balance 6/30/2018
<i>U.S. Dept. of Education</i>						
Direct Program						
Indian Education, Grants to Local Educational Agencies Impact Aid	84.060 84.041	561 591/592	\$ (86,248) \$ -	\$ 228,174 \$ 5,608,703	\$ 230,696 \$ 5,608,703	\$ (88,770) \$ -
Passed Through the Bureau of Indian Education Johnson-O'Malley Program	15.130	563	\$ 62,552	\$ 59,072	\$ 57,037	\$ 64,587
Passed Through Oklahoma Department of Career and Technology Education						
Vocational Education - Basic Grant to States	84.048	421	\$ (33,211)	\$ 87,308	\$ 74,046	\$ (19,949)
Vocational Education - Basic Grant to States - Supplement	84.048	424	(18,357) \$ (51,568)	18,357 \$ 105,665	- \$ 74,046	- \$ (19,949)
<i>Passed Through State Department of Education:</i>						
Title I, Grants to Local Educational Agencies	84.010	511/512/515/786	\$ (607,416)	\$ 3,614,038	\$ 3,611,797	\$ (605,175)
		613/615/621				
Special Education - Grants to States	84.027	/625	\$ (814,714)	\$ 3,069,418	\$ 3,016,484	\$ (761,780)
Special Education - Preschool Grants Special Education Cluster	84.173	641/642	(18,149) \$ (832,863)	68,348 \$ 3,137,766	65,134 \$ 3,081,618	(14,935) \$ (776,715)
Title II - Part A Teacher and Principal Training and Recruiting Fund Title II - Technical Assistance Allocation	84.367 84.367	541/786 543	\$ (100,991) \$ (106,709)	\$ 587,778 \$ 5,718	\$ 517,994 \$ 517,994	\$ (31,207) \$ (31,207)
Title II - Part B Math and Science Title III, Part A - Limited English Proficiency Title X - Part C McKinney Homeless	84.336 84.365 84.196	542/544 571/572/786 596	- (8,538) (11,231)	- 79,133 68,090	- 73,279 69,514	- (2,804) (12,655)
			\$ (19,789)	\$ 147,223	\$ 142,893	\$ (15,459)

Lawton Independent School District No. 8
Comanche County, Oklahoma
Supplemental Schedule
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2018

	Federal CFDA Number	Pass Through Grantor's Project Number	Balance 6/30/2017	Federal Grant Receipts	Federal Grant Expenditures	Balance 6/30/2018
<i>Passed Through State Department of Career and Vocational Education:</i>						
Job Training Department of Rehabilitation Services	84.126	456	(1,686)	99,383	97,828	(131)
Total U.S. Department of Education			<u>\$ (1,643,727)</u>	<u>\$ 13,593,520</u>	<u>\$ 13,422,612</u>	<u>\$ (1,472,819)</u>
<i>U.S. Department of Agriculture</i>						
<i>Passed Through Oklahoma State Department of Education:</i>						
National School Lunch Program	10.555	763	-	3,983,446	2,692,266	\$ 1,291,180
School Breakfast Program	10.553	764	-	1,746,855	1,180,636	566,219
Summer Food Service Program	10.559	766	(31,976)	80,953	119,944	(70,967)
Lunch Program - Commodities	10.555		15,131	452,336	460,378	7,089
Summer Food Service Program -Commodities	10.559		865	9,193	9,356	702
Child Nutrition Cluster			(15,980)	6,272,783	4,462,580	\$ 1,794,223
Equipment Assistant Grant	10.579	791	-	-	20,502	(20,502)
Total U.S. Department of Agriculture			<u>\$ (15,980)</u>	<u>\$ 6,272,783</u>	<u>\$ 4,483,082</u>	<u>\$ 1,773,721</u>
<i>U.S. Department of Defense</i>						
<i>Direct Program</i>						
Community Economic Adjustment	12.600	772	-	155,734	155,734	\$ -
STEM for K-12 & Institutions of Higher Learning--Science Grant	12.330	776	-	-	-	\$ -
Competitive Grants: Promoting K-12 Student Achievement at Military-Connected Schools-- Middle Schools	12.556	777	(147,622)	199,246	68,593	\$ (16,969)
Competitive Grants: Promoting K-12 Student Achievement at Military-Connected Schools-- Elementary Schools	12.556	775	-	18,815	246,719	\$ (227,904)
Competitive Grants: Promoting K-12 Student Achievement at Military-Connected Schools-- High Schools	12.556	779	(26,174)	79,939	66,066	\$ (12,301)
Invitational Grants for Military-Connected Schools-Special Education	12.557	778	(103,262)	159,075	60,811	\$ (4,998)
Total U.S. Dept. of Defense			<u>\$ (277,058)</u>	<u>\$ 612,809</u>	<u>\$ 597,923</u>	<u>\$ (262,172)</u>
Total Expenditures of Federal Awards			<u>\$ (1,936,765)</u>	<u>\$ 20,479,112</u>	<u>\$ 18,503,617</u>	<u>\$ 38,730</u>

Lawton Independent School District No. 8
Comanche County, Oklahoma
Notes to Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2018

Note A: Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Lawton Independent School District No. 8, Comanche County, Oklahoma under programs of the federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Lawton Independent School District No.8, Comanche County, OK, it is not intended to and does not present the basic financial statements as listed in the table of contents, of Lawton Independent School District No. 8, Comanche County, OK.

Note B: Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on using the cash basis of accounting. Some amounts presented in the schedule may differ from amounts presented in, or used in the preparation of the basic financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, where certain types of expenditures are not allowable or are limited as to reimbursement. Nonmonetary assistance is reported in the schedule at the fair market value of commodities received.

Note C: Indirect Cost Rate

Lawton Independent School District No. 8, Comanche County, Oklahoma has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

Note D: Subrecipients

Lawton Independent School District No. 8, Comanche County, Oklahoma did not have any awards that have been passed through to subrecipients.

OTHER INFORMATION

Lawton Independent School District No. 8
Comanche County, Oklahoma
Budgetary Comparison Schedule –General Fund (Unaudited)
For the Year Ended June 30, 2018

	Budgeted Amounts		Actual Amounts	Actual Variance With Final Budget
	Original	Final		
REVENUE				
Property Taxes	\$ 13,985,594	\$ 13,985,594	\$ 15,837,333	\$ 1,851,739
Interest	1,686	1,686	436,436	434,750
County Revenue	3,015,660	3,015,660	2,346,482	(669,178)
State Revenue	69,247,216	69,247,216	69,816,478	569,262
Federal Revenue	22,337,652	22,337,652	20,098,471	(2,239,181)
Other	351,083	351,083	1,691,975	1,340,892
Total Revenue	<u>\$ 108,938,891</u>	<u>\$ 108,938,891</u>	<u>\$ 110,227,175</u>	<u>\$ 1,288,284</u>
EXPENDITURES				
Current				
Instruction	\$ 88,760,008	\$ 88,760,008	\$ 57,729,453	\$ 31,030,555
Support Services	23,786,367	23,786,367	43,873,692	(20,087,325)
Non-instruction Services	7,975,345	7,975,345	7,434,757	540,588
Other Outlays	5,604,179	5,604,179	271,304	5,332,875
Total Expenditures	<u>\$ 126,125,899</u>	<u>\$ 126,125,899</u>	<u>\$ 109,427,936</u>	<u>\$ 16,697,963</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>\$ (17,187,008)</u>	<u>\$ (17,187,008)</u>	<u>\$ 799,239</u>	<u>\$ 17,986,247</u>
Other Financing Sources				
Transfers In	\$ 330,000	\$ 330,000	307,679	(22,321)
Total Other Financing Sources	<u>330,000</u>	<u>330,000</u>	<u>307,679</u>	<u>(22,321)</u>
Net Change in Fund Balance	(16,857,008)	(16,857,008)	1,106,918	17,963,926
Fund Balance - Beginning	16,857,008	16,857,008	16,857,008	-
Fund Balance - Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,963,926</u>	<u>\$ 17,963,926</u>

Lawton Independent School District No. 8
Comanche County, Oklahoma
Budgetary Comparison Schedule –Building (Unaudited)
For the Year Ended June 30, 2018

	Budgeted Amounts		Actual Amounts	Variance With Final Budget
	Original	Final		
REVENUE				
Property Taxes	\$ 1,999,622	\$ 1,999,622	\$ 2,283,726	\$ 284,104
Federal Revenue	169,000	169,000	155,734	(13,266)
Total Revenue	<u>\$ 2,169,849</u>	<u>\$ 2,169,849</u>	<u>\$ 2,439,460</u>	<u>\$ 269,611</u>
EXPENDITURES				
Current				
Instruction	\$ 60,000	\$ 60,000	\$ -	\$ 60,000
Support Services	3,576,881	3,576,881	1,853,815	1,723,066
Non-instruction Services	-	-	-	-
Capital Outlay	169,000	169,000	219,309	(50,309)
Total Expenditures	<u>\$ 3,805,881</u>	<u>\$ 3,805,881</u>	<u>\$ 2,073,124</u>	<u>\$ 1,732,757</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,636,032)	(1,636,032)	366,336	2,002,368
Fund Balance - Beginning	1,636,032	1,636,032	1,636,032	-
Fund Balance - Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,002,368</u>	<u>\$ 2,002,368</u>

Lawton Independent School District No. 8
 Comanche County, Oklahoma
 Statement of Statutory Fidelity and Honesty Bonds (unaudited)
 For the Year Ended June 30, 2018

<u>Bonding Company</u>	<u>Position Bond Type</u>	<u>Bond Number</u>	<u>Amount</u>	<u>Effective Dates</u>
CAN Surety	Superintendent	0601-71399290	\$100,000	7/1/2017 - 6/30/2018
American States	Treasurer	32S108651	\$100,000	7/1/2017 - 6/30/2018
American States	Assistant Treasurer	32S108651	\$100,000	7/1/2017 - 6/30/2018
American States	Custodian of Activity Fund	32S108651	\$10,000	7/1/2017 - 6/30/2018
American States	Assistant Custodian of Activity Fund	32S108651	\$1,000	7/1/2017 - 6/30/2018
American States	Clerk	32S108651	\$1,000	7/1/2017 - 6/30/2018
American States	Deputy Clerk	32S108651	\$1,000	7/1/2017 - 6/30/2018
American States	Minutes Clerk	32S108651	\$1,000	7/1/2017 - 6/30/2018
American States	Encumbrance Clerk	32S108651	\$1,000	7/1/2017 - 6/30/2018



Mary E. Johnson & Associates, PLLC
C e r t i f i e d P u b l i c A c c o u n t a n t s

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Education
Lawton Independent School District No. 8, Comanche County, Oklahoma
Lawton, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lawton Independent School District No. 8, Comanche County, Oklahoma, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise, Lawton Independent School District No. 8, Comanche County, Oklahoma's basic financial statements, and have issued our report thereon dated April 29, 2019. Our report included an adverse opinion on U.S. generally accepted accounting principles because the District prepares its financial statements on a prescribed regulatory basis of accounting. Our report included a qualified regulatory basis opinion on governmental activities and unmodified regulatory basis opinion on major funds and aggregate remaining funds.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control. Accordingly, we do not express an opinion on the effectiveness of Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies may exist that have not been identified. We consider the deficiencies described in the accompanying schedule of findings and questioned costs to be material weaknesses. 2018-001 and 2018-002

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Lawton Independent School District No. 8, Comanche County, Oklahoma's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2018-002.

Lawton Independent School District No. 8's Response to Findings

Lawton Independent School District No. 8's response to findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Lawton Independent School District No. 8's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mary E Johnson & Associates PLLC

Ardmore, Oklahoma
April 29, 2019



Mary E. Johnson & Associates, PLLC
C e r t i f i e d P u b l i c A c c o u n t a n t s

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVERCOMPLIANCE REQUIRED BY THE UNIFORM
GUIDANCE**

To the Board of Education
Lawton Independent School District No. 8, Comanche County, Oklahoma
Lawton, Oklahoma

Report on Compliance for Each Major Federal Program

We have audited Lawton Independent School District No. 8, Comanche County, Oklahoma's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Lawton Independent School District No. 8, Comanche County, Oklahoma's major federal programs for the year ended June 30, 2018. Lawton Independent School District No. 8, Comanche County, Oklahoma's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the federal statutes, regulations and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Lawton Independent School District No. 8, Comanche County, Oklahoma's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Lawton Independent School District No. 8, Comanche County, Oklahoma's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our qualified and unmodified opinions on compliance for each major federal program. However, our audit does not provide a legal determination of Lawton Independent School District No. 8, Comanche County, Oklahoma's compliance.

Basis for Qualified Opinion on CFDA 12.556 Promoting K-12 Student Achievement at Military-Connected Schools

As described in the accompanying schedule of findings and questioned costs, Lawton Independent School District No. 8, Comanche County, Oklahoma, did not comply with requirements regarding CFDA 12.556 Promoting K-12 Student Achievement at Military-Connected Schools as described in finding 2018-004 for Unallowed & Allowable costs/cost principles. Compliance with such requirements is necessary, in our opinion, for Lawton Independent School District No. 8, Comanche County, Oklahoma to comply with requirements applicable to that program.

Qualified Opinion on CFDA 12.556 Promoting K-12 Student Achievement at Military-Connected Schools

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, Lawton Independent School District No. 8, Comanche County, Oklahoma complied, in all material respects, with the type of compliance requirements referred to above that could have a direct and material effect on CFDA 12.556 Promoting K-12 Student Achievement at Military-Connected Schools for the year ended June 30, 2018.

Basis for Qualified Opinion on CFDA 12.557 Military-Connected Schools-DoDEA Grant

As described in the accompanying schedule of findings and questioned costs, Lawton Independent School District No. 8, Comanche County, Oklahoma, did not comply with requirements regarding CFDA 12.557 Military-Connected Schools-DoDEA Grant as described in finding 2018-005 for Unallowed & Allowable costs/cost principles. Compliance with such requirements is necessary, in our opinion, for Lawton Independent School District No. 8, Comanche County, Oklahoma to comply with requirements applicable to that program.

Qualified Opinion on CFDA 12.557 Military-Connected Schools-DoDEA Grant

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, Lawton Independent School District No. 8, Comanche County, Oklahoma complied, in all material respects, with the type of compliance requirements referred to above that could have a direct and material effect on CFDA 12.557 Military-Connected Schools-DoDEA Grant for the year ended June 30, 2018.

Unmodified Opinion on Each of the Other Major Federal Programs

In our opinion, Lawton Independent School District No. 8, Comanche County, Oklahoma, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for the year ended June 30, 2018.

Other Matters

The results of our auditing procedures disclosed other instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2018-003. Our opinion on each major federal program is not modified with respects to these matters.

Lawton Independent School District No. 8, Comanche County, Oklahoma's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Lawton Independent School District No. 8, Comanche County, Oklahoma's

response was not subjected to the auditing procedures applied in the audit of compliance and accordingly, we express no opinion on the response.

Report on Internal Control over Compliance

Management of Lawton Independent School District No. 8, Comanche County, Oklahoma is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Lawton Independent School District No. 8, Comanche County, Oklahoma's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We identified certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as items 2018-003 thru 2018-005, that we consider to be material weaknesses.

Lawton Independent School District No. 8, Comanche County, Oklahoma's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Lawton Independent School District No. 8, Comanche County, Oklahoma's response was not subjected to the auditing procedures applied in the audit of compliance and accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Mary E. Johnson & Associates PLLC

Ardmore, Oklahoma
April 29, 2019

Lawton Independent School District No. 8
Comanche County, Oklahoma
Schedule of Findings and Questioned Costs
Year Ended June 30, 2018

Section I Summary of Auditor's Results

Financial Statements:

Type of audit report:	Unmodified Regulatory Basis	
Internal control over financial reporting:		
Material weakness(es) identified?	<u> X </u> Yes	<u> </u> No
Significant Deficiency(ies) identified?	<u> </u> Yes	<u> X </u> None Reported
Noncompliance material to financial statement	<u> X </u> Yes	<u> </u> No

Federal Awards:

Internal control over major program:		
Material weakness(es) identified?	<u> X </u> Yes	<u> </u> No
Significant Deficiency(ies) identified?	<u> </u> Yes	<u> X </u> None Reported

Type of auditors' report issued on compliance for major programs:		
84.010 Title I		Unmodified
84.041 Impact Aid		Unmodified
12.557 Invitational Grants for Military Connected Schools		Qualified
12.556 Promoting K-12 Student Achievement at Military Connected Schools		Qualified

Any audit findings disclosed that are required to be reported under 2 CFR section 200.516(a)?	<u> X </u> Yes	<u> </u> No
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Identification of Major Programs:

CFDA Number	Name of Federal Program or Cluster
84.010	Title I
84.041	Impact Aid
12.557	Invitational Grants for Military Connected Schools
12.556	Promoting K-12 Student Achievement at Military Connected Schools

Dollar threshold used to distinguish between Type A and Type B programs:	\$	750,000
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Auditee qualified as a low-risk auditee?	<u> </u> Yes	<u> X </u> No
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Lawton Independent School District No. 8
Comanche County, Oklahoma
Schedule of Findings and Questioned Costs
Year Ended June 30, 2018

Section II – Financial Statement Findings

2018-001 Financial Reporting

Condition: Material adjustments related to debt and long term liabilities were necessary to prepare the financial statements. In addition, the District was not able to provide supporting documentation to report capital assets as required by the State Department of Education guidelines.

Criteria: Generally accepted auditing standards require the financial statements to be a product of the financial reporting system of the entity being audited. The government should be able to provide evidence that a sound financial reporting system is in place to provide reasonable assurance that management is able to prepare the financial statements in conformity with the financial reporting framework.

Cause: Management has transitioned and a new financial process has not been implemented.

Effect: Potential that a material misstatement of the government's financial statements will not be prevented or detected on a timely basis. The District was not able to demonstrate that a financial reporting system was in place at a sufficient level to assess the adequacy. An audit scope limitation was necessary due to a material financial asset that could not be audited.

Recommendation: We recommend that the District evaluate its financial reporting system. The system needs to provide documentation to evaluate its adequacy and minimize the likelihood of material audit adjustments.

*Views of Responsible Officials
and Planned Corrective*

Action: The District's financial reporting system was put in place by the previous finance director. The system that was setup in the past was not conducive to use by the current staff. Changes in the processes in the finance department have been implemented. The software vendor has conducted training and is reevaluating the processes and procedures used. Ongoing changes should address efficiency and effectiveness of the finance department and minimize control issues.

2018-002 Negative Fund Balance

Condition: Gifts Fund 81 has negative fund balance of \$5,500

Criteria: Oklahoma Statutes Title 70-5-157 B.1 states: It shall be unlawful for any officer or employee of the school district in any budget year, to create or authorize creation of a deficit in any fund.

Cause: Checks issued exceed available resources.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Schedule of Findings and Questioned Costs
Year Ended June 30, 2018

Effect: Risk of overspending funds.

Recommendation: We recommend that the District evaluate monitoring procedures of funds to ensure they have adequate resources before issuing checks.

*Views of Responsible Officials
and Planned Corrective*

Action: Reporting issues were encountered when uploading data to the State Department of Education. District records indicated that the fund had a positive balance. The Finance department is structured to ensure monitoring procedures of all accounts are adhered to so that the possibility of a negative balance is avoided.

Section III – Federal Award Findings and Questioned Costs

2018-003 Preparation of Schedule of Expenditures of Federal Awards (SEFA)

Condition: The schedule of expenditures of federal awards was not prepared by the auditee. Controls were not operating to ensure federal expenditures were properly reconciled to federal revenues.

Criteria: 2 CFR 200.510b Schedule of expenditures of federal awards: the auditee must prepare a schedule of expenditures of federal awards for the period covered by the auditee's financial statements which must include the total federal awards expended as determined in accordance with §200.502.

Context: During review of federal expenditures, material adjustments were required to properly report expenditures on the schedule of expenditures of federal awards when reconciled with federal revenues received and requested.

Cause: Due to change in management at year end, final reconciliation of federal expenditures to federal revenues was not completed. The financial reporting process was unable to demonstrate that the auditee could prepare the SEFA.

Effect: Risk of material misstatements of federal expenditures

Recommendation: We recommend that the District evaluates its financial reporting system to include adequate controls over the accumulation of federal awards expended for the preparation of the SEFA.

*Views of Responsible
Officials And Planned*

Corrective Action: The District's financial reporting system has been modified to ensure that the reports needed to reconcile expenditures to that of all Federal grants can be prepared to remove any risk of material misstatement. Personnel responsible for

Lawton Independent School District No. 8
Comanche County, Oklahoma
Schedule of Findings and Questioned Costs
Year Ended June 30, 2018

this area will be provided additional training to ensure that, in instances of personnel changes, required actions occur without interruption or neglect.

U.S. Department of Defense

**2018-004 Promoting K-12 Student Achievement at Military-Connected Schools
CFDA#12.556 (OCAS Project 775, 777 & 779)**

Condition: Federal program expenditures related to salaries/wages did not have proper time and effort documentation.

Criteria: 2 CFR 200.430(i)(1)(vii) Standards for documentation of personnel expenses. (1) Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one federal award.

Context: A sample of 83 was selected for a small population less than 250. Ten expenditures were paid related with salaries/wages, which was not properly supported by time and effort documentation.

Cause: Internal controls were not implemented related to personnel expenses paid with DoD federal funds.

Effect: Risk of unallowable expenditures paid with federal dollars.

Recommendation: We recommend that the District implement proper controls for compliance with time and effort standards related to personnel costs paid with DoD federal funds.

*Views of Responsible
Officials And Planned*

Corrective Action: The DoD grant department has been furnished with a sample spreadsheet currently being used by the other federal program administrators to properly track and monitor time and effort of all employees paid out of federal grants. The necessary steps have been taken and procedures put in place to ensure that time and effort is tracked and monitored as required.

U.S. Department of Defense

**2018-005 Invitational Grants for Military-Connected Schools--DoDEA Grant
CFDA#12.557 (OCAS Project 778)**

Condition: Federal program expenditures related to salaries/wages did not have proper time and effort documentation.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Schedule of Findings and Questioned Costs
Year Ended June 30, 2018

Criteria: 2 CFR 200.430(i)(1)(vii) Standards for documentation of personnel expenses.
(1) Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one federal award.

Context: A sample of 6 was selected for a small population. Two expenditures were paid related with salaries/wages, which was not properly supported by time and effort documentation.

Cause: Internal controls were not implemented related to personnel expenses paid with DoD federal funds.

Effect: Risk of unallowable expenditures paid with federal dollars.

Recommendation: We recommend that the District implement proper controls for compliance with time and effort standards related to personnel costs paid with DoD federal funds.

*Views of Responsible
Officials And Planned*

Corrective Action: The DoD grant department has been furnished with a sample spreadsheet currently being used by the other federal program administrators to properly track and monitor time and effort of all employees paid out of federal grants. The necessary steps have been taken and procedures put in place to ensure that time and effort is tracked and monitored as required.

Lawton Independent School District No. 8
Comanche County, Oklahoma
Summary Schedule of Prior Audit Findings
Year Ended June 30, 2018

Section II – Financial Statement Findings

None

Section III – Federal Award Findings and Questioned Costs

U.S. Department of Defense

**2017-001 Promoting K-12 Student Achievement at Military-Connected Schools
CFDA#12.556 (OCAS Project 777 & 779)**

Condition: Federal program funds were used to fund elementary site professional development, but only allowed for middle school and high school.

Recommendation: The auditor recommended that the District stress the importance of the proper internal controls established and that they should be followed.

Status: Condition has been resolved

U.S. Department of Defense

**2017-002 Promoting K-12 Student Achievement at Military-Connected Schools
CFDA#12.556 (OCAS Project 777 & 779)**

Condition: Property purchased with Federal funds were not accurately tracked and maintained as property in accordance with federal regulations.

Recommendation: The auditor recommended that the District implement policy and procedures related to purchasing of equipment with Federal funds.

Status: Condition has been resolved

U.S. Department of Defense

**2017-003 Invitational Grants for Military-Connected Schools--DoDEA Grant
CFDA#12.557 (OCAS Project 778)**

Condition: Property purchased with federal funds were not accurately tracked and maintained as property in accordance with federal regulations.

Recommendation: The auditor recommended that the District implement policy and procedures related to purchasing of equipment with Federal funds.

Status: Condition has been resolved





**Minutes of the Lawton Public Schools
Board of Education Regular Meeting
Held on Thursday, May 16, 2019**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Thursday, May 16, 2019 at 5:00 PM in Shoemaker Center Auditorium, 753 NW Fort Sill Blvd, Lawton, Oklahoma.

Call to Order, Pledge of Allegiance and Roll Call

Carla Clodfelter, President, called the meeting to order. Superintendent Deighan led the flag salute. Roll call indicated the following board members were present:

Carla Clodfelter, President
Patty Neuwirth, Vice-President
Mary Bradley
Kent Jester

*Kelly Edwards was absent
*Col. Don King, Ex-Officio, was absent

Special Guests/Special Recognition - Tom Deighan and Carla Clodfelter

Steve Dyer, Manager of the district’s Child Nutrition Program, recognized the district’s 2019 Sodexo Future Chefs Challenge winner, Carriage Hills 4th grader, Nora Diallo. This year’s theme was healthy Mexican-inspired recipes and Nora’s dish of Taco Lettuce Wraps landed her 1st place! She was also the winner of the “Best Table Decoration” category. Fifty-seven elementary school students submitted healthy recipes and the 10 best were selected to participate in the district-wide finals event. LPS joins 266 other school districts across the country holding Future Chef’s events. The winning student from each district will be considered for the 40 regional finalist awards and if selected, will go on to compete for one of five national spots! He provided each board member with a copy of the “Fiesta Time” 2019 National Challenge Future Chefs Cookbook.

Kelly Trinidad, Executive Director of Secondary Education, as well as all three high school Principals, Dr. Regina DeLoach (EHS), Tony Jones (LHS), and Laura Puccino (MHS) recognized 28 seniors for their outstanding academic achievements this year:

Eisenhower High School

2019 National Merit Scholar
National Hispanic Scholar
Outstanding Performance on ACT (30+)

Elizabeth Probst
Marcos Bernier
Barber Gabhriel
Marcos Bernier
Emily Gill
Rebecca Saville
Caiton Wilmoth
Preston Meek

Oklahoma Academic Scholar

Gabhriel Barber
Emily Gill
Michael Graham
Marc Hanna

Kylee Kerr
Courtney McEunn
Preston Meek
Abigail Phelps
Rebecca Saville
Caiton Wilmoth

Lawton High School

Outstanding Performance on ACT (30+) Kyler Jenderseck
Jolene Callen

Oklahoma Academic Scholar Jolene Callen
Robert Hillis
Kyler Jenderseck
Daniel Kim
Hanniel Park
Yuli Vazquez

MacArthur High School

2019 National Merit Scholar Alistair Swierkosz
National Merit Hispanic Scholar Romeo Garcia
Eduardo Ponce

Outstanding Performance on ACT (30+) Romeo Garcia
Terrence Jackson
Eduardo Ponce
Alistair Swierkosz
Keagan Yarbrough

Oklahoma Academic Scholar Evan Capuccio
Romeo Garcia
Christopher Hanna
Terrence Jackson
Raphael Ong
Eduardo Ponce
Jasmine Schara
Christopher Smith
Alistair Swierkosz

Architect and Construction Manager at Risk Update

Architect Cory Miller, of Architects in Partnership, presented an update on the current projects going on around the district:

Lawton High School – windows, substantial completion

Adam Elementary - reroof, substantial completion

MacArthur High School – cafeteria renovation, substantial completion, fire alarm upgrade, contract pending approval with Endex

Woodland Hills Elementary – safe room, substantial completion

Whittier Elementary – safe room, Crossland Construction is vetting bids, GMP recommendation June 3.

Eisenhower Middle School – furniture, 35% design review scheduled May 30. Bid advertisement planned for

August 1, installation to be completed by the end of March.
Almor West Elementary – gym structural repair, substantial completion

He also discussed an item to be considered for new business, the Public Service Company request of an underground right of way easement for the Carriage Hills safe room project. He provided them with a copy of the actual site plan. (*See Exhibit A*)

Project Managers Joshua Jacox and Michael Cheney, of the Crossland Construction Company, also presented an update on projects, noting the Eisenhower Middle School project is currently 45 days behind schedule due to inclement weather. Other details included:

Safe Rooms:

Edison Elementary, substantial completion
Almor West Elementary, substantial completion
Woodland Hills Elementary, substantial completion
Hugh Bish Elementary, substantial completion inspection May 17
Ribbon Cuttings – May 17 (Almor West, Woodland Hills, Hugh Bish)
Groundbreaking – Whittier, May 17
Crosby Park Elementary, substantial completion inspection May 24
Carriage Hills Elementary, substantial completion inspection May 31
Sullivan Village Elementary, substantial completion inspection June 7

Departmental Reports

As in information item, updated reports from Business Operations and Educational Services were provided to the board, sharing both recent and pending activities in their departments to ensure board members stay informed about the district functions and initiatives.

As an information item, members of the District Support Team (Executive Directors Brenda Hatch, Kelly Trinidad, Mark Mattingly, Lynn Cordes, and Elizabeth Brown-Hill) provided the board with an “End of the Year Report” with a focus on “Accountability”, reporting an overview for others in their department. The report was an update from their initial presentation of departmental goals (“Big Rocks”) on September 4, 2018. (*See Exhibit B*)

Report of the Superintendent

- Superintendent Deighan recognized those from the Ministerial Alliance in the audience.
- LPS Officers Seeley, Myles, Pender and Tillman attended the Special Olympics Oklahoma 50th Anniversary Games opening ceremonies yesterday in Stillwater, for the first time lead the athletes from LPS onto the field.
- Pat Henry Elementary was selected as an overall winner of the Garver Chain Reaction Challenge for the creativity and ingenuity displayed by the students earlier this year, one of only 100 schools nationwide to be selected for the competition and one of nine overall winners. The Garver Gives committee will deliver a trophy and a \$1000 check to the school May 21.
- The district received word from the Oklahoma State Department of Career Tech that it will receive several grants from the Lottery Fund to be used for Agricultural Education, Family Consumer Science, and others.
- Gateway Success Center graduation May 17, 9:00 a.m.

Consent Agenda

Motion Passed: Approval of the consent agenda as presented passed with a motion by Patty Neuwirth and

a second by Kent Jester. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Executive Session

Motion Passed: Motion to convene in executive session to discuss the following items passed with a motion by Mary Bradley and a second by Patty Neuwirth:

- The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports
- The selection of Payroll Coordinator
- The selection of Elementary Assistant Director of Teaching and Learning
- The selection of Middle School Assistant Director of Teaching and Learning
- The selection of High School Assistant Director of Teaching and Learning
- The selection of Assistant Superintendent
- The resignation of Superintendent Dr. Tom Deighan effective June 30, 2019

The time was 6:10 p.m. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Motion Passed: A motion to acknowledge return to open session passed with a motion by Patty Neuwirth and a second by Mary Bradley. The time was 6:55 p.m. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Statement of Executive Session Minutes

STATEMENT OF EXECUTIVE SESSION MINUTE

The Board of Education went into executive session at 6:10 p.m.

Members present included:

Carla Clodfelter, President
Patty Neuwirth, Vice-President
Mary Bradley
Kent Jester

Others present included:

Tom Deighan, Superintendent, who stepped out at 6:23 p.m.

Items discussed included:

- The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports
- The selection of Payroll Coordinator
- The selection of Elementary Assistant Director of Teaching and Learning
- The selection of Middle School Assistant Director of Teaching and Learning
- The selection of High School Assistant Director of Teaching and Learning
- The selection of Assistant Superintendent
- The resignation of Superintendent Dr. Tom Deighan effective June 30, 2019

During the executive session, the board discussed these items and no other items, and no action was taken. The board returned to open session at 6:55 p.m.

This constitutes the minutes of the executive session.

Superintendent's Personnel Report / Items Discussed in Executive Session

Motion Passed: A motion to approve the Certified and Support Personnel Reports passed with a motion by Patty Neuwirth and a second by Kent Jester. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Motion Passed: Approval of the selection of **Shalla Cortez-Orndorff as Payroll Coordinator** passed with a motion by Patty Neuwirth and a second by Kent Jester. Roll call vote was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Superintendent Deighan stated there would be **no action** regarding the following positions at this time:

Elementary Assistant Director of Teaching and Learning
Middle School Assistant Director of Teaching and Learning
High School Assistant Director of Teaching and Learning

Motion Passed: Approval of the selection of **Steven Eichman as Assistant Superintendent** passed with a motion by Kent Jester and a second by Patty Neuwirth. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Motion Passed: Approval of the **resignation of Superintendent Deighan effective June 30, 2019** as well as the waive of the \$7500 unilateral termination provision of the Superintendent's contract passed with a motion by Kent Jester and a second by Mary Bradley. Roll call was:

Mary Bradley: Yes

Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Board President, Carla Clodfelter, read the following statement from the Lawton Public Schools Board of Education:

“Tonight, Dr. Tom Deighan submitted his resignation to the board effective June 30, 2019 and the Board accepted his resignation. Over the past six years, he has led our district on a pathway to excellence. The LPS Board of Education wishes to thank Dr. Deighan for his 6 years of service to LPS and wish him all the best in his new endeavor”.

She stated a reception honoring his service will be scheduled and announced at a later date.

Motion Passed: Approval of the **Board President's appointment of Kent Jester and Patty Neuwirth, the Board committee to consider and make recommendations to the Board regarding an Interim Superintendent** passed with a motion by Carla Clodfelter and a second by Mary Bradley. Ms. Clodfelter stated that a special board meeting will be called once they find a candidate. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

New Business

There was one item of new business:

Architects in Partnership requested approval of the request by the Public Service Company for an underground right of way easement for the Carriage Hills safe room project. (*See Exhibit C*)

Motion Passed: Approval of the underground right of way easement for Carriage Hills saferoom passed with a motion by Patty Neuwirth and a second by Kent Jester. Roll call was:

Mary Bradley: Yes
Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

Future Board Meeting Dates

The next regular board meeting date is June 3, 2019, at 5:00 p.m., in the Shoemaker Center Auditorium. There were no new meeting dates set.

Board Announcements

There were no board announcements.

Adjournment

Motion Passed: Motion to adjourn the meeting passed with a motion by Kent Jester and a second by Mary Bradley. The time was 7:05 p.m. Roll call was:

Mary Bradley: Yes

Carla Clodfelter: Yes
Kent Jester: Yes
Patty Neuwirth: Yes

I, the undersigned clerk of the Board of Education of Lawton Public Schools, District I-8, Comanche County, Oklahoma, do hereby certify that prior notice of this meeting was given to the County Clerk of Comanche County, Oklahoma, listing the time, place, and date of the meeting. I also certify that at least 24 hours prior to the meeting, notice of the time and place and the agenda were posted in prominent view of the location of the meeting and in all respects Title 25, O.S. (Supp.) both inclusive, have been complied with fully.

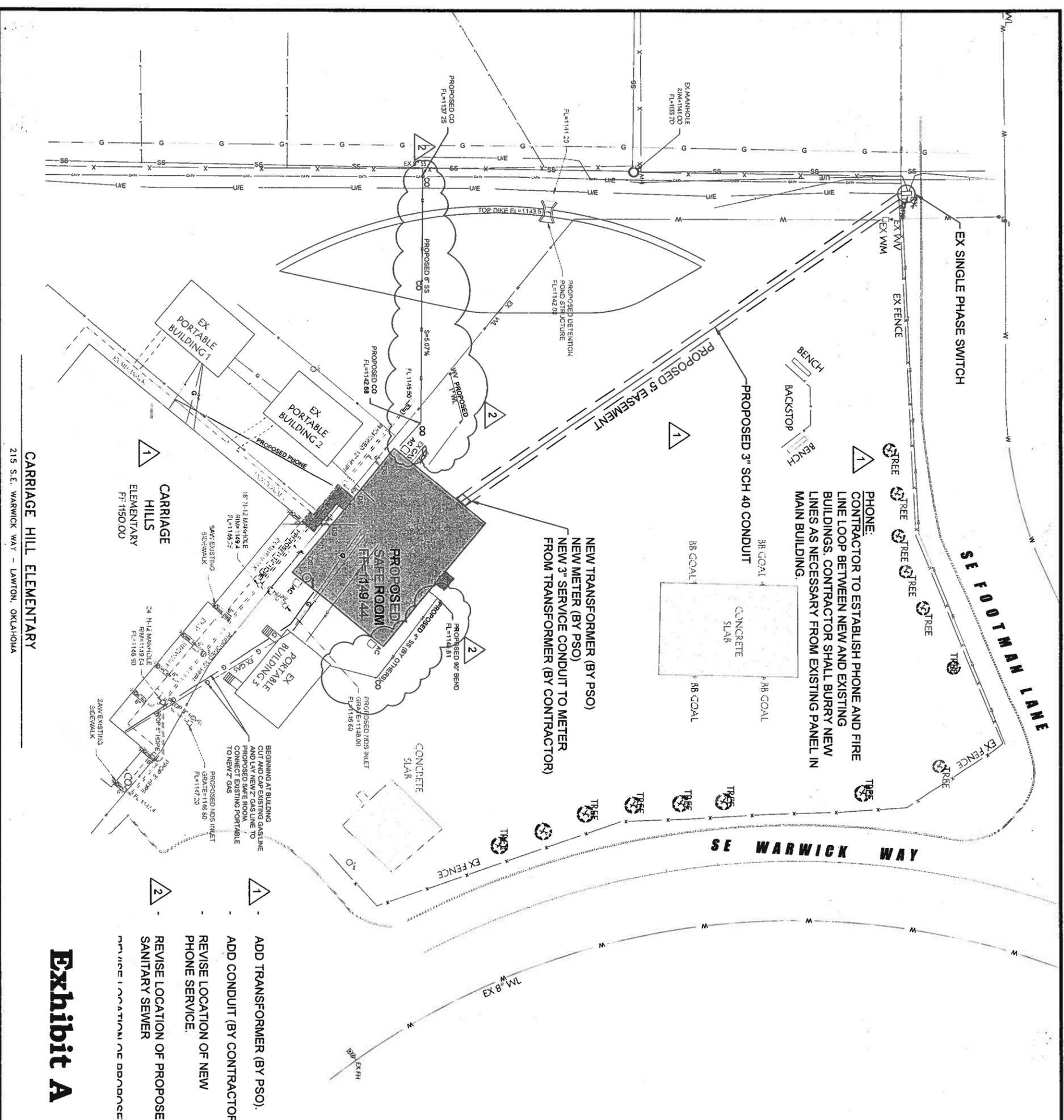
Witness my hand and seal of the school district this ____ day of May, 2019.

School Seal:

Kathy Bentley, Clerk of the Board

Denise Duffy, Minutes Clerk

Carla Clodfelter, President



PHONE:
 CONTRACTOR TO ESTABLISH PHONE AND FIRE LINE LOOP BETWEEN NEW AND EXISTING BUILDINGS. CONTRACTOR SHALL BURY NEW LINES AS NECESSARY FROM EXISTING PANEL IN MAIN BUILDING.

**NEW TRANSFORMER (BY PSO)
 NEW METER (BY PSO)
 NEW 3" SERVICE CONDUIT TO METER
 FROM TRANSFORMER (BY CONTRACTOR)**

- ① ADD TRANSFORMER (BY PSO).
- ② ADD CONDUIT (BY CONTRACTOR).
- ③ REVISE LOCATION OF NEW PHONE SERVICE.
- ④ REVISE LOCATION OF PROPOSED SANITARY SEWER



LEGEND

☐	TELEPHONE BOX	—	TELEPHONE LINE
⊙	WATER METER	—	FIBER OPTIC LINE
⊙	WATER VALVE	—	EXISTING GAS LINE
⊙	FIRE HYDRANT	—	EXISTING WATER LINE
⊙	SANITARY MANHOLE	—	SANITARY SEWER LINE
⊙	POWER POLE	—	SEWER FORCE MAIN
⊙	LIGHT POLE	—	UNDERGROUND POWER LINE
⊙	TRANSFORMER	—	OVERHEAD POWER LINE
⊙	PROPERTY CORNER	—	EXISTING FENCE
⊙		—	PROPERTY LINE

ENGINEERS NOTES

1. ALL UTILITY WORK SHALL MEET OR EXCEED CODES REQUIRED BY THE CITY OF LAWTON.
2. NO WORK SHALL BE PERFORMED WITHOUT AN ONE LOCATE.
3. SITE UTILITY CONTRACTOR WILL BE RESPONSIBLE FOR THE EXTENSION OF ALL NEW UTILITIES STARTING AT A POINT 5' FROM FACE OF BUILDING.
4. PLUMBING CONTRACTOR SHALL PROVIDE ADAPTORS AND MAKE CONNECTIONS TO SITE UTILITIES AT A POINT 5' FROM BUILDING.

① SANITARY SEWER ITEMS OF WORK

- A. CLEAN-OUTS REQUIRED AT ALL CHANGES IN DIRECTION IN PIPELINE BOTH WAYS WHERE MANHOLES ARE NOT PRESENT. CLEAN-OUTS SHALL BE PLACED EVERY 100' AND HAVE CONCRETE COLLARS AT FINISH GRADE.
- B. PLUMBING CONTRACTOR SHALL PROVIDE AN ADAPTOR AT BUILDING.
- C. PROPOSED SANITARY SEWER MAIN SHALL BE 6" SCH. SDR 35 PIPE.
- D. SEE PLUMBING PLANS FOR CONNECTIONS AT BUILDING.

② WATERLINE ITEMS OF WORK

- A. CONNECT TO EXISTING WATERLINE AND CONSTRUCT UNDERGROUND WATERLINE TO PROPOSED BUILDING AS SHOWN.
- B. SEE PLUMBING PLANS FOR CONNECTION AT BUILDING.

③ OTHER UTILITIES

- A. DRY UTILITY LINES SHALL BE PLACED A MINIMUM OF 24" BELOW GRADE & SHALL HAVE CRUSHER RUN BACKFILL TO SUBGRADE WHEN UNDER PAVEMENT.
- B. COORDINATE WITH VARIOUS UTILITY COMPANIES & ARCHITECT IN REGARD TO CONNECTION BETWEEN EXISTING TRANSFORMER TO PROPOSED BUILDING.
- C. CONNECT TO EXISTING GAS LINE AND CONSTRUCT PROPOSED GAS LINE TO BUILDING AS SHOWN.

UTILITY STATEMENT

UNDERGROUND UTILITIES SHOWN ARE ONLY APPROXIMATE LOCATIONS. DEPICTION OF UTILITY LINES ARE DRAWN FROM AS SHOWN ABOVE. ALL LOCATIONS AND DEPTHS SHOULD BE VERIFIED BY AN "ONE" LOCATE AND/OR POT DEPTH. UNDERGROUND UTILITIES TO VERIFY DEPTH.

[Signature]
 13 APRIL, 2018

ENGINEERING
 For Engineering, Inc.
 211 E. STEWART AVE., PO BOX 666
 LAWTON, OKLAHOMA 73501
 Phone: 580.223.2318
 Fax: 580.223.2319
 Email: lawtonengr@engineer.com

<p>ARCHITECTS IN PARTNERSHIP</p> <p>ARCHITECTS INTERIOR DESIGNERS PLANNERS</p> <p>3220 MARSHALL AVENUE NORMAN, OK 73072 TEL: 405.350.1300 FAX: 405.350.1431</p>	<p>OKLAHOMA</p>	<p>LPS 2017 BOND ISSUE</p> <p>MULTIPLE SAFE ROOM BUILDINGS</p>	<p>LAWTON</p>
		<p>REV. DATE DESCRIPTION</p> <p>1 5/17/18 Addendum #1</p> <p>2 6/14/18 Addendum #3</p>	<p>PROJECT NO. 1715B</p> <p>DATE 04/13/2018</p> <p>SHEET NO. C-302</p>

2018 - 2019



END OF THE YEAR REPORT

EDUCATIONAL



SERVICES

*OUR PURPOSE IS TO COLLABORATIVELY SERVE
PRINCIPALS AND TEACHERS BY PROVIDING
TRAINING, SUPPORT, AND ACCOUNTABILITY
THAT ENDURES EVERY STUDENTS' CAPACITY
FOR A PROMISING FUTURE.*





Name: Brenda Hatch

Department: Teaching and Learning

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Establish a Quality Instruction Framework

- Completed the development of Phase I (Classroom Culture and Communicating Learning Goals)
- Trained principals on the components of the framework and how to incorporate the framework into the classroom observation/feedback cycle
- Trained Instructional Leaders on the components of the framework at monthly workshops
- Trained the Rookie Club teachers on the components of the framework at monthly meetings
- Trained the Mentor Teachers to use the components while supporting the new teachers.

Big Rock: Improve our instructional infrastructure

- The Ed Services team identified deficiencies in the area of “effective instructional infrastructure” base on a rubric we have been using to measure district growth.
- The team worked to establish a comprehensive plan with roles and responsibilities of all Ed Services members to make the plan a success.
- The high demands and complexity of improving our district’s instructional infrastructure has led us to develop a restructured plan for the Curriculum, Instruction and Assessment department for next year.
- Accomplishments that were made include:
 - A committee of lead teachers across the district created interim assessments for 3rd – 12th grade for both Math and ELA.
 - Developed a comprehensive data sheet for all educators to monitor student academic growth and key components such as attendance and discipline.
 - Improved our ability to prioritize schools based on data and to differentiate the support they receive.
 - Developed and implemented a common framework for high-quality instruction.

Big Rock: Reduce teacher turnover

- Provided improved components of New Teacher Induction to include working with mastery teachers and providing time with principals and mentor teachers prior to the beginning of the school year.
- Increased the amount of training that was provided to Mentor Teachers to help them better support the new teachers.
- Conducted site visits to calibrate classroom observation/feedback sessions with principals in the Rookie Teachers’ classrooms.
- We had 16 teachers leave at the semester in the 2018-2019 school year. This year we only had three.



Name: Amy Frazier

Department: Elementary Education

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Build Leadership Capacity

- New administrators participated in monthly Leadership Academy
 - Leadership training for technical and adaptive leadership abilities
 - Collaboration with other administrators
 - Identified specific goals for individual development
- 87% of Leadership Academy participants increased at least one Principal Competency area by one proficiency level
- 100% of Leadership Academy participants increased at least two McRel Principal Leadership indicators by a minimum of one proficiency level
- Leadership pipeline – several assistant principals in training moving to head principal positions

Big Rock: Develop Quality Instruction Framework

- Developed first two focus areas for the framework based on several professional sources
- First two focus areas
 - Training for principals and instructional leaders
 - These were the focus of classroom walkthroughs
- Adjusted to move to the use of an existing proven framework – to be introduced and trained beginning 2019-2020 school year

Big Rock: Improve Quality Instruction through Observation and Feedback

- Principals demonstrated improved ability to follow their observation and feedback schedule
- Principals demonstrated improved ability to give effective feedback
- Principals have documented evidence of teacher growth with the Quality Instruction Indicators



Name: Karen Cooksey

Department: Elementary Education

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Track trend data and develop aligned action steps

- Team worked collaboratively with David Erwin to establish a Comprehensive Data Sheet that automatically sorts students by subgroup and pulls “real-time” data to include behavior, attendance, and assessment data
- Site Semester Action Plans focused on data needs
- Teacher Action Plans developed at sites following Interim Assessment windows
- Shepherd Site Visit time adjusted for schools needing additional support based on data
- Onsite training provided with building principals to understand new State Report Card and the dashboard provided to dig deep into each indicator

Big Rock: Professional Development focusing on Quality Instruction

- Developed Quality Instruction Framework targeting Classroom Culture and Communicating Learning Goals
 - Trained principals during monthly Professional Development Meetings
 - Trained LCI Leaders during two LCI meetings
- Used Site Visit time to calibrate with principals using the Quality Instruction Framework during classroom walk-throughs
- Used Shepherd’s Retreats and Weekly Shepherd Collaboration Meetings to determine the use of the *Get Better Faster* Scope & Sequence as well as the *Teach Like a Champion* to continue professional development on Quality Instruction Framework

Big Rock: Site visits to develop leadership capacity of principals

- Weekly site visits completed beginning September until end of school. Target areas for onsite coaching:
 - Collaboration
 - Quality Instruction Framework
 - Semester Action Plan Big Rocks and action steps
 - Feedback & Observation Training
 - McRel & Professional Learning Focus
 - Deep Data Dives & Teacher Action Plans
 - Calibrate Classroom Walk-Throughs & Feedback



Name: Karen Cooksey

Department: Elementary Education

- Leadership Academy (monthly) to support principals with 3 years of experience or less
Principal Competency of Impact and Influence identified as area of support and target for professional development starting in October
- 100 % of head principals demonstrated an increase in at least two McRel Principal Leadership areas by one proficiency level



Name: Kelly Trinidad

Department: Secondary Education

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: All secondary high school campuses will increase their graduation rates for 2018 and 2019

- LHS increased 2018 graduation rates by 22.45% to 78.54%
- MHS increased 2018 graduation rates by 21.6% to 90.37%
- EHS increased 2018 graduation rates by 21.5% to 85.04%
- Create grade-level teams of AP, counselor, and attendance clerk. Completed on all campuses by August '19-'20 school year.
- Regular intervention sessions with high-risk students
- Increased blended learning/virtual learning opportunities through early offerings of Odysseyware to all students
- Initiating ICAP program to personalize student learning for '19-'20

Big Rock: LPS will raise its average ACT score by 2.44 points, to meet the state's ACT score average of 19.4.

- ACT results will be available June 2019
- PLC on all secondary campuses to target instruction across full grade levels
- Reviewing ACT-aligned assessment system to monitor student mastery for the '19-'20 school year
- Conducted observation and feedback sessions with classroom teachers to increase instructional expertise

Big Rock: All secondary campuses will increase their attendance rates by 7%.

- Reduction of 17% of first period tardies at Lawton High School
- State redefinition of verified/unverified absences resulted in first year baseline readings for '18-'19
- Campus administrative teams addressed individual student absences daily
- District-wide attendance campaign proposed for 2019-2020 school year
- Continued work in this area still needed



Name: Carol McPhail

Department: Middle School Director

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Increasing Academic Achievement

- Based on the STAR 360 Reading Progress Report Middle Schools appear to be on track to improve 713 to 786
- Based on the STAR 360 Math Progress Report all middle schools are on track to improve from 745 to 797
- Provided principals with monthly professional development to increase academic achievement by focusing on power standards using STAR 360, 2018 OSTP, & LPS Interim assessment data
- Prioritized site visits & restructured some collaborations at a middle school to include cross curriculum instruction (Science & Math—Social Studies & ELA)
- Analyzed interim assessment data after each interim

Big Rock: Improve the Quality of Instruction

- Provided Observation and Feedback Training to Principals in August
- Observed in classrooms with principals
- Observed principals giving face-to-face feedback to teachers to improve instruction
- Attended Middle School Collaborations with teachers in Reading & Math
- Provided ELA LCI teachers with writing strategies from Amber Parks
- Provided Math LCI teachers (all middle school math teachers) with an extensive 3 time math training “Using Strategies to Teach Math” from a math specialist from Putnam City

Big Rock: Ensure a Safe and Orderly School Environment

- Discussed safety at monthly principals’ meetings
- Observed on a regular basis at middle school sites
- Observed middle school students wearing I.D.’s



Name: Teresa Jackson

Department: Curriculum

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Reading Sufficiency Act: Increase 3rd grade passing rate on OSTP

- Increase Passing rate on the comprehensive/vocabulary portion of OSTP by 1%.
- STAR360 Data will be used to determine if sites are on track for growth. The beginning of year scores compared to the fall/spring scores project the 3rd grade students are on track to meet this goal.

Big Rock: Professional Development & ongoing support of new textbooks

- Textbook training was provided on August 31, 2018 for Science, Math, & Social Studies to Pre-K thru 12 grade teachers by vendor trainers.
- Professional Development was provided on March 15, 2019 for Science, Math, Social Studies, Art, Psychology & Foreign Language instructors by vendor trainers.
- Ongoing support was provided to teachers by the curriculum department upon request throughout the year.

Big Rock: Reading Sufficiency Act Red Folder Assessment Utilization for Site Administrators

- Professional Development was provided for elementary site administrators over the RSA documentation needs for the end of year requirements by Teresa Jackson
- Ongoing support was provided to elementary site administrators upon request throughout the year

3rd Grade STAR Growth 2018-2019

ELA				Math					
BOY	Fall	Spring	Growth	School	BOY	Fall	Spring	Growth	
320	369	389	69	Adams	482	563	612	130	
327	354	421	94	Almor West	483	504	572	89	
310	349	427	117	Carriage Hills	505	548	593	88	
315	354	499	184	Cleveland	504	543	591	87	
337	394	458	121	Crosby Park	496	563	610	114	
323	363	423	100	Edison	485	532	555	70	
329	372	440	111	Eisenhower	497	550	621	124	
359	404	494	135	Freedom	508	565	625	117	
380	426	470	90	Hugh Bish	518	568	606	88	
252	252	322	70	Lincoln	474	469	516	42	
302	354	442	140	Pat Henry	483	537	599	116	
302	308	396	94	Pioneer Park	471	509	555	84	
254	305	374	120	Ridgecrest	465	518	577	112	
329	399	511	182	Sullivan Village	511	572	648	137	
235	293	380	145	Washington	467	509	582	115	
306	340	471	165	Whittier	464	525	629	165	
336	403	449	113	Woodland Hills	506	558	610	104	
313	355	433	121	District	489	537	594	48	
BOY	Fall	Spring	Growth	School	BOY	Fall	Spring	Growth	
Title I Schools				LEAD Schools					

Data Source: STAR Assessment

Growth is based on the Beginning of Year Assessment to the Fall Assessment

The STAR360 Assessment is used to measure growth for the BOY & Fall Window to determine if students are on target to increase scores on the OSTP.



Name: Chris Sharkey

Department: Special Services

GOALS TO THE BOARD BIG ROCKS

Big Rock #1: Decrease the number of special education dropouts.

- As of May 8, 2019, Special Services and Secondary schools have reduced the number of special education dropouts.
- For FY17/18, there were 30 special education dropouts.
- For FY 18/19, there are 24 special education dropouts.
- This is a reduction of 20% when comparing FY 17/18 to FY 18/19.
- Special Services has assisted in providing homebound/homebased services for 55 students. Some of these students would have dropped out.
- Special Services has assisted students in acquiring transportation. Some of these students would have dropped out.

Big Rock #2: Recruit and employ highly qualified special education teachers.

- Special Services has assisted in recruiting and hiring two special education teachers during the 2018/2019 school year.
- Special Services has assisted in recruiting and hiring four special education teachers for the 2019/2020 school year.
- Special Services has assisted six (6) applicants in applying for Alternative Certification (Boot Camp).
- Special Services brought in Cameron University on August 29, 2019 to inform support staff of Alternative Certification methods as well as standard certification methods in acquiring their teaching certificate.

Big Rock #3: Reduce the number of out of school suspensions of special needs students.

- As of March 29, 2019, the number of out of school suspensions for special needs students was 473 incidents.
- For the 2017/2018 school year, the number of out of school suspensions was 845.
- This is a decrease of 372 incidents.
- The number of In-School Suspensions has increased for the 2018/2019 school year. This a direct result of principals attempting to keep students in school versus suspending them and sending them home.
- Special Services provided autism training for 35 teacher assistants in an effort to identify and address autistic students' behavior.
- Special Services brought in the Behavior Doctor, Dr. Riffel, to assist teachers with discipline options.
- Special Services has provided discipline training and assistance with the disciplining of special education students.



Name: Teresa Donahue

Department: Federal Programs

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Increase awareness and knowledge of English Learner (EL) Students' Instructional Needs

- Provided training opportunities for teachers, counselors, principals and district admin staff on Home Language Survey (HLS) forms, WIDA Screener and WIDA ACCESS test
- Provided Principals and teachers with English Learner student names, WIDA Access scores and individual growth targets and English Language Acquisition Plans (ELAPs)
- Training on strategies to use with English Learner students was provided to district staff at Learning Centered Instruction (LCI) meetings, Continuing Professional Development, and also on the Federal Programs website and in the Federal Programs newsletter

Big Rock: Improve instruction for English Learner students

- Provided Sheltered Instruction Observational Protocol (SIOP) Training for district staff
- Provided training to build awareness for principals and district staff of the need for a change in supplemental instruction for English Learner students
- Provided Journeys reading series student readers for English Learner students receiving reading instruction in the LPS Newcomer Centers
- Amber Parks, Writing with Design Consultant provided professional development on writing strategies for teachers and parent trainings

Big Rock: Improve communication of Federal Programs services for students and teachers

- Collected information from each program quarterly to keep Federal Programs website updated and current with useful information
- Published a quarterly Federal Programs Newsletter for professional development
- Each program leader provided program specific professional development through the use of LCIs and Continuous Professional Development



Name: David Hornbeck

Department: Police Department

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Enhanced Elementary School Security

- Effectively hired and placed 10 Marshals
- Hosting Reserve Academy June 24 for additional Marshal Training
- Anticipated full staffed by 2019/2020 school year

Big Rock: Increased Training Efforts.

- Combined for over 28K logged Training hours
- 8 Advanced Certified Officers
- 7 Intermediate Certified Officers
- 6 Crisis Intervention Team Certified Officers
- 10 Basic Instructor Certified Officers
- 3 Reserve Academy Coordinator Certified Officers
- 5 Specialized Instructors (Firearms, Active Shooter & Defensive Tactics)
- Full-time Officer maintain 40 hours minimum training per year
- Reserve Officers maintain 20 hours minimum training per year

Big Rock: Maintain Security District Wide.

- Mandatory exterior perimeter checks (minimum 3 per day)
- Mandatory interior perimeter checks (hourly)
- Adoption of 2 K-9 teams
- Additional patrol units for increased response time
- Enhanced communication district wide (800 Mghz radios)
- Streamlined scheduling for after school events to reduce cost



Name: Mark Mattingly

Department: Student Services

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Develop career readiness programs and activities

- Increased internships from 69 in 2018 to 122 in 2019
- 9% of LPS Jr's and Sr's enrolled in internships
- Senior Conference 11/27/18...750+ attended
- Implementation of Club Scrub Nursing program partnership w/Western JC @ EHS
- Next Sr. Conf. 10/15/19
- AIM for Lawton Feb. 12-14, 2019...Next Feb. 12-14, 2020
- Individual Career & Academic Plan site plans are set w/ a tracking application
- Creating list of business/organizations willing to mentor, etc.
- Enhanced partnerships with GPTC, CU, City of Lawton, Ft. Sill

Big Rock: Customer service

- Implemented digital retrieval system for transcripts/records
- Implemented NeedMyTranscript.com processing system...raises average \$800 monthly for mentorship account
- Standardized intradistrict transfer procedures that has reduced requests 58%
- Provide space for Job Corps counselor
- Implementing Lawton Virtual Learning Academy

Big Rock: Attendance policies and procedures

- Monthly newsletter includes articles/web links on chronic absenteeism
- Monitor consecutive absences and communicate issues to sites
- Attendance officers assist with notification of attendance meetings
- Requiring affidavit of understanding signature at check in to assist in referral process
- Copying parent ID at check in to assist in referral process
- Stricter attendance procedures with PreK for parent awareness about attendance



Name: Gary Dees

Department: Athletics

GOALS TO THE BOARD
END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Develop and implement professional development

- August 31st NFHS professional develop training was held for secondary coaches and cooperative learning with a guest speaker from “Kids Heart Challenge” for elementary physical education teachers
- October 12th wellness policy training with elementary Physical Education and Music teachers Developed Physical Education committee to address needs for P.E. professional development
- January 4th wellness policy/CrossFit training for elementary Physical Education teachers
- March 15th Certified Healthy Oklahoma/USTA tennis workshop with secondary and elementary physical education teachers

Big Rock: Care and Prevention and NFHS certifications

- Over 90% of Care and Prevention and NFHS certifications completed before October 1st
- 100% of Care and Prevention and NFHS certifications completed by February 1st
- State audit and compliance completed without any complications

Big Rock: High quality athletic events

- Participated in the Great American Football Rivalry Series
- Honored local military people and honorary captains before the coin toss
- Recognized student achievement in the classroom. An award was given to the student with the highest GPA as a part of the Rivalry series
- Identified and recognized alumni who played sports for Lawton Public Schools
- Special recognition of all service members on Veterans Day

BUSINESS



OPERATIONS

TO CREATE VALUE AND ACCOUNTABILITY, TO
WORK IN PARTNERSHIP WITH DISTRICT STAFF
AND STUDENTS TO PROVIDE OPERATIONAL
SUPPORT FOR THE ULTIMATE GOAL OF
PRODUCING CAREER BOUND CITIZENS.



Name: Lynn Cordes

Department: Communications

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

- Big Rock:** **Coordinate the district's available forms of communication to keep the public informed of news that involves the district and its students.**
- Department divided into teams to evenly handle all media platforms
 - Schools have points of contact to submit news content & media advisories to Comm. Dept
 - First ever district newspaper established
 - Lawton Constitution sponsors newspaper – 1,000 copies of LPS ReView
 - Digital version: <http://www.lawtonps.org/o/district/page/lps-review>
- Big Rock:** **Develop and implement a communication tool for stakeholders to make reports involving safety and security of school climate.**
- Two reporting tools implemented
 - Oklahoma Office of Homeland Security/Oklahoma School Security Institute. The phone number is 855-337-8300. Calls are monitored 24/7. Located on website.
 - STOPit! (Anonymous Reporting App) Tips handled by LPS Police
 - Both are free to the district
- Big Rock:** **Preparing press kits for distribution to the media.**
- Communicated with local media regarding information needed
 - LPS Media Request Form created for all requests:
<https://docs.google.com/forms/d/e/1FAIpQLSf77uTChE1vFv9-T-QjLg9IbDwN6XqMn3q3ycBZ-beB3JOxng/viewform>
 - All submissions are located in one form with necessary information
 - Media advisories sent to local media entities weekly



Name: Dave McDermott

Department: Media Operations

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Review/stocking of items in instructional supplies

- Based on a review of stagnate instructional supplies items, seven (7) items were removed
- Survey sent to each employee in the district on what instructional supplies would they like to see added, which to my knowledge has never been done
- 12 new items were selected and sent out for bid to be added to the inventory
- On average, \$180,000 in instructional supplies is sold each year in support of the district

Big Rock: Successful FY 2019-20 E-Rate funding cycle

- Remaining funds calculated on the current five (5) year funding cycle for Category 2 equipment
- USAC Form 470 (Description of Services Requested and Certification) – request for quotes, evaluation and selection of vendors, all completed on time
- USAC Form 471 (Description of Services Ordered and Certification) – request for funding for Category 1 (Intranet and Internet) and Category 2 (Switches and Wireless Access Points) submitted two months prior to the deadline
- Both Category 1 and Category 2 funding request are in a “certified” status awaiting funding approval from USAC
- Current FY19-20 combined funding request amount - \$ 887,725.33
- Prior four (4) years combined approved funding - \$ 3,661,414.63

Big Rock: District mail procedures and guidance

- General Guidelines for USPS Mailing Procedures – “What to do and what not to do examples!” completed and sent to the district with very positive comments
- Step by step procedures on USPS requirements for bulk mailouts has been completely rewritten and provided to the schools
- These two guidelines have lowered the returned mail by 64%, which in turns saves money because returned mail has a processing fee that is charged to it
- Nine (9) year data shows that we sending less and less mail each year



Name: David Erwin

Department: Information Systems

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Automated data error notification and correction

- Custom software written and deployed
- Department staff training completed and usage added to regular duties
- Alerts for enrollment and census information built

Big Rock: Standardized documentation

- Procedure template implement
- Procedures are organized and referenced using coversheet and workflow templates
- All existing procedures converted, and 66 new procedures written

Big Rock: Software review template

- Template/questionnaire regarding data security and systems integrations completed
- Efficiently reviewed 11 new software systems using the template
- **Bonus:** Template is being utilized by LPSF for software grants



Name: AJ Watson

Department: Information Technology

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Quality Assurance

- Results from the Information Technology Feedback Form overwhelmingly show that work orders are being completed in a timely manner, the technicians are helpful and friendly on the job, and a quality job is being completed.
- Feedback from principals around the district is positive about the work being performed in their buildings.

Big Rock: Professional Growth

- Several conferences and learning opportunities were attended by members of the IT department. Topics researched were in the educational technologies, network infrastructure, and network security realm.
- Unable to complete action plan with employees, but have identified areas of interest through departmental collaboration.
- Technicians have certified with Dell to repair the new Chromebooks purchased with the 2017 SIP Bond.
- Technicians have learned to troubleshoot and repair the new interactive flat panels being installed.

Big Rock: Security - Cameras, Access, and Cyber Threats

- Security doors and cameras are monitored daily by a network technician, and if he discovers any with an error he will troubleshoot as much as he can and if he needs further assistance we call Digi Security Solutions.
- Upgrades need to be made on security equipment.
- An internal phish was completed and determined that as a district we are susceptible to a phishing attack. Additional email security tools will be implemented in July and a monthly “Head’s Up” e-mail will be sent out to staff to help educate and remind them of the dangers of email security.



Name: Elizabeth Brown-Hill

Department: Finance

GOALS TO THE BOARD

END OF YEAR BIG ROCKS 2018-2019

Big Rock: Streamline Financial Documents

- Eliminated the number of excel spreadsheets previously used to track financial data by using the spreadsheet ready reports that our FAS generates.
- Improved financial reporting so it remains useful, transparent and relevant to users.
- Reduces unintentional data entry mistakes caused by human error.
- This process helps stakeholders understand the district's financial position and performance at any given moment.
- Reports (reduced from close to 40 pages) are now less complex and more accessible yet remains in compliance with how information is reported to all stakeholders.

Big Rock: Crosstrain Employees

- Each employee in the Finance Department has spent time with another employee to learn that job.
- In the event that an employee is out the work flow will continue due to one or more being able to step in and do the job of the employee that is out of the office.
- In order to be efficient and effective it is necessary at a minimum for two employees to know the process and procedures of any given job. The finance department has achieved that goal.

Big Rock: Evaluate Accounting System Software/Training

- Surveyed 30 districts across the state of OK regarding their FAS software.
- MUNIS, MAS, ACDP, and ALIO are the financial accounting programs used in many districts in Oklahoma.
- ALIO is the only software that can handle the level of work for a district this size requires.
- Scheduled onsite visit with a representative from ALIO.
- On March 26-28, 2019 ALIO rep was onsite here at LPS and met with Finance, Payroll, Human Resources, Data, and Substitute Area to view processes and advise on alternative methods of generating reports/documents.



Name: Paula J. Diehl

Department: Payroll

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Finalization of Frontline System for Time/Attendance

- All Employees are using the Frontline System-Certified for Leave & Support for Leave and timed events.
- Eliminated all Teacher's Leave Scanner Sheets & 98% of all Support Time Cards.
- Exceptions for time cards are LPS employees who work outside of the LPS sites – crossing guards, site bus drivers, St. Mary's & Parker Pointe, DRS (Department of Rehabilitation Services) Students, etc.
- Assisted Campus Users/Supervisors with weekly approvals & reconciliations with combined jobs (Full-time & Part-time positions).
- Set routine procedures to be more time efficient with the payroll processing.
- Collaborating with HR on all MLOA (Medical Leave of Absence)/FMLA (Family Medical Leave Act) situations.

Big Rock: Cross-training with all staff members

- This was a two-year goal set to complete by the next fiscal year (2019-2020).
- With existing staff – we have completed approximately 75% of this goal.
- Train new staff with individual job responsibilities – at least one year.
- Goal is for at least two employees in payroll to know every responsibility.
- We have worked as a team to introduce all responsibilities so that all know the concept.
- Goal is to become more efficient to be sure that in the absence of any payroll employee there will be no delays in deadlines in the event of an emergency.

Big Rock: Develop Payroll Procedures Manuel

- This was a three-year goal set to complete by the end of fiscal year (2020-2021).
- To document all Payroll Procedures for all Payroll Responsibilities.
- Each Payroll Employee has desk procedures for their own responsibilities.
- Working on One Combined Procedure Manual for all Payroll Responsibilities.



Name: Trae Koch

Department: Transportation

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Thrill Share Notifications

- Training and install complete
- Implementation for district completed for all grade levels
- Daily messages sent
- Feedback received for continued evaluation

Big Rock: Bus Driver Recruitment

- Have conducted KSWO interviews, Lawton Constitution advertising and articles. Have touched base with area employment offices and Ft. Sill to give information
- Added 7 staff route drivers to LPS driver pool
- Continual communication with schools to recruit in-district drivers
- Evaluation of current driver needs for continued recruitment

Big Rock: Versatrans/Infinite Campus Linking

- Completed the implementation and set up
- Daily review and imports occur of students allowing more accuracy between the two
- Routing system is updated which allows for precise accurate information in locating students



Name: Jean Hastings

Department: Human Resources

GOALS TO THE BOARD
END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock : Recruitment to reflect student composition

- Established contacts with five state universities Career Services departments
- Collected data on both our staff and student populations
- Shared findings with principals prior to our hiring season on staff/student composition, educational level of teaching staff, experience level of teaching staff.

Big Rock : Collaboratively develop employee board

- Each building and program has development a customer service product that allows feedback from stakeholders

Big Rock : Monitor correlation of laws, policy, procedures, and practice

- Kept up with potential changes in laws that would affect public schools and communicated with legislators about the effect on our district if passed.
- Attended legislative forums and town hall meetings to establish relationships with area representatives.



Name: Steve Dyer

Department: Child Nutrition

GOALS TO THE BOARD
END OF YEAR BIG ROCKS 2018-2019

Big Rock : **Roll-out Infinite Campus Software**

- Train staff on procedures and reports.
- Communicate to parents/guardians about on-line F&R application process.
- Establish on-line credit card payment process for lunch accounts.
- Share information on application tracking with Principals.

Big Rock : **Taste4 in all HS**

- Assess equipment and marketing needs at each location.
- Hire Chef and train staff on recipes, ordering, proper methods and procedures.
- Implement program and monitor quality and satisfaction from customers.
- Increased and average of 35 meals served per day in HS lunches compared year to year sales.

Big Rock : **Manager in Training Program**

- Hired 4 Managers in Training Positions.
- Established training outline and objectives.
- Meet with MIT's monthly to review training progress, skills assessment and set individualized goals for learning.
- Moved one MIT out of position but retained employee as a cook for better job fit.
- One Manager in Training has been promoted to Cafeteria Manager in March 2019 and second MIT will be promoted to Cafeteria Manager when school returns in August 2019.



Name: Jeremy Tanner

Department: Facilities Operations

GOALS TO THE BOARD

END OF YEAR BIG ROCKS FOR 2018-2019

Big Rock: Introduce Sodexo on site leadership

- Introduce Sodexo on site leadership to the Board - Completed 10/15/18
- Introduce Sodexo on site leadership to all maintenance, custodial and grounds crews – Completed 10/19/18
- Introduce Sodexo on site leadership to LPS HR, Procurement, Communications, Education departments – Completed 10/19/18
- Introduce Sodexo on site leadership to LPS Principals, etc. - Completed 10/7/2019 – 12/31/2019
- Transition vendors, suppliers, contractors to Sodexo supplier management process – Completed 3/1/2019

Big Rock: Asset Tagging

- Document all assets through asset tagging effort – Completed 10/30/18
- Upload all asset data obtained through tagging effort into MAXIMO - Completed 11/30/18
- Generate initial schedule of PMs (preventative maintenance) – Completed 12/31/18
- Review schedule and adjust based on use, environment and district goals - Completed 1/31/19 - Present

Big Rock: Implementation of MAXIMO Work Order Management System

- Implement Maximo work order system – Completed 1/1/2019
- Train maintenance staff in use of tablets to ensure timely updates to work orders – Completed 9/28/18 – 1/1/2019
- Train Facilities management team in reporting elements of Maximo – Completed 11/30/2018
- Train Principals and Administration in Maximo self-service portal – Completed 12/31/18

PSO
2000 W. Frisco
Chickasha, OK 73018

Agent: Scott Palesano/John Childers
W.R.#:72941224
OK 19 2055

UNDERGROUND RIGHT-OF-WAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That: **Board of Education, Independent School Dist. #8 Lawton, Oklahoma, a/k/a Lawton Public Schools**, hereinafter referred to as "Grantor(s)", for the sum of One Dollar (\$1.00) and other good and valuable considerations in hand paid, the receipt and sufficiency of which as consideration for any and all direct and indirect, current damage, injury or diminution in value to the property covered by this easement, or the property of Grantor(s) adjacent thereto is hereby acknowledged, hereby grants, bargains, sells and conveys unto **PUBLIC SERVICE COMPANY OF OKLAHOMA**, an Oklahoma corporation, its successors and assigns, hereinafter referred to as "Grantee", an easement consisting of the perpetual right, privilege and authority to construct, operate, maintain, reconstruct and remove an underground electrical system consisting of conduits, wires, cables, fixtures, surface-mounted transformers and pedestals and other appurtenances for the transmission, transformation, regulation and distribution of electrical current and other forms of energy and for the transmission or communication of data, audio and video information under, upon and across a portion of a tract or parcel of land owned by Grantor(s). Such tract or parcel is located in Section 34, Township 2 North, Range 11 West, I.M., Comanche County, State of Oklahoma, and is described as follows:

A tract of land described as beginning at a point 1317.51 feet East of the SW/corner, NW $\frac{1}{4}$ NW $\frac{1}{4}$, Section 34, T2N, R11W, I.M., Comanche County, Oklahoma; said point being the SE/corner of Lot 11, Block 4, Carriage Hills Addition to Lawton, Comanche County, Oklahoma; thence South 89°52'13" East, a distance of 536 feet to a point; thence in a Northeasterly direction along a curve to the right, having a radius of 845.197 feet, a distance of 212.925 feet to a point; thence in a Northwesterly direction along a curve to the right, having a radius of 350 feet a distance of 577.117 feet to a point; thence North 89°50'30" West a distance of 34.546 feet to a point; thence in a Southwesterly direction along a curve to the left, having a radius of 181.351 feet, a distance of 96.353 feet to a point; thence North 89°50'30" West a distance of 100.658 feet to a point, said point begin the East end of the centerline of Footman Lane in Carriage Hills Addition to Lawton, Comanche County, Oklahoma; thence South 00°15'00" West along the East boundary of said Carriage Hills Addition, a distance of 614.28 feet to the point of beginning, containing 264,884.910 square feet or 6.10 acres more or less.

Exhibit C

PSO
2000 W. Frisco
Chickasha, OK 73018

Section 34, T2N, R11W

The easement and right-of-way granted hereby is five (5) feet on each side of a centerline, more fully described as follows:

Commencing at the Northwest corner of the above-described tract; thence East approximately 10 feet to the **Point of Beginning**; thence Southeasterly approximately 230 feet to a pad-mount transformer #0261-34-2785; thence Northeasterly approximately 10 feet to a point; thence Southeasterly approximately 40 feet to a point of termination.

Said right-of-way to be ten (10) feet in width.

Grantor(s) warrant that the surface of the earth upon said easement will not be lowered without prior consent of Grantee. This covenant is recognized as being necessary for the protection of the underground facilities and the public. Grantor(s) agrees to be responsible for any damage to the facilities. Grantor(s) agrees to prevent the placement of any structure within said easement.

While the installations to be made by Grantee in pursuance of this grant are made to facilitate the development of Grantors' property and are permanent in nature, Grantor(s) nevertheless reserves the right to require relocation of all or part of said facilities installed by Grantee hereunder to the extent, from time to time, as is necessary to permit the further development of said property, upon the condition, however, and it is hereby agreed that Grantor(s), or the successors in interest to Grantor(s), will bear the cost of any and all such relocations.

ALSO granting said Grantee, its successors and assigns, the perpetual right, privilege and authority to prevent the placement of any structure that may, in the judgment of the Grantee, interfere with or endanger said underground electrical system or its maintenance and operation; and to enter upon the above described premises for the purposes of constructing, operating, maintaining, reconstructing and removing its underground electrical system aforesaid, and further granting to said Grantee, its successors and assigns, the right, privilege and authority to construct, operate, maintain, reconstruct and remove such underground electrical system under, upon, over and across any street, alley, highway, railroad or other right-of-way now or hereafter established and existing on or across said premises or adjoining the same or adjacent thereto.

The failure of Grantee to exercise any of the rights granted hereby, in whole or in part, for any period of time shall not be deemed to constitute a waiver, release, abandonment or limitation of such easement, right, privilege or authority. Grantor(s) hereby reserves the right to make such use of the land included within the easement as is not inconsistent with the rights, privileges and authorities granted hereby.

Lawton Public Schools
Lawton, Oklahoma

Administrative Services Division
Purchasing Department

PURCHASING SECTION

June 3, 2019

- I. Request permission to increase, issue purchase orders, and to make related encumbrances.
- II. Gasoline Tabulation.
- III. Bids/Quotes. Recommend awarding bids as marked. If deviation is made from awarding to low qualified bidder, a notation is either made below or shown on the bid tabulation.
 - A. Buses - Transportation. Trae Koch.
 - B. Batteries - Transportation. Trae Koch.
 - C. Lubricants - Transportation. Trae Koch.
 - D. Oil Filters - Transportation. Trae Koch.
 - E. Tire Mounting and Flat Repairs - Transportation. Trae Koch.
 - F. Tires and Tubes - Transportation. Trae Koch
- IV. Encumbrance Approval/Partial Payment.

Lawton Public Schools
Lawton, Oklahoma

Administrative Services Division
Purchasing Department

Request to Increase Purchase Orders

June 3, 2019

Request permission to increase the following purchase orders:

Miller Robert \$400.00 to \$608.53	Lawton High - Jones Acct. #9-11-114	#192845
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An increase on standing purchase order of \$208.53 is due to more local travel needed than originally estimated.

Bradford Industrial Supply \$1,000.00 to \$1,700.00	Child Nutrition - Ellis Acct. #9-11-138	#190211
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An increase on standing purchase order of \$700.00 is due to more kitchen supplies needed than originally estimated.

**LAWTON PUBLIC SCHOOLS
LAWTON, OKLAHOMA
ADMINISTRATIVE SERVICES DIVISION**

**DIESEL / GASOLINE TABULATION
ALL OR NONE**

Fuel Type:
#2 Ultra Low Sulfur Diesel
Unleaded Gasoline

Quantity Bid:
7500

BID DATE:
5/17/2019

DELIVERY DATE:
5/17/2019

VENDOR	TIME/DATE	DIESEL	UNLEADED
Glenn Oil Lawton, OK			
Clark Oil Co. Ada, OK			
Carey Johnson Oil Co. Lawton, Ok	5/17/19	\$ 2.1700	
Hooten Oil Co Seminole, Ok			

TABULATION OF ACCEPTED BID			
VENDOR SELECTED - <u>Carey Johnson Oil Co.</u>			
FUEL	BID PRICE	GALLONS	TOTAL
DIESEL	\$ 2.1700	7382	\$16,018.94
UNLEADED			
GRAND TOTAL			\$16,018.94

Lawton Public Schools Purchasing Department

3/07/19

VENDOR RESPONSE STATUS REPORT

Page: 1

BUSES/TRANSPORTATION

Date Released: 3/07/2019 Bid Number: _____

Bid	MIDWESTBUS	<i>MIDWEST BUS SALES</i>
Bid	ROSSTRANS	<i>ROSS TRANSPORTATION</i>
No Bid	SUMMIT BUS	<i>SUMMIT BUS</i>
No Response	NATIONALBUS	<i>NATIONAL BUS SALES INC</i>

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
BUSES/TRANSPORTATION

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1.	--	4 EACH		
2019 OR 2020 TYPE C 53 PASSENGER LIFT BUS				
MIDWESTBUS	96,215.00	THOMAS FREIGHTLINE		CUMMINS DIESEL YEAR 2020
MIDWESTBUS	95,664.00	THOMAS FREIGHTLINE		DETROIT DIESEL YEAR 2020
ROSSTRANS	97,989.00	BLUEBIRD VISION		DIESEL ENGINE YEAR 2020
ROSSTRANS	93,807.00	BLUEBIRD VISION	**	GASOLINE ENGINE YEAR 2020

Lawton Public Schools Purchasing Department

5/23/19

VENDOR RESPONSE STATUS REPORT

Page: 1

BATTERIES/TRANSPORTATION DEPARTMENT

Date Released 5/21/2019 Bid Number:

Bid	NAPAAUTOPARTS	NAPA AUTO PARTS
Bid	ROY'SAUTO	ROY'S AUTO SUPPLY
No Response	ADVANCEAUTO	ADVANCE AUTO PARTS
No Response	O'REILLY'S	O'REILLY AUTO PARTS
No Response	ROBERTSTRUCK	ROBERTS TRUCK CENTER-ARDMORE

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
BATTERIES/TRANSPORTATION DEPARTMENT

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1. -- 1 EACH - 36 MONTH				
1000 CCA 12 VOLT BATTERY				
NAPAAUTOPART	133.73	NAPA		
ROY'SAUTO	88.95	CONTINENTAL	**	
ITEM # 2. -- 1 EACH - 60 MONTH				
800 CCA 12 VOLT BATTERY				
NAPAAUTOPART	183.97	OPTIMA		
ROY'SAUTO	80.95	CONTINENTAL	**	

Lawton Public Schools Purchasing Department

5/23/19

VENDOR RESPONSE STATUS REPORT

Page: 1

LUBRICANTS

Date Released 5/21/2019 Bid Number:

Bid	NAPAAUTOPARTS	<i>NAPA AUTO PARTS</i>
Bid	O'REILLY'S	<i>O'REILLY AUTO PARTS</i>
Bid	RELADYNE	<i>RELADYNE</i>
No Response	ADVANCEAUTO	<i>ADVANCE AUTO PARTS</i>

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
LUBRICANTS

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1. -- 2 DRUMS - 55 GALLON DRUM				
ANTI-FREEZE				
NAPAAUTOPART	471.60	PER SPEC	**	
RELADYNE	572.00	PER SPEC		
ITEM # 2. -- 14 CASES - 6/1 GAL CONT/CASE				
ANTIFREEZE-GALLON				
NAPAAUTOPART	67.09	SHELL	**	
RELADYNE	87.30	SHELL		
ITEM # 3. -- 16 CASES - 12 1 QT CONT/CASE				
MULTIGRADE SAE 5W20 OIL				
NAPAAUTOPART	48.24	PER SPEC	**	
O'REILLY'S	89.88	PER SPEC		
RELADYNE	48.52	PER SPEC		
ITEM # 4. -- 20 CASE - 12 1 QT CONT/CASE				
MULTIGRADE SAE 5W30 OIL				
NAPAAUTOPART	45.36	PER SPEC	**	
O'REILLY'S	89.88	PER SPEC		
RELADYNE	46.08	PER SPEC		
ITEM # 5. -- 3 DRUMS				
WINDSHIELD WASHER FLUID				
NAPAAUTOPART	84.95	OLD WORLD	**	
O'REILLY'S	124.99	KRYSTAL KLEER		
RELADYNE	202.81	PEAK		NOT PREMIX

Lawton Public Schools Purchasing Department

5/23/19

VENDOR RESPONSE STATUS REPORT

Page: 1

OIL FILTERS

Date Released 5/21/2019 Bid Number:

Bid	KARLKLEMENT	<i>KARL KLEMENT FORD</i>
Bid	NAPAAUTOPARTS	<i>NAPA AUTO PARTS</i>
No Response	O'REILLY'S	<i>O'REILLY AUTO PARTS</i>
No Response	ROY'SAUTO	<i>ROY'S AUTO SUPPLY</i>
No Response	SUMMITTRUCK	<i>SUMMIT TRUCK GROUP</i>

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
OIL FILTERS

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1. -- 4 CASE - 1 PER CASE				
FLEETGUARD CV52001 CRANKCASE FILTER				
KARLKLEMENT	32.50	PER SPEC	**	CASE COUNT 1
NAPAAUTOPART	85.08	PER SPEC		
ITEM # 2. -- 10 CASE - 6 PER CASE				
FLEETGUARD FF63009 FUEL FILTER				
KARLKLEMENT	93.90	PER SPEC	**	CASE COUNT 6
NAPAAUTOPART	294.48	PER SPEC		
ITEM # 3. -- 2 CASE - 6 PER CASE				
FLEETGUARD FS19532 WATER/FUEL FILTER				
KARLKLEMENT	97.50	PER SPEC	**	CASE COUNT 6
NAPAAUTOPART	183.48	PER SPEC		
ITEM # 4. -- 3 CASE - 6 PER CASE				
FLEETGUARD FS19798 FUEL FILTER				
KARLKLEMENT	120.06	PER SPEC	**	CASE COUNT 6
NAPAAUTOPART	218.40	PER SPEC		
ITEM # 5. -- 2 CASE - 12 PER CASE				
FLEETGUARD FS19947 FUEL FILTER				
KARLKLEMENT	408.12	FLEETGUARD	**	CASE COUNT 12
NAPAAUTOPART	739.20	FLEETGUARD		CASE COUNT 12
ITEM # 6. -- 5 CASE - 6 PER CASE				
FLEETGUARD FS36215 FUEL/WATER FILTER				
KARLKLEMENT	127.20	PER SPEC	**	CASE COUNT 6
NAPAAUTOPART	229.74	PER SPEC		CASE COUNT 6
ITEM # 7. -- 4 CASE - 12 PER CASE				
FLEETGUARD HF35296 TRANSMISSION FILTER				
KARLKLEMENT	115.80	PER SPEC	**	CASE COUNT 12
NAPAAUTOPART	209.64	PER SPEC		CASE COUNT 12

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
OIL FILTERS

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 8. -- 16 CASE - 12 PER CASE				
FLEETGUARD LF3970 OIL FILTERS				
KARLKLEMENT	76.20	PER SPEC	**	CASE COUNT 12
NAPAAUTOPART	136.80	PER SPEC		CASE COUNT 12
ITEM # 9. -- 2 CASE				
FLEETGUARD LF9009 OIL FILTERS				
KARLKLEMENT	130.80	PER SPEC	**	CASE COUNT 6
NAPAAUTOPART	233.04	PER SPEC		CASE COUNT 6
ITEM # 10. -- 24 EACH				
INTERNATIONAL 1884508C1 OIL FILTER				
KARLKLEMENT	55.75	PER SPEC	**	
NAPAAUTOPART	97.14	PER SPEC		
ITEM # 11. -- 10 EACH				
MOTORCRAFT FA1632 AIR FILTER				
KARLKLEMENT	13.28	PER SPEC	**	
NAPAAUTOPART	15.54	PER SPEC		
ITEM # 12. -- 1 CASE - 12 PER CASE				
MOTORCRAFT FL500S OIL FILTER				
KARLKLEMENT	57.96	PER SPEC	**	CASE COUNT 12
NAPAAUTOPART	66.72	PER SPEC		CASE COUNT 12
ITEM # 13. -- 3 CASE - 12 PER CASE				
MOTORCRAFT FL820S OIL FILTER				
KARLKLEMENT	45.72	PER SPEC	**	CASE COUNT 12
NAPAAUTOPART	54.60	PER SPEC		CASE COUNT 12
ITEM # 14. -- 10 EACH				
WIX 49519 AIR FILTER				
KARLKLEMENT	28.06	FLEETGUARD	**	
NAPAAUTOPART	53.12	NAPA GOLD		

Lawton Public Schools Purchasing Department

5/23/19

VENDOR RESPONSE STATUS REPORT

Page: 1

TIRE MOUNTING AND FLAT REPAIR

Date Released 5/21/2019 Bid Number:

Bid	T&WTIRE	<i>T & W TIRE</i>
No Response	EXPRESSWAY	<i>EXPRESSWAY FINA</i>

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
TIRE MOUNTING AND FLAT REPAIR

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1. -- 1 EACH FLAT REPAIR 10-22.5 TUBELESS TIRE				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 2. -- 1 EACH FLAT REPAIR 11-22.5 TUBELESS TIRE				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 3. -- 1 EACH FLAT REPAIR 14 INCH RADIAL TIRES				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 4. -- 1 EACH FLAT REPAIR 15 INCH RADIAL TIRES				
T&WTIRE	10.00	PER SPEC	**	
ITEM # 5. -- 1 EACH FLAT REPAIR 16 INCH RADIAL TIRES				
T&WTIRE	10.00	PER SPEC	**	
ITEM # 6. -- 1 EACH FLAT REPAIR 17 INCH RADIAL TIRES				
T&WTIRE	10.00	PER SPEC	**	
ITEM # 7. -- 1 EACH FLAT REPAIR 245/70 R 19.5 RADIAL TIRE				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 8. -- 1 EACH FLAT REPAIR 255/70R22.5				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 9. -- 1 EACH FLAT REPAIR 265/70 R 19.5 RADIAL TIRE				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 10. -- 1 EACH FLAT REPAIR 750 X 16 RADIAL				

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
TIRE MOUNTING AND FLAT REPAIR

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 11. -- 1 EACH FLAT REPAIR 8 X 19.5 RADIAL				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 12. -- 1 EACH FLAT REPAIR 900 X 20 RADIAL				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 13. -- 1 EACH NEW TIRE MOUNTING 10-22.5 TUBELESS				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 14. -- 1 EACH NEW TIRE MOUNTING 11R22.5 TUBELESS				
T&WTIRE	15.00	PER SPEC	**	
ITEM # 15. -- 1 EACH NEW TIRE MOUNTING 16 INCH RADIAL TIRES				
T&WTIRE	10.00	PER SPEC	**	
ITEM # 16. -- 1 EACH NEW TIRE MOUNTING 18 INCH RADIAL TIRES				
T&WTIRE	10.00	PER SPEC	**	
ITEM # 17. -- 1 EACH NEW TIRE MOUNTING 245/70R 19.5 TUBELESS				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 18. -- 1 EACH NEW TIRE MOUNTING 255/70R22.5				
T&WTIRE	15.00	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 19. -- 1 EACH NEW TIRE MOUNTING 265/70R 19.5 TUBELESS				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
TIRE MOUNTING AND FLAT REPAIR

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 20. -- 1 EACH NEW TIRE MOUNTING 8 X 19.5 RADIAL				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM
ITEM # 21. -- 1 EACH NEW TIRE MOUNTING 900 X 20 RADIAL				
T&WTIRE	0.0001	PER SPEC	**	NO CHARGE FOR THIS ITEM

Lawton Public Schools Purchasing Department

5/23/19

VENDOR RESPONSE STATUS REPORT

Page: 1

TIRES AND TUBES

Date Released: 5/21/2019 Bid Number:

Bid	GOODYEAR	GOODYEAR COMMERCIAL TIRE & SERVICE CENTER
Bid	T&WTIRE	T & W TIRE
No Response	EXPRESSWAY	EXPRESSWAY FINA
No Response	GCRTIRECENTERSGCR	TIRE CENTERS

Lawton Public Schools Purchasing Department
Bid Selection Report Showing All Items, All Bidding Vendors
TIRES AND TUBES

<i>Item/Bidder</i>	<i>Price</i>	<i>Brand</i>	<i>Selected (**)</i>	<i>Notes</i>
ITEM # 1. -- 40 EACH				
10-22.5 RADIALS LOAD RANGE G HIGHWAY TREAD				
GOODYEAR	275.00	GOODYEAR RSA		
T&WTIRE	273.06	BF GOODRICH	**	
ITEM # 2. -- 70 EACH				
11R22.5 RADIALS LOAD RANGE G HIGHWAY TREAD				
GOODYEAR	260.00	GOODYEAR RSS		
T&WTIRE	283.00	BF GOODRICH		
T&WTIRE	261.96	UNIROYAL	**	5% LOCAL PREFERENCE
ITEM # 3. -- 16 EACH				
225/65/R17 PASSENGER TIRE				
GOODYEAR	76.32	GOODYEAR ASSURAN**		
T&WTIRE	134.50	MICHELIN DEFENDER		
ITEM # 4. -- 30 EACH				
AH12 255/70R22.5 LOAD RANGE H HIGHWAY TREAD				
GOODYEAR	275.00	GOODYEAR RSA		
T&WTIRE	245.50	BF GOODRICH		
T&WTIRE	225.50	UNIROYAL	**	
ITEM # 5. -- 24 EACH				
LT 225/75/R16 LIGHT TRUCK TIRE				
GOODYEAR	102.00	GOODYEAR WRANGLE**		
T&WTIRE	168.90	MICHELIN DEFENDER		

BEGINNING DATE: 5/9/2019
 ENDING DATE: 5/23/2019

**LAWTON PUBLIC SCHOOLS
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 1

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
FUND 11 GENERAL FUNDS						
PROJECT 101 ADMINISTRATIVE SERVICES						
SITE 350 SUPERINTENDENT_TOM DEIGHAN						
1	TRAVEL REIMB/OSSBA WORKSHOP/TULSA/4-27-19	05/17/19	CARLA CLODFELTER	9-11-101-52573-582-000-0000-000-350	185.20	00195571
1	TRAVEL REIMB/OSSBA WORKSHOP/EDMOND/5-4-19	05/17/19	CARLA CLODFELTER	9-11-101-52573-582-000-0000-000-350	94.30	00195572
SITE Total 350 SUPERINTENDENT_TOM					279.50	
PROJECT Total 101 ADMINISTRATIVE SERVICES					279.50	
PROJECT 102 INSTRUCTIONAL SERVICES						
SITE 110 CLEVELAND ELEMENTARY						
1	SOLE SOURCE/OUTSIDE SECURITY CAMERAS PER ATTACHED	05/17/19	DIGI SECURITY SYSTEMS LLC	9-11-102-52660-652-100-1050-000-110	4,402.87	00195570
SITE Total 110 CLEVELAND ELEMENTARY					4,402.87	
PROJECT Total 102 INSTRUCTIONAL SERVICES					4,402.87	
PROJECT 103 BUSINESS SERVICES						
SITE 383 HUMAN RESOURCES_JEAN HASTINGS						
1	3 MONTH SUBSCRIPTION/ZIPRECRUITER	05/22/19	ZIPRECRUITER INC	9-11-103-52572-653-000-0000-000-383	924.00	00195584
SITE Total 383 HUMAN RESOURCES_JEAN					924.00	
PROJECT Total 103 BUSINESS SERVICES					924.00	
PROJECT 105 EDUCATIONAL SERVICES						
SITE 365 SECONDARY EDUC_KELLY TRINIDAD						
1	LODGING/KELLY TRINIDAD/MAY 18, 2019	05/17/19	HAMMONS OF TULSA LLC	9-11-105-52340-582-000-0000-000-365	179.44	00195573
1	EST EXP/OKLA FOUNDATION FOR EXCELLENCE 2019 ACADEMIC AWARDS BANQUET/TULSA/MAY 18-19, 2019	05/17/19	TRINIDAD KELLY	9-11-105-52340-582-000-0000-000-365	236.95	00195574
SITE Total 365 SECONDARY EDUC_KELLY					416.39	
SITE 377 EDUC SERVICES_ASST SUPT_JAMIE POLK						
4	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 7-22-19/RETURN: 7-25-19/NAMES PER ATTACHED	05/17/19	ADVENTURE WORLDWIDE TRAVEL SR	9-11-105-52573-583-000-0000-000-377	3,988.00	00195562
SITE Total 377 EDUC SERVICES_ASST					3,988.00	
PROJECT Total 105 EDUCATIONAL SERVICES					4,404.39	

BEGINNING DATE: 5/9/2019
 ENDING DATE: 5/23/2019

**LAWTON PUBLIC SCHOOLS
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 2

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
PROJECT 107 MEDIA/TECHNOLOGY SERVCIES						
SITE 399 TECHNOLOGY SERVICES_AJ WATSON						
1	AVIGILON ACC6 SOFTWARE	05/23/19	DIGI SECURITY SYSTEMS LLC	9-11-107-52520-530-000-0000-000-399	234.50	00195585
1	SHIPPING	05/23/19	DIGI SECURITY SYSTEMS LLC	9-11-107-52520-530-000-0000-000-399	15.00	00195585
SITE Total 399 TECHNOLOGY SERVICES_AJ					249.50	
PROJECT Total 107 MEDIA/TECHNOLOGY					249.50	
PROJECT 138 CHILD NUTRITION						
SITE 392 CHILD NUTRITION_STEVE DYER						
1	MANAGEMENT SERVICES/FY19 STAND/BD APVD 5-16-19	05/17/19	SODEXO OPERATIONS LLC	9-11-138-53140-570-700-0000-000-392	90,000.00	00195589
SITE Total 392 CHILD NUTRITION_STEVE DYER					90,000.00	
PROJECT Total 138 CHILD NUTRITION					90,000.00	
PROJECT 412 VOCATIONAL PROGRAMS ASSISTANCE GRANTS						
SITE 705 EISENHOWER SENIOR HIGH SCHOOL						
1	EST EXP/FCS SPRING PI MEETING/4-23-19	05/17/19	COLLINS MARTHA	9-11-412-52213-582-314-8400-000-705	57.60	00195575
SITE Total 705 EISENHOWER SENIOR HIGH					57.60	
PROJECT Total 412 VOCATIONAL PROGRAMS					57.60	
PROJECT 515 T I - SCHOOL SUPPORT						
SITE 710 LAWTON SENIOR HIGH SCHOOL						
1	EST EXP/SCHOOL IMPROVEMENT/OKC/JUNE 17-18, 2019	05/17/19	KELLER JENNIFER	9-11-515-52213-582-494-0000-000-710	165.20	00195576
1	EST EXP/SCHOOL IMPROVEMENT/OKC/JUNE 17-18, 2019	05/17/19	RAMIREZ-SANCHEZ SHALEAH	9-11-515-52213-582-494-0000-000-710	165.20	00195577
1	EST EXP/SCHOOL IMPROVEMENT/OKC/JUNE 17-18, 2019	05/17/19	BURKEY DEANNA	9-11-515-52213-582-494-0000-000-710	165.20	00195578
SITE Total 710 LAWTON SENIOR HIGH SCHOOL					495.60	
PROJECT Total 515 T I - SCHOOL SUPPORT					495.60	
PROJECT 621 FLOW THRU, PL 101-476,IDEA/B						
SITE 368 SPECIAL SERVICES_CHRIS SHARKEY						
1	EST EXP/OPC CONF/MIDWEST CITY/5-24-19	05/22/19	BECKNER CLAUDIA	9-11-621-52573-582-239-0000-000-368	88.90	00195583
SITE Total 368 SPECIAL SERVICES_CHRIS					88.90	
PROJECT Total 621 FLOW THRU, PL 101-					88.90	

BEGINNING DATE: 5/9/2019
 ENDING DATE: 5/23/2019

**LAWTON PUBLIC SCHOOLS
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 3

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
PROJECT 766 SUMMER FOOD SERVICE PROGRAM						
SITE 392 CHILD NUTRITION_STEVE DYER						
1	FOOD ITEMS/FY19 STAND/BD APVD 5-16-19/SUMMER FEED	05/17/19	SYSCO OF OKLAHOMA INC	9-11-766-53150-630-700-0000-000-392	15,000.00	00195565
1	NON-FOOD ITEMS/FY19 STAND/BD APVD 5-16-19/SUMMER FEED	05/17/19	SYSCO OF OKLAHOMA INC	9-11-766-53140-618-700-0000-000-392	5,000.00	00195565
1	FOOD ITEMS/FY19 STAND/BD APVD 5-16-19/SUMMER FEED	05/17/19	EARTHGRAINS BAKING CO., INC.	9-11-766-53150-630-700-0000-000-392	5,000.00	00195566
1	FOOD ITEMS/FY19 STAND/BD APVD 5-16-19/SUMMER FEED	05/17/19	HILAND DAIRY FOODS CO	9-11-766-53150-630-700-0000-000-392	12,000.00	00195567
1	FOOD ITEMS/FY19 STAND/BD APVD 5-16-19/SUMMER FEED	05/17/19	FRESHPOINT OKLAHOMA CITY LLC	9-11-766-53150-630-700-0000-000-392	10,000.00	00195568
SITE Total 392 CHILD NUTRITION_STEVE DYER					47,000.00	
PROJECT Total 766 SUMMER FOOD SERVICE					47,000.00	
FUND Total 11 GENERAL FUNDS					147,902.36	
FUND 32 BOND FUND (2014)						
PROJECT 186 TRANSPORTATION/BUSES						
SITE 381 TRANSPORTATION_TRAE KOCH						
5	BID BD APVD 5-6-19/2020 TYPE C 71 PASSENGER BUS/DIESEL/PER ATTACHED SPECS	05/17/19	ROSS TRANSPORTATION INC	9-32-186-52720-760-000-0000-000-381	404,975.00	00195564
SITE Total 381 TRANSPORTATION_TRAE KOCH					404,975.00	
PROJECT Total 186 TRANSPORTATION/BUSES					404,975.00	
FUND Total 32 BOND FUND (2014)					404,975.00	
FUND 33 BOND FUND (2017)						
PROJECT 166 BOND-PROGRAMS EQUIPMENT						
SITE 710 LAWTON SENIOR HIGH SCHOOL						
2	SEVILLE CLASSICS ULTRA HD TALL STORAGE CABINET	05/22/19	SAM'S WHOLESALE CLUB	9-33-166-51000-654-100-5000-000-710	399.96	00195582
SITE Total 710 LAWTON SENIOR HIGH SCHOOL					399.96	
PROJECT Total 166 BOND-PROGRAMS					399.96	
FUND Total 33 BOND FUND (2017)					399.96	



**DESIGNATION OF
LAWTON PUBLIC SCHOOLS
INVESTMENT ACCOUNT**

The school district treasurer is authorized to establish an investment account for the period of

June 3, 2019 to June 27, 2019.

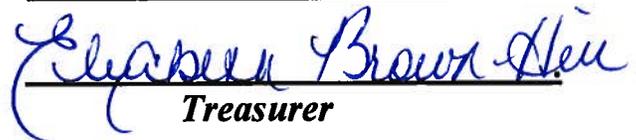
The treasurer shall first determine which monies, during this period that cannot be used for the purpose for which they are to be expended and then place these monies in this investment account.

The school district treasurer is authorized by the Board of Education to buy and sell from the investment account in accordance with School Laws of Oklahoma, Section 664 at the highest possible rate of interest.

As of the opening date of this period, \$ 4,652,615.41

and the balance in the investment account is \$ 31,413,408.37

Approved at regular meeting of the Board of Education of the Lawton Independent School District No. I-8 at Lawton, Oklahoma on June 4, 2019.


Treasurer

Investment Rates:

Operating Accounts

Checking Account	\$ 4,652,615.41	0.10%
Money Market	\$ 1,007,804.85	0.25%
OLAP – Pooled Invests	\$ 30,405,603.52	1.77%
OLAP – Fixed Rates		
General Fund	\$ -	0.3000%
Bond Fund	\$ -	0.0000%
Gift/Endowments	\$ -	0.0000%

APPLICATION FOR TEMPORARY APPROPRIATIONS

WHEREAS: The needs of the Board of Education of Lawton District No. I-28 of Comanche County, require the immediate approval of temporary appropriations for the fiscal year 2019-2020:

NOW, THEREFORE, BE IT RESOLVED, that the County Excise Board of Comanche County be requested to approve temporary appropriations to the extent of and not to exceed one hundred per cent (100%) of the total estimated funds available to said Board as follows:

	<u>REQUESTED APPROPRIATIONS</u>
General Fund Current expense	\$ <u>128,500,000.00</u>
Building Fund Current expense	\$ <u>3,100,000.00</u>
Child Nutrition Fund Current expense	\$ _____
Co-op Fund Current expense	\$ _____

APPROVED AND ADOPTED this 3rd day of June, 2019.

THE BOARD OF EDUCATION

Lawton Public Schools I-8
(Name of School District) No.

COMANCHE COUNTY, OKLAHOMA

ATTEST:

Clerk of School Board

President of School Board

APPROVED by the Comanche County Excise Board the _____ day of _____, 2019.

THE COUNTY EXCISE BOARD

COMANCHE, COUNTY, OKLAHOMA

Chairman

ATTEST:

County Clerk

Member

Member

**Lawton Public Schools
Business Operations**

**Report of Activity Fund Custodian
June 3, 2019**

REQUEST PERMISSION TO MAKE THE FOLLOWING ACTIVITY FUND TRANSFERS:

	<u>Acct. Credited</u>	<u>Acct. Debited</u>	<u>Purpose</u>	<u>Amount</u>
1	EHS All Sports	EHS Boys Soccer	Purchased award letters	\$14.00
2	EHS Baseball	EHS All Sports	Help with expenses	\$90.87
3	MHS Boys Tennis	LHS Boys Tennis	Tennis Festival 3/28/19	\$75.00
4	MHS Girls Tennis	LHS Girls Tennis	Tennis Festival 3/28/19	\$75.00
5	MHS Yearbook	MHS Key Club	Yearbook ads	\$450.00
6	CMS Cheerleaders	CMS Special Education	Admission to staff dodgeball game	\$7.00
7	MMS Boys Tennis	CMS Boys Tennis	Tournament 4/25/19	\$87.50
8	MMS Girls Tennis	CMS Girls Tennis	Tournament 4/25/19	\$87.50
9	MMS Boys Tennis	EMS Boys Tennis	Tournament 4/25/19	\$87.50
10	MMS Girls Tennis	EMS Girls Tennis	Tournament 4/25/19	\$87.50
11	MMS 8th Grade	MMS Cheerleaders	Purchased leftover fundraiser items	\$30.00
12	MHS Girls Track	Title 1 Homeless	Track equipment for student	\$100.00
13	MHS Yearbook	Title 1 Homeless	Yearbook for senior student	\$65.00
14	LHS General	Title 1 Homeless	ID cards/supplies for lost badges	\$25.00
15	LHS Yearbook	Title 1 Homeless	Yearbook for senior student	\$80.00
16	EHS JROTC	District Concessions	Football FY19 parking and clean up	\$850.00
17	EHS Commission	District Commission	April Commission	\$765.00
18	LHS Commission	District Commission	April Commission	\$1,044.00
19	MHS Commission	District Commission	April Commission	\$797.00
20	CMS Commission	District Commission	April Commission	\$516.00
21	EMS Commission	District Commission	April Commission	\$710.00
22	MMS Commission	District Commission	April Commission	\$733.00
23	TMS Commission	District Commission	April Commission	\$461.00
24	Gateway Success Center	District Commission	April Commission	\$63.00



AIA® Document G704™ – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Lawton Public Schools - Multiple Safe
Room Buildings
Lawton, Oklahoma

CONTRACT INFORMATION:
Contract For: General Construction

Date: January 19, 2018

CERTIFICATE INFORMATION:
Certificate Number: 1

Date: May 17, 2019

OWNER: *(name and address)*
Lawton Public Schools
753 Ft. Sill Blvd.
Lawton, Oklahoma 73502

ARCHITECT: *(name and address)*
Architects in Partnership, LLC
3220 Marshall Avenue
Norman, Oklahoma 73072

CONTRACTOR: *(name and address)*
Crossland Construction Company
408 N.E. 145th Place
Edmond, Oklahoma 73013

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Hugh Bish Elementary School only.

Architects in Partnership,
LLC

ARCHITECT *(Firm Name)*

SIGNATURE

Cory Miller, Senior Project
Manager/Associate

PRINTED NAME AND TITLE

5/17/2019

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

All warranties.

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Architectural punch list attached. MEP and Structural punch lists to follow.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$53,235.90

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner is responsible for all security, maintenance, heat, utilities, damage to the Work and insurance for the Project.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Crossland Construction
Company

CONTRACTOR *(Firm Name)*

Lawton Public Schools

OWNER *(Firm Name)*

SIGNATURE

SIGNATURE

Joshua Jacox, Project Manager

PRINTED NAME AND TITLE

20 May 2019

DATE

CARLA CLODFELTER, PRESIDENT

PRINTED NAME AND TITLE

LAWTON BOARD OF EDUCATION

A		B		C		D		E		F		G		H	
Hugh Bish Safe Room															
AIP Punch List May 17, 2019															
ROOM NUMBER	NAME	DESCRIPTION	Responsibility	DATE GEN	G.C.	AIP	Owner								
1															
2															
3															
4															
5	General	Complete intercom and data		5/17/19											
6		Finish grading and sod		5/17/19											
7		Remove haul road		5/17/19											
8		Touch up paint and caulking		5/17/19											
9		Touch up grout		5/17/19											
10		Caulk tile inside corners and edge to adjacent material		5/17/19											
11		Final clean		5/17/19											
12		Vacuum out millwork		5/17/19											
13		Touch up door frame paint throughout		5/17/19											
14		Escutcheon at sink drains to wall		5/17/19											
15		Remove project sign		5/17/19											
16		Caulk edge of countertop		5/17/19											
17		Replace broken door closer covers		5/17/19											
18		Caulk ends of window sills		5/17/19											
19		Complete window sills		5/17/19											
20		Adjust door closers		5/17/19											
21		Adjust cabinet latches		5/17/19											
22		Seal ends of threshold to jamb		5/17/19											
23	Corridor	Seal around drinking fountains		5/17/19											
24		Caulk perimeter of electrical panel		5/17/19											
25		Touch up paint, walls, doors, frames, downspout boots		5/17/19											
26	Exterior	Paint bolts at downspout boots		5/17/19											
27		Smooth concrete burrs at reveals		5/17/19											
28		Clean concrete splatter off walls		5/17/19											
29		Recess cleanout flush with grade and sidewalk		5/17/19											
30		Seal wall reveals at gap with sidewalks		5/17/19											
31		Seal below coping drip edge		5/17/19											
32		Paint gas piping		5/17/19											
33		Touch up panel joint sealant		5/17/19											
34		Clean sealant and adhesive from membrane		5/17/19											
35	Roof	Clean debris from roof		5/17/19											
36		Provide manufacturer's final inspection reports		5/17/19											
37		Lower scuppers flush with roof membrane		5/17/19											
38															

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: <i>(Name and address)</i> Lawton Public Schools - Multiple Safe Room Buildings Lawton, Oklahoma	CONTRACT INFORMATION: Contract For: General Construction Date: January 19, 2018	CHANGE ORDER INFORMATION: Change Order Number: 5 Date: May 29, 2019
OWNER: <i>(Name and address)</i> Lawton Public Schools 753 NW Ft. Sill Blvd. Lawton, Oklahoma 73502	ARCHITECT: <i>(Name and address)</i> Architects in Partnership, LLC 3220 Marshall Avenue Norman, Oklahoma 73072	CONTRACTOR: <i>(Name and address)</i> Crossland Construction Company 408 N.E. 145 th Place Edmond, Oklahoma 73013

THE CONTRACT IS CHANGED AS FOLLOWS:

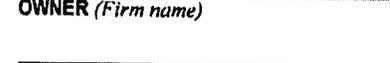
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Contingency Amount: \$260,348.96
Sullivan village utility connections and gas resizing: \$18,185.00
Remaining Contingency Amount: \$242,163.96
Net change to contract sum: \$0.00

The original Contract Sum was	\$ 8,048,529.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 8,048,529.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 8,048,529.00
The Contract Time will be unchanged by Zero (0) days.	
The new date of Substantial Completion will be	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Architects in Partnership, LLC</u> ARCHITECT <i>(Firm name)</i>	<u>Crossland Construction Company</u> CONTRACTOR <i>(Firm name)</i>	<u>Lawton Public Schools</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Cory Miller, Senior Project Manager/Associate PRINTED NAME AND TITLE	Joshua Jacox, Project Manager PRINTED NAME AND TITLE	CARLA CLODFELTER, PRESIDENT LAWTON BOARD OF EDUCATION PRINTED NAME AND TITLE
May 29, 2019 DATE	May 29, 2019 DATE	 DATE

1715B - Lawton Public Schools Multiple Safe Room Buildings
Trend Log



Last Update: MAY 24, 2019

Closed Issue (Accept/Go)
 Pending (Warning)
 New Issue (More Info Needed)
 Not Accepted

Original Contract Amount: \$8,048,529.00
Contract Date: 06/04/2018
Original Completion Date: 03/02/2019

Item	AST No.	Date	Description	Proposed	Acceptance Required Date	LPS Acceptance Date	Accepted Change Amount	Working Estimates	PCO No.	CO No.	CO Date	Comments
01			Original Construction Amount	\$8,048,529.00								Refer to CRP #2
07	AS 001	5/29/2019	Supply, Filing & Utility Details	\$0.00			\$0.00	\$0.00				Revised no additional 344, included in CRP #2
08	AS 002	7/12/2018	See Revised Response	\$0.00			\$0.00	\$0.00				Clarification only
09	AS 003	7/17/2019	High Risk Room Notes	\$0.00			\$0.00	\$0.00				Clarification only
10	AS 004	8/16/2018	W/IT Pattern	\$5,950.00		2/5/2019	\$5,950.00	\$5,950.00	1			Concur
11	AS 005	10/12/2018	Lowest Shutter Door Hardware	\$3,200.00		9/12/2019	\$3,200.00	\$3,200.00	2			Concur
12	AS 006	11/11/2018	Revised High Risk Water Service	\$8,000.00		7/9/2019	\$8,000.00	\$8,000.00	1			Concur
13	AS 007	12/17/2018	Fire Alarm Upgrade	\$8,585.00		9/12/2019	\$8,585.00	\$8,585.00	2			Concur
14	AS 008	12/17/2018	Fire Alarm Upgrade	\$4,775.00		3/27/2019	\$4,775.00	\$4,775.00	2			Concur
15	AS 009	1/23/2019	Fire Alarm Upgrade	\$5,810.00		9/12/2019	\$5,810.00	\$5,810.00	2			Concur
16	AS 010	1/18/2019	Edison Water Line Connection	\$0.00			\$0.00	\$0.00				Concur
17	AS 011	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
18	AS 012	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
19	AS 013	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
20	AS 014	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
21	AS 015	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
22	AS 016	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
23	AS 017	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
24	AS 018	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
25	AS 019	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
26	AS 020	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
27	AS 021	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
28	AS 022	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
29	AS 023	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
30	AS 024	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
31	AS 025	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
32	AS 026	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
33	AS 027	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
34	AS 028	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
35	AS 029	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
36	AS 030	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
37	AS 031	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
38	AS 032	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
39	AS 033	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
40	AS 034	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
41	AS 035	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
42	AS 036	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
43	AS 037	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
44	AS 038	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
45	AS 039	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
46	AS 040	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
47	AS 041	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
48	AS 042	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
49	AS 043	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
50	AS 044	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
51	AS 045	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
52	AS 046	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
53	AS 047	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
54	AS 048	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
55	AS 049	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
56	AS 050	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
57	AS 051	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
58	AS 052	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
59	AS 053	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
60	AS 054	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
61	AS 055	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
62	AS 056	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
63	AS 057	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
64	AS 058	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
65	AS 059	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
66	AS 060	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
67	AS 061	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
68	AS 062	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
69	AS 063	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
70	AS 064	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
71	AS 065	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
72	AS 066	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
73	AS 067	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
74	AS 068	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
75	AS 069	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
76	AS 070	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
77	AS 071	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
78	AS 072	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
79	AS 073	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
80	AS 074	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
81	AS 075	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
82	AS 076	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
83	AS 077	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
84	AS 078	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
85	AS 079	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
86	AS 080	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
87	AS 081	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
88	AS 082	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
89	AS 083	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
90	AS 084	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
91	AS 085	3/23/2019	Edison Water Line Connection	\$1,050.00		3/23/2019	\$1,050.00	\$1,050.00	2			Concur
92	AS 086	3/23/2019	Edison Water Line Connection	\$1,050.00								

Detailed Description of Changes to Scheduled Values
LPS Multiple Safe Room Buildings - Change Order #5

Sullivan Village

Increase line item 716 Plumbing SV by \$18,185.00.

Reduce line item 730 Contingency SV by \$18,185.00.

Net Change to Contract Sum = \$0.00.

F.G. HAGGERTY COMPANY, INC.

1318 HATTON ROAD ~ WICHITA FALLS, TX 76302
Phone 940-761-1161 ~ Fax 940-761-3080

LICENSE NO.: TACALA011054E

M-17970

PROPOSAL

TO: CROSSLAND CONSTRUCTION
PROJECT: SULLIVAN VILLAGE C306
BID DATE: 05/22/19

WE ARE PLEASED TO PROVIDE OUR PROPOSAL FOR THE PLUMBING WORK FOR THE ABOVE REFERENCED PROJECT AS CLARIFIED BELOW:

INCLUDED:

1. FURNISH AND INSTALL APPROX. 200' OF 1 1/4" TYPE L COPPER FOR DOMESTIC WATER PIPING
2. FURNISH AND INSTALL APPROX. 160' OF 1 1/2" SCH 40 STEEL FOR NATURAL GAS PIPING
3. FURNISH AND INSTALL PLUMBING INSULATION FOR DOMESTIC WATER PIPING
4. COREDRILL 6" PENETRATION IN SLAB FOR DOMESTIC WATER AND NATURAL GAS PIPING.
5. HAND EXCAVATE UNDER BUILDING FOOTER TO 6" PENETRATION
6. STUB OUT DOMESTIC WATER AND NATURAL GAS PIPING FOR CONNECTION BY OTHER

EXCLUSIONS:

1. ANYTHING NOT SPECIFICALLY LISTED IN THE ABOVE
2. EXCAVATION AND BACKFILL (BELOW GRADE PIPING TO BE FURNISHED AND INSTALLED BY OTHERS) (WE WILL PROVIDE THE BELOW GRADE COPPER TO GET 5' BEYOND THE SIDEWALK)
3. ROOFING/ROOF REPAIRS
4. CEILING TILE REMOVAL AND/OR INSTALLATION TO PERFORM OUR WORK
5. GAS REGULATOR IF REQUIRED
6. CONCRETE/PLACEMENT OF CONCRETE
7. PIPING ENCLOSURE/PIPING CHASE
8. AFTER HOURS OR WEEKEND WORK SCHEDULE (ADD \$4,812.00 IF WORK IS TO BE PERFORMED AFTER HOURS)

TOTAL AMOUNT OF PROPOSAL

\$ 18,185.00

SUBMITTED BY
GORDON SMITH
PROJECT ESTIMATOR

REGULATED BY: TEXAS STATE BOARD OF PLUMBING EXAMINERS 929 E. ST. AUSTIN, TX 78765 800-803-9202
TEXAS DEPT. OF LICENSING & REGISTRATION PO BOX 12157 AUSTIN, TX 78711 800-803-9202

BID RECAP SHEET

Company: F.G. Haggerty Company

5/22/2019

JobName: E:\FastEST-Server.test.site\Jobs\PROJECTS\ILAWTON\LPS-SAFE ROOMS\ILAWTON SC

Bid: **SULLIVAN C306**

PLUMBING/PIPING SUMMARY	Plumbing/Piping Labor				
	Materials	Hours	Rate	Labor \$	Total
FASTPIPE Summary	\$4,842	81.0	\$55.00	\$4,453	\$9,294
Pipe Equipment Total	\$0	w/Summary		\$0	\$0
Pipe Fixtures Total	\$0	w/Summary		\$0	\$0
Pipe Specialties Total	\$0	w/Summary		\$0	\$0
Pipe Other Total	\$0	w/Summary		\$0	\$0
Equipment	\$0	0.0	\$55.00	\$0	\$0
Fixtures	\$0	0.0	\$55.00	\$0	\$0
Other Costs	\$874	72.0	\$55.00	\$3,960	\$4,834
	\$0	0.0	\$0.00	\$0	\$0
	\$0	0.0	\$0.00	\$0	\$0
Sub Total	\$5,716			\$8,413	\$14,128

MATERIALS	Cost	OH&P \$	Total	OH&P %
Piping Materials/Equipment	\$5,716	\$857	\$6,573	15.0 %
Rental Equipment	\$430	\$65	\$495	15.0 %
Warranty	\$0	\$0	\$0	15.0 %
Material Escalation	\$0	\$0	\$0	15.0 %
Freight	\$0	\$0	\$0	15.0 %
	\$0	\$0	\$0	15.0 %
	\$0	\$0	\$0	15.0 %
Sub Total	\$6,146	\$922	\$7,068	
Sales Tax	0.0	\$0	\$0	
MATERIALS TOTAL	\$6,146	\$922	\$7,068	15.0 %

LABOR	Hours	Cost	OH&P \$	Total	OH&P %
Piping Labor	153.0	\$8,413	\$1,262	\$9,674	15.0 %
	0.0	\$0	\$0	\$0	15.0 %
	0.0	\$0	\$0	\$0	15.0 %
	0.0	\$0	\$0	\$0	15.0 %
Sub Total		\$8,413	\$1,262	\$9,674	
Sales Tax	0.0	\$0	\$0	\$0	
LABOR TOTAL		\$8,413	\$1,262	\$9,674	15.0 %

SUBCONTRACTS	Cost	OH&P \$	Total	OH&P %
Including Sales Tax	\$1,600	\$240	\$1,840	15.0 %
Sales Tax	0.0	\$0	\$0	
SUBCONTRACTS TOTAL	\$1,600	\$240	\$1,840	15.0 %

SUB TOTAL less Sales Tax	Cost	OH&P \$	Total	OH&P %
	\$16,158	\$2,424	\$18,582	15.0 %
Sales Tax			\$0	
Bond	0.0 %		\$0	
QUOTED PRICE			\$18,582	

OTHER JOB COSTS

Company: **F.G. Haggerty Company**

JobName: **E:\FastEST-Server.test.site\Jobs\PROJECTS\LAWTON\LPS-SAFE ROOMS\LAWTON :**

	Description	Materials Plbg/Piping	Labor Hours		
			PL Hours	Rate	Total
1	"GENERAL CONDITIONS"				\$0
2	MOBILIZATION				\$0
3	PERMIT PLUMBING				\$0
4	PERMIT MECHANICAL				\$0
5	JOB OFFICE TRAILER				\$0
6	JOB STORAGE TRAILER				\$0
7	SHOP DRAWINGS				\$0
8	SUBMITTALS				\$0
9	PROJECT SUPERVISION		24.0	\$55.00	\$1,320
10	PROJECT MANAGEMENT				\$0
11	TRAVEL AND SUBSISTENCE				\$0
12	FUEL				\$0
13	SMALL TOOLS (5% LABOR)	\$384			\$0
14	INCIDENTALS (5% MATERIALS)	\$265			\$0
15					\$0
16					\$0
17					\$0
18					\$0
19					\$0
20	"MISC OTHER WORK ITEMS"				\$0
21	PRESSURE TESTING		16.0	\$55.00	\$880
22	CHLORINATION	\$125	8.0	\$55.00	\$440
23	PIPE/EQUIPMENT ID	\$25	1.0	\$55.00	\$55
24	EXCAVATE/BACKFILL	\$75	16.0	\$55.00	\$880
25	FIRESTOPPING/PENETRATIONS		7.0	\$55.00	\$385
26					\$0
27					\$0
28					\$0
29					\$0
30					\$0
31					\$0
32					\$0
33					\$0
34					\$0
35					\$0
36					\$0
37					\$0
38					\$0
39					\$0
40					\$0
41					\$0
42					\$0
		\$874	72.0		\$3,960

SUBCONTRACTORS

including Sales Tax

Company: F.G. Haggerty Company

JobName: E:\FastEST-Server.test.site\Jobs\PROJECTS\LAWTON\LPS-SAFE ROOMS\LAWTON SCHOOL SAFE ROOMS.job

	Description	Total Price
1	PLUMBING INSULATION	\$1,600
2	200' @ \$8.00	
3		
4		
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7		
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35		
36		
37		
38		
39		
40		
	Totals	\$1,600

PipeSummary

Company: F.G. Haggerty Company
 JobName: E:\FastEST-Server.test.site\Jobs\PROJECTS\LAWTON\LP-SAFE ROOMS\LAWTON SCHOOL SAFE
 Material Set: Factor 1
 Labor Set: Factor #1
 Run Date: 5/22/2019 9:36
 Sort Key: By Matl Group



Matl Group	Description	Manufacturer	Last Update	Qty	Wt	List Total	Matl Disc	Net Total	Base Hours	Adj Hours	Job Fact	Job Total
apball	Ball Valves Apollo	Apollo	10/1/18	1	0.0	\$ 127.15	0.82	\$ 104.26	1.4	1.0	1.00	1.0
blin6	Threaded Rod	B-Line	5/22/19	136	0.0	\$ 70.20	0.50	\$ 70.20	0.0	0.0	1.00	0.0
bolts	Bolts	Bolt-Pak	5/22/19	68	0.0	\$ 28.56	0.80	\$ 28.56	0.0	0.0	1.00	0.0
copfit	Copper Fittings Elkhart	Elkhart Prod	5/22/19	22	5.9	\$ 422.04	0.50	\$ 422.04	16.7	10.0	1.00	10.0
coptub	Copper Tube Mueller	Mueller	5/22/19	274	187.9	\$ 1,898.85	0.55	\$ 1,898.85	21.3	18.1	1.00	18.1
excava	Excavation	N/A	1/18/97	1026	0.0	\$ 587.10	0.00	\$ -	0.0	0.0	1.00	0.0
hanger	Hangers	B-Line	12/1/18	34	1.4	\$ 379.10	0.31	\$ 117.52	31.3	20.3	1.00	20.3
malfit	Thd Malleable Fittings Anvil	Anvil Int	5/22/19	13	18.7	\$ 223.09	0.38	\$ 223.09	17.3	9.5	1.00	9.5
milbal	Ball Valves Milwaukee	Milwaukee	5/22/19	1	0.0	\$ 99.18	0.42	\$ 99.18	0.7	0.4	1.00	0.4
misc	Miscellaneous	Varies	3/12/12	159	0.4	\$ 591.31	1.00	\$ 591.31	12.5	8.1	1.00	8.1
shield	Shields/Saddles	B-Line	12/1/18	34	1.0	\$ 824.16	0.08	\$ 65.93	7.8	0.0	1.00	0.0
stpip	Steel Pipe Columbia	Columbia	5/22/19	164	411.7	\$ 1,122.52	0.38	\$ 1,122.52	18.1	13.6	1.00	13.6
uppera	Upper Attachments	B-Line	12/1/18	34	0.5	\$ 246.16	0.40	\$ 98.46	0.0	0.0	1.00	0.0
						\$ 6,619.41		\$ 4,841.92	127.0	81.0		81.0

PipeDetail

Company: F.G. Haggerty Company
 JobName: E:\FastEST-Server.test.site\Jobs\PROJECTS\LAWTON\LPs-SAFE ROOMS\LAWTON SCHOOL SAFE ROOMS.job
 Material Set: Factor 1
 Labor Set: Factor #1
 Run Date: 5/22/2019 9:36
 Sort Key: By Matl Group



Matl Group	Qty	Size	Description	Wt.	Unit Price	Matl Disc	Net Price	Net Total	Unit Hours	Adj Hours	Job Fact	Job Total
apball	1	2	Thd Gas Ball Valve w/Plated Ball	0.0	\$127.15	0.82	\$104.26	\$ 104.26	1.36	1.0	1.00	1.0
blin6	136	3/8	Plain Threaded Rod	0.0	\$ 0.52	Q	\$ 0.52	\$ 70.20	0.00	0.0	1.00	0.0
bolts	68	3/8	Hex Nuts	0.0	\$ 0.42	Q	\$ 0.42	\$ 28.56	0.00	0.0	1.00	0.0
copfit	11	1 1/4	Wrot Copper 90 Ell	0.8	\$ 14.81	Q	\$ 14.81	\$ 162.89	0.70	4.6	1.00	4.6
copfit	10	1 1/4	Wrot Copper Coupling	0.3	\$ 9.40	Q	\$ 9.40	\$ 94.02	0.70	4.2	1.00	4.2
copfit	1	3x1 1/4	Wrot Copper Reducing Tee	1.9	\$165.13	Q	\$165.13	\$ 165.13	1.96	1.2	1.00	1.2
coptub	63	1 1/4	Type K Soft Copper Tube	1.0	\$ 9.55	Q	\$ 9.55	\$ 601.10	0.07	3.7	1.00	3.7
coptub	211	1 1/4	Type L Hard Copper Tube	0.9	\$ 6.14	Q	\$ 6.14	\$ 1,297.75	0.08	14.4	1.00	14.4
excava	456	<None>	cu ft Excavated Dirt Backfill	0.0	\$ 0.50	0.00	\$ -	\$ -	0.00	0.0	1.00	0.0
excava	114	<None>	sq ft Sand Bedding 6 in Deep	0.0	\$ 0.15	0.00	\$ -	\$ -	0.00	0.0	1.00	0.0
excava	456	<None>	cu ft Excavation	0.0	\$ 0.75	0.00	\$ -	\$ -	0.00	0.0	1.00	0.0
hanger	34	3 1/2	Plain Standard Clevis Hanger	1.4	\$ 11.15	0.31	\$ 3.46	\$ 117.52	0.92	20.3	1.00	20.3
malfit	4	1 1/2	150# Blk Mall 90 Ell	2.6	\$ 11.86	Q	\$ 11.86	\$ 47.45	1.08	2.4	1.00	2.4
malfit	6	1 1/2	150# Blk Mall Coupling	1.0	\$ 11.08	Q	\$ 11.08	\$ 66.47	1.07	3.5	1.00	3.5
malfit	2	2	150# Blk Mall Union	4.9	\$ 37.96	Q	\$ 37.96	\$ 75.92	2.37	2.6	1.00	2.6
malfit	1	2x1 1/2	150# Blk Mall Red Tee	2.5	\$ 33.26	Q	\$ 33.26	\$ 33.26	1.77	1.0	1.00	1.0
milbal	1	1 1/4	BA450 2Pc FP Brnz Swt Ball Valve w/CP Ball	0.0	\$ 99.18	Q	\$ 99.18	\$ 99.18	0.74	0.4	1.00	0.4
misc	68	3/8	Plain Washer	0.0	\$ 0.04	1.00	\$ 0.04	\$ 2.72	0.00	0.0	1.00	0.0
misc	15	<None>	Quick Pipe Block	0.0	\$ 35.00	Q	\$ 35.00	\$ 525.00	0.82	8.0	1.00	8.0
misc	37	1 1/4	95/5 Solder Joints	0.0	\$ 0.88	1.00	\$ 0.88	\$ 32.56	0.00	0.0	1.00	0.0
misc	2	3	95/5 Solder Joints	0.0	\$ 1.96	1.00	\$ 1.96	\$ 3.92	0.00	0.0	1.00	0.0
misc	8	1 1/4	Siffos Joints	0.0	\$ 2.64	1.00	\$ 2.64	\$ 21.12	0.03	0.1	1.00	0.1
misc	21	1 1/2	Female Iron Pipe Thread Joints	0.0	\$ 0.19	1.00	\$ 0.19	\$ 3.99	0.00	0.0	1.00	0.0
misc	8	2	Female Iron Pipe Thread Joints	0.0	\$ 0.25	1.00	\$ 0.25	\$ 2.00	0.00	0.0	1.00	0.0
shield	34	3 1/2 x 12	Galv Insulation Prot Shield	1.0	\$ 24.24	0.08	\$ 1.94	\$ 65.93	0.23	0.0	1.00	0.0
stlip	164	1 1/2	Sch 40 Blk Steel Pipe A53 T&C	5.4	\$ 6.83	Q	\$ 6.83	\$ 1,122.52	0.11	13.6	1.00	13.6
uppera	34	3/8	Plain Wide Jaw Top C-Clamp	0.5	\$ 7.24	0.40	\$ 2.90	\$ 98.46	0.00	0.0	1.00	0.0
							\$ 2.90	\$ 4,841.92		81.0		81.0



AIA® Document G704™ – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Lawton Public Schools - Multiple Safe
Room Buildings
Lawton, Oklahoma

CONTRACT INFORMATION:
Contract For: General Construction
Date: January 19, 2018

CERTIFICATE INFORMATION:
Certificate Number: 1
Date: May 10, 2019

OWNER: *(name and address)*
Lawton Public Schools
753 Ft. Sill Blvd.
Lawton, Oklahoma 73502

ARCHITECT: *(name and address)*
Architects in Partnership, LLC
3220 Marshall Avenue
Norman, Oklahoma 73072

CONTRACTOR: *(name and address)*
Crossland Construction Company
408 N.E. 145th Place
Edmond, Oklahoma 73013

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Partial: Woodland Hills Elementary School only.

Architects in Partnership,
LLC

ARCHITECT *(Firm Name)*

SIGNATURE

Cory Miller, Senior Project
Manager/Associate

PRINTED NAME AND TITLE

5/10/2019

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

All warranties.

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Architectural and MEP punch lists attached. Structural punch list to follow.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$65,118.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner is responsible for all security, maintenance, heat, utilities, damage to the Work and insurance for the Project.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Crossland Construction
Company

CONTRACTOR *(Firm Name)*

SIGNATURE

Joshua Jacox, Project Manager

PRINTED NAME AND TITLE

5/16/2019

DATE

Lawton Public Schools

OWNER *(Firm Name)*

SIGNATURE

CARLA CLODFELTER, PRESIDENT

PRINTED NAME AND TITLE

DATE

LAWTON BOARD OF EDUCATION

C	D	E	F	G	H
Woodland Hills Safe Room					
AIP Punch List May 10, 2019		ITEM COMPLETE			
DESCRIPTION	Responsibility	DATE GEN	G.C.	AIP	Owner
Complete intercom and data		5/10/19			
Finish grading and sod		5/10/19			
Move haul road		5/10/19			
Touch up paint and caulking		5/10/19			
Touch up grout		5/10/19			
Reinstall tile inside corners and edge to adjacent material		5/10/19			
Final clean		5/10/19			
Remove millwork		5/10/19			
Touch up door frame paint throughout		5/10/19			
Seal caulk at sink drains to wall		5/10/19			
Remove project sign		5/10/19			
Reinstall edge of countertop		5/10/19			
Replace broken door closer covers		5/10/19			
Reinstall ends of window sills		5/10/19			
Reinstall ends of threshold to jamb		5/10/19			
Reinstall around drinking fountains		5/10/19			
Remove electrical panel		5/10/19			
Remove base		5/10/19			
Install upper cabinet latch		5/10/19			
Remove scratched		5/10/19			
Complete restroom accessories		5/10/19			
Install in rubber base below millwork		5/10/19			
Install ring flush bolts		5/10/19			
Remove around sprinkler pipe		5/10/19			
Install upper cabinet latch		5/10/19			
Remove rubber base		5/10/19			
Remove window gasket		5/10/19			
Install door closer, main and restroom		5/10/19			
Install cabinet latch x2		5/10/19			
Remove rubber base		5/10/19			
Touch up paint, walls, doors, frames, downspout boots		5/10/19			
Install bolts at downspout boots		5/10/19			
Remove both concrete burrs at reveals		5/10/19			
Remove concrete splatter off walls		5/10/19			

C	D	E	F	G	H
Woodland Hills Safe Room					
AIP Punch List May 10, 2019					
DESCRIPTION	Responsibility	DATE GEN	ITEM COMPLETE		
			G.C.	AIP	Owner
ss cleanout flush with grade and sidewalk		5/10/19			
h door rubs		5/10/19			
wall reveals at gap with sidewalks		5/10/19			
below coping drip edge		5/10/19			
t gas piping		5/10/19			
:h up panel joint sealant		5/10/19			
n sealant and adhesive from membrane		5/10/19			
n debris from roof		5/10/19			
ide manufacturer's final inspection reports		5/10/19			
er scuppers flush with roof membrane		5/10/19			
nd scupper from west, flashing edge loose		5/10/19			



Waylen P. Wiseman, P.E.

HVAC • Plumbing • Fire Protection

Date: May 13, 2019

Cory Miller
Architects in Partnership
3220 Marshall Avenue
Norman, OK 73072

Elementary Schools: Woodland Hills, Edison, Almor West.
Project Address: Lawton Public Schools.

I went to the above elementary schools on 5-10-19 and noted Mechanical, Plumbing, and Electrical items that need to be completed.

Woodland Hills Elementary School

1. Data cable system incomplete.



2. Intercom System incomplete. Intercom should be next to light switch.



3. Water Heater in restroom of classroom SR-1 not finished.



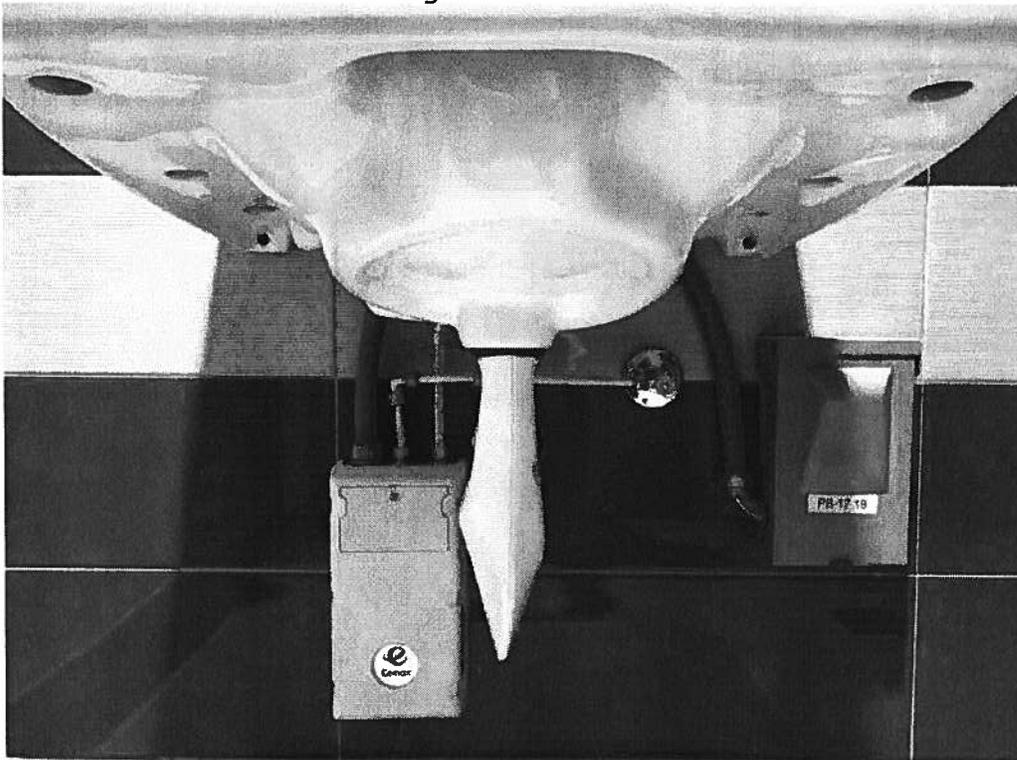
4. Light and Switch plates are not labeled. See picture in item #1.

5. Verify air filters are in the top slot of the filter rack on all units. This filter is shown correctly in the top slot, however a few were laying in the bottom slot of the filter rack.



Edison Elementary School

1. It sounds like a hum is coming from PB-17-19 and should be checked.

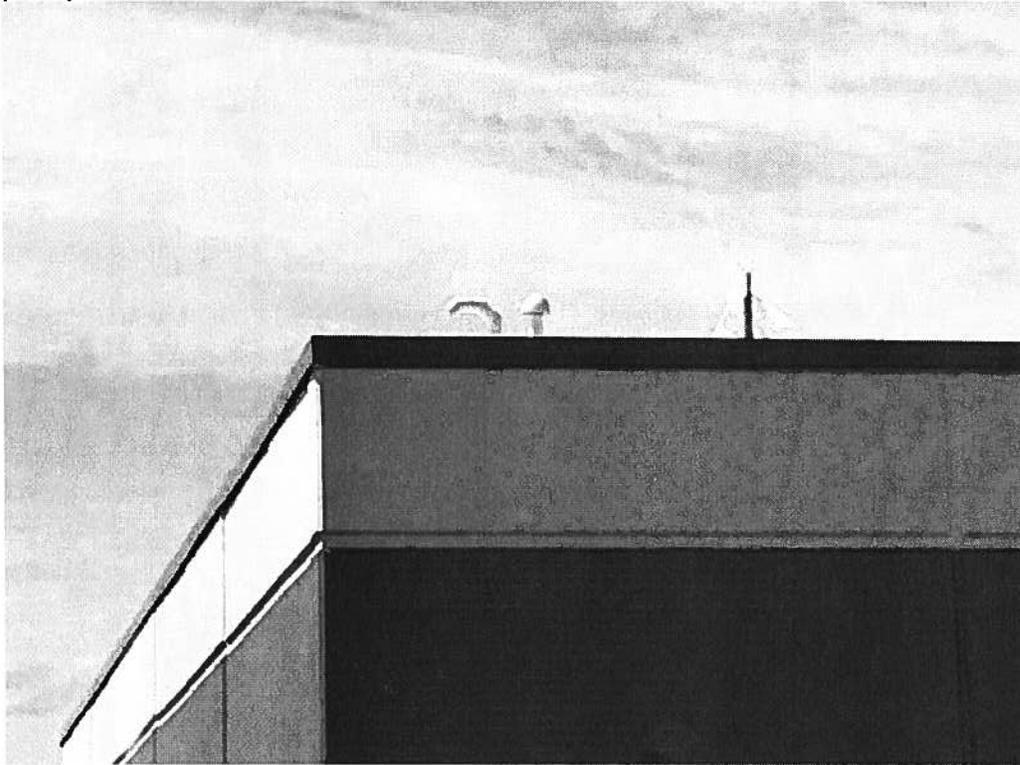


2. Shroud is missing from the light in the janitor closet. No picture.

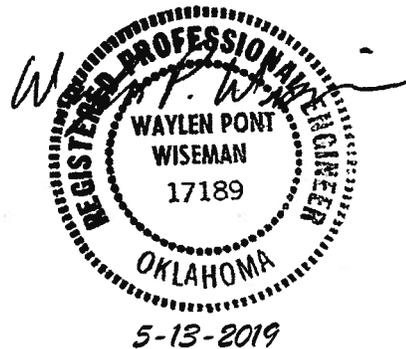
3. Verify air filters are is in the top slot of the filter rack. A few were laying in the bottom slot of the filter rack.

Almor West Elementary School

1. Shroud is missing from the light in the janitor closet. No picture.
2. Verify air filters are is in the top slot of the filter rack. A few were laying on the bottom of the filter rack.
3. PVC piping is visible above the parapet from the street. The combustion air and vent piping from the furnace extends above the parapet and should be shortened. Contractor should ask the plumber why it is taller than others. Unless there is a reason to have it taller than the roof the piping should be cut so it is not taller than the parapet.



Waylen P. Wiseman, P.E.
1800 North Interstate Drive, Suite 102
Norman, OK 73072
Phone: 405-579-2500



Kathy Bentley

From: Cory Miller <Cory.Miller@aipok.com>
Sent: Monday, May 20, 2019 11:22 AM
To: Kathy Bentley
Cc: Peggy Whittington; Barbara Ellis; Elizabeth Brown-Hill; Tom Deighan; Don McCaig; Jeremy Tanner
Subject: LPS Lawton High School Windows - Change Order #2
Attachments: LPS LHS Windows - Change Order #2.pdf

Kathy,

I am attaching Change Order #2 for the Lawton Public Schools Lawton High School Window Replacement project for your approval.

This authorizes the use of a portion of contingency for field coordination items throughout the extent of the project. These items are listed on page 2. They include brake metal detailing for expansion joints in walls and transitions not foreseen from the existing building drawings, changing vision glass to either spandrel glass or black metal panel where needed for blackout conditions as requested by the building staff, and the disconnection and reconnection of an HVAC unit above the new library found during construction to penetrate an existing window frame. The brake metal was provided at the unit price of \$7/ LF as defined in the Contract.

This change order also returns the remaining contingency to the Owner by reducing the Contract Sum.

Please, let me know if you need any additional information.

Thank you,
Cory S. Miller, RA
Project Architect



Architects in Partnership

3220 Marshall Avenue | Norman, OK 73072

P: 405.360.1300 x215 | F: 405.360.1431

cory.miller@aipok.com

www.aipok.com

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AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
LPS-Lawton High School Window Replacement
Lawton, Oklahoma

CONTRACT INFORMATION:
Contract For: General Constuction
Date: November 6, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 2
Date: May 20, 2019

OWNER: *(Name and address)*
Lawton Public Schools
P.O. Box 1009
Lawton, Oklahoma 73502-1009

ARCHITECT: *(Name and address)*
Architects in Partnership, LLC
3220 Marshall Avenue
Norman, Oklahoma 73072

CONTRACTOR: *(Name and address)*
Downtown Glass, Inc.
1008 W. Main Street
Oklahoma City, Oklahoma 73106

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Return unused portion of Change Order Reserve to Owner. Authorize use of Change Order Reserve for items noted in attachment

The original Contract Sum was	\$	<u>2,175,000.00</u>
The net change by previously authorized Change Orders	\$	<u>-168,000.00</u>
The Contract Sum prior to this Change Order was	\$	<u>2,007,000.00</u>
The Contract Sum will be decreased by this Change Order in the amount of	\$	<u>2,844.28</u>
The new Contract Sum including this Change Order will be	\$	<u>2,004,155.72</u>

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Architects in Partnership, LLC

Downtown Glass, Inc.

Lawton Board of Education

ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

Lawton Public Schools

OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Cory Miller, Senior Project Manager/Associate

Chuck Thompson, Vice President

CARLA CLODFELTER, PRESIDENT

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

LAWTON BOARD OF EDUCATION

PRINTED NAME AND TITLE

5/20/19

DATE

DATE

DATE



1008 W. Main, Oklahoma City, OK 73106
O:(405) 235-8573 F:(405) 235-7509

Lawton High School Change Order Reserve Billing

Break Metal & Labor: 8 sheets (4' x 10') \$7/LFT per contract	\$3,360.00
28 hrs of Installation Labor	\$1,890
Material Linear Feet 480 @ 8" width / contract	\$1,470

Door 105: Glass change from Vision to Double Spandrel Black \$1,616.72

Kasco Mechanical: HVAC disconnect / reconnect \$1,290.00

Area F Mapes Panels

Door 104 Dark / Green Room	\$300
A44 frame left side of Door 104	\$279
A45 frame right side of Door 104	\$310

Area F Total: \$889.00

TOTAL Change Order Reserve Billing **\$7,155.72**

 To: Lawton Board of Education
Subject: Furniture delivery bids

Lawton Public Schools sent out a request for proposals for the delivery of furniture to various sites throughout the district. I recommend we accept the bid from Affiliated Van Lines of Lawton for \$21,390.00. (RFP and quotes are attached)


Mark Mattingly

May 6, 2019

Reference: Delivery of furniture to school sites

To Whom It May Concern:

Lawton Public Schools is requesting proposals from furniture moving contractors to deliver furniture from warehouses within the Lawton city limits to various Lawton Public School sites within a 10 mile radius of the warehouse. Warehouse locations will be Douglass Learning Center, 102 E. Gore Blvd. and Park Lane Elementary School, 4912 SE Avalon, Lawton. Furniture deliveries will be made to the warehouse location in various amounts according to the manufacturers' ability to produce the amount of furniture necessary to fill the order.

Lawton Public Schools' will expect the selected contractor to move the furniture from the warehouse to various sites throughout the months of June through October. Estimated time of first delivery from manufacturer to our warehouse is June 15, 2019. The contractor will need to be available to begin moving furniture within two weeks of manufacturer's delivery to warehouse locations in Lawton. Attached is the quantity of furniture, delivery sites, and vendor insurance requirements.

Submit quote for cost of delivery of furniture no later than May 20, 2019 to the following:

Lawton Public Schools
Mark Mattingly
102 E. Gore Blvd.
Lawton, OK 73501

Respectfully,


Mark Mattingly

Student Desks

Woodland Hills Elementary School	Student Desk (2 nd -5 th) - 400	400
Tomlinson Middle School	Student Desk - 750	750
Sullivan Village Elementary School	Student Desk - 300	300
Ridgecrest Elementary School	Primary Student Desk - 62	62
Pioneer Park Elementary School	Student Desks- 450	450
Pat Henry Elementary School	Student Desk - 25	25
Lincoln Elementary School	Student desks - 314	314
Eisenhower Elementary School	Student Desks - 218	218
Edison Elementary School	Desk - 85	85
Cleveland Elementary School	Desk - 140	140
Central Middle School	Trapezoid desks - 90	90
Carriage Hills Elementary School	Student Desks - 360	360
Almor West Elementary School	Student Desk- 360	360
Adams Elementary School	Student Desks - 190	190
	TOTAL	3744

Tables

Ridgecrest Elementary School	Folding Tables - 13	13
Pat Henry Elementary School	30x60 Student Tables - 4	4
Pat Henry Elementary School	24x48 Student Tables - 4	4
MacArthur High School	Drafting Tables for Art - 14	14
Lincoln Elementary School	30x60 tables - 16	16
Lincoln Elementary School	Folding Tables - 58	58
Learning Tree Academy	24x48 rectangle 25	25
Learning Tree Academy	30x48 rectangle 7	7
Learning Tree Academy	30x60 rectangle 17	17
Learning Tree Academy	Round 2	2
Learning Tree Academy	Flower whiteboard 8	8
Gateway / Douglas	Trapezoid tables-36	36
Eisenhower High School	Art Tables Raised-16	16
Crosby Park Elementary School	Long Foldable Tables - 12	12
Hugh Bish Elementary School	Folding tables - 12	12
	TOTAL	244

Student Chairs

Tomlinson Middle School	Student chair w/bookrack - 750	750
Sullivan Village Elementary School	12" Chair-100	100
Sullivan Village Elementary School	16" Chair-100	100
Sullivan Village Elementary School	18" Chair-100	100
Ridgecrest Elementary School	12" Chair - 100	100
Ridgecrest Elementary School	16" Chair - 125	125
Pioneer Park Elementary School	chairs-12"-25	25
Pioneer Park Elementary School	chairs-16"-200	200
Pioneer Park Elementary School	chairs 18"-225	225
Learning Tree Academy	chairs 12"-108	108
Eisenhower Elementary School	chairs 18"- 234	234
Eisenhower Elementary School	chairs 16"- 52	52
Eisenhower Elementary School	chairs 12"- 78	78
Cleveland Elementary School	Chairs 18"- 160	160
Carriage Hills Elementary School	chairs 18"-230	230
Carriage Hills Elementary School	chairs 12"-130	130
Almor West Elementary School	chair 12"-97	97
Almor West Elementary School	chair 16"-114	114
Almor West Elementary School	chair 18"-139	139
Adams Elementary School	chair 12"-40	40
Adams Elementary School	chair 16"-90	90
Adams Elementary School	chair 18"-60	60
	TOTAL	3257

Classroom Shelves/Cabinets

Whittier Elementary School	Cabinets - 4	4
Pat Henry Elementary School	Book Shelves - 7	7
Learning Tree Academy	Book Displays 6	6
Lawton High School	Science Storage (Flammable) - 21	21
Lawton High School	Science Storage (Corrosive) - 3	3
Eisenhower High School	Storage Cabinet (Corrosive) - 3	3
Adams Elementary School	Birch bookcase-12	12
Eisenhower Middle	Flammable Storage Cabinet-2	3
	TOTAL	59

ADAMS ELEMENTARY

Student Desks - 190
chair 12"-40
chair 16"-90
chair 18"-60
Shelves (Like bookcase 5-g ft tall) - 12

ALMOR WEST

Student Desk- 360
chair 12"-97
chair 16"-114
chair 18"-139

CARRIAGE HILLS

chairs 18"-230
chairs 12"-130
Student Desks - 360

CENTRAL MS

Stools - 90
Trapezoid desks - 90

CLEVELAND

Student Desk - 140
Chairs 18"- 160

CROSBY PARK

Long Foldable Tables - 12

EDISON

Student desk - 85

EISENHOWER ELEM.

Student Desks - 218
Large Chairs - 234
Medium Chairs - 52
Small Chairs - 78

EISENHOWER MS

Flammable Storage Cabinet-2
Stools for tables-18

EISENHOWER HS

Storage Cabinet (Corrosive Acid) - 3
Art Tables Raised (Disabled Teacher) 16
Art Stools (Disabled Teacher) 32

HUGH BISH

Folding tables - 12

LAWTON HS

Science Storage (Flammable) - 21
Science Storage (Corrosive) - 24

LEARNING TREE ACADEMY

Tables - 73 (*recommend w/chair order*)
Chairs - 108 (*recommend w/ table order*)
Group/horseshoe 21
24x48 rectangle 25
30x48 rectangle 7
30x60 rectangle 17
Round 2
Flower whiteboard 8
Book Displays 6
Mobile storage Cabinets - 2

LINCOLN

30x60 tables - 16
Student desks - 314
Folding Tables - 58

MACARTHUR HS

Drafting Tables for Art - 14

PAT HENRY

Student Desk - 25
30x60 Student Tables - 4
Book Shelves - 7
24x48 Student Tables - 4

PIONEER PARK

Student Desks- 450
chairs-12"-25
chairs-16"-200
chairs 18"-225

RIDGECREST

Primary Student Desk - 62
12" Chair - 100
16" Chair - 125
Folding Tables - 13

SULLIVAN VILLAGE

Student Desk - 300
12" Chair-100
16" Chair-100
18" Chair-100

TOMLINSON MS

Student Desk - 750
Student chair w/bookrack - 750

WASHINGTON

Whiteboards 4x4 - 14
Whiteboards 4x8 - 5

WHITTIER

Book display - 4
Cabinets - 4

WOODLAND HILLS

Student Desk - 400



May 17, 2019

Mark Mattingly
Lawton Public Schools
PO Box 1009
Lawton, OK 73502

To Whom it May Concern:

We respectfully submit a bid of \$21,390.00 (twenty one thousand, three hundred and ninety dollars) for the movement of furniture from LPS storage facilities to 23 locations across the Lawton/Ft Sill area. The bid includes the pickup of the items listed from storage, delivery to general areas within the selected locations and minor debris removal. Movement is to be completed during normal operating hours on the selected weekday. Thank you for the opportunity to submit a bid for this proposal. Should you have any questions or need anything further from us please call or email me at stacyw@affiliatedlawton.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Stacy Woods", written in a cursive style.

Stacy Woods
Operations Supervisor
Affiliated Van Lines of Lawton, Inc.

Mark Mattingly

From: Wade Roth <wade.roth@colemanallied.com>
Sent: Monday, May 13, 2019 12:41 PM
To: Mark Mattingly
Cc: Sheila Relf
Subject: Bid for Delivery of Furniture to school sites in Lawton

Thank you for contacting Coleman American Worldwide for your moving needs. We can accommodate your needs during the summer months. Understand this is the busiest time of the year in the moving industry however we would like to take care of LPS and the youth in Lawton We will need a little flexibility to make sure we get yall on the schedule, it may be unrealistic to call me the morning of expecting delivery the same day. I am sure you understand. We would set this up on an hourly basis. All of my Associates go threw a background check and UA prior to employment seeing as we are under contract with the military throughout the world.

\$110 and hour for two men and a truck. This time will start when we leave our location on 6th street and end when we get back to my location. The dispatch ticket will be signed off by whoever the POC will be that day will be. If more men are required the rate will fluctuate but I will let you know before we do the job if that occurs.

We look forward to working with you and MS Relf to make this as pain free as possible.

Look forward to hearing from you.

TY

Wade "Judge" Roth
Coleman American Moving and Storage Inc.
General Manager
Lawton, Ok
580-355-6626
Boomer.....

Quality is the result of Performance verses the Customers Expectations. Have we provided Quality to your move?



Ryans Moving and Storage Inc
3410 SW 11th St.
Lawton, OK 73501

Attn: Mark Mattingly
Ref: Delivery of furniture to school sites

Ryans Moving and Storage has studied this bid very thoroughly and after reviewing all requirements, we have one question as to if there will be any desk in the rooms that will need to be removed? If so this would change our bid. Our all in bid would be \$38,500.00 to deliver to all sites. Thank you for the opportunity to bid this job and we appreciate all consideration on awarding us the contract.

Donald Ryans
Ryans Moving And Storage
580-581-1474
580-695-2470

**JOINT USE AGREEMENT
Grandview Sports Complex
Fields 5 – 8/Soccer Field**

THIS AGREEMENT is entered into this 23rd day of April, 2019 by and between the City of Lawton, Oklahoma, a municipal corporation (hereinafter called "City"), and The Board of Education of Independent School District No. 8 (hereinafter called "Board").

WITNESSETH:

THAT FOR AND IN CONSIDERATION of the mutual covenants, conditions and agreements herein contained, the parties hereby stipulate and agree, as authorized by the provisions of the Interlocal Cooperation Act, Title 74, Oklahoma Statutes, Section 1001 et. Seq., as follows:

1. **Lease of Land.** Board hereby lets and leases to City, for the period of twenty (20) years, from and after the effective date of the Agreement, and for such period of extension thereafter as hereinafter recited, a tract of land within the City of Lawton located south of Eisenhower Senior High School and west of Eisenhower Elementary School, legally described as follows:

A parcel of land lying in the NE ¼ of Section 33, Township 2 North, Range 12 West, of the Indian Meridian, Comanche County, Oklahoma, further described as follows:

Commencing at a point, being the Northeast corner of the Northeast quarter of Section 33, Township 2 North, Range Twelve West of the Indian Meridian, Comanche County, Oklahoma;

THENCE S00°15'28"W, on the east line of said Section 33 a distance of 1347.22 feet for a POINT OF BEGINNING;

THENCE N89°12'53"W, a distance of 1642.95 feet, to a point on the West line of the East half of the Northeast quarter of the Southwest quarter of said Northeast quarter, said Section 33;

THENCE S00°20'07"W, on the west line of the East half of the Northeast quarter of the Southwest quarter of said Northeast quarter a distance of 648.89 feet, to the southwest corner of the East half of the Northeast quarter;

THENCE S89°45'51"E, on the south line of the East half of the Northeast quarter of the Southwest quarter of said Northwest corner of the North half of the South half of the Southeast quarter of said Northeast quarter;

THENCE S89°45'51"E, on the North line of the North half of the South half of the Southeast quarter of said Northeast quarter a distance of 1026.26 feet;

THENCE N00°15'28"E, parallel with the east line of said Northeast quarter a distance of 237.28 feet;

THENCE N89°44'32"W, a distance of 150.00 feet;

THENCE N00°15'25"E, parallel with the north line of said Northeast quarter a distance of 320.00 feet;

THENCE S89°12'53"E, a distance of 438.87 feet, to a point of the east line of said Northeast quarter;

THENCE N00°15'25"E, on the east line of said Northeast quarter for a distance of 80.00 feet to the POINT OF BEGINNING containing approximately 19.41 acres more or less,

2. **Joint Use of Complex**

- A. Utilization of the fields by either City or Board shall be for youth sports and recreational activities by the City or Board.
- B. Board shall have the exclusive use of the two (2) softball and two (2) baseball fields at the west end of Grandview, otherwise known as fields 7 and 8 for girls softball and 5 and 6 for junior high baseball for the period beginning July 16th of each year and ending on the third Friday in May of each year. The City shall have exclusive use of fields 5 – 8 from the third Friday in May of each year through July 15th of each year. During the period of exclusive City use the Board may utilize the fields 5 - 8 when the city has no activities scheduled so long as the fields remain playable.
- C. During the period that Board has exclusive use of fields 5 - 8 Board shall in addition have exclusive use of the scorers' tower, scoreboard and lights for these fields. During this period the Board shall assume all responsibility for maintenance of these fields including lights, grounds, concession stands, restrooms, and common areas. Board will be provided the necessary keys for use of the facilities. Board shall insure that all facilities are secured at the completion of each day's activities. Board shall have exclusive use of the storage area between fields after July 15th of each year until May of the next year.
- D. City will turn the water to the main line of the system on and off as requested by Board. Board will control the operation of the system. This shall include the operation of the irrigation system in place on the soccer

field.

- E. City will be responsible for the maintenance and repair of the irrigation system from the concession building to the shut off valve for each field. Board will be responsible for the maintenance and repair of the irrigation system after the shut off valve of field 5 - 8 and the soccer field. Board's responsibility for the maintenance of the irrigation system on fields 5 - 8 and the soccer field shall be year round.
- F. Board will be responsible for preparing the fields (dragging, chalking, etc.) for its events and City will be responsible for preparing the fields (dragging, chalking, etc.) for it events.
- G. Each party will be responsible for trash and debris cleanup after the party's use of the fields.
- H. Board will maintain all fences on fields 5 - 8 and will be allowed to hang promotional signs on the fences. Board's responsibility for the maintenance of the fences on fields 5 - 8 shall be year round.
- I. Board will be responsible for the repair of any damages caused by its use and City will be responsible for the repair of any damages caused by its use.
- J. City shall bear all cost for electricity used at the recreation complex.
- K. During the term of this agreement which provides for the exclusive use of the facility by the parties at specified times, any alleged liability occurring during such use, i.e. property damage or personal injury to third parties, shall be the responsibility of the party with the exclusive use subject to the provisions of the Oklahoma Governmental Tort Claims Act, Oklahoma Statutes, Title 51, §151 et seq., including the exemptions from liability found at §155. In no way is it intended that this section impose liability for any damages unless said liability is determined by a court of competent jurisdiction. Each party shall be responsible for damage to the complex caused by the acts of omissions its employees, agents and servants.

3. **Concessions.** City shall have the right to operate all Concessions, or permit another organization or entity to do the same, during all events held at the recreation complex, including school events in which participation is limited to students. The determination to operate concessions during school events shall be made jointly by the parties, but for all other events shall be within the sole discretion of City.

4. **Parking Space.** Any improvements to the parking spaces on both sides of the existing asphalt road on the leased premises desired by City shall be made at

City's expense; provided, however, that City shall not be obligated to make such improvements.

5. **Destruction.** In the event the recreation complex is substantially damaged by acts or omissions of City, so as to necessitate major repairs, the cost of which imposes a financial hardship on City, in the sole judgment of Lawton City Council, then City may elect to abandon the complex and the term of this Lease Agreement, and all obligations herein, shall end. In the event of abandonment, City shall be required to remove all damaged and other improvements from the leased premises if so requested by the Board.

6. **Expansion.** In the event Board determines during the term of this Lease Agreement that it is necessary to expand the existing building housing Eisenhower Elementary School by adding-on to such building, then the portion of the leased premises, if any, necessary to accomplish such expansion shall be removed from the premises and shall no longer be a part of the recreation complex. Upon completion of the expansion, the legal description of the leased premises contained in Paragraph 1 shall be modified to reflect the portion removed, which modification shall be attached hereto and made a part hereof.

7. **Extension of Term.** City shall have the option to renew and extend this Lease Agreement according to all of its terms and conditions for one (1) additional period of five (5) years from and after the expiration of the primary term herein provided. Said option shall be considered as having been exercised by City unless City gives the Board notice in writing prior to the expiration of the primary term that it elects not to renew and extend, in which case this Lease Agreement shall terminate at the end of the primary term.

8. **Disposition of Property.** Upon the expiration or termination of this Lease Agreement, City shall have the right to remove any improvements it has constructed upon the leased premises, including bleachers, fences, lights poles, officials towers, and any buildings, but not including the irrigation system, water line, and sanitary sewer lines, as City may elect, without the payment or any compensation whatsoever to Board, or it may leave the improvements upon the premises and said improvements shall become the property of Board.

9. **Assignment and Sublease.** Board and City agree that neither will ever make, or undertake to make, an assignment of any interest it has in this agreement, or sublease any portion of leased premises, in whole or in part, without the prior written consent of the other party; provided however, that this restriction shall not prevent City from permitting another organization or entity to operate concessions as provided in paragraph 3.

10. **Successors and Assigns.** This Lease Agreement and all the terms, covenants, conditions and provisions thereof shall insure to the benefit of and be binding upon the legal representatives, successors and assigns of the parties hereto.

11. **Interpretation.** The parties, in making the Agreement, have entered into it with the hope and belief that the use of the facilities to be provided at the recreation complex shall be of great advantage and benefit both to the people of the City of Lawton and the faculty and students of the schools, and they pledge to each other on all occasions, when and if questions arise concerning the true intent and meaning of this contract, that they will endeavor to so treat each other as to give evidence of the highest good faith and the greatest consideration each for the other, in order that unseemly and unfortunate differences may never develop between them.

12. **Complete Agreement.** This written document contains the entire agreement of the parties with respect to the subject matter hereof, and can be amended only by a written agreement signed by both parties.

13. **Waiver.** No waiver of any breach of covenant, condition, term or provision herein contained shall be construed as a waiver of the covenant, condition, term or provision itself or any subsequent breach thereof.

14. **RETROACTIVE PROVISION:** By mutual agreement of the parties, this agreement shall be effective retroactive to February 25, 2017, and shall be binding upon both parties as of the effective date.

IN WITNESS WHEREOF, the parties have signed this Agreement on the year and date first above written.

BOARD OF EDUCATION OF INDEPENDENT
SCHOOL DISTRICT NO. 8, COMANCHE
COUNTY, OKLAHOMA

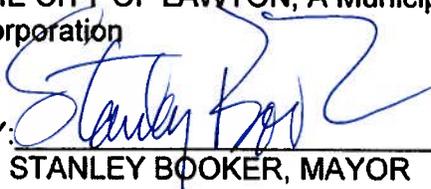
BY: _____
PRESIDENT

ATTEST:

CLERK

(SEAL)

THE CITY OF LAWTON, A Municipal
Corporation

BY: 

STANLEY BOOKER, MAYOR

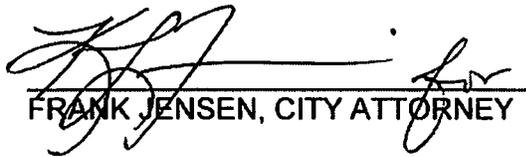
ATTEST:



TRACI L. HUSHBECK, CITY CLERK

(Seal)

Approved as to form and legality this 10th day of April, 2019.



FRANK JENSEN, CITY ATTORNEY



City Hall Rental Agreement

City of Lawton, Oklahoma
212 SW 9th St.

Deposit \$ _____	Weekend Fee \$ _____	Tables & Chairs \$ _____
Cleaning Deposit \$ _____	Electronic Equipment \$ _____	
Total Amount Paid.....		\$ _____
Amount of Deposit Returned.....		\$ _____ Date: _____

Banquet Room, City Hall
Facility to be Leased

64 (8 tables w/ 8 chairs each)
Estimated Participants

11/19/19
Date of Reservation

1-9pm (event to begin at 6p.m.)
Starting Time-Ending Time
(Including Setup & Clean up Time)

Mark Mattingly/Tiffany Viska
Name of Lessee (print)

102 E. Gore Blvd. 580-355-2214
Address Phone

"AIM" for Lawton - LPS committee
Name of Organization

212 SW Ninth St. 580-581-3301
Address Phone

Nature of Activity to be held: meet-and-greet event for a mentor/educational program for high school students.

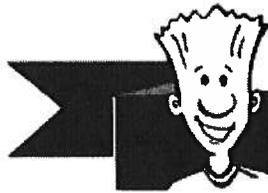
LPS accepts the responsibility for any damages incurred during the use of the facility and will strictly adhere to the rules listed on the attached two (2) pages.

Signature of Lessee Date

City Manager Date

Tiffany M. Viska 5/7/19
Signature of Lessee Date

Discriminatory Clause: This organization does not discriminate in any way based on race, creed, color, sex, religion, or national origin



PERFORMANCE AGREEMENT

NED'S mindset MISSION

Show Date:	October 15, 2019	Show Time:	2:00pm-2:45pm
School ID:	72103	School Name:	Whittier Elementary School
Contact Name:	Melanie Nungesser	Title:	Principal
Grades:	k-5	Student Count:	300
Booking Agent:	Peter Magelssen	Toll Free:	877-872-9696, x164
Fax:	800-969-6624	E-mail:	pmagelssen@allforkidz.com

We agree to:

Your school agrees to:

- Present NED's Mindset Mission on the date and time entered above.
- Grant access to resources and lesson plans available at www.NEDteachers.com
- Provide a school poster and ready-to-copy materials to send home with students.
- Reserve the right to reschedule the show due to performer illness or other extenuating circumstances. In the unlikely event of a change, the show will be moved to a mutually agreeable time.
- Visit your school at no charge, made possible by the Pay-it-Forward Sale.
- Waive the normal show fee of \$1400 in lieu of your school running the "Pay-It-Forward" sale featuring NED gear, since you have chosen the "No-Fee" payment option.
- Provide prepaid shipping labels: We pay for return postage on your unsold items.

- Copy and send home the parent letter a few days prior to the performance
- Make NED items available for purchase for 5-10 school days following the show and do your best to "Pay-it-forward" to another school.
- Do your best to provide a NED play zone for students to enjoy their NED items and safely practice yo-yo skills while reinforcing the NED Message.
- Protect our copyright. Take pictures of the show if you wish, but agree and enforce that no part of the show may be video recorded, reproduced or transmitted. The NED Shows reserves the right to occasionally audio or video record its employees for training purposes.
- Contact us immediately if you find it necessary to make any changes to your show time. If your school cancels within 14 days of the schedule show date for any reason other than unforeseen acts of nature, i.e. inclement weather or school closures, you agree to pay a \$200 cancellation fee.

Additional Requirements

- 45-60-minute minimum set-up time is required, therefore someone will need to be available to let the performer in before normal school hours if necessary.
- Provide one 6' table, one small desk, one chair and a wastebasket.

CONFIRM YOUR SHOW DATE

Please sign below and email to: customer@TheNEDshows.com or fax to 800-969-6624 within 48 hours

Retain this original for your records. If you've already signed and faxed a performance agreement, please disregard.

School Representative Signature

Printed Name and Title

We look forward to bringing NED's Mindset Mission to your school!

©2018. All for KIDZ, Inc., producers of The NED Shows. All Rights Reserved.

**CARLA CLODFELTER, PRESIDENT
LAWTON BOARD OF EDUCATION**

OSDE CONTRACT

This contractual agreement is entered into between the State of Oklahoma *ex rel*, Oklahoma State Department of Education, 2500 N. Lincoln Boulevard, Oklahoma City, OK 73105, (hereafter "OSDE") and Learning Tree Academy, Lawton Public Schools, (hereafter "Vendor"), whose mailing address and contact information for the purpose of this contract is: Carla Clodfelter – School Board President, Lawton Public Schools, 753 Fort Sill Boulevard, Lawton, OK 73507.

1. PURPOSE

- 1.1. The purpose of this contract is: to implement a statewide Oklahoma School Climate Transformation (OKSCT) project that will provide training and technical assistance in the implementation of a multi-tiered behavioral framework to improve school climate. Training and technical assistance will be provided to selected school sites that will include information on how to transform school climate by building local capacity to implement a sustained, school-wide multi-tiered behavioral framework that integrates the Positive Behavioral Interventions and Supports (PBIS) model, a research-based program that incorporates a set of procedures designed to improve behavior by employing positive and systematic techniques.

The OSDE will not share student data with vendor for performance of this agreement.

- 1.2. To fulfill the purpose of this contract, Vendor hereby offers and agrees to perform and/or provide the following goods and/or services to OSDE:
- 1.2.1. The building administrator actively leading and supporting implementation of OK Transform-PBIS throughout the entirety of Cohort 1 timeline; which includes leadership input, meeting, and training attendance.
 - 1.2.2. School site will designate one or two internal site coordinator(s) to be paid with grant funds whose responsibilities include activities such as attend state and school wide PBIS trainings, direct communication with behavioral specialist, communication with external evaluators to analyze and review data, and coordinate monthly meetings.
 - 1.2.3. School site will designate a school team who should consist of school administrator, counselor, classroom teacher, parent, student, stakeholder, and representation or other that is committed to conducting ongoing and project meetings to plan for, monitor and assess project activities and will participate in required training and technical assistance associated with the implementation of OKTransform School Climate training starting in spring 2019 and continuing through 2019-20, 2020-21, and 2021-22 school years.
 - 1.2.4. Sharing data with the external evaluators and OSDE as needed (i.e., number of office discipline referrals, number of suspensions, attendance rate, graduation rate, screening and progress monitoring data, and perceptions of progress);
 - 1.2.5. Establishing, defining, teaching and reinforcing school-wide expectations using PBIS strategies;
 - 1.2.6. Providing resources, time, materials and personnel to support implementation of new practices/procedures;
 - 1.2.7. Team Participation in school implementation assessments, which may include the *School Climate Survey, Tiered Fidelity Inventory, Safety and Threat Assessments, Social Emotional Screeners* and other evidenced-based behavior screening tools.
 - 1.2.8. Team participation in the School Climate Showcase and Learning Event in May/June of each year beginning May 2020.

OSDE CONTRACT

2. PAYMENT TERMS & CONTRACT DURATION

In consideration of satisfactory performance of this contract, the OSDE agrees to pay Vendor a total amount of \$4,689.60 (includes travel expenses) payable in arrears. It is further agreed by both parties that this Agreement shall be in effect from the date of award and ending September 30, 2019.

3. INVOICING AND PAYMENT

Pursuant to 74 O.S. §85.44(B), invoices will be paid in arrears after products have been delivered or services provided. Interest on late payments made by the State of Oklahoma is governed by 62 O.S. §34.71 and 62 O.S. §34.72.

Invoices shall be submitted to the Oklahoma State Department of Education, 2500 N. Lincoln Boulevard, Suite 415, Oklahoma City, OK 73105-4999 or by e-mail to SDEAccountsPayable@sde.ok.gov

Invoice remittance shall in every case possible be paid by Electronic Fund Transfer (EFT). Title 62 O.S. §34.64(H) requires that payments from the State Treasury shall be conveyed solely through an electronic payment mechanism. New Vendors doing business with the OSDE for the first time must contact the Office of Management and Enterprise Services at Vendor.EFT@omes.ok.gov to make arrangements to receive payment electronically.

Standard Payment Terms: Net – 45 (62 O.S. §34.71).

4. TAX EXEMPTION

State agency acquisitions are exempt from state sales and federal excise taxes.

5. AUDIT AND RECORDS CLAUSE

As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Contract with the State, the Vendor agrees that any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Contract.

The Vendor is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion and/or termination of the Contract. If an audit, litigation, or other action involving such records is started before the end of the seven (7) year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved, or until the end of the seven (7) year retention period, whichever is later.

6. CONTRACTS OPEN TO PUBLIC DISCLOSURE

Unless otherwise specified in the Oklahoma Open Records Act, Central Purchasing Act, or other applicable law, documents and information Vendor submits as part of or in connection with a contract are public records and subject to disclosure. Vendors claiming any portion of their contract as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The Superintendent of OSDE shall make the final decision as to whether the documentation or information is confidential

7. CONTRACT MODIFICATION

Any change to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by a person who is not specifically authorized by the OSDE in writing, or made unilaterally by the Vendor, is a breach of the Contract. Unless otherwise specified by applicable law or rules, such changes, including unauthorized written Contract Modifications, shall be void and without effect, and the Vendor shall not be entitled to any claim under this Contract based on those

OSDE CONTRACT

changes. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the Contract.

8. NON-APPROPRIATION CLAUSE

The terms of any Contract and any Purchase Order issued for multiple years under the Contract are contingent upon sufficient appropriations being made by the Legislature or other appropriate government entity. Notwithstanding any language to the contrary in the purchase order or any other Contract document, the OSDE may terminate its obligations under the Contract if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The decision of the OSDE as to whether sufficient appropriations are available shall be accepted by the Vendor and shall be final and binding.

9. CHOICE OF LAW

Any claims, disputes, or litigation relating to the execution, interpretation, performance, or enforcement of the Contract shall be governed by the laws of the State of Oklahoma.

10. CHOICE OF VENUE

Venue for any action, claim, dispute or litigation relating in any way to the Contract shall be in Oklahoma County, Oklahoma.

11. TERMINATION FOR CAUSE

The Vendor may terminate the Contract for default or other just cause with a 30-day written request and upon written approval from the OSDE. The OSDE may terminate the Contract for default or any other just cause upon a 30-day written notification to the Vendor.

The OSDE may terminate the Contract immediately, without a 30-day written notice to the Vendor, when violations are found to be an impediment to the function of an agency and detrimental to its cause, when conditions preclude the 30-day notice, or when the OSDE determines that an administrative error occurred prior to Contract performance.

If the Contract is terminated, the OSDE shall be liable only for payment for products and/or services delivered and accepted.

12. TERMINATION FOR CONVENIENCE

The OSDE may terminate the Contract, in whole or in part, for convenience only if the OSDE determines that termination is in the State's best interest. The OSDE shall terminate the Contract for convenience by delivering to the Vendor a Notice of Termination for Convenience specifying the terms and effective date of Contract termination. The Contract termination date shall be a minimum of 30 days from the date the Notice of Termination for Convenience is issued by the OSDE.

If the Contract is terminated, the OSDE shall be liable only for products and/or services delivered and accepted, and for costs and expenses (exclusive of profit) reasonably incurred prior to the date upon which the Notice of Termination for Convenience was received by the Vendor.

13. INSURANCE

The Vendor shall obtain and retain insurance, including worker's compensation, automobile insurance and general liability, as applicable, or as required by State or Federal law, prior to commencement of any work in connection with the Contract. Vendor shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and shall provide the OSDE with evidence of such insurance and renewals.

OSDE CONTRACT

14. TRAVEL EXPENSES

In accordance with 74 O.S. §85.40, ALL travel expenses to be incurred by the Vendor in performance of the Contract shall be included in the total bid price/contract amount.

15. EMPLOYMENT RELATIONSHIP

The Contract does not create an employment relationship. Individuals performing services required by this Contract are not employees of the OSDE. The Vendor's employees shall not be considered employees of the OSDE for any purpose, and accordingly shall not be eligible for rights or benefits accruing to state employees.

16. COMPLIANCE WITH THE OKLAHOMA TAXPAYER AND CITIZEN PROTECTION ACT OF 2007

The Vendor certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) available at www.dhs.gov/E-Verify.

17. CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBLE MATTERS

The Vendor certifies to the best of their knowledge and belief, that they and their principals, and any subcontractors: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency; Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) contract; or for violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses aforementioned in this section; and Have not within a three-year period preceding this contract had one or more public (Federal, State or local) contracts terminated for cause or default.

If the Vendor is unable to certify to any of the statements in this certification, the Vendor must attach an explanation of such circumstances under separate cover with reference to this contract.

18. COMPLIANCE WITH APPLICABLE LAWS

The products and services supplied under the Contract shall comply with all applicable federal, state and local laws, and the Vendor shall maintain all applicable licenses and permit requirements.

19. UNAUTHORIZED OBLIGATIONS

At no time during the performance of this contract shall the Vendor have the authority to obligate the OSDE for payment of any goods or services over and above the awarded contract. If the need arises for goods or services over and above the contract for this project, Vendor shall cease the project and contact OSDE for approval prior to proceeding.

20. ASSIGNMENT

Vendor's obligations under this contract may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the OSDE.

21. EQUAL OPPORTUNITY AND DISCRIMINATION

OSDE CONTRACT

The Vendor certifies they are an Equal Opportunity Employer, a provider of services and/or assistance, and is in compliance with the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended and Executive Orders 11246 and 11375. The Vendor assures compliance with the Americans with Disabilities Act of 1990 (Public Law 101-336), all amendments to, and all requirements imposed by the regulations issued pursuant to this act.

22. LOBBYING

The Vendor certifies compliance with the Anti-Lobbying law, Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000.00 as defined at 45 CFR 93, Section 93.105 and 93.110.

23. ENVIRONMENTAL PROTECTION

If the payments under the contract are expected to exceed \$100,000.00, then Vendor must comply with all applicable Federal Laws such as Section 306 of the Clean Air Act (42 U.S.C. 1857 (L)), Section 508 of the Clean Water Act (33 U.S.C. 1638), Executive Order 11738, and Environmental Protection Agency Regulations (40 C.F.R Part 15), which prohibit the use under nonexempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities.

24. DRUG-FREE WORKPLACE

The Vendor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988, and implemented at 45 CFR part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610.

25. FORCE MAJEURE

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause.

If an event of force majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies: (a) to terminate this agreement in whole or in part; or (b) to suspend the Agreement, in whole or part, for the duration of the force majeure circumstances. The party experiencing the force majeure circumstances shall cooperate with and assist the injured party in all reasonable ways to minimize the impact of force majeure on the injured party.

26. EXECUTION BY COUNTERPARTS

This agreement may be executed in counterparts by facsimile, electronic, scanned or digital signature and when executed so it shall be deemed an original signature.

The counterparts of this Agreement and all ancillary documents may be executed and delivered by facsimile or other electronic signature by any of the parties to any other party and the receiving party may rely on the receipt of such document so executed and delivered by facsimile or other electronic means as if the original had been received.



Budget Narrative

Learning Tree Academy - Lawton Public Schools

Appendix A

Personnel	Year 1	Year 2	Year 3	Justification
Site Coordinator(s)	\$500.00	\$1,000.00	\$1,000.00	Stipends for 1-2 site coordinators at the distract for extra duty stipend of \$1,000 to coordinate activities
Site Coordinator(s) Fringe Benefits	\$250.00	\$500.00	\$500.00	Fringe Benefits for full-time personnel amd stipends at 50% of total personnel costs to include Insurance, Teacher Retirement, FICA, SS, and Workers Comp.
Training Stipened for Staff	\$1,600.00	\$1,600.00	\$1,600.00	Stipends for teachers to attend professional development in the summer for Tier 1, 2 & 3 training. Five teachers per school X 2 days ea.
Training Stipened for Staff- Fringe Benefits	\$800.00	\$800.00	\$800.00	Fringe Benefits for full-time personnel amd stipends at 50% of total personnel costs to include Insurance, Teacher Retirement, FICA, SS, and Workers Comp.
Total Personnel	\$3,150.00	\$3,900.00	\$3,900.00	
Travel				
Travel for Staff to Attend Summer Training	\$259.60			Travel for SW-PBIS Teams to summer training held in June of each year. Two cars x 99.6 miles at \$0.50 per mile x two days.
TOTAL TRAINING	\$259.60	\$0.00	\$0.00	
Program				
Prevention Curriculum and Intervention Costs	\$1,280.00	\$1,000.00	\$640.00	Prevention and intervention curriculum and program costs that schools will impelment ith assisance from grant staff as prevention curriculum and intervention program trainers.
TOTAL Program COSTS	\$1,280.00	\$1,000.00	\$640.00	
Total Direct Costs	\$4,689.60	\$4,900.00	\$4,540.00	
GRANT TOTAL COST	\$4,689.60	\$4,900.00	\$4,540.00	\$14,129.60

Appendix B

Activity	Person Responsible	Timeframe
<p>The building administrator actively leading and supporting implementation of OK Transform-PBIS throughout the entirety of Cohort 1 timeline; which includes leadership input, meeting, and training attendance.</p>	<p>Building administrator</p>	<p>Ongoing throughout the 2019-2020 School Year</p>
<p>School site will designate one or two internal site coordinator(s) whose responsibilities include activities such as attend state and school wide PBIS trainings, direct communication with behavioral specialist, communication with external evaluators to analyze and review data, and coordinate monthly meetings</p>	<p>Building administrator/ School site coordinator</p>	<p>Ongoing throughout the 2019-2020 School Year</p>
<p>School site will designate a school team who should consist of school administrator, counselor, classroom teacher, parent, student, stakeholder, and representation or other that is committed to conducting ongoing and project meetings to plan for, monitor and assess project activities and will participate in required training and technical assistance associated with the implementation of OKTransform School Climate training starting in spring 2019 and continuing through 2019-20, 2020-21, and 2021-22 school years.</p>	<p>Building administrator/ School site coordinator</p>	<p>Team selected by June 2019</p>
<p>Sharing data with the external evaluators and OSDE as needed (i.e., number of office discipline referrals, number of suspensions, attendance</p>	<p>School site coordinator</p>	<p>Ongoing throughout the 2019-2020 School Year</p>

Appendix B

rate, graduation rate, screening and progress monitoring data, and perceptions of progress);		
Establishing, defining, teaching and reinforcing school-wide expectations using PBIS strategies;	School-wide Team	Ongoing throughout the 2019-2020 School Year
Providing resources, time, materials and personnel to support implementation of new practices/procedures;	School-wide team School staff	Ongoing throughout the 2019-2020 School Year
Team Participation in school implementation assessments, which may include the <i>School Climate Survey, Tiered Fidelity Inventory, Safety and Threat Assessments, Social Emotional Screeners</i> and other evidenced-based behavior screening tools.	All school staff	Fall 2019 Spring 2020
Team participation in the School Climate Showcase and Learning Event in May/June of each year	School-wide Team	June 2020
Provide data from the district Student Information System including student service data for participation in grant project activities.	Chris Reynolds	Ongoing throughout the 2018-2019 School Year



Certification for Competitive Bid and/or Contract (Non-Collusion Certification)

NOTE: A certification shall be included with any competitive bid and/or contract exceeding \$5,000.00 submitted to the State for goods or services.

Agency Name: Oklahoma State Department of Education Agency Number: 265

Solicitation or Purchase Order #: _____

Supplier Legal Name: Lawton Public Schools

SECTION I [74 O.S. § 85.22]:

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
 - d. to any collusion with any state agency or political subdivision official or employee as to create a sole-source acquisition in contradiction to Section 85.45j. 1. of this title.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

SECTION II [74 O.S. § 85.42]:

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

the competitive bid attached herewith and contract, if awarded to said supplier;

OR

the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

Supplier Authorized Signature

Carla Clodfelter
Printed Name

580 - 357 -6900
Phone Number

Certified This Date

Lawton Public Schools - School Board President
Title

jpolk@lawtonps.org
Email



Supplier Contract Certification

Solicitation or Purchase Order #: _____

Supplier name: Lawton Public Schools

Address: 753 Fort Sill Boulevard

City: Lawton State: OK Zip Code: 74447

Email address: jpolk@lawtonps.org

A. In accordance with 74 O.S. § 85.42, the supplier named herein certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

Supplier Authorized Representative Signature	Date
<u>CARLA CLODFELTER</u>	<u>Lawton Public Schools - School Board President</u>
Supplier Authorized Representative Printed Name	Title

B. In accordance with 74 O.S. § 85.41, if this contract is for professional services as defined in 74 O.S. § 85.2, and if the final product is a written proposal, report, or study, the supplier named herein further certifies that (s)he has not previously provided the state agency or any other state agency with a final product that is a substantial duplication of the final product of the proposed contract.

Lawton Public Schools
Business Operations

Report of the Clerk
June 3, 2019

REQUEST PERMISSION TO DISPOSE OF EQUIPMENT/BUSES/BAND UNIFORMS

(per attached letters/lists)

Letter from Mark Mattingly, Bond SIP Furniture Committee

Old classroom furniture (to make room for new furniture purchased with Bond SIP)

Student desks

Student chairs

Classroom tables

Classroom cabinets/shelves

Letter from Larry Hatch on behalf of the three high school band programs

Old band uniforms (to make room for new uniforms purchased with Bond SIP)

Letter & list from Trae Koch 5 old buses

May 20, 2019

Lawton Board of Education

Reference: Permission to Dispose of Equipment

To Whom It May Concern:

Request is being made to dispose of school furniture that is being replaced with 2017 Bond funds. The District Bond Furniture committee is proposing that all surplus furniture not moved to other LPS sites for use be advertised to community nonprofit organizations and neighboring private and public schools for their use. All remaining furniture will be picked up for disposal.

Student Desks	2,458
Student chairs	2,000
Classroom Tables	100 (estimate)
Classroom cabinets/shelves	100 (estimate)

Respectfully,

Mark Mattingly


MacArthur High School Band

"Highlander Regiment"

4400 E. Gore Blvd. *Lawton ,OK 73507 *580-355-5230

lghatch@lawtonps.org

Larry Hatch-Director

5-20-19

To Lawton School Board,

I am writing this on behalf of the three Lawton high school bands. Our new uniforms are arriving and we have to make room for them in our storage rooms. There is not enough room to store our old uniforms and the new ones. I am therefore asking permission to dispense of the old uniforms by whatever means necessary. Thank you for your consideration.

Larry Hatch
Band Director
MacArthur High School

May 21, 2019

Members of the Board of Education

Please note the attached list of school buses we are requesting to remove from our inventory. These buses need to be scrapped due to their condition of being inoperable and they pose a safety hazard.

Disposing of these school buses will provide additional space for storage of our continuing update of newer buses.

TRAE KOCH

A handwritten signature in black ink, appearing to read "Trae Koch", with a stylized flourish at the end.

Director, Transportation

Buses to Be Scrapped

MAY 2019

94	S/N	1HVBBAAP4XH204813	1999 International 71 passenger
95	S/N	4UZC3FAA41CH38736	2001 Freightliner 65 passenger
96	S/N	4UZ3CFAAX1CH38742	2001 Freightliner 65 passenger
97	S/N	1HVBBAAPOXH204940	1999 International 71 passenger
110	S/N	1HVBBAAP6WH572165	1998 BlueBird 72 passenger

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.

HUMAN RESOURCES
Certified Personnel
June 3, 2019

NAME	ASSIGNMENT	START DATE
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The following resignations are recommended:

***Denotes retirement**

Adams, Kayleigh	Teacher, Ridgecrest	05-24-2019
Anderson, Emily	Facilitator, Shoemaker	05-24-2019
Bowen, Paula	Teacher, LHS	05-24-2019
Carter-Wise, Lyndie	Teacher, Ridgecrest	05-24-2019
Cullison, Lisa	Teacher, LHS	05-24-2019
Ditmore, Michael	Teacher, MHS	05-24-2019
Ford, Jarrod	Teacher, B.R.I.D.G.E.	05-24-2019
Gatewood, Bonnie*	Teacher, MHS	05-24-2019
Hannabass, Brya	Special Ed Teacher, Pioneer Park	05-24-2019
Harter, Courtney	Counselor, Freedom	05-24-2019
Keller, Casey	Teacher, Lincoln	05-24-2019
Mefford, Dane	Special Ed Teacher, MHS	05-24-2019
Miller, Robert J.	Teacher, LHS	05-24-2019
Millwee, Michael	Teacher, EHS	05-24-2019
Najera, Alicia	Teacher, LHS	05-24-2019
Perez, Jacqueline	Teacher, Ridgecrest	05-24-2019
Pooschke, Michael	Freshman Boys Basketball Coach, MHS	05-24-2019
Polk, Dr. Jamie	Assistant Superintendent, Shoemaker	06-28-2019
Rhodes, Carol	Academic Team Coach, EMS	05-24-2019
Runnels, Anna	Teacher, CMS	05-24-2019
Slawson, Jerry	Head Football Coach, CMS	05-24-2019
Spurlin, Chelsea	Teacher, Freedom	05-24-2019
Spurlin, Joshua	Teacher, TMS	05-24-2019
Thompson, Jennifer	Counselor, Adams	05-24-2019
Turner, Tyrone*	Teacher, B.R.I.D.G.E.	05-24-2019
Watts, Amy	Teacher, Eisenhower	05-24-2019
Whatley, Andrea	Teacher, MMS	05-24-2019
Wiley, Eric	9 th Grade Basketball Coach, LHS	05-24-2019

The following employment is recommended for the 2018-2019 school year:

Henley, Alyssa	GT Coordinator, District	08-08-2018
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The following employment is recommended for the 2019-2020 school year:

Albert, Alyssa	Teacher, Woodland Hills	08-07-2019
Booth, Ron	Special Ed Teacher, LHS	08-07-2019
Brewer, Baylee	Teacher, Woodland Hills	08-07-2019
Burke, Angela	Teacher, Edison	08-07-2019
Dirickson, Yvonne	Teacher, Freedom	08-07-2019
Dunham, Jennifer	Teacher, Whittier	08-07-2019
Dunn, Sandra	Teacher, EMS	08-07-2019
Erickson, Chad	Teacher, Lincoln	08-07-2019
Hanza, Janet	Teacher, Carriage Hills	08-07-2019

Johnson, Tiffany	Teacher, LHS	08-07-2019
Ketch, Jackie	Teacher, LHS	08-07-2019
Kirchen, Anna	Teacher, LHS	08-07-2019
Langston, Katie	Teacher, Edison	08-07-2019
McDaniel, Latika	Teacher, Pioneer Park	08-07-2019
McIsaac, Kimberly	Teacher, Woodland Hills	08-07-2019
Moon, Katherine	Teacher, Almor West	08-07-2019
Oates, Joshua	Teacher, LHS	08-07-2019
Ortega-Archev, Kristin	Teacher, EHS	08-07-2019
Purdy, Marisa	Teacher, Pat Henry	08-07-2019
Ramos, Adrian	Teacher, EHS	08-07-2019
Riddick, Kirsten	Teacher, Eisenhower	08-07-2019
Scott, Theresia	Teacher, Carriage Hills	08-07-2019
Watson, Taylor	Teacher, EMS	08-07-2019
Zimmerman, Grant	Teacher, TMS	08-07-2019

The following changes are recommended for the 2019-2020 school year:

Anderson, Cheryl	From: Special Ed Teacher, TMS To: Special Ed Teacher, EHS	08-07-2019
Bauchman, Susan	From: Teacher, CMS To: Teacher, LHS	08-07-2019
Belter, Herbert	From: Special Ed Teacher, EHS To: Alt. Ed Teacher, Gateway	08-07-2019
Boucher, Scott	From: Special Ed Teacher, MHS To: Special Ed Teacher, MMS	08-07-2019
Dillinger, Nicole	From: Teacher, Freedom To: Counselor, Freedom	08-07-2019
Foxx, Stephanie	From: Special Ed Teacher LHS To: Special Ed Teacher, MMS	08-07-2019
Graham, Amanda	From: Teacher, Ridgecrest To: Vo-Ed Teacher, EHS	08-07-2019
Hastings, Jean	From: Director, Human Resources To: Executive Director, Human Resources	07-01-2019
Hudson, Margaret	From: Teacher, EHS To: Teacher, B.R.I.D.G.E.	08-07-2019
Justice, Stacy	From: Special Ed Teacher, Woodland Hills To: Teacher, Pat Henry	08-07-2019
Kerrick, Walter	From: Special Ed Teacher, EHS To: Special Ed Teacher, MHS	08-07-2019
Ketner, James	From: Special Ed Teacher, B.R.I.D.G.E. To: Teacher, B.R.I.D.G.E.	08-07-2019
Krusinsky, Larissa	From: Teacher, Hugh Bish To: Teacher, CMS	08-07-2019
Leseney, Katherine	From: Teacher, Almor West To: Special Ed Teacher, Almor West	08-07-2019
Melby-Levinson, Christine	From: Teacher, LHS To: Activities Director, LHS	07-30-2019
Merriweather, Nicole	From: Teacher, Carriage Hills To: Teacher, Ridgecrest	08-07-2019
Morris, Kayce	From: Teacher, Pioneer Park To: Teacher, Freedom	08-07-2019

Page, Jamie	From: Teacher, Ridgecrest To: Teacher, Freedom	08-07-2019
Perry, Elizabeth	From: Teacher, Learning Tree Academy To: Teacher, Hugh Bish	08-07-2019
Rhodes, Carol	From: Teacher, EMS To: Teacher, LHS	08-07-2019
Tackett, Caroline	From: Teacher, Woodland Hills To: Teacher, Pat Henry	08-07-2019
Whatley, Andrea	From: Special Ed Teacher, MMS To: Teacher, MMS	08-07-2019

The following extra duty coaching positions are recommended:

Booth, Ron	Assistant Boys Basketball Coach, LHS	08-07-2019
Dennis, Phillip	Head Track Coach/All, MHS	08-07-2019
Griffee, Cathy	Assistant Volleyball, MMS	08-07-2019
Smith, Reginald	Assistant Boys Basketball Coach, LHS	08-07-2019
Song, John	Assistant Volleyball, CMS	08-07-2019
Thomas, Stephen	Assistant Wrestling Coach, MMS	08-07-2019

The following summer employments are recommended:

Arter, Brandi	ESY Teacher, MHS	06-04-2019
Bledsoe, Jo	ESY Teacher, Pat Henry	06-04-2019
Bond, Tonya	Title I Ext. Year EL Tchr. Trainer, Shoemaker	05-28-2019
Borden, Wendy	ESY Teacher, Pat Henry	06-04-2019
Boucher, Mayella	ESY Teacher, Pat Henry	06-04-2019
Boucher, Scott	ESY Teacher, MMS	06-04-2019
Brinsfield, Tara	ESY Teacher, CMS	06-04-2019
Burkey, Deanna	Summer School Teacher, LHS	06-03-2019
Choate, Melissa	ESY Teacher, Pat Henry	06-04-2019
Cunningham, James	ESY Teacher, Pat Henry	06-04-2019
Easley, Krystle	ESY Teacher, Pat Henry	06-04-2019
Fisher, Susanne	Title I Extended Year Tutor, Adams	05-28-2019
Fortney-Reese, Kevan	Summer School Teacher, LHS	06-03-2019
Gaines, Jessica	Title I Extended Year Tutor, Adams	05-28-2019
Garza-Smith, Melinda	Title III Summer Academy 1 st session, EHS	06-03-2019
Givens, Michelle	ESY Teacher, Pat Henry	06-04-2019
Gonzalez, Rebecca	Title I Certified Para, Adams	05-28-2019
Gordon, Katherine	ESY Teacher, Pat Henry	06-04-2019
Hagans, Cynthia	ESY Teacher, Pat Henry	06-04-2019
Havron, Sharon	Title I Extended Year Administrator, Adams	06-03-2019
Hicks, James	Summer School Teacher, EHS	06-03-2019
Hollifield, ReBecca	ESY Teacher, Pat Henry	06-04-2019
Jones Sandy	ESY Teacher, MHS	06-04-2019
Landoll, Diane	Title I Extended Year Facilitator, Shoemaker	06-04-2019
McIntyre, Joe	ESY Teacher, Pat Henry	06-04-2019
Meyer, Kari	ESY Speech Pathologist, Pat Henry	06-04-2019
Nelson-Foxx, Stephanie	ESY Teacher, CMS	06-04-2019
Newell, Lori	Title I Extended Year Facilitator, Shoemaker	05-28-2019
Owens, Debbie	ESY Teacher, CMS	06-04-2019
Palmer, Maris	ESY Teacher, Pat Henry	06-04-2019

Parra, Brenda	ESY Teacher, Pat Henry	06-04-2019
Perou, Crystal	ESY Teacher, MHS	06-04-2019
Pugh, Amanda	ESY Vision Teacher, CMS	06-04-2019
Ray, Bethany	ESY Teacher, MHS	06-04-2019
Rogers, Susan	Summer School Teacher, MHS	06-03-2019
Santos, Jerri	ESY Teacher, CMS	06-04-2019
Seymour, Donna	Title I Extended Year Facilitator, Shoemaker	05-28-2019
Shipley, Stephanie	ESY Teacher, MMS	06-04-2019
Swain, Michelle	Title I Extended Year Tutor, Adams	05-28-2019
Waid, Ginny	ESY Teacher, MMS	06-04-2019
Walters, Teresa	ESY Teacher, MHS	06-04-2019
Wyatt, Perri Ann	Title I Ext. Year Ext. Day Tutor, Parker Point	06-03-2019

The following employee is recommended for Leave of Absence:

Newkirk, Donna (Spring Semester)	Special Ed Teacher, Hugh Bish	01-13-2020
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HUMAN RESOURCES
Support Personnel
June 3, 2019

NAME	ASSIGNMENT	START DATE
The following resignations are recommended:		
*Denotes retirement		
Burke, Angela	Class Size Assistant, Crosby Park	05-23-2019
Fisher, Linda	Custodian, MHS	05-23-2019
Gilman, Chrissy	Pre-K Teacher Assistant, Crosby Park	05-23-2019
Glasgow, Hayley	Secretary 10 month, EHS	05-31-2019
Herring, Catherine	Licensed Professional Counselor, MMS	05-24-2019
Hilterbrand, Jeremy	Crisis Interventionist, MMS	05-23-2019
Lewis, Myra	Pre-K Teacher Assistant, Freedom	05-23-2019
Lopez, Tequia	Personal Care Assistant, Pat Henry	05-23-2019
Mullen, Shirley	Bus Driver, Transportation	05-24-2019
Overman, Stefanie	Personal Care Assistant, EMS	05-23-2019
Parks, Frankie	Bus Driver, Transportation	05-24-2019
Rodriguez, Miguel	Assistant Football Coach, MMS	05-08-2019
Smith, La-Trelle	Title I Social Worker, Lincoln	05-24-2019
Stall, Vanessa	Special Education Class Assistant, Eisenhower Elementary	05-23-2019
Taylor, Cecelia	Pre-K Teacher Assistant, Freedom	05-23-2019
Wright, Wheeler	Bus Driver, Transportation	05-24-2019
The following employment is recommended:		
Billings, Megan	Library Assistant, Sullivan Village	05-24-2019
Chaten, Kevin	Custodian, CMS	05-24-2019
Cook, Tyler	Landscape Worker, Grounds	05-14-2019
Diehl, Savannah	Licensed Practical Nurse, Special Services	05-22-2019
Fleeks, Emily	Secretary 10 month, Pioneer Park	05-14-2019
Loveless, William	Bus Driver, Transportation	05-08-2019
Martin, Michelle	Custodian, Woodland Hills	05-16-2019
McKelvey-Smith, Kimber	Office Manager, EHS	06-06-2019
Moore, Jacquelyn	Personal Care Assistant, CMS	08-09-2019
Revels-Marks, Marshall	Personal Care Assistant, CMS	08-09-2019
Rivera, Maddie	Secretary 10 month, Crosby Park	07-23-2019
The following changes are recommended:		
Grant, Charles	From: Campus Police, MMS To: School Marshal, Administration	05-16-2019
McCracken, Carol	From: Secretary 10 month, CMS To: Secretary 10 month, Sullivan Village	05-23-2019

The following extra duty coaching positions are recommended:

Rodriguez, Miguel	Assistant Football Coach, CMS	05-14-2019
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The following summer employment is recommended:

Abraham, Jamie	ESY Bus Driver, Transportation	05-15-2019
Armstrong, Alicia	ESY Teacher Assistant, Pat Henry	05-14-2019
Atkinson, Sharon	ESY Bus Monitor, Transportation	05-15-2019
Blake, Jimmie	ESY Bus Driver, Transportation	05-15-2019
Bryant, Reginald	ESY Bus Driver, Transportation	05-15-2019
Cannon, Virginia	ESY Teacher Assistant, Pat Henry	05-14-2019
Carson, Bobbie	ESY Bus Driver, Transportation	05-15-2019
Copeland, Claudine	ESY Bus Driver, Transportation	05-15-2019
Cook, Ella	ESY Bus Monitor, Transportation	05-20-2019
Dean, Sarah	ESY Teacher Assistant, Pat Henry	05-14-2019
Dean, Sheryl	ESY Teacher Assistant, MHS	05-15-2019
deJongh, Robert	ESY Bus Driver, Transportation	05-15-2019
Douglas, Morketta	ESY Bus Monitor, Transportation	05-15-2019
Eaddy, Kristy	ESY Bus Driver, Transportation	05-15-2019
Ebert, Jessica	ESY Bus Driver, Transportation	05-15-2019
Ellis, Denis	ESY Teacher Assistant, Pat Henry	05-15-2019
Flores, Kathleen	ESY Teacher Assistant, Pat Henry	05-15-2019
Givens, Edward	ESY Teacher Assistant, MHS	05-15-2019
Golightly, Tamela	ESY Bus Monitor, Transportation	05-15-2019
Golightly, Teresa	ESY Bus Monitor, Transportation	05-15-2019
Gouveia, Alecia	ESY Teacher Assistant, Pat Henry	05-14-2016
Graham, Marqual	Summer Weed Crew, Grounds	05-15-2019
Graham, Samantha	ESY Bus Monitor, Transportation	05-15-2019
Hudson, Tyler	Summer Weed Crew, Grounds	05-27-2019
Irwin, Paula	ESY Teacher Assistant, Pat Henry	05-14-2019
Kensinger, Leslie	ESY Bus Monitor, Transportation	05-15-2019
Lane, Bryce	Summer Weed Crew, Grounds	05-15-2019
Lee, Monique	ESY Bus Monitor, Transportation	05-19-2019
Leed, Michael	Summer Weed Crew, Grounds	05-24-2019
Lewis, Michael	ESY Bus Driver, Transportation	05-15-2019
Liggins, Deborah	ESY Bus Driver, Transportation	05-15-2019
Loveless, William	ESY Bus Driver, Transportation	05-15-2019
Macy, Heather	ESY Teacher Assistant, MHS	05-15-2019
Marshall, Dominique	ESY Teacher Assistant, Pat Henry	05-14-2019
Mathews, Latasha	ESY Teacher Assistant, Pat Henry	05-14-2019
Martin, Tiffany	ESY Bus Monitor, Transportation	05-15-2019
Petty, Ricky	Summer Weed Crew, Grounds	05-24-2019
Porter, Randi	ESY Bus Driver, Transportation	05-15-2019
Robinson, Tonna	ESY Bus Driver, Transportation	05-15-2019
Spencer, Fred	ESY Bus Driver, Transportation	05-15-2019
Taveuveu, Glenda	ESY Bus Monitor, Transportation	05-15-2019
Teakell, Aiden	Summer Weed Crew, Grounds	05-24-2019

Wilson, Deborah ESY Bus Monitor, Transportation 05-15-2019

The following returned from leave of absence:

Little-Kesler, Ingrid Job Coach, EHS 02-25-2019

The following is not returning from leave of absence:

Allen, Debra Bus Driver, Transportation 05-02-2019

Riggins, Debra Personal Care Assistant, Hugh Bish 05-02-2019

The following employee is deceased:

Dorsey, Cristal Library Assistant, LHS 04-29-2019

The following change is recommended:

Brown-Hill, Elizabeth Chief Financial Officer, extra duty change 07-01-2019