



**Lawton Public Schools Board of Education  
Regular Meeting  
October 14, 2019 5:00 PM  
Shoemaker Center Auditorium  
753 NW Fort Sill Blvd**

**Lawton, Oklahoma 73507**

## **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 - Dr. Tom Thomas
3. Roll Call to Establish Quorum
4. Special Guests/Special Recognition - Dr. Tom Thomas and Carla Clodfelter
5. Impact Aid Update - Barry Beauchamp
6. Architect and Construction Manager at Risk Update
7. Departmental Reports
  - a. Information Item: Update - Business Operations and Educational Services Reports
  - b. Action Item: Gifted and Talented Advisory Committee Members (2-Year Terms) - Brenda Hatch
  - c. Action Item: Proposed Revisions of the Following LPS Policies - Jean Hastings:
    - Policy DAA - Nondiscrimination
    - Policy DAA-R - For Grievance Procedure Filing, Processing and Resolving Complaints Alleging Discrimination
    - Policy DEC - Sick Leave
    - Policy FE-R1 - Intradistrict Transfers and School Assignment Regulations
  - d. Information Item: Update - Wilson Elementary - Jeremy Tanner
  - e. Information Item - LPS Enrollment Trends - Rick Owens
  - f. Action Item: Proposal to extend the \$1220 pay raise retroactive to July 1, 2019 to those employees who are paid on the Teacher Salary Schedule and did not receive the pay raise board approved September 3, 2019. (Authorized by the Legislature through HB 2765 and SB 1048) - Lance Gibbs, Jean Hastings

- g. Action Item: Proposed revisions to Teacher (SPED) Education Salary Schedule (reg.+5%) and Teacher (Vocational Agriculture) Education Salary Schedule (reg + 20% + \$2400) for 2019-2020- Jean Hastings
8. Report of the Superintendent
- a. Action Item: Approval authorizing the following employees as representatives of the district to sign local, state, and federal program/grant applications, reimbursements and/or reporting documents for the 2019-2020 fiscal year:
    - Lance Gibbs, Interim Comptroller
    - Teresa Donahue, Federal Programs Director (Federal Programs Only)
  - b. Information Item: Bond/Sales Tax Expenditures by Site (Under Separate Cover)
  - c. Action Item: Discussion and Possible Action Regarding Priorities for Future Bond Projects
  - d. Action Item: Consideration and possible action regarding the reassignment of the duties and responsibilities of the district Treasurer
  - e. Superintendent's Announcement(s)
9. Consent Agenda
- (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.)
- a. Item(s) Removed from the Consent Agenda for Separate Action
  - b. Approval of the Balance of the Consent Agenda
  - c. Approval of the Minutes of the September 19, 2019 Regular and Special Board Meetings
  - d. Report of the Purchasing Agent/Encumbrance Clerk - Sheila Relf
    1. Increase, Decrease and Issue Purchase Orders
    2. Emergency Approvals
    3. Permission Requested of the Board
    4. Gasoline Tabulation
    5. Bids/Quotes
    6. Encumbrances/Partial Payments
  - e. Report of the Interim Comptroller - Lance Gibbs
  - f. Report of the Chief Financial Officer - Elizabeth Brown-Hill
    1. Monthly Authorization to Invest
    2. Treasurer's Report for the Months of July (Partial Report was Submitted and Board Approved 8/22/2019), August, September 2019
  - g. Report of the Activity Fund Custodian - Nancy McQuaide
    1. Activity Fund Transfers
    2. Approval to Amend an Existing Account
    3. Activity Fund Summary

- h. Report of the Clerk - Kathy Bentley
  - 1. Approval of Applications for Sanctioning
  - 2. Approval of the Following Pertaining to Board Member Election for Area 5 (Primary Election February 11, 2020; General Election, if needed, April 7, 2020):
    - Notice of Annual School District Election
    - Press Release
    - Legal Notice
  - 3. Construction Related Contracts/Agreements
    - A. Architects in Partnership LLC, CMS HVAC Repair
    - B. Crossland Construction Company, Change Order #7, EMS Construction (Furniture Project)
  - 4. Contracts / Agreements
    - A. Diane Branstetter, Consultant
    - B. Catapult Learning LLC, Middle School Teachers, Literacy First Training
    - C. Comanche County Fairgrounds, Use of Coliseum for High School Graduations, May 20-22, 2020
    - D. Duncan High School Holiday Tournament, LHS Boys Basketball, December 26-28, 2019
    - E. Enchanted Mirror Events, Photo Booth for MHS Senior Prom, May 1, 2020
    - F. Great Expectations, ReGina Farquhar, Whittier Elementary, December 2, 2019
    - G. Mary Johnson, Consultant
    - H. Matthew Largent, Speaker for District Senior Conference, October 15, 2019
  - 5. Approval of 2020 Board of Education Meeting Dates and Agenda Information
- 10. Motion to convene in executive session to:
  - a. Discuss 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, as authorized by 25 OKLA.STAT. Section 307 (B)(1) of the Oklahoma Open Meeting Act.
  - b. Discuss with Board Members, Superintendent, and the Board Attorneys matters involving *Harper Construction Company, Inc. v. Lawton Public Schools*, Case No. 17-CV-555 and *Wind River Construction, LLC v. Harper Construction Company, Inc.*, Case No. 17-CV-599, United States District Court for the Western District of Oklahoma, as authorized by Okla. Stat. tit. 25, § 307(B)(4), the Board having been advised by its attorneys that disclosure of such communications will seriously impair the ability of the Board to process the claim and litigation in the public interest.
- 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
  - b. Approval to authorize one or more board members to (a) attend and participate in a mediation scheduled for November 11, 2019, in Oklahoma City, Oklahoma before mediator Joe Hampton regarding *Harper Construction Company, Inc. v.*

*Lawton Public Schools and Wind River Construction, LLC v. Harper Construction Company, Inc.*, and (b) have the authority to agree to a tentative mediation agreement consistent with the discussions had in executive session and subject to final approval by the Board.

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. 311(A)(9)
16. The next regular board meeting date is Monday, November 4, 2019, at 5:00 p.m., in the Shoemaker Center Auditorium. A special board meeting is scheduled for Tuesday, November 12, 2019, 12:00 p.m.
17. Setting New Board Meeting Dates
18. Board Announcements
19. Adjournment

Time of Posting: 3:30 p.m.

Date of Posting: May 14, 2021

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

Posted by: \_\_\_\_\_  
Kevin Hime, Superintendent

# IMPACT AID OVERVIEW

(TITLE VII - EVERY STUDENT SUCCEEDS ACT)

The Federal government is exempt from paying taxes on its property. Therefore, Federal property located within a community imposes a financial burden on local taxpayers. Congress created the Impact Aid Program to reimburse school districts for lost local tax revenue.

### Examples of Federal Impaction:

- Military installations
- Indian Trust, Treaty, Alaska Native Claims Settlement Act lands
- Federal low-rent housing facilities
- Civil service activities (VA hospitals, Federal laboratories, national parks, etc.)

### Federal Impaction:

- Causes a loss of local tax revenue due to the presence of **Federal property**.
- Results in additional costs due to the enrollment of **federally connected children**.

### Impact Aid:

- Makes up for lost tax revenues.
- Levels the playing field for Federally impacted school districts.

Impact Aid funds are efficient, flexible, and locally controlled.



Impact Aid funds are appropriated annually by Congress. The US Department of Education disburses the funding directly to school districts.



School district leaders decide how Impact Aid funds are spent, including for instructional materials, staff, transportation, technology, facility needs, etc.

### Impact Aid:



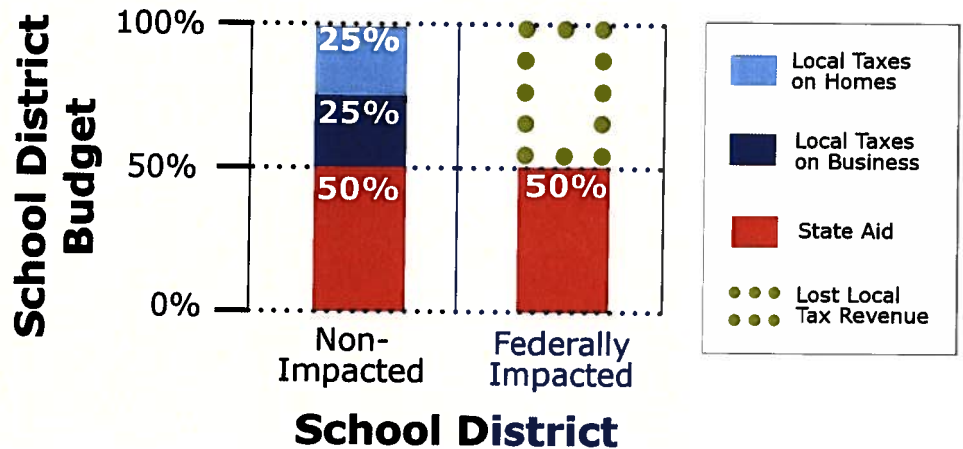
**\$1.4 billion**



**1,200** school districts educating



**10 million** students



Program Section	Description	FY19
<b>7002</b> Federal Property	School districts with a large percentage of Federal property (VA hospitals, Federal laboratories, national parks, etc.).	\$74,313,000
<b>7003</b> Basic Support	School districts that educate federally connected students: Indian Lands, Military on/off base, Civilian on/off base, Low Rent Housing.	\$1,301,242,000
<b>7003(d)</b> Disabilities	Payments for Military and Indian Lands students with disabilities for IDEA eligible activities.	\$48,316,000
<b>7007</b> Construction	Payments for construction allocated by formula and competitive grants.	\$17,406,000
<b>7008</b> Facilities	Payments for updates to facilities owned by the US Department of Education.	\$4,835,000
<b>Total:</b>		<b>\$1,446,112,000</b>





# National Association of Federally Impacted Schools

400 North Capitol Street, NW, Suite 290 | Washington, DC 20001 | (p) 202.624.5455 | www.NAFISDC.org

## Impact Aid Overview

Impact Aid is the Federal Government’s reimbursement to school districts for the presence of nontaxable Federal property (i.e. military installations, Indian Lands, Federal low-rent housing, national laboratories and grasslands) and federally connected students. The program has not been fully funded in decades. Funding appropriated annually by Congress goes directly to school districts and can be used for any general fund purpose, including academic materials, technology, staff or transportation, supporting all students. This flexibility allows school districts to target funds based on need, as determined by district leadership.

As you meet with your Members of Congress, be sure to tell the story of your district. Illustrate the financial realities of your district – if you have limited bonding capacity, little or no taxable land, high rates of poverty, etc. Detail what you do with your Impact Aid funding. Show off the big successes from your district. Tell them what you would be able to accomplish with more funding.

## Funding

The House-passed FY20 Labor, HHS, Education appropriations bill provides Impact Aid with a \$52 million increase for FY20 – including \$2 million for Section 7002 Federal Property and \$50 million for Section 7003 Basic Support. NAFIS strongly supports this increase and is hopeful the Senate will maintain this crucial investment in federally impacted schools. It is important to remember that the Administration’s budget request included level funding of Basic Support and the elimination of the Federal Property program.

- **SUPPORT the \$52 million increase for Impact Aid included in the House FY20 appropriations bill.**
  - **The \$2 million increase for Federal Property would help cover the cost of new school districts as the Federal Government continues to acquire property.**
  - **The \$50 million increase for Basic Support would provide much-needed resources to maintain spending comparable with non-federally impacted school districts.**
  - **A \$100 million increase would fund the program at 100 percent of LOT.**

Section	FY17 Final	FY18 Final	FY19 Final	FY20 President Request	FY20 House Bill
Federal Property	\$ 66,813,000	\$ 73,313,000	\$ 74,313,000	\$ 0	\$ 76,313,000
Basic Support	\$1,191,233,000	\$1,270,242,000	\$1,301,242,000	\$1,301,242,000	\$1,351,242,000
Disabilities	\$ 48,316,000	\$ 48,316,000	\$ 48,316,000	\$ 48,316,000	\$ 48,316,000
Construction	\$ 17,406,000	\$ 17,406,000	\$ 17,406,000	\$ 17,406,000	\$ 17,406,000
Facilities	\$ 4,835,000	\$ 4,835,000	\$ 4,835,000	\$ 4,835,000	\$ 4,835,000
<b>Total</b>	<b>\$1,328,603,000</b>	<b>\$1,414,112,000</b>	<b>\$1,446,112,000</b>	<b>\$1,371,799,000</b>	<b>\$1,498,112,000</b>

## THE NAFIS FAMILY

### **FLISA**

Federal Lands Impacted Schools Association

### **MISA**

Military Impacted Schools Association

### **MTLLS**

Mid-to-Low-LOT Schools

### **NIISA**

National Indian Impacted Schools Association

## **Impact Aid Coalitions**

The bipartisan House and Senate Impact Aid Coalitions were established in the 1990s and have since led successful efforts to protect and prioritize the Impact Aid program. There are 108 current Members of Congress on the coalitions. We are hoping to grow these numbers and have the largest groups yet for the 116<sup>th</sup> Congress. If you talk to a Member who is not currently on the coalition, suggest they join. Have them contact [Leslie@NAFISDC.org](mailto:Leslie@NAFISDC.org) to sign up or with any questions.

- **JOIN the House or Senate Impact Aid Coalition for the 116<sup>th</sup> Congress.**
  - **It is an easy way to show your support for federally impacted schools and Impact Aid. Membership does not require any commitment of time or staff.**
  - **The coalition serves as a resource to NAFIS in supporting and protecting Impact Aid.**

## **Infrastructure**

***Impact Aid Infrastructure Act:*** H.R. 3647, the *Impact Aid Infrastructure Act*, was introduced in the House by Representatives TJ Cox (D-CA) and Don Young (R-AK). The bill would provide a one-time infusion of funds into the Impact Aid Construction program to address the significant backlog of school construction needs at federally impacted school districts. The eligibility pool of school districts is broader than the regular construction program given the significant resources authorized under this legislation. Our hope is to get this legislation included in a potential broader infrastructure package and to ensure federally impacted schools are a part of any infrastructure conversation.

***Rebuild America's Schools Act:*** H.R. 865, the *Rebuild America's Schools Act*, would create a \$100 billion school infrastructure program, including grants and loan assistance available to all public schools. Senator Reed (D-RI) and Representative Bobby Scott (D-VA) re-introduced this bill in January of 2019. It passed the House Education and Labor committee in February. In this year's version the Impact Aid authorization was increased to \$100 million per year for five years.

- **House: CO-SPONSOR H.R. 3647, the Impact Aid Infrastructure Act.**
- **Senate: SPONSOR the Impact Aid Infrastructure Act companion bill.**
  - **NAFIS has identified over \$4.2 billion in pressing school facility needs at NAFIS member school districts.**
  - **Federally impacted school districts have limited or no bonding capacity due to the presence of nontaxable Federal property. In recognition of this fact, the Impact Aid law has included a construction line item since its inception.**
  - **This is not a state or local responsibility – the Federal government already recognizes its responsibility for construction at federally impacted school districts.**
  - **Federally impacted school districts need adequate resources to address health and safety code violations and capacity issues that come with educating students in buildings that are, in some cases, over 100 years old, as well as to ensure all students have access to 21st century learning environments. Impact Aid construction funding falls far short of need.**
  - **The staffing and management capacity are already in place at the Department of Education to get funding for shovel-ready projects out the door through any major infrastructure legislation.**
- **SUPPORT the Rebuild America's Schools Act.**

## Vouchers

While the Education Savings Accounts for Military Families Act of 2019 was not included in the National Defense Authorization Act this year, we remain concerned about it and other voucher schemes. The bill introduced in this Congress would create \$6,000 vouchers for military connected children throughout the country. The bill removes the explicit Impact Aid pay-for that was in last year's bill. **However, it is written to amend Title VII of the Every Student Succeeds Act – the Impact Aid Title. As written, it creates a new line item within Impact Aid for these military vouchers.** It is authorized at \$1.2 billion – almost the exact authorization of 7003 Basic Support – but does not include a specified pay-for. Because of its positioning in the Impact Aid program, we are still considering this legislation an Impact Aid voucher bill.

If your Member of Congress is a co-sponsor of the House or Senate bills, please voice your disappointment with this support and encourage them to stay off any future bills. If your Member of Congress is not a co-sponsor of either bill, please thank them and encourage them to continue to stay off the bills and support Impact Aid.

- **OPPOSE the Education Savings Accounts for Military Families Act of 2019 or any similar voucher legislation.**
  - **Military voucher proposals would likely take money from the Impact Aid program.**
  - **We oppose public taxpayer dollars being used for private voucher schemes.**

<b>REPRESENTATIVES</b>	Duncan, Jeff (R-SC-3)	Lamborn, Doug (R-CO-5)	Rouzer, David (R-NC-7)
Abraham, Ralph Lee (R-LA-5)	Dunn, Neal P (R-FL-2)	Latta, Robert E (R-OH-5)	Scalise, Steve (R-LA-1)
Allen, Rick W (R-GA-12)	Estes, Ron (R-KS-4)	Lesko, Debbie (R-AZ-8)	Schweikert, David (R-AZ-6)
Baird, James R (R-IN-4)	Fulcher, Russ (R-ID-1)	Long, Billy (R-MO-7)	Scott, Austin (R-GA-8)
Biggs, Andy (R-AZ-5)	Gaetz, Matt (R-FL-1)	Loudermilk, Barry (R-GA-11)	Stivers, Steve (R-OH-15)
Bilirakis, Gus M (R-FL-12)	Gibbs, Bob (R-OH-7)	Marchant, Kenny (R-TX-24)	Taylor, Van (R-TX-3)
Brooks, Mo (R-AL-5)	Gooden, Lance (R-TX-5)	Marshall, Roger W (R-KS-1)	Wagner, Ann (R-MO-2)
Brooks, Susan W (R-IN-5)	Gosar, Paul (R-AZ-4)	Mast, Brian J (R-FL-18)	Walker, Mark (R-NC-6)
Buck, Ken (R-CO-4)	Graves, Tom (R-GA-14)	McClintock, Tom (R-CA-4)	Weber, Randy Sr (R-TX-14)
Bucshon, Larry (R-IN-8)	Green, Mark E (R-TN-7)	Meadows, Mark (R-NC-11)	Webster, Daniel (R-FL-11)
Budd, Ted (R-NC-13)	Guthrie, Brett (R-KY-2)	Miller, Carol D (R-WV-3)	Wenstrup, Brad R (R-OH-2)
Burchett, Tim (R-TN-2)	Hagedorn, Jim (R-MN-1)	Mitchell, Paul (R-MI-10)	Wittman, Robert J (R-VA-1)
Burgess, Michael (R-TX-26)	Harris, Andy (R-MD-1)	Moolenaar, John R (R-MI-4)	Yoho, Ted S (R-FL-3)
Byrne, Bradley (R-AL-1)	Hern, Kevin (R-OK-1)	Mooney, Alexander (R-WV-2)	Zeldin, Lee M (R-NY-1)
Cline, Ben (R-VA-6)	Holding, George (R-NC-2)	Norman, Ralph (R-SC-5)	
Cole, Tom (R-OK-4)	Hudson, Richard (R-NC-8)	Olson, Pete (R-TX-22)	<b>SENATORS</b>
Comer, James (R-KY-1)	Huizenga, Bill (R-MI-2)	Palazzo, Steven M (R-MS-4)	Blackburn, Marsha (R-TN)
Crawford, Eric (R-AR-1)	Jordan, Jim (R-OH-4)	Perry, Scott (R-PA-10)	Braun, Mike (R-IN)
Crenshaw, Dan (R-TX-2)	Joyce, John (R-PA-13)	Posey, Bill (R-FL-8)	Cruz, Ted (R-TX)
Curtis, John R (R-UT-3)	Kelly, Trent (R-MS-1)	Ratcliffe, John (R-TX-4)	Sasse, Ben (R-NE)
DesJarlais, Scott (R-TN-4)	Kustoff, David (R-TN-8)	Rice, Tom (R-SC-7)	Scott, Rick (R-FL)
Duffy, Sean P (R-WI-7)	LaMalfa, Doug (R-CA-1)	Riggleman, Denver (R-VA-5)	Scott, Tim (R-SC)





# National Association of Federally Impacted Schools

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## H.R. 3647, Impact Aid Infrastructure Act

**Purpose:** To provide a one-time infusion of funds into the Impact Aid Construction program to address the significant backlog of facilities needs at federally impacted school districts.

**Sponsors:** Don Young (R-AK), TJ Cox (D-CA)

**Bill Summary:** This legislation would authorize a one-time time infusion of \$1,000,000,000 – to be expended over three years – for ESEA Section 7007 Impact Aid Construction. Distribution:

- **Formula Grants** – 40 percent of funds would be distributed as formula grants, based on the regular distribution criteria in statute, to federally impacted school districts whose average daily attendance is 50 percent or more military connected or Indian lands students.
- **Competitive Grants** – 60 percent of funds would be distributed as competitive emergency and modernization grants. Eligibility criteria are broader than for the regular Impact Aid Construction program to account for the additional funding. Eligible school districts are those (1) that qualify under the regular criteria; (2) whose assessed value of taxable property is less than \$100 million; or (3) whose average assessed value of taxable property per student is less than the state average. Emergency grants are prioritized over modernization grants and must be used to repair, renovate or alter facilities to ensure the health, safety and wellbeing of students and school personnel.

**Overview:** The federal government has a clear obligation to address the facilities of federally impacted school districts – those that receive Impact Aid as a tax replacement because of the presence of nontaxable federal properties, including Native American reservations and military installations. Often there is limited taxable property and few taxpayers in these school districts because of the federal government’s presence, making it challenging to generate local revenues for school construction or to issue a bond. In more extreme cases, these school districts have no taxpayers or no practical capacity to issue bonds due to limited assessed property value.

There is strong federal precedent for investing in federally impacted school facilities – an Impact Aid construction program has been in place since Impact Aid’s inception in 1950. Further, the Impact Aid program office at the US Department of Education has the appropriate staffing and an established procedure already in place to review, distribute and monitor funds under the Impact Aid Construction program. This includes the annual distribution of approximately \$18 million and the one-time \$100 million investment through the Recovery and Reinvestment Act.

Federally impacted school districts need adequate resources to address health and safety code violations. The annual Impact Aid Construction appropriation falls far short of addressing the significant backlog of school facilities needs of federally impacted school districts. NAFIS identified more than \$4.2 billion in pressing school facility needs in a survey of 218 school districts. Respondents named a variety of essential projects, including health and safety related issues such as lead and mold; outdated electrical, HVAC, and plumbing systems; leaky roofs; expired boilers; aging technology; and building capacity due to student enrollment growth.

The survey also found that federally impacted school districts have limited or no bonding capacity due to the presence of nontaxable Federal property. Eighty-two percent of respondents cited lack of funds as a reason to defer capital construction projects, and eighty-three percent could start their most pressing capital project within a year if funds were available.

### THE NAFIS FAMILY

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**BUSINESS OPERATIONS**  
**Board Meeting Update**  
**October 14, 2019**

**Dr. Ken Baden – Interim Chief Operations Officer**

- No report

**Elizabeth Brown-Hill – Finance/Business Office**

- Estimate of Needs completed and submitted to the County Assessor's Office and State Department Finance Office.
- FY19 Audit firm will begin field work November 5-7, 2019.

**Arthur Hawkins for David Erwin – Information Systems**

- We are continuing updates to our procedures book, and updating student information.
- Transportation scrub is 95% complete.
- Flex Benefits Report will be ready for the RAO by October 4 and we will transition into the Annual Statistical Report.

**Paula Diehl – Payroll**

- Updated all Certified Salaries to reflect the 2019-20 raise. Processing retro payments for October 10 payroll.
- Processing Fiscal Year 2018-19 Oklahoma Teacher's Retirement report due November 1, 2019.
- Processing all quarterly reports – IRS 941, State, State Unemployment due October 31, 2019.

**Jean Hastings – Human Resources**

- Completing School Personnel Report early to help make the accreditation process easier for principals.
- Completing training on the new Support Electronic Evaluation Systems (SEES).
- Completed the Equitable Distribution Count – District has 24% of probationary teachers, there is 12.3 years average experience among our certified staff (State average was 12 years in 2017).

**Steven Dyer – Child Nutrition**

- The "Supper" program has resumed for SY19-20. Currently, 4 schools are participating, Ridgecrest, Adams, Carriage Hills, and EMS. In spite of a late start in September we served over 1000 meals. We received excellent reviews from students, parents, principals, teachers and Child Nutrition staff. Hot meals are served three days a week and a cold entrée choice on the other two days. We will add three additional schools this month.
- A to Z Salad Bar is the Sodexo promotion for the month of October for elementary students. Fresh fruits and vegetables are featured from all letters of the alphabet during this time. Each year we hear many positive comments from students that are excited to try items they have never tried before.
- We are serving a prepackaged meal and snack for students that attend the Saturday Stem class at Eisenhower Middle this year. The same program that funds our "Supper" program is funding this class meal. We have been feeding approximately 20 students each session.

### **AJ Watson - Information Technology**

- Deploying 2,130 Chromebooks purchased with SIP Bond Funds.
- Working with a vendor on new email filtering solution.
- The new Teacher Technology Trainers have been out visiting sites and working with teachers on various technology tools.

### **Dave McDermott – Media Operations**

- 2019 district United Way Campaign is almost complete and the totals are being processed.
- Oklahoma Universal Service Fund (OUSF) funding for OneNet and United Private Network LLC have been approved and the companies are being paid, offsetting our charges for these services.
- Prepping for Mid-Year inventory of instructional supplies.

### **Jeremy Tanner – Facilities Operations/Maintenance**

- Wilson site survey completed; will present findings, recommendations at 10/14/2019 meeting with survey.
- Freedom HVAC piping survey completed (AIP, John Joyce Engineering); Recommendations made to correct issues; Connecting engineering crew with mechanical contractor for preliminary cost estimate of project.
- Grounds crew has employed staff overtime, due to few staff employees and equipment needs. Contractors may be utilized to become current with site grounds maintenance and help maintain closed schools and or shared fields.

### **Trae Koch – Transportation**

- Safety, advisory and in-service meetings have resumed.
- Monitor to driver classes are in session.

**EDUCATIONAL SERVICES**  
**Board Meeting Update**  
**October 14, 2019**

**Brenda Hatch – Elementary Ed. / Professional Development**

- Organizing the October 11<sup>th</sup> Trauma and SIOP Summit
- Completing the Gifted Education State Report and meeting with the Gifted Advisory Board
- Conducting Training for Mentors and Residency (first year) Teachers

**Donna Catlin –Elementary Ed. / Early Childhood**

- Worked with the Behavior Intervention/Behavior Disorder team to rewrite guidelines for being admitted to Beacon Academy.
- Worked with elementary principals to review their McRel self-assessment and yearly goals.
- Conducted weekly site visits to support principals with their semester action plans providing written and verbal feedback. Conducted walkthroughs and attended grade level collaborations.

**Karen Cooksey – Elementary Education**

- Conducted X-Tended Time first semester audits at the eleven X-Tended Time Sites.
- Worked with elementary principals to review their McRel self-assessment and yearly goals.
- Conducted weekly site visits to support principals with their semester action plans, teacher walk-throughs, and collaboration.

**Rick Owens – Secondary Education**

- Working on October 1 reports with sites
- Preparing for State Accreditation
- Assisting Parents, Principals and Directors

**Carol McPhail – Middle Schools**

- Conducted Leadership Academy for beginning principals
- Conducted Secondary Principal Meeting
- Met with Asst. Directors regarding curriculum & Observations

**Mark Mattingly – Student Services**

- Working on final details for the Senior Conference
- Interviewing and selecting students for AIM for Lawton
- Handling transfer issues with Freedom/Ft. Sill

**Chris Sharkey – Special Services**

- Over 200 support staff attended the Trauma Summit on Friday, August 30 at LHS. One of the sessions required was “Special Education Basics for Our Support Staff”.
- Over 200 students and parents attended the “Back to School Special Education Picnic” at the Goodyear pavilion, September 7. While attending the picnic, students could get their physical in order to participate in upcoming Special Olympic events.
- Nearly 40 teachers will attend the annual Oklahoma Transition Institute conference in OKC October 7.

**Teresa Jackson – High Schools**

- Site Visits to Build Relationships/Provide Support
- Teen Council Meeting September 30, 2019
- New Secondary Leadership Academy Sept. 25, 2019 at Shoemaker

### **Gary Dees – Athletics**

- Big X cross country meet
- Working on track resurfacing project
- Fall sports and preparing for winter sports.

### **Diana Landoll – Grants**

- DoDEA Extended Day Tutoring has begun at 5 elementary and 3 middle schools.
- Grants is conducting an inventory review of all items purchased on active DoDEA grants.
- Grants is preparing annual reports for the external evaluators and DoDEA reviewers.

### **Dr. Regina DeLoach – Secondary Curriculum**

- Planning for MLK Program that will be presented Jan. 16, 2020 at 6:00 pm, CMS.
- Teacher Training for MMS, CMS, EMS and MHS.
- LPS Military Child and chronic absence research and state department contact.

### **Reagan Hall-Ousley – Secondary Curriculum**

- Finalized and posted on the district website all 6<sup>th</sup>- 8<sup>th</sup> curriculum maps -Science, Math, Social Studies
- Working with elementary and middle schools to assist with textbook inventory due October 1<sup>st</sup>
- Providing prof. development on curriculum maps, Collections the Reading & Language Arts curriculum for middle school.

### **Sharon Havron – Elementary Curriculum**

- Supporting teachers with using Saxon Math and Journeys online resources.
- Gathering and delivering needed curriculum to school sites.
- Developing the pacing guides for 3<sup>rd</sup>-5<sup>th</sup> in Math and Reading for next period.

### **Teresa Donahue – Federal Programs**

- English Learner Program – Amber Parks, Writing with Design Consultant, will facilitate four Title I English Learner Parent Meetings at LPS schools on October 24th and 28th.
- Federal Programs Consolidated Application – Finalized and submitted eight Federal Programs' grant applications in the state's Grants Management System
- LPS Homeless Education program has identified 325 homeless students since August 9, 2019. These students have been provided school supplies as needed, including: backpacks with school supplies, school uniforms/ school clothing/ gym shoes, transportation to school of origin, housing referrals, and referrals to Headstart and Early Headstart.

### **Joan Gabelmann – Assessment and Accountability**

- Research and data for calendar committee
- Research and data for consistent and common standardized interim assessments for next year
- PreACT facilitation, CogAT assessment scoring, and United Way assistance

### **David Hornbeck – Security**

- School Marshal's posted at 16 elementary schools
- Narcan Certification completed for 30 Officers
- Taught Handle with Care at LPS Promise Summit

**Lawton Public Schools**  
**Recommended Gifted and Talented Advisory Board**  
**2019-2020**

Executive Director, District G/T Coordinator	Brenda Hatch*
District G/T Recording Secretary	Kathy Kennedy
Principal – Early Childhood: LTA	Lana Welch
Principal – Elementary: Sullivan Village	Brenda Breeze
Principal – Secondary: MMS	Courtney Ferguson*
Assistant Director of Curriculum	Dr. Regina DeLoach
G/T Coordinator: Almor West Elementary	Lori Sawyer*
Community Partner – Parent	Amanda Brandenburg*
Community Partner – Parent (Grandparent)	Howard Johnson Sylvan Learning Center
Community Partner	John Heffernan* Subway Owner

\*New members recommended for 2019-2020



**BRENDA HATCH**  
*Executive Director of Elementary Education*  
*[bhatch@lawtonps.org](mailto:bhatch@lawtonps.org)*

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STANDARD FORM FOR PRESENTATION OF PROPOSAL

PROFESSIONAL POLICY DEVELOPMENT COUNCIL

Lawton Public Schools

P.O. Box 1009

Lawton, Oklahoma 73502

Title of Proposal: Revision to Policy DAA and DAA-R

Reason for Proposal: To utilize more inclusive language that is reflective of current social & civil policies and practices. This also aligns with Title IX

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

To ensure that LPS not only retains, but also attracts the most qualified employees while providing a welcoming environment to our most valuable assets, our students & parents.

Estimated Cost Factor to the School District:

\$0 if change is included in next year's code of conduct.

Action Desired:

include sexual orientation and gender expression in proposed policy

Submitted by: Jennifer Billoneyager, SLP  
Name of Organization/Group/Superintendent/Individual

Date Submitted: 9-10-19

**NONDISCRIMINATION**

It is the policy of the Lawton Independent School District to provide equal opportunities without regard to race, color, national origin, sex, sexual orientation, gender expression, age, qualified disability, or military veteran status in its educational programs and its employment practices. This includes, but is not limited to, admissions, educational services, financial aid, and employment. Inquiries concerning application of this policy may be referred to the District Compliance Officer.

Compliance Officer  
C/O Human Resources  
John Shoemaker Education Center  
753 N. W. Fort Sill Boulevard  
Lawton, Oklahoma 73507  
(580) 357-6900, Ext. 254

All District publications will include the statement of nondiscrimination.

Anyone having a written complaint concerning discrimination should make it in writing and mail it to the District compliance officer at the above address. The compliance officer will then conduct an investigation of the complaint and refer it to the Grievance Committee, composed of six members from the certified staff of the Lawton Public Schools.

Any person dissatisfied with the decision of the committee will have the right to appeal the decision to the Board of Education.

**FOR GRIEVANCE PROCEDURE FILING, PROCESSING  
AND RESOLVING COMPLAINTS ALLEGING DISCRIMINATION**

**Definitions**

**Discrimination Complaint:** A written complaint alleging any action, policy, procedure or practice that discriminates on the basis of race, color, national origin, sex, sexual orientation, gender expression, religion, age or disability (including harassment and retaliation).

**Grievant:** Any person enrolled in or employed by the District or a parent, guardian, or member of the public who submits a complaint alleging discrimination based on sex, race, color, national origin, religion, age or disability (including harassment or retaliation). For purposes of this policy, a parent or guardian's complaint or grievance shall be handled in the same manner as a student's complaint would be.

**Title VI, Title IX, Section 504/Title II, and Age Act Coordinator(s):** The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title VI of the Civil Rights Act, Title IX of the Education Amendments of 1972, Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act and any other state and federal laws addressing equal educational opportunity. The Coordinator under Title VI, Title IX, Section 504/Title II and the Age Act is responsible for processing complaints and serves as moderator and recorder during hearings. The Coordinator of each statutory scheme: 504/Title II of the Americans with Disabilities Act, Title VI of the Civil Rights Act, Title IX Coordinator and the Age Act Coordinator, may be the same person or different persons. The appropriate Coordinator may be contacted at the following address:

Lawton Public Schools  
Superintendent of Schools  
753 Fort Sill Blvd.  
Lawton, OK 73507  
(580) 357-6900, ext. 200

**Respondent:** The person alleged to be responsible for the alleged discrimination contained in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.

**Day:** Day means a working day when the District's main administrative offices are open. The calculation of days in complaint processing shall exclude Saturdays, Sundays and legal holidays.

**Pre-Filing Procedures:** Prior to the filing of a written complaint, the student, parent or guardian, employee or patron is encouraged to visit with the building principal or the Coordinator, as

**GRIEVANCE PROCEDURE FOR FILING, PROCESSING AND RESOLVING COMPLAINTS ALLEGING DISCRIMINATION, (cont.)**

applicable, and reasonable effort should be made by the District at this level to resolve the problem or complaint.

**Filing, Investigation, Hearing and Review Procedures:** The Grievant submits a written complaint to the Coordinator, as applicable, stating the basis, nature and date of the alleged discrimination, the names of persons responsible (when known) and requested action. If the applicable Coordinator is the person alleged to have committed the discriminatory act(s), then the complaint should be submitted to the Superintendent for assignment. Complaint forms are available from the offices of the district's coordinators.

The Coordinator conducts a complete and impartial investigation within 10 days of receiving the complaint, to the extent reasonably possible, which shall include but not be limited to, interviewing the Grievant and any witnesses, review of documents and interviewing the Respondent. The Coordinator will ask the Respondent to (a) confirm or deny facts; (b) indicate acceptance or rejection of the Grievant's requested action; and (c) outline alternatives.

As to complaints of discrimination by students, parents or guardians and school employees, the Coordinator will disclose the complaint, the identity of the Grievant and information regarding the person who allegedly committed the discriminatory act only to the extent necessary to fully investigate the complaint and only when the disclosure is required or permitted by law. If a Grievant wishes to remain anonymous, the Coordinator will advise him or her that such confidentiality may limit the District's ability to fully respond to the complaint. If a Grievant asks to remain anonymous, the Coordinator will still proceed with the investigation.

Within five days after completing the investigation, the applicable Coordinator will issue a written decision to the Grievant and Respondent.

If the Grievant or Respondent is not satisfied with the decision, he or she must notify the applicable Coordinator, in writing, within five days and request an appeal to the Superintendent. The written appeal shall contain a specific statement explaining the basis for the appeal. If the Superintendent is also the Coordinator, then the appeal shall proceed directly to the Board of Education.

Within five days after receiving the appeal request, the applicable Coordinator will refer the matter to the Superintendent for a hearing. If the Superintendent is the person alleged to have committed the discriminatory act(s), then a different decision maker will be appointed to maintain impartiality. The Coordinator will schedule the hearing with the Grievant, the Respondent and the Superintendent. The hearing will be conducted within 10 days after the Coordinator refers the matter to the Superintendent for a hearing.

**GRIEVANCE PROCEDURE FOR FILING, PROCESSING AND RESOLVING COMPLAINTS ALLEGING DISCRIMINATION, (cont.)**

At the hearing, the Superintendent will review the information collected through the investigation and may ask for additional oral or written evidence from the parties and any other individual he or she deems relevant. The applicable Coordinator will make arrangements to audiotape any oral evidence presented. In circumstances involving allegations of sexual harassment, the Coordinator may determine that it is appropriate and reasonable to separate the individual who is allegedly being sexually harassed from the alleged harasser in the hearing.

Within five days after completing the investigation, the Superintendent will issue a written decision to the Grievant and Respondent.

If the Grievant or Respondent is not happy with the decision, he or she must notify the Superintendent, in writing, and request an appeal to the Board of Education. The written appeal shall contain a specific statement explaining the basis of the appeal.

The Superintendent will notify the Board of Education, in writing, within five days after receiving the appeal. The clerk will place the appeal on a board agenda within 30 days from the date of notification to the Board of Education.

The Board will act as an appellate body by reviewing the decisions and the oral and written evidence presented below and making a decision. At the board meeting, the Board may ask for oral or written evidence from the parties and any other individual it deems relevant. The clerk will make arrangements to audiotape any oral evidence presented. Within five days of the meeting, the Board will issue a final decision in writing to all parties involved.

**General Provisions**

**Extension of time:** Any time limits set by these procedures may be extended by mutual consent of the parties involved. The total number of days from the date the complaint is filed until the Board of Education issues a final decision, shall be no more than 120 days.

**Access to Regulations:** Upon request, the Coordinator shall provide copies of any regulations prohibiting discrimination on the basis of race, color, national origin, religion, sex, age or disability.

**Confidentiality of Records:** Complaint records will remain confidential, to the extent allowed by law, unless permission is given by the parties involved to release such information. All complaint records will be kept separate from any other records of the District. No complaint record shall be entered in any personnel file unless adverse employment action is taken against an employee. Complaint records shall be maintained on file for three years after complaint resolution.

**GRIEVANCE PROCEDURE FOR FILING, PROCESSING AND RESOLVING COMPLAINTS ALLEGING DISCRIMINATION, (cont.)**

**Representation:** The Grievant and the Respondent may have a representative assist them through the grievance process and accompany them to any hearing.

**Retaliation:** The District prohibits retaliation, intimidation, threats, or coercion of any person for opposing discrimination or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, appealing, or participating in any other discrimination complaint proceeding or hearing. The District will take steps to prevent the alleged perpetrator or anyone else at the District from retaliating against the alleged victim or any person who acts to oppose discrimination or participates in the complaint process. These steps include notifying students and employees that they are protected from retaliation, making sure that victims know how to report future problems and making follow-up inquiries to see if there have been any new incidents. If retaliation occurs, the District will take strong responsive action.

**Basis of Decision:** At each step in the grievance procedure, the decision maker will take or recommend the taking of appropriate measures based on the facts, as revealed by the investigation and hearing, taken as a whole, and the totality of the circumstances, such as the nature, extent, context and gravity of the activities or incidents.

**Notice:** The District will notify all students, parents or guardians, members of the public and employees of the name, office and telephone number of each Coordinator and this grievance procedure in writing via school publications and/or postings at each school site to which employees or students are assigned.

**STANDARD FORM FOR PRESENTATION OF PROPOSAL**

**PROFESSIONAL POLICY DEVELOPMENT COUNCIL**

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

**Title of Proposal:** Sick Leave - DEC

**Reason for Proposal:** Change support personnel accrual of sick leave to first of year after second completed year.

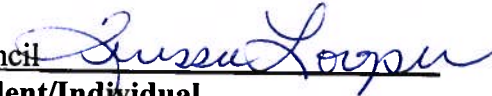
**Identify Proposal as it Relates to Elementary and/or Secondary Educational Concerns:**

**Estimated Cost Factor to the School District:**

No additional costs

**Action Desired:**

Montion and vote for approval

**Submitted by:** Support Personnel Policy Development Council   
**Name of Organization/Group/Superintendent/Individual**

**Date Submitted:** October 7, 2019

## SICK LEAVE

The board of education shall provide sick leave benefits to all certified and full time support employees in order to promote a sense of security and permit an ease of mind that is essential to the satisfactory performance of professional services. The board sets forth the following provisions for administering this policy:

1. For the purposes of this policy, full time support employee is defined as an employee of the school district as determined by the standard period of labor which is customarily understood to constitute full-time employment for the type of services performed by the employee who is employed a minimum of 172 days, and who provides those services which are not performed by certified teachers, principals, superintendents or administrators and which are necessary for the efficient and satisfactory functioning of a school district.
2. The superintendent of schools, or his designee, shall be responsible for administering this plan.
3. Employees may be absent from duty due to a personal accidental injury, illness, or pregnancy, or accidental injury, or illness, in the immediate family. "Immediate family" has been defined as spouse, child, stepchild, grandchild, parent, grandparent, sister, brother, niece, nephew, aunt, uncle, mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law, and son-in-law. Sick leave may be used by both employed parents for the care of natural-born or adopted infants up to the age of six (6) weeks. If an employee is injured as a result of an assault or battery upon the person of the employee while the employee is in the performance of any duties as an education employee, the employee shall be entitled to a leave of absence from employment with the school without a loss of leave benefits.
4. Benefits shall include paid sick leave of ten (10) days per year for employees who have nine and ten month contracts, eleven (11) days per year for employees who have eleven-month contracts and twelve (12) days per year for employees who have twelve-month contracts. One day of sick leave equals the number of hours the employee normally works per day. The right to such sick leave for certified teachers shall be vested on the first contract day. ~~With regard to support employees, state law provides that the sick leave is earned and accrued on a month by month basis.~~ With regards to support personnel sick leave, during the first two years of experience, leave will be earned and accrued on a month-by-month basis. After completing their second consecutive year of employment experience within the district, support staff will receive all of their sick leave on the first worked day of their contractual year. Personnel who are employed later than the first month of the fiscal year will accrue, on the first day of employment, sick leave days equal to the number of months or parts thereof remaining in the fiscal year. Personnel who work less than full time will have their leave prorated according to the number of days in their contracts.

5. Unused sick leave shall be cumulative to the total of days in the employee's contract and is transferable to any other school district in Oklahoma. Up to a maximum of sixty days of sick leave earned in another Oklahoma district may be transferred to this district. The sending district must certify sick leave so transferred.

**SICK LEAVE (cont.)**

6. Any employee who attempts to take unfair advantage of sick leave benefits shall be subject to dismissal or other disciplinary action as provided by contract and/or state law. Any employee may be required to submit appropriate evidence concerning the cause of his absence in order to qualify for sick leave benefits. With the exception of infant care leave, any period of sick leave exceeding five (5) consecutive working days or ten (10) cumulative days in any given month must be certified in writing by a physician. Appropriate evidence may also be submitted when requested by the principal, immediate supervisor or the superintendent if reasonable cause exists to believe that sick leave benefits are being abused.
7. When a certified employee's accrued sick leave is exhausted and the employee is absent due to personal accidental injury, illness, or pregnancy, the employee shall receive full salary less the amount necessary to pay a substitute for a maximum of twenty (20) days. The amount deducted will be \$60.00 per day for certified personnel. When a support employee is absent, accrued sick leave is exhausted and the absence is due to a personal accidental injury, illness, or pregnancy the employee must submit medical documentation and request approval for extended leave. If approved, the amount deducted will be \$30.00 per day for support personnel.
8. An employee, who claims that he/she is unable to return to work after twenty (20) days of extended sick leave has been exhausted, will be placed on a medical leave of absence not to exceed one year. Should the employee be able to return to work before the medical leave of absence has been exhausted, he/she must provide a doctor's verification that he/she will physically be able to perform assigned duties before the employee will be allowed to return to work. Failure of the employee to return to work after one year on the Medical Leave of Absence may be cause for termination of employment.

An employee returning to full employment with Lawton Public Schools following a leave of absence under the terms of these provisions shall be reinstated in service without loss of professional or financial status.

**REFERENCE:** 70 O.S. § 6-101.40  
70 O.S. § 6-104  
70 O.S. § 6-104.1  
Atty. Gen. Op. No. 82-159  
Atty. Gen. Op. No. 84-12  
Atty. Gen. Op. No. 91-632



Name: Mark Mattingly

Department: Student Services

R.O. 9-30-19  
B.N. 9-30-19  
9.20.19

**Title of Proposal:**

Editing changes to Policy FE-R1 Intradistrict Transfers and School Assignment Regulations

**Reason for Proposal:**

Applications for Intradistrict transfers are not available for printing on the LPS website. Applications must be completed at Student Services on NCR triplicate forms.

Inclusion of the principal of the school receiving a student who has their transfer revoked is unnecessary. Receiving school is the student's home school and student is assigned to a home school per attendance area outlined in BOE policy.

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

These changes will align current practices with BOE policy

**Estimated Cost Factor to the School District**

No cost

**Action Desired:**

Strike two clauses on page 5 of 6 of BOE Policy FE-R1. Both clauses are highlighted in red on the attached pages.

**Submitted by:**

Mark Mattingly, Executive Director of Student Services

**Date Submitted:**

September 26, 2019

**INTRADISTRICT TRANSFERS AND SCHOOL ASSIGNMENT  
REGULATIONS****School Assignment**

Oklahoma law requires that the residence of any student for school purposes shall be the legal residence of the parent(s), legal guardian, or such person(s) or institution having legal custody of the student or person having filed a residency affidavit [hereinafter referred to as parent(s)]. Residency may be established by residency affidavit in the manner set forth in Board Policy FD.

If a student has had a legal guardian appointed or has had legal custody placed with an institution or a person who is a resident of the district and has a parent residing in the district, the residence for school purposes shall be the residence of the legal guardian or of the institution or person having legal custody of the student.

Attendance areas have been established for all Lawton Public School sites. Students must attend the designated school which serves their area of residence. (See Board Policy FDA-R1) Students attending Lawton Public Schools on an Interdistrict transfer wishing to attend a school other than their residence school must apply for an Intradistrict transfer. (See Board Policy FE)

**Secondary Assignments and Transfer of Attendance Rights with residence change**

A student in middle or high school whose parents move from one attendance area to another may transfer attendance rights, but not athletic eligibility to the new attendance area at the time the parents move or may remain at the school he/she is attending and be eligible for attendance and athletic participation until graduation at the high school which the middle school feeds. If the student remains at the school, parents must provide transportation.

The permanent residence for attendance and athletic eligibility purposes of students moving into the Lawton district from other districts will not be determined until the parent(s) have purchased or rented a bona fide residence within the district.

The permanent residence for attendance and athletic eligibility purposes of students whose parents live in the Lawton district shall be the school attendance area where the parents reside regardless of where the student resides in the school district.

*Interpretation:* In case a student's parents separate and the court does not award custody of the student and parent remains a resident of the attendance area where the student is participating (or has participated as a secondary student), the student is eligible only where he is participating when the separation occurs. If a student has not participated, Rule 8, Section (E) of the Oklahoma Secondary School Activities Association (OSSAA) applies.

**INTRADISTRICT TRANSFERS AND SCHOOL ASSIGNMENTS, REGULATIONS (cont.)**

Students who received a “health” transfer to transfer from one school to another will be eligible for athletics in the new school of assignment. Once the “health” transfer is approved and the student moves to the new school, the student will remain at that school through 8<sup>th</sup> grade (middle school) or graduation (senior high). Upon completion of middle school, students must make re-application for a high school Intra-district Health Transfer.

Parent(s) moving from one attendance area to another within the Lawton district for the sole purpose of having their children attend school and who do not move into the attendance area to reside permanently; do not establish a bona fide residence in the attendance area for the purpose of attendance or athletic eligibility.

*Interpretation:* Parents or guardians of a student who move to a new residence but have no intention of making it a permanent home, as evidenced by the fact that they do not give up or sell their former home and do not sell or move to the new residence, will not establish a bona fide residence.

A person having custody of any student whose parents live outside the Lawton School District shall be required to file a custody affidavit with the Lawton Board of Education. Such student shall be assigned to a school based on the residence of the person having custody of the student. The person having custody shall assume responsibility in matters relating to the student's conduct and attendance in the Lawton Public School District.

**Eligibility Rules for Students Transferring Within the District Due to Residence Change****1. Transfer of Secondary School Students**

A student in middle school whose parents move from one attendance area to another may transfer attendance rights, but not athletic eligibility to the new attendance area at the time the parents move or may remain at the school he/she is attending and be eligible for attendance and athletic participation until graduation at the high school which the middle school feeds. If the student remains at the school, parents must provide transportation.

A student, who has established athletic eligibility at any Lawton Public School high school and then transfers to another Lawton school, is not eligible for a period of one year from the date of first attendance at the new school. A student who moves out of the Lawton school district and attends one day, or more, of school at a non-Lawton school and then moves back into the Lawton school district, may or may not be eligible at the Lawton school he/she left upon their reentry for a period of one year from the date of first attendance at the non-Lawton school. Eligibility is determined by OSSAA regulations.

**INTRADISTRICT TRANSFERS AND SCHOOL ASSIGNMENTS, REGULATIONS (cont.)**Exception to transfer rule:

If the principal of the receiving school believes there is a reason for a student to be given an exception to the transfer policy, they can write a letter to the Superintendent explaining the reason an exception should be given. If the Superintendent believes the reasons are valid, an exception can be given.

**2. Limited Election Time**

The election to transfer or remain at the current school must be exercised by the beginning of the school year following the year in which the parents move from the school attendance area. A student who elects to transfer to the school in the new attendance area and who attends the first class at the new school is no longer eligible for attendance or athletic purposes at the former school unless another bona fide move occurs and is not eligible for a period of one year from the date of first attendance at the new school.

**3. Eligibility when Anticipating Change in Residence**

A student may transfer enrollment from his/her school of current residency to a school of future residency only within 5 days of the first day of a semester. The student's parent must move to the new residence no later than 45 calendar days from the first day of a semester. In order to be authorized to make such change, the parent must execute and file with the Student Services Department a 'Statement of Intent to Establish Residency' form for approval.

A student who has established athletic eligibility at the previous school and who obtained a 'Statement of Intent to Establish Residency' will not be eligible for athletic participation for a period of one year from the date of first attendance at the new school.

If the family has not moved into the intended residence within the 45 calendar days specified, the student will lose attendance rights at the new school and must attend the school in the attendance area where his/her parents reside. Extension of the 45 calendar days may be granted after being reviewed by the District Eligibility Committee.

4. Under extraordinary circumstances, a parent may appeal to the superintendent or the superintendent's designee for an exception to the transfer policy. The transfer must be in the best interest of the student and Lawton Public Schools. The exception to the transfer policy is intended to be a one time, good faith effort to help a student with unusual circumstances.

**INTRADISTRICT TRANSFERS AND SCHOOL ASSIGNMENTS, REGULATIONS (cont.)**

The school to which the student has transferred becomes the student's home school and the student will not be permitted to return to the resident area school.

A student, who has established athletic eligibility at any Lawton school and then is given an exemption to the transfer policy, is not eligible for a period of one year from the date of first attendance at the new school.

5. Students who are granted exemptions to the attendance residence rule in middle school and establish athletic eligibility at that school and then are granted exemptions to that school's high school, are not subject to extra-curricular restrictions. (i.e. MMS to MHS or TMS and CMS to LHS or EMS to EHS.)
6. Revoking an Approved Secondary Transfer
  - A. Students should remain at the school to which they transferred.
  - B. Violation of any of the following conditions will result in the revocation of transfer and the return to the school of residence:
    - (1) Excessive absences (as determined by principal)
    - (2) Excessive tardiness (as determined by principal)
    - (3) Poor academic performance (as determined by principal)
    - (4) Discipline problem (as determined by principal)
  - C. Any student who has had a transfer revoked will not be allowed to participate in OSSAA sanctioned activities for a period of one calendar year beginning on the date the transfer was revoked.

**Intradistrict Transfers (transfers between schools within Lawton Public Schools)**

Oklahoma law requires that the residence of any student for school purposes shall be the legal residence of the parent(s), legal guardian(s), or of such person(s) or institution having legal custody of student or person having filed a residency affidavit [hereinafter referred to as parent(s)]. Residency may be established by residency affidavit in the manner set forth in Board Policy FD.

Attendance areas have been established for all Lawton Public School sites, and students must attend the designated school which serves their area of residence unless students qualify for transfers by meeting the required conditions of the Student Intradistrict School Assignment Policy approved by the Lawton Board of Education.

**INTRADISTRICT TRANSFERS AND SCHOOL ASSIGNMENTS, REGULATIONS (cont.)****1. Student Intradistrict School Assignment Policy**

Students in Lawton Public Schools may be assigned or transferred to a school when an Intradistrict Transfer Application is completed in the Student Services office. Application forms are available at [www.lawtonps.org](http://www.lawtonps.org) under the registration link. Intradistrict transfer applications will be accepted between June 1 and the day prior to the first day of school. Following this timeframe only applications of new enrollment residents will be accepted for the remainder of the semester. Applications for second semester will be accepted during the first 10 days of the second semester. Following this timeframe only applications of new enrollment residents will be accepted for the remainder of the semester.

Intradistrict Transfers are granted following the 10<sup>th</sup> day of the first semester based on the following considerations:

- A. Student is currently enrolled in Lawton Public Schools
  - B. Availability of programs, staffing and space
  - C. Disciplinary, transcript and attendance records of the student
  - D. Student/parent considerations
  - E. The parents' commitment to provide transportation for the student.
  - F. The option is exercised only once per school year.
- 2. Duration of Approved Intra-district Transfer**
- 3. Once a transfer to a specific school has been approved and the student has attended the school to which the transfer was granted, renewal of the transfer to that school for the next school is automatic unless revocation or parent cancels to return to resident school.**
- 4. Canceling or Revoking an Approved Transfer**
- A. Parents may cancel an approved transfer (only one transfer can be considered per school year.
  - B. A principal may request that a student's intradistrict transfer be revoked at any time based on 1) excessive absences, 2) excessive tardies, 3) poor academic performance, and/or 4) discipline problems. The principal shall document evidence and hold a

conference in person or by conference call with the director of student services or designee, the parent(s) ~~and the principal of the receiving school~~ in the process of reaching a decision to approve or deny the principal's request.

C. Failure to comply with designated school hours could result in the transfer being revoked.

The permanent residence for attendance of a student moving to the Lawton School District from another district will not be determined until the parent(s) or guardian(s) have purchased or rented a bona fide residence within the district.

The permanent residence for attendance of students whose parents live in the Lawton School District shall be the school attendance area where the parents reside, regardless of where the student resides in the school district.

Parent(s) or guardian(s) moving from one attendance area to another within the Lawton district for the sole purpose of having their children attend school, and who do not move into the attendance area to reside permanently, do not establish a bona fide residence in the attendance area for the purpose of attendance.

*Interpretation:* Parent(s) or guardian(s) of a student who move to a new residence but have no intention of making it a permanent home, as evidenced by the fact that they do not give up or sell their former home and do not sell or move their personal property to the new residence, will not establish a bona fide residence.

A person having custody of any student whose parent(s) live outside the Lawton School District shall be required to file a custody affidavit with the Lawton School District. Such students shall be assigned to a school based on the residence of the person having custody of the student. The person having custody shall assume responsibility in matters relating to the student's conduct and attendance in the Lawton Public School District.

If the Individualized Education Program (IEP) of a special education student indicates placement in a special education class, the district will determine the school site for enrollment of such students.

Identified transitional first grade students will be assigned to sites determined by the district.

**Cross Reference: Policy FDA-R1, Enrollment, Transfer and Placement of Students**

## **Final Report Submission**

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AIP Project No. : 1910

### **Submitted By:**

Architect:

**Architects In Partnership**

Structural Engineer:

**Engineering Solutions**



# LAWTON PUBLIC SCHOOLS WILSON ELEMENTARY SCHOOL STRUCTURAL INSPECTION

Final Report Submission

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# **Chapter 1**

## Executive Summary

## **Chapter 1**

### **EXECUTIVE SUMMARY**

The original school was constructed between 1930 and 1940 and was permanently closed in 2015. Since then, the building has been vacant and secured by Lawton Public Schools; however, trespassing is a frequent occurrence. On August 5, 2019, Architects in Partnership and Engineering Solutions performed an inspection of the existing structure at the request of Lawton Public Schools for conditions that may pose an imminent danger to the public.

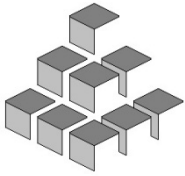
The inspection was based on visual observation of readily accessible areas. The team found conditions that do represent an imminent danger to the public. Areas of the roof seem subject to failure, and portions of masonry walls, though non-load-bearing, have fallen to the floor. An environmental assessment was not available for the team's review and no tests were performed; however, mildew was observed and mold is probable. The team also observed marked areas with asbestos containing materials.

It is the team's recommendation that the school be demolished to eliminate the current danger to the public discussed further in Chapter 2 Structural Engineer's Report. Repairs would require extensive renovations that would not be economically feasible.

**END OF CHAPTER 1**

# **Chapter 2**

## Structural Engineer's Report



## Engineering Solutions, LLC

6801 North Broadway - Suite 215, Oklahoma City, OK 73116

TELEPHONE: 405.848.4093 [www.engineeringsolutionsllc.net](http://www.engineeringsolutionsllc.net)

August 12, 2019

Architects in Partnership  
Attention: Cory Miller, AIA  
3220 Marshall Ave  
Norman, OK 73072

Re: Lawton Public Schools  
Wilson Elementary School Building Inspection  
102 NW 17th St.  
Lawton, Oklahoma 73507  
ES Project Number 2019-074

Ladies and Gentlemen,

On Monday, August 5, 2019, an inspection of the above referenced property was made per your request. Present at the time of the inspection was Cory Miller of AIP. Also present was John M. Joyce, PE and Nicklaus Kersey of Engineering Solutions.

### PURPOSE & SCOPE

The purpose of our inspection was to evaluate the existing structural condition of the building. We were specifically asked to determine if the present condition of the building represents an imminent danger to the Lawton community.

### LIMITING PARAMETERS

This report is intended for the express use of our client. Our observations are limited to the condition of the structure at the time of the inspection. Our opinions are based on visual evidences of readily accessible areas and do not include destructive or invasive testing. Our inspection is not technically exhaustive and does not include comprehensive engineering evaluations. Our inspection does not include systems or components which are not related to the structure such as: Heating, AC, Electrical, Plumbing, etc. This report does not include warranties or guarantees. The engineer cannot determine the presence or absence of any suspected hazardous substances, including but not limited to toxins, carcinogens, noise, and or contaminants in soil, water, and air. This inspection does not report on the presence or absence of pests such as wood destroying organisms, rodents, or insects.

This inspection does not require the engineer to enter any area or perform any procedure which may damage the property or present a danger to the engineer or others. This inspection does not require the engineer to move equipment, plant life, soil, or debris which obstructs access or visibility.

DESCRIPTION

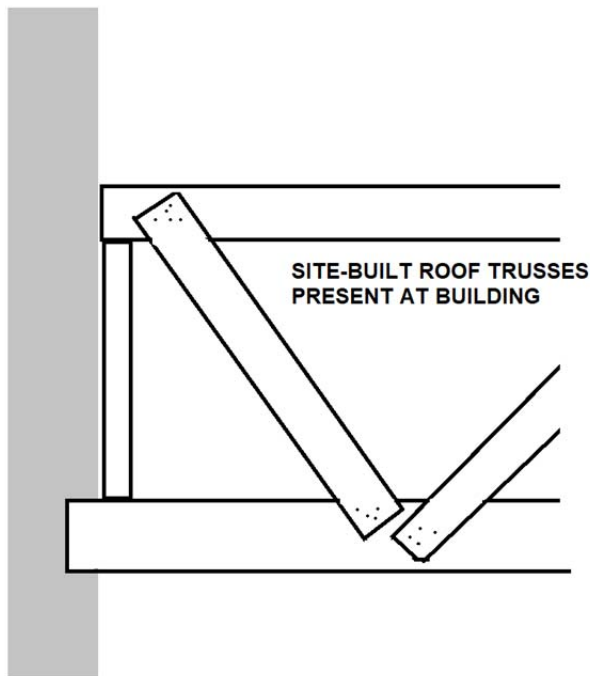
Wilson Elementary is a single story building which was reported constructed in sometime between 1930 and 1940. The school consists primarily of a single long narrow wing which extends north to south. This portion contains virtually all of the classrooms. A multiuse portion with a higher eave height is located at west of the main building connecting to the north end of the west side. The floor of both portions of the building appears to consist of a concrete slab on grade, except for the area located over the basement. The partial basement is located on the west half of the main portion as noted in the site plan below. All of the exterior walls of the building consist of cast-in-place concrete, including the walls of the basement. The floor over the basement is supported by cast-in-place concrete pan joist. The roof system over the main portion of the building consists of site-built wood trusses supporting wood deck. The wood trusses bear on the exterior concrete walls and on steel beams which span along the main corridor of the building. In a few places, the roof has been repaired with steel joists and metal decking. The interior walls of the main building consisted of clay tile blocks which did not appear to be load bearing. The roof of the multipurpose building was framed completely of steel components.



### STRUCTURAL OBSERVATIONS

Upon investigation, it was found that heaving soils has caused dramatic slab deflections and damage to the floor throughout most of the main portion of the building. Even in the basement, the center of the floor slab has heaved by approximately 12 inches. Other drastic floor deflections were noted at the south end of the main corridor where changes of several inches in elevation had occurred over a few feet. In some locations the clay tile block walls of the interior have begun to lean and in some cases, the top layer of block had fallen off.

The site-built trusses used in the main portion of the building do not represent satisfactory modern code compliant construction. Currently, use of *prefabricated* wood trusses is a common construction practice; and in our experience these trusses perform very well. But in older construction contractors nailed wood members together on site to try to form site built wood trusses. We have found these trusses always fall short in their connections from top chord to diagonal members, from bottom chord to diagonal members and all type of top or bottom chord splicing. Today, manufacturers of prefabricated trusses use mending plates which are installed in a manufacturing plant with hydraulic presses. In the photo below you can plainly see the mending plates. This is a process that cannot be duplicated in the field with nails or screws. For this reason the existing wood roof trusses are failing in numerous areas.



CONCLUSIONS & RECOMMENDATIONS

In conclusion, it is our professional opinion, that the present condition of the building does represents an imminent danger to the Lawton community. The existing roof over much of the main portion of the building poses a danger if anyone was to walk on the roof since areas are subject to failure. This is due both to the original construction method and especially due to the extreme deterioration which has occurred over the past few years since the school was closed and leaking has occurred. If someone was to enter the building, there are a number of other hazardous conditions including portions of clay tile walls falling, unlevel floors, mold and asbestos.

If the school were to be repaired it would be necessary to remove and replace all of the existing wood trusses, which represent the vast majority of the roof framing at the main building. It would also be necessary to remove and replace all of the existing concrete floors which have heaving and buckled. Before new floor could be placed it would be necessary to remove and replace of several feet of existing expansive soils with low-volume change material, to prevent heaving of floors in the future.

Therefore, it would not be economically feasible to repair the existing school. We recommend that the school be demolished to eliminate the current danger to the public.

Thank you for the opportunity to be of service. If you have any questions pertaining to this report or should further assistance be required, please feel free to contact our office.

Respectfully submitted,  
ENGINEERING SOLUTIONS, LLC



John M. Joyce, P.E.  
President

# **Attachment A**

Photographs



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11

## LPS Enrollment Trends (2-year comparison)

### 2019 – 2020

School	Students
Adams	203
Almor West	303
Carriage Hills	351
Cleveland	273
Crosby Park	294
Edison	482
Eisenhower	300
Freedom	1175
Hugh Bish	298
Learning Tree	215
Lincoln	336
Pat Henry	512
Pioneer Park	380
Ridgecrest	473
Sullivan Village	457
Washington	219
Whittier	273
Woodland Hills	492

School	Students
CMS	706
EMS	897
MMS	736
TMS	655

School	Students
EHS	1194
LHS	1490
MHS	1020

### October 1, 2019

Total Elementary: 7,036  
 Total Middle: 2,994  
 Total High: 3,654  
**Total District: 13,684**

### October 1 Comparison

#### 2018-2019

13,799

#### 2019-2020

13,684

#### Decline

**-115**

### October 1 Trends

2012-13	15,474	
2013-14	15,463	<b>-11</b>
2014-15	15,270	<b>-193</b>
2015-16	14,978	<b>-292</b>
2016-17	14,747	<b>-231</b>
2017-18	14,068	<b>-679</b>
2018-19	13,799	<b>-269</b>
2019-20	13,684	<b>-115</b>

\*9 year loss of 1,790

\*Military movement, job opportunities and retirement could all be variables in explaining a decline\*

# Analysis of Lawton Public Schools Enrollment Trends

*\*(Data Collection and Opinions provided by Rick Owens)*

This analysis is to give the secondary principals guidance on what to look for when they look back in time at their schools. The goal is to identify data points and trends for school improvement, staff development, student achievement and increase parent and community involvement.

The city of Lawton’s population has a variance of about 3,000 people from 1997 to 2015 and our school district population has fluctuated from a high of 18,344 students in 1997 to 15,270 in 2015 a difference of approximately 3,000 students and this indicates a negative correlation when compared to the population increase, (impacts the number of teachers required etc.). See the tables below:

### Lawton Population

1997 – 2001	2002 – 2009	2010 – 2013	2014 – Present
91,938	89,160	92,621	93,805

### District Student Population

1997	1998	1999	2000	2001	2002
18,345	17,957	18,052	17,696	17,226	16,922
2003	2004	2005	2006	2007	2008
16,841	16,888	16,559	16,495	17,062	16,461
2009	2010	2011	2012	2013	2014
16,140	16,398	16,199	15,875	15,864	15,463
 <span style="color: blue;">2015</span> 					
15,270					

Is this troop movement, lack of jobs or are we becoming a retirement community?

The ethnicity of the Secondary Schools has fluctuated from 1997 to 2015 with a notable increase in the Hispanic subgroup among all 6-12 sites, from a low of 7% to a high of 19% in some schools during this time frame, (This increase in the Hispanic subgroup has also had a positive correlation with the increase in the ELL subgroup). The Caucasian subgroup has also had a steady decline with a range as low as 2% and a high of 11% among the secondary schools. The African American, Native American and Asian subgroups have had very little variance ranging from 1% to 2% among the schools during this same time span. Although there has been a notable movement of the ethnic groups in various secondary schools, it does not appear to be significant at this time, (students of all ethnic groups appear to be leaving the district and not moving from one school to another, This more than likely due to the BRAC alignment).

### Data Point Range from 1997 to 2015 by School Populations

- |                  |                 |
|------------------|-----------------|
| • MMS 878 – 730  | EHS 1481 – 1335 |
| • CMS 907 – 839  | LHS 1227 – 1752 |
| • TMS 1005 – 682 | MHS 843 – 1107  |
| • EMS 1329 – 878 |                 |

**\*10 years ago High School boundaries were realigned**

**\*Middle Schools were formed 10, 9, and 7 years ago, at that time High Schools increased a grade level**

**\*Middle Schools had two grade levels during their training years, (7<sup>th</sup>/8<sup>th</sup> grades)**

The education level of the population has been relatively stable with the exception of people acquiring a High School diploma and that data point has increased from 35% in 1997 to 69% in 2015.

Although income and the fact that high school education has increased per household, the poverty rate has kept pace with a steady increase from a 15% low in 1997 to a high of 20% in 2015. Also the unemployment has increased from 8% in 1997 to a high of 10% in 2015 and this could point to the increase in the Free and Reduced lunch program at the schools, i.e. 57% in 2010 to 65.6% in 2015. Also, notable is the fact that Dr. Deighan gave incentives to principals for increased free/reduced applications and this variable could account for a notable spike starting 3 years ago that impacted each secondary school on average of a 7% increase.

**Data Point Range for Free/Reduced Lunch  
(Low – 1997 to Current High – 2015 Dr. Deighan’s Spike)**

- |                                |                               |
|--------------------------------|-------------------------------|
| • MMS 37.5% - 48.9% spike 7.3% | EHS 37.1% - 47.5% spike 7.9%  |
| • CMS 68.5% - 76.4% spike 7%   | LHS 50.8% - 65.5% spike 13.5% |
| • EMS 47.3% - 64.7% spike 7%   | MHS 30.2% - 41.3% spike 12.5% |
| • TMS 65.0% - 78.6% spike 7%   |                               |

With the increase in poverty and unemployment, mobility appeared to have a negative correlation and declined significantly at every secondary school with the exception of MacArthur High School. Also noted is the fact that mobility is not a negative/positive predictor of the number of parent conferences or volunteer hours. However, there is a negative correlation between mobility and suspensions. It appears the higher the mobility the lesser of suspensions.

**Data Point Range for Mobility  
(High to Current Low)**

- |                     |                   |
|---------------------|-------------------|
| • MMS 29.6% - 12.5% | EHS 37.2% - 16.2% |
| • CMS 49.7% - 25.2% | LHS 41.2% - 16.2% |
| • EMS 33.4% - 14.7% | MHS 19.4% - 19.2% |
| • TMS 57.4% - 15.2% |                   |

Also, noted in this data dive is the amount of Single Parents households. In 1998 there were 28% of our students living in single parent households compared to a high of 47% in 2015, and this could be a factor in the fluctuation of the number of parent conferences and volunteer hours noted over the past few years. Single Parent Households could also be a contributor to the increased number of students eating at school.

Although discipline fluctuates from year to year, it does appear to have a direct correlation with the ups and downs of employment, poverty, and single parent households' district wide in the secondary schools. Juvenile offenders appear to be linear until 2010 however, from 2011 to present there was a spike from a 34.2 low to a high of 47.7 in 2013 and this increase has remained constant to the present.

The Special Education subgroup has grown significantly over the years from a low of 15.3% to a high of 17.9% across the district. The secondary schools with the greatest gains are MacArthur High School and Tomlinson Middle School. MacArthur increased from 18.8% to 26.6% and Tomlinson increased from 17.5 to 25.2% of their respective student bodies listed as students receiving special education. Our special education teaching staff has also increased from a low of 106 FTE to a high of 207, a little under 100% increase from 1997 to present, and the district is currently at 194 special education teachers. (note even though the school population has declined, this subgroup increased, possible cause – compassionate assignment for the military)

I will attempt to address the remediation percentage for freshmen in college. Noted in this study is the fact that there appears to be a positive correlation with ACT scores and the percent of remediation at the college level. It appears the higher the student's, (district average), score on the ACT the more remediation required. For example, an ACT district average of 20.7 correlated with 34.8% of the students being remediated and if the ACT score was 21.2 then, 48.6% were remediated. This could indicate that more students with a lower ACT score are attempting college. Presently a majority of our students attempt college courses and the lowest over this time span was 59%, with only 74% attempting in 1997 and a current level of 84%. However, our state has not been stable for the last several years as far as standards and rigor to prepare Oklahoma students for college and these facts must be taken into consideration.

## Conclusion

The data points in this study clearly indicate a need for professional development and possible changes in the structure and delivery of the education in our schools i.e. flex scheduling for working students. Also with an increase in poverty we may need to review and continue training with Ruby Payne in "Understanding the Frameworks of Poverty". Counseling services may need to be adjusted to address situational and generational poverty. We may also need to acquire some training in understanding the "Single Parent Household". Schedule adjustments may be necessary to increase parent involvement for a working single parent. Federal funding may need to be adjusted to serve more schools, i.e before and after school services to not only meet the needs of the students but will positively impact the "Whole" family. Transportation may have to be adjusted to increase stability of students who are situationally mobile and have a negative impact on student performance. Also, criteria for placement of students in special education should be examined and protocols followed. Also, our state is currently undergoing an overhaul of the standards and assessment practice to increase the rigor and accountability of ours schools and this could be an asset for increasing student achievement and limiting college remediation.

## Student Count by School

School	Enrollment	Absent %
Adams Elementary	199	6.5%
Almor West Elementary	303	4.0%
Carriage Hills Elementary	350	5.1%
Central Middle School	715	8.3%
Cleveland Elementary	271	9.6%
Crosby Park Elementary	295	2.7%
Edison Elementary	486	6.6%
Eisenhower Elementary	299	4.7%
Eisenhower High School	1,148	12.0%
Eisenhower Middle School	896	6.0%
Freedom Elementary	1,180	4.4%
Hugh Bish Elementary	299	5.7%
Lawton High School	1,481	12.0%
Learning Tree Academy	217	12.0%
Lincoln Elementary	337	9.2%
MacArthur High School	1,026	1.9%
MacArthur Middle School	739	7.4%
Pat Henry Elementary	514	5.4%
Pioneer Park Elementary	384	3.4%
Ridgecrest Elementary	476	3.6%
Sullivan Village Elementary	458	3.9%
Tomlinson Middle School	653	6.6%
Washington Elementary	229	5.2%
Whittier Elementary	272	5.1%
Woodland Hills Elementary	494	3.2%
<b>District Total:</b>	<b>13,721</b>	<b>6.7%</b>

Enrollment effective 10/08/2019  
Attendance effective 10/08/2019

10/14/19 Board Meeting

**PAY SCALES**

<b>INFORMATION ITEM:</b>	
Finance, Human Resources, and Payroll are working together to evaluate potential raises for Extra Duty lines. One specific item will be to consider "definitions" for Extra Duty lines. <i>Example: Who is eligible for the "Admin Assistant" Extra Duty line?</i>	
<b>ACTION ITEM:</b>	<b>TEACHER SALARY SCHEDULE AND \$1220.00 PAY RAISE</b>
<b>RECOMMENDATION: INCLUDE ALL EMPLOYEES ON THE TEACHER PAY SCALE IN THE RAISE RETROACTIVE TO JULY 1, 2019.</b>	

Finance, Human Resources, and Payroll (along with Chris Sharky and others) have worked together to evaluate the number of employees who did not receive the Teacher Pay Raise but were on the Teacher Pay scale along with the criteria stipulated in law and the district's ability to fund the balance of the raises. It is my recommendation, based on the data collected, that Lawton Public Schools extend the pay raise of \$1220 to all employees who are on the Teacher Payscale regardless of certification requirements. It is my opinion that the majority (if not all) of these 66 raises are above and beyond what is required by the law. However, approval of this raise does not require the district to give future raises that are not required by law. Any future decision in regards to raises would be dependent upon the financial position of the district, the requirements in law of any such raise, and voted on by the Lawton Board of Education. (1102 received the raise initially.)

TOTAL STAFF WHO DID NOT RECEIVE THE RAISE INITIALLY	Addition to Teacher Salary Schedule	Approximate Benefits	TOTAL COST PER STAFF MEMBER RECEIVING	TOTAL ADDITIONAL YEARLY COST	
66	\$ 1,220.00	\$ 280.60	\$ 1,500.60	\$ 99,039.60	ADDED

ALL STAFF ON TEACHER SCALE	TOTAL YEARLY COST				
1168	\$ 1,220.00	\$ 280.60	\$ 1,500.60	\$ 1,752,700.80	TOTAL

WADM	TOTAL COST	INCREASE NEEDED IN FACTOR TO PAY FOR ALL TO RECEIVE RAISE	Initial "projected" increase in Aid Factor	\$115.00
23004.81	\$ 1,752,700.80	\$ 76.19	Foundation Aid Factor (actual)	\$81.00
			Salary Incentive Aid Factor (actual)	\$3.79

*Handwritten signatures and dates:*  
 10/7/19  
 Jan Hastings 10/7/19

## Teacher (SPED) Education Salary Schedule Listing 2019-2020 (reg. + 5%)

Approved by Board of Education, October 14, 2019

Step	Bachelor's		B + 16		Master		B + 48		B + 64		Doctorate	
	1	2	3	4	5	6	7	8	9	10	11	12
0	\$ 41,645	\$ 42,254	\$ 43,065	\$ 44,371	\$ 44,867	\$ 45,728						
1	\$ 41,917	\$ 42,526	\$ 43,337	\$ 44,643	\$ 45,138	\$ 45,999						
2	\$ 42,189	\$ 42,798	\$ 43,609	\$ 44,915	\$ 45,410	\$ 46,271						
3	\$ 43,027	\$ 43,561	\$ 44,472	\$ 45,379	\$ 45,873	\$ 46,762						
4	\$ 44,286	\$ 44,745	\$ 45,755	\$ 46,240	\$ 46,757	\$ 47,672						
5	\$ 44,756	\$ 45,279	\$ 46,224	\$ 46,720	\$ 47,291	\$ 48,236						
6	\$ 45,204	\$ 45,805	\$ 46,671	\$ 47,242	\$ 47,861	\$ 48,853						
7	\$ 45,550	\$ 46,331	\$ 47,214	\$ 47,947	\$ 48,829	\$ 49,911						
8	\$ 45,997	\$ 46,856	\$ 47,854	\$ 48,826	\$ 49,794	\$ 50,967						
9	\$ 46,520	\$ 47,364	\$ 48,641	\$ 49,702	\$ 50,763	\$ 52,309						
10	\$ 47,313	\$ 48,195	\$ 49,615	\$ 50,764	\$ 51,914	\$ 53,409						
11	\$ 47,804	\$ 48,869	\$ 50,316	\$ 51,492	\$ 52,665	\$ 54,183						
12	\$ 48,353	\$ 49,550	\$ 51,018	\$ 52,217	\$ 53,417	\$ 54,958						
13	\$ 49,010	\$ 50,233	\$ 51,726	\$ 52,945	\$ 54,166	\$ 55,732						
14	\$ 49,671	\$ 50,915	\$ 52,429	\$ 53,672	\$ 54,918	\$ 56,502						
15	\$ 50,352	\$ 51,618	\$ 53,159	\$ 54,423	\$ 55,690	\$ 57,304						
16	\$ 51,014	\$ 52,306	\$ 53,864	\$ 55,157	\$ 56,446	\$ 58,083						
17	\$ 51,678	\$ 52,990	\$ 54,578	\$ 55,890	\$ 57,203	\$ 58,862						
18	\$ 52,343	\$ 53,679	\$ 55,288	\$ 56,623	\$ 57,960	\$ 59,645						
19	\$ 53,008	\$ 54,369	\$ 56,004	\$ 57,363	\$ 58,718	\$ 60,424						
20	\$ 53,697	\$ 55,079	\$ 56,738	\$ 58,121	\$ 59,506	\$ 61,232						
21	\$ 54,365	\$ 55,771	\$ 57,455	\$ 58,860	\$ 60,265	\$ 62,016						
22	\$ 55,040	\$ 56,445	\$ 58,128	\$ 59,533	\$ 60,939	\$ 62,689						
23	\$ 55,711	\$ 57,138	\$ 58,842	\$ 60,273	\$ 61,697	\$ 63,473						
24	\$ 56,389	\$ 57,712	\$ 59,516	\$ 61,011	\$ 62,454	\$ 64,147						
25	\$ 58,051	\$ 59,381	\$ 61,206	\$ 62,707	\$ 64,226	\$ 65,884						
26	\$ 58,659	\$ 59,988	\$ 61,814	\$ 63,320	\$ 64,834	\$ 66,492						
27	\$ 59,273	\$ 60,602	\$ 62,427	\$ 63,933	\$ 65,448	\$ 67,106						
28	\$ 60,132	\$ 61,410	\$ 63,177	\$ 64,626	\$ 66,082	\$ 67,691						
29	\$ 60,447	\$ 61,725	\$ 63,492	\$ 64,941	\$ 66,397	\$ 68,006						

SB1048 authorized an average raise of \$1220 for certified personnel as defined in state law, which includes certified employees working full time as a teacher, principal, supervisor, administrator, counselor, librarian or certified or registered nurse. It does not include the superintendent.

## Teacher (Vocational Agriculture) Education Salary Schedule Listing 2019-2020 (reg + 20% + \$2400)

approved by Board of Education, October 14, 2019

Step	Bachelor's		B + 16		Master		B + 48		B + 64		Doctorate	
	1	2	3	4	5	6	7	8	9	10	11	12
0	\$ 49,994	\$ 50,690	\$ 51,617	\$ 53,110	\$ 53,676	\$ 54,660						
1	\$ 50,305	\$ 51,001	\$ 51,928	\$ 53,420	\$ 53,987	\$ 54,971						
2	\$ 50,616	\$ 51,312	\$ 52,238	\$ 53,731	\$ 54,298	\$ 55,282						
3	\$ 51,574	\$ 52,184	\$ 53,225	\$ 54,262	\$ 54,827	\$ 55,842						
4	\$ 53,012	\$ 53,537	\$ 54,691	\$ 55,246	\$ 55,836	\$ 56,882						
5	\$ 53,550	\$ 54,148	\$ 55,228	\$ 55,794	\$ 56,447	\$ 57,527						
6	\$ 54,061	\$ 54,749	\$ 55,739	\$ 56,390	\$ 57,098	\$ 58,232						
7	\$ 54,457	\$ 55,350	\$ 56,359	\$ 57,197	\$ 58,205	\$ 59,441						
8	\$ 54,968	\$ 55,950	\$ 57,090	\$ 58,201	\$ 59,308	\$ 60,648						
9	\$ 55,566	\$ 56,531	\$ 57,990	\$ 59,202	\$ 60,415	\$ 62,182						
10	\$ 56,472	\$ 57,480	\$ 59,102	\$ 60,416	\$ 61,730	\$ 63,439						
11	\$ 57,034	\$ 58,250	\$ 59,904	\$ 61,248	\$ 62,588	\$ 64,324						
12	\$ 57,660	\$ 59,028	\$ 60,707	\$ 62,076	\$ 63,448	\$ 65,209						
13	\$ 58,411	\$ 59,809	\$ 61,516	\$ 62,909	\$ 64,304	\$ 66,094						
14	\$ 59,167	\$ 60,588	\$ 62,318	\$ 63,739	\$ 65,164	\$ 66,973						
15	\$ 59,945	\$ 61,392	\$ 63,154	\$ 64,597	\$ 66,046	\$ 67,890						
16	\$ 60,702	\$ 62,178	\$ 63,959	\$ 65,436	\$ 66,910	\$ 68,780						
17	\$ 61,460	\$ 62,960	\$ 64,775	\$ 66,275	\$ 67,775	\$ 69,671						
18	\$ 62,220	\$ 63,748	\$ 65,586	\$ 67,112	\$ 68,640	\$ 70,566						
19	\$ 62,981	\$ 64,536	\$ 66,404	\$ 67,957	\$ 69,506	\$ 71,456						
20	\$ 63,768	\$ 65,347	\$ 67,243	\$ 68,824	\$ 70,406	\$ 72,379						
21	\$ 64,531	\$ 66,138	\$ 68,063	\$ 69,668	\$ 71,274	\$ 73,276						
22	\$ 65,303	\$ 66,908	\$ 68,832	\$ 70,438	\$ 72,044	\$ 74,045						
23	\$ 66,070	\$ 67,700	\$ 69,648	\$ 71,284	\$ 72,911	\$ 74,940						
24	\$ 66,845	\$ 68,357	\$ 70,418	\$ 72,127	\$ 73,776	\$ 75,710						
25	\$ 68,744	\$ 70,264	\$ 72,349	\$ 74,065	\$ 75,802	\$ 77,696						
26	\$ 69,439	\$ 70,957	\$ 73,044	\$ 74,766	\$ 76,496	\$ 78,391						
27	\$ 70,140	\$ 71,659	\$ 73,745	\$ 75,467	\$ 77,197	\$ 79,092						
28	\$ 71,123	\$ 72,583	\$ 74,603	\$ 76,259	\$ 77,922	\$ 79,762						
29	\$ 71,483	\$ 72,943	\$ 74,963	\$ 76,619	\$ 78,282	\$ 80,122						

SB1048 authorized an average raise of \$1220 for certified personnel as defined in state law, which includes certified employees working full time as a teacher, principal, supervisor, administrator, counselor, librarian or certified or registered nurse. It does not include the superintendent.

**Lawton Public Schools Board Meeting  
October 14, 2019**

**Agenda Item: 8B      Informational Item – Bond/Sales Tax Expenditures by Site**

**Background:**      As requested by the Board, the attachment provides Bond and Sales Tax expenditures by fund and site.

**Lawton Public Schools Board Meeting**  
**October 14, 2019**

**Agenda Item: 8C**      **Discussion and possible action regarding priorities for future bond projects.**

**Background:**      The district has several immediate and future construction projects that may be able to be funded from the revenue from Bonds or Sales Tax dedicated to the district. Each fund has specific allowable uses of these funds and projects that were mentioned in the publicity leading up to the passage of these bonds/tax agreements. The first attachment provides a summary of the ballot language outlining allowable uses for each of the bonds and uses described in the agreements with the City for the receipt of sales taxes.

The second attachment provides a listing of immediate construction needs, future pressing needs and other projects that are not immediate needs but were mentioned in bond information provided to the public. This document also provides an estimated cost for these projects, a listing of potential funding sources, and a priority for initiating these projects developed by Shoemaker Administration. The priorities shown for these projects were developed based on immediacy of need rather than availability of specific, dedicated funds. Our goal would be to use the oldest allowable funding source for each project which has non-dedicated revenue available.

We consider Priority 1 projects as immediate needs that require immediate action.

**Proposed Action:**      We request that the Board approve the priorities established for the projects as provided or provide alternate priorities to guide our actions bringing these projects back to the Board for individual approval as we identify funding sources for each project.

**Attachment 1 Agenda Item 8C -- Bond and Sales Tax Summary**

<b>Fund</b>	<b>Source of Funds</b>	<b>Balance 7/1/2019</b>	<b>Allowable Uses</b>	<b>Projects Mentioned</b>
25	Sales Tax 2010	\$253,776.13	School buiding construction and rennovations/remodeling, school busses	
26	Sales Tax 2015	\$4,581,387.12	Window and entry upgrades for schools, elementary playground and fencing upgrades, Secondary fencing replacement, Secondary remote entry systems, District vehicles, Maintenance, grounds, cusodial equipment, Building upgrades/repairs (HVAC, roofing, electrical, rennovations) Paving/sidewalk repairs, rennovations, replacement	
31	Bond 2004	\$259,987.65	Security, HVAC, Roofing, Electrical systems, Flooring, Restrooms, Constructing Gyms, Improvements @ LHS, MHS, EHS, Classroom additions	
32	Bond 2014	\$3,812,888.32	Prop 1: \$2.16 M annually Rennovate, repair, remodel existing school sites, acquire equipment Prop 2: \$650 K annually Vehicles for student transportation	MMS roof, Hugh Bish/Whittier HVAC, Classroom Technology, Band/Orchestra equipment. 50/50 facility/equipment
33	Bond 2017 SIP		Lease Rev. -- EMS, Safe Rooms Bond -- Student technology, classroom technology, General Ed, Furniture, Program Equipment, Auditoriums, Tracks, Athletic Facilities, Maint/Misc/Contingency	EMS, Safe Rooms X 6, 1-1 technology

**Attachment 2 Agenda Item 8C -- Major Construction Project Needs**

<i>Project</i>	<i>Estimated Cost</i>	<i>Priority</i>	<i>Status</i>	<i>Note</i>	<i>Potential Funding Sources</i>
Mac A/C Design	\$44,037	Complete	Design complete (AIP) Pre-Bid Conference 10/8/2019	Actual Cost	33-169
Mac A/C Auditorium	\$850,000	1		800,000-900,000	26, 31
Mac A/C Admin		2			
Mac A/C Gym		2			
Washington/Hugh Bish Gym A/C	\$50,000	2	Quotes en route (Facilities)	Based on 1 proposal	32
Warehouse Roof	\$200,000	1	AIP		31
Freezer/Refrigerator	\$750,000	1	10/3 1 Bid \$935K	Rebid due 10/30/2019 LPS purchase equipment directly and contract installation	11, 33-169
Warehouse Remodel/Offices	\$25,000	2	AIP		26
School Perimeter Fencing		2	CEC - Survey - Initial costs		26
Athletic Fencing	\$750,000	1	Site approval finalization		26
Grounds equipment	\$150,000	2	Lease option to consider		26
Delivery Trucks	\$150,000	3	Media Center		26
CMSChiller Design	\$40,000	1	AIP		33-169
CMS Chiller	\$500,000	1	AIP	Pre-proposal_10/3	26, 31 33-169
Douglass Window Replacement		3			
Freedom Mechanical Piping Repair	\$25,000	1	Connecting vendor w/Engineer		26
Wilson demo	\$100,000	3	Present survey to BOE		11
Transportation Lot Resurface	\$400,000	2	Proposals received	Need to reassess	11
Auditorium Audio LHS,EHS,MHS,TMS, CMS,MMS	\$600,000	2	EMS quote for price estimate		33-167
Turf @ CU Stadium	\$800,000	1		45-60 day completion	11, 33-168
<b>Total</b>	<b>\$5,390,000</b>				
<b>Priority 1 Total</b>	<b>\$3,915,000</b>		Note: Includes estimates for all alternates for MHS HVAC		
<b>Misc.</b>			<b>Will plan to survey HVAC needs for middle/high schools</b>		

<b>Source of Income</b>	<b>Fund</b>	<b>Project</b>	<b>Project Description</b>
General Fund	11		
Building Fund	21		
Sales Tax 2010	25		
Sales Tax 2015	26		
Bond 2004	31		
Bond 2014	32		
Bond 2015	33	167	Auditorium
	33	168	Athletic Facilities
	33	169	Maintenance/Misc/Contingency

**Lawton Public Schools Board Meeting  
October 14, 2019**

**Agenda Item: 8D**      **Consideration and possible action regarding the reassignment of the duties and responsibilities of the district Treasurer**

**Background:**      Elizabeth Brown-Hill, CFO/Treasurer has requested that she be relieved of Treasurer duties. Her letter requesting this is attached. Also attached is the current job description for the CFO. A separate job description for Treasurer has not been developed because it has been the long-time practice of the district for the CFO/Executive Director of Finance to perform the treasurer duties. In fact, the primary duties of the Treasurer are included in the current CFO job description as follows:

- Oversee the management of all financial affairs of the district.
- Prepare and submit monthly financial and investment reports, and mid-year budget and revenue analysis report to the Lawton Public Schools Board of education.
- Reconcile all bank and investment accounts daily and monthly.
- Handle transfer of funds from investment to operating accounts.
- Oversee district balance sheet.
- Ensure adequate cash flow to meet district needs.
- Oversee district debt.

Also attached, you will find a legal opinion on this issue from Chuck Wade.

**Proposed Action:**      Consistent with the advice of legal counsel, I would recommend the Board require Ms. Brown-Hill to perform all of the duties associated with the CFO job description to include those normally performed in the role of Treasurer as listed above. If this is the desire of the Board, no action will be required.

I would recommend appointing Lance Gibbs, Interim Comptroller as Assistant Treasurer.

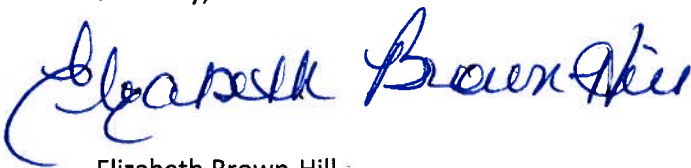
September 26, 2019

To whom it may concern:

On September 3, 2019, Dr. Tom Thomas called a meeting for 3:00pm. There wasn't any information given on what the meeting was about. Upon finding out that they were bringing on an Interim comptroller, I told Dr. Tom Thomas at 3:05pm that I will no longer be the treasurer for the district. No action has been taken to appoint anyone else to fulfil the duties as treasurer for Lawton Public schools because he requested this in writing. According to law, I do not have to put in writing that I am resigning from a Board appointed position. I did however let him know verbally and documented the meeting. I did not sign a contract to be the treasurer last year or this year. Also, according to law (**State Dept. of Education Policy - Title 210, Chapter 25; Sub Chapter 5-11**), the CFO does not have to be the treasurer of the district. Lawton Public Schools Board Policy **BDAE-R** does not state that the CFO has to be the district treasurer. Dr. Tom gave me a directive on 9/24/2019 that I will remain the treasurer and fulfill all duties associated with that title.

I will not sign off on any financial paperwork and I'm not responsible for anything done or undone after the meeting with Dr. Tom Thomas on 9/3/2019. At this time, per his request, this is the letter I will provide regarding the treasurer title. We also have an assistant treasurer in the Finance office that is bonded.

Sincerely,



Elizabeth Brown-Hill



**L A W T O N  
P U B L I C S C H O O L S**

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*It is the policy of the Lawton Independent School District to provide equal opportunities without regard to race, color, national origin, sex, age, qualified disability, or military veteran status.*

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**Job Title:** Chief Financial Officer – 12 Month  
**Salary:**  
**Department:** Finance Office  
**Reports To:**  
**Job Code:** 0031  
**Number of Days:** 261  
**Overtime Status:**

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**Job Objectives:** To administer the financial affairs of the district in such a way as to provide the best possible educational services with the financial resources available.

**Minimum Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, license, certification and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Responsibilities and Essential Functions:** Applicants or persons employed in this position must be able to perform the following tasks and functions which are fundamental to the purpose of the position.

- Oversee the management of all financial affairs of the district
- Prepare, monitor and submit the district estimate of needs to the County Excise Board
- Prepare and monitor the district county appropriations
- Collect all data for the annual audit (revenue, expenditures, journals and payroll records)
- Prepare and submit all financials to the independent auditor
- Prepare and submit the Management, Analysis and Discussion (MD&A) portion of the audit to the independent auditor
- Schedule internal auditing of school accounts
- Prepare, monitor, and balance the district budgets & allocations  
Forecast and analyze the district revenue – local, county, state and federal

- Forecast and analyze the district expenditures-utilities, fuel etc...
- Prepare, monitor, and balance all state and federal grants and submit for reimbursements
- Schedule and conduct quarterly budget meetings with all key administrators, department heads and school staff
- Prepare and submit monthly financial and investment reports, and mid-year budget and revenue analysis report to the Lawton Public Schools Board of Education
- Reconcile all bank and investment accounts daily and monthly
- Handle transfer of funds from investment to operating accounts
- Oversee district balance sheet
- Ensure adequate cash flow to meet district needs
- Oversee district debt
- Post journal entries
- Oversee policies and procedures for the Purchasing, Accounts Payable, Fixed Asset, and Finance departments
- Schedule and oversee staff development training of the financial supports staff
- Oversee district FAS (Financial Accounting System), FIS (Fixed Asset Inventory System), and basement supply inventory
- Calculate and monitor district payroll and benefits
- Prepare and submit annual 1099's
- Oversee and submit end of the year OCAS (Oklahoma Cost Accounting System) reports for district
- Assist with E-rate program
- Supervise the use of facilities
- Manage the sanctioning of Booster Clubs and school PTA's
- Manage Business Office calendar of events to include the paying of bills, payroll payables and liability payables

**Skills and Abilities Required:**

- Valid Oklahoma teaching certificate preferred.
- Five years successful teaching experience with Lawton Public Schools preferred.
- Be self-motivated, able to work on several projects concurrently
- Be able to protect the confidentiality of information pertaining to students, staff and program matters as appropriate
- Ability to exercise initiative and sound judgment
- Ability to react resourcefully to varying conditions

This job description reflects management's assignment of essential functions; and nothing herein restricts management's right to assign or reassign duties and responsibilities to this job at any time.

**LANGUAGE SKILLS:**

Ability to read and interpret documents and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret bar graphs.

**REASONING ABILITY:**

Ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**Supervisory Responsibility:** Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

- 

**Working Conditions:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hand to finger, handle, or feel objects, tools or controls; and talk or hear. The employee is occasionally required to stand and walk and reach with hands and arms. The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include peripheral vision.

September 29, 2019

When the position of Chief Financial Officer was created by the Board of Education it was assigned to the existing Treasurer. As a result the duties of the Treasurer have always been part of the duties of the Chief Financial Officer. It is impossible to relinquish the duties of one without relinquishing the duties of the other. The duties of the Treasurer were incorporated into the position of Chief Financial Officer when the position of CFO was first established in the Lawton School District.

It is my opinion that Elizabeth Brown-Hill cannot resign as Treasurer for the Board of Education of Lawton Public Schools without also resigning as its Chief Financial Officer.

Chuck Wade  
C. E. Wade Jr. PLLC  
511 S. W. "C" Ave.  
Lawton, OK 73501  
580-357-7700  
580-355-8500 Fax  
[chuck@wadelawyer.com](mailto:chuck@wadelawyer.com)



**Minutes of the Lawton Public Schools  
Board of Education Regular Meeting  
Held on Thursday, September 19, 2019**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Thursday, September 19, 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. Interim Superintendent Dr. Tom Thomas led 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

\*Col. Don King, Ex-Officio, was absent

**SPECIAL GUESTS/SPECIAL RECOGNITION**

Kari Garza, Vice-Chairman of Leadership Lawton, presented a check to the district in the amount of \$1750 for the LPS AIM (Apprenticeship, Internship and Mentorship) program. Ms. Neuwirth informed the board that many of the members of Leadership Lawton this year will serve as mentors for LPS students.

**PUBLIC HEARING ON FINANCIAL MATTERS:**

Interim Superintendent Thomas asked to convene for a public hearing stating according to board Policy CE – Annual Budget, a hearing is to be held before adopting the budget annually. The time was 5:04 p.m. He asked if there were any residents of the district who wished to make public comments on financial matters of the district, including past and present expenditures, however, there were no participants. He did offer the opportunity for those who would prefer to submit comments in writing to address them to the Clerk of the Board, Kathy Bentley, either by email, mailing them in, or by submitting them on the form made available at the board meeting. He noted that the deadline to submit all comments was Wednesday, September 25, 2019, 4:30 p.m. The board reconvened for the regular board meeting at 5:05 p.m.

**ARCHITECT AND CONSTRUCTION MANAGER AT RISK UPDATE**

Architect Cory Miller of Architects in Partnership, presented updates on the Eisenhower Middle School and other miscellaneous projects:

- LHS Windows – reinspection of final punch items September 20.
- EMS – Change Order #6 on Agenda: Total use of contingency is \$39,180.00 (Owner requested items \$11,596, Items not included in original GMP \$25,362.00 (building fiber connection), other coordination items \$2,222.00. Remaining contingency \$741,457.00.

- Whittier Safe Room - Change Order #2 on Agenda: Use of contingency \$2,104.50 for Media Center floor boxes. Remaining contingency \$56,034.23.
- EMS Furniture – Invitation to bid distributed to vendors on September 5. Pre-bid conference was held September 13, bid opening scheduled for October 3.
- Food Service Warehouse Freezer and Refrigerator Replacement – Advertisement for bids sent September 12. Pre-bid conference held on September 20 on site, bid opening scheduled for October 3.
- MHS Fire Alarm Upgrade – contractor is finishing final area in the auditorium, with final alarm testing to be done soon after school hours by Fire Marshal.
- MHS Auditorium, Gym and Admin HVAC – contract signed September 3, initial design site visit September 5, 95% review with LPS on September 19, advertise for bids scheduled for October 3. (Base bid – auditorium, alternate bid – gym, admin, new lighting)

Project Manager Joshua Jacox of the Crossland Construction Company also presented a status report on the EMS project as well as the Whittier and various safe room projects:

EMS – 45% complete, projected completion date is July 1, 2020.

Whittier – 45% complete, projected completion date is the end of November 2019.

## DEPARTMENTAL REPORTS

**Jean Hastings, Executive Director of Human Resources**, presented proposed revisions to Policy BFAC - Support Personnel Policy Development Agreement, noting that since the SPPDC has been reestablished, they have reviewed the 20-year old policy in its entirety and recommend the policy changes to better fit the needs of the committee at this time.

**Motion Passed:** Approval of the revisions passed with a motion by Patty Neuwirth and a second by Kelly Edwards. Roll call was:

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

**Brenda Hatch, Executive Director of Elementary Education**, presented an update on the district’s Gifted Education Plan for 2019-2020, noting very few changes, but a more user-friendly format. She referenced one of the changes made was on page 12 in the Gifted Education Plan booklet, the Elementary Gifted Program Matrix, in the Achievement Tests box showing two tests Math/Reading, and that students will now only receive 3 points from each test instead of 5 for the calculations of total points needed (12 or more) from 9 categories to identify students and recommend placement for GT services. She added that the same is true with the Secondary Gifted Program Matrix on page 13, however, the revisions needed were overlooked but will be changed.

**Motion Passed:** Approval of the Gifted Education Plan for 2019-2020 passed with a motion by Kent Jester and a second by Mary Bradley. Roll call was:

Mary Bradley	Yes
Carla Clodfelter	Yes
Patty Neuwirth	Yes

Kelly Edwards            Yes  
Kent Jester                Yes

As an information item, **Joan Gabelmann, Director of Assessment and Accountability, presented a Letter to Stakeholders** informing them that Lawton Public Schools has opted to administer the online ACT (not the SAT) for Grade 11 students in order to comply with part 1 of the OSTP College and Career Ready Assessment measure, which pertains to English and math. Part 2 of the College and Career Ready Assessment measure is Science and US History, which is aligned to the Oklahoma Academic Standards. These assessments are given in the OSTP assessment window that opens for secondary students April 1, 2020 and closes April 24, 2020.

## **REPORT OF THE SUPERINTENDENT**

Interim Superintendent Thomas presented and read the following resolution proposing recognition of Indigenous People's Day, the second Monday of October annually:

### ***RESOLUTION***

#### ***A RESOLUTION IN RECOGNITION OF INDIGENOUS PEOPLE'S DAY ON THE SECOND MONDAY OF OCTOBER EACH YEAR TO PROMOTE POLICIES TO HONOR OUR NATION'S INDIGENOUS HISTORY AND LEGACY***

*WHEREAS, the Lawton Public Schools recognizes that the Indigenous Peoples of the land that would later become known as the Americas have occupied these lands since time immemorial; and were the traditional homelands, villages and use areas of the Comanche, Kiowa and Apache of this region, without whom the building of the city would not be possible;*

*WHEREAS, Indigenous Peoples hand down oral histories, science, governance, a distinct relationship with water, land, rocks, native plants, birds, fish and animals, and invaluable cultural knowledge and rich traditions that continue to thrive in Lawton; and*

*WHEREAS, Indigenous Peoples who have been here since time immemorial continue to contribute immeasurably to our country, state and city's heritage, distinguishing themselves as scholars, veterans, teachers, athletes, artists, entrepreneurs and community leaders;*

*WHEREAS, the Lawton Public Schools promotes and works in collaboration with Indigenous Peoples through good policies, culturally responsive practices and investments that reflect the experiences of Indigenous Peoples, ensuring greater access and opportunity, and honoring our nation's Indigenous history and contributions; and*

*WHEREAS, the Lawton Public Schools continues to promote the prosperity, well-being, and self-determination of the American Indian, Alaska Native, and Indigenous community.*

*WHEREAS, on September 19, 2019, the Lawton Public Schools Board of Education passed a resolution resolving that the Lawton Public Schools shall recognize Indigenous Peoples' Day on the second Monday of October each year.*

***NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NUMBER 8 OF COMANCHE COUNTY, OKLAHOMA DOES HEREBY PROCLAIM THE SECOND MONDAY OF OCTOBER EACH YEAR TO BE INDIGENOUS PEOPLES' DAY AT LAWTON PUBLIC SCHOOLS, AND ENCOURAGES ALL LAWTON PUBLIC SCHOOLS' STAFF AND STUDENTS TO OBSERVE THIS DAY BY***

*REFLECTING UPON THE ONGOING STRUGGLES OF INDIGENOUS PEOPLES ON THIS LAND, AND TO CELEBRATE THE THRIVING CULTURE AND VALUE THAT INDIGENOUS PEOPLES ADD TO OUR SCHOOLS.*

**Motion Passed:** Approval of the Resolution authorizing the second Monday of October each year to be Indigenous Peoples’ Day at Lawton Public Schools passed with a motion by Patty Neuwirth and a second by Kent Jester. Roll call was:

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

**SUPERINTENDENT'S ANNOUNCEMENT(S)**

- Congratulations to EHS sophomore Cathlien Spangle, recently selected as the Lions Club International Leo of the Year, one of only 16 in the nation and 38 worldwide! She was recognized for her enthusiasm, leadership skills, and for helping the growth of the organization.
- LPS Foundation breakfast tomorrow, 6-9 a.m., Golden Corral. All proceeds of the annual fundraiser provide grants to LPS teachers.
- Lawton Athletic Foundation Pat Hunt Memorial Sporting Clay Shoot, this Saturday, Chisholm Trail Sporting Clays in Duncan. The event will start with breakfast at 7:30 a.m., followed by a safety meeting before the shoot, then lunch at noon. All proceeds support the LPS athletic programs.

**CONSENT AGENDA**

**Motion Passed:** Approval of the Consent Agenda as presented passed with a motion by Kent Jester and a second by Kelly Edwards. Roll call was:

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

**EXECUTIVE SESSION**

**Motion Passed:** Motion to convene in Executive Session to discuss the following items passed with a motion by Patty Neuwirth and a second by Kent Jester:

- The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Certified and Support Personnel Reports
- Grants Director
- Proposed Change in Contract and Job Title for Sheila Relf, Purchasing Manager

The time was 5:25 p.m. Interim Superintendent Thomas invited Lance Gibbs, Interim Comptroller, to the executive session. Roll call was:

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

**Motion Passed:** Motion to acknowledge return to open session passed with a motion by Kelly Edwards and a second by Mary Bradley. The time was 6:05 p.m. Roll call was:

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

## **STATEMENT OF EXECUTIVE SESSION MINUTES**

### STATEMENT OF EXECUTIVE SESSION:

The Board of Education went into executive session at 5:25 p.m.

Members present included:

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

Others present included:

Dr. Tom Thomas, Interim Superintendent  
Dr. Ken Baden, Interim Chief Operating Officer  
Lance Gibbs, Interim Comptroller

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
- Grants Director
- Proposed Change in Contract and Job Title for Sheila Relf, Purchasing Manager

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 6:05 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 Kelly Edwards and a second by Mary Bradley. Roll call was:

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

**Motion Passed:** Approval of the **employment of Diana Landoll as Grants Director** passed with a motion by Kelly Edwards and a second by Kent Jester. Roll call was:

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

**Motion Passed:** Approval of the proposed **change in contract and job title** from **Purchasing Manager to Purchasing Agent for Sheila Relf** passed with a motion by Kelly Edwards and a second by Patty Neuwirth. Roll call was:

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

## **NEW BUSINESS**

There was no new business.

## **FUTURE BOARD MEETING DATES**

The next regular board meeting date is October 14, 2019, at 5:00 p.m., in the Shoemaker Center Auditorium. There were no other board meetings dates set.

## **BOARD ANNOUNCEMENTS**

Reminder of the Lawton Public School Foundation breakfast tomorrow, September 20, 6-9:00 a.m., Golden Corral.

## **ADJOURNMENT**

**Motion Passed:** Motion to adjourn the meeting passed with a motion by Kent Jester and a second by Patty Neuwirth. The time was 6:10 p.m. Roll call was:

Mary Bradley	Yes
Carla Clodfelter	Yes
Patty Neuwirth	Yes
Kelly Edwards	Yes
Kent Jester	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 \_\_\_\_, 2019.

School Seal:

\_\_\_\_\_  
Kathy Bentley, Clerk of the Board

\_\_\_\_\_  
Denise Duffy, Minutes Clerk

\_\_\_\_\_  
Carla Clodfelter, President



**Minutes of the Lawton Public Schools  
Board of Education Special Meeting  
Held on Thursday, September 19, 2019**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Thursday, September 19, 2019 at 3:00 PM in the Shoemaker Center Auditorium, 753 NW Fort Sill Blvd, Lawton, Oklahoma.

**CALL TO ORDER AND ROLL CALL**

Carla Clodfelter, President, called the meeting to order. Roll call indicated the following board members were present:

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

\*Col. Don King, Ex-Officio, was absent

**Motion Passed:** A motion to recess the meeting was made at 3:02 p. m. by Patty Neuwirth and a second by Kent Jester so the board could travel to the new Eisenhower Middle School and tour the construction site. They were transported on a district mini bus. Several members of district administration were also invited to participate in the tour. The board returned to Shoemaker Center at 4:25 p.m.

**ADJOURNMENT**

**Motion Passed:** Motion to adjourn the meeting passed with a motion by Patty Neuwirth and a second by Kent Jester. The time was 4:26 p.m. Roll call was:

Patty Neuwirth	Yes
Kelly Edwards	Yes
Mary Bradley	Yes
Carla Clodfelter	Yes
Kent Jester	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 \_\_\_\_\_, 2019.

School Seal:

---

Kathy Bentley, Clerk of the Board

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Denise Duffy, Minutes Clerk

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Carla Clodfelter, Board President

Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

PURCHASING SECTION

October 14, 2019

- I. Request permission to increase, issue purchase orders, and to make related encumbrances.
- II. Emergency Approval.
- III. Permission Requested of Board.
- IV. Gasoline Tabulation.
- V. 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. Furniture - Eisenhower Middle. Ken Baden.
  - B. Food Service Warehouse Freezer & Cooler Replacement. Ken Baden.
- VI. Encumbrance Approval/Partial Payment.

Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

**Request to Increase Purchase Orders**

October 14, 2019

Request permission to increase the following purchase orders:

Zonar Systems Inc  
\$13,660.00 to \$38,880.00

Transportation - **Koch**  
Acct. #0-11-109

#20000546

Please see attached letter from Transportation Department.

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September 24, 2019

MEMBERS OF THE BOARD

SUBJECT: Letter of Increase, PO#2000546

Request an increase to the above referenced Purchase Order for Annual, Home Base Service, Annual Drive Service, and Annual SafeStop. The original estimate received was \$13,660.00 (Service Quote SC011437, attached), however once the invoice received it was in the amount of \$40,980.00 with a notation that "Quote SC011437 Pro-Rated in Error", attached). Per conversations between Mr. Koch and Zonar Sales the amount was adjusted to \$38,880.00 (attached Sales Invoice). The total service cost is \$38,880.00 resulting in an increase of \$25,220.00.

Trae Koch

A handwritten signature in black ink, appearing to be 'Trae Koch', with a stylized, sweeping flourish extending to the right.

Director of Transportation

Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

**Request to Issue Purchase Orders and Make Related Encumbrances**

October 14, 2019

<b>Shoemaker - Landoll</b> (Bond Fund) 0-11-777	Catapult Learning LLC
Consultant fee for Literacy First Coaching. Dates to be determined.	\$46,269.95
-----	
<b>MacArthur Middle - Stuever</b> (General Fund) 0-11-102	Phillips Music
FY20 standing purchase order for band instrument repairs for FY20 school year.	\$500.00
-----	
<b>Special Services - Sharkey</b> (General Fund) 0-11-621	Renaissance Learning
Subscription to Renaissance Star 360 for EHS, LHS and MHS.	\$10,265.00
-----	
<b>Student Services - M Mattingly</b> (Bond Fund) 0-33-165	Men @ Work Labor Specialist
Labor to install 138 whiteboards at various sites. Sole Source.	\$10,000.00
-----	
<b>Child Nutrition - Baden</b> (General Fund) 0-11-138	Amundsen Commercial Kitchens
Three (3) mobile heated cabinets for Ridgecrest, Woodland Hills and Pioneer Park. Quotes taken.	\$8,735.00
-----	
<b>Child Nutrition - Baden</b> (General Fund) 0-11-138	Oswalt Restaurant Supply
Dishwasher for TMS. Quotes taken.	\$23,995.00

**Warehouse - Baden**  
(Building Fund) 0-21-108

Lawton Publishing

FY20 standing purchase order for  
newspaper ads for the FY20  
school year.

\$3,050.00

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Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

**Superintendent's Emergency Approvals**

October 14, 2019

**Shoemaker - Donahue**  
(General Fund) 0-11-541

Adventurer Travel

An emergency purchase order  
was needed to purchase airline  
tickets as soon as possible due to  
pricing and seat availability.

PO #20003185

\$14,850.00

---

**Shoemaker - Gibbs**  
(General Fund) 0-11-101

Branstetter Financial Consulting

An emergency purchase order was  
needed for financial consulting.  
(see attached explanation).

PO #20003265

\$15,000.00

---

**Shoemaker - Gibbs**  
(General Fund) 0-11-101

Mary E Johnson & Associates

An emergency purchase order was  
needed for CPA consulting.  
(see attached explanation).

PO #20003355

\$5,000.00

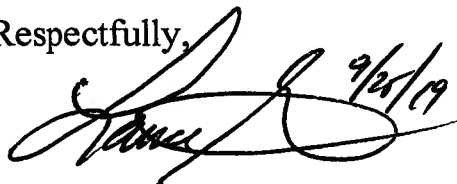
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September 25, 2019

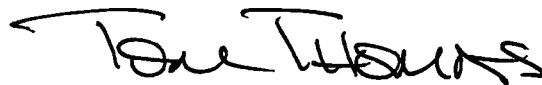
Lawton Public Schools Board of Education:

Due to errors in financial accounting and reports and pending penalties associated with those errors, we have determined an emergency exists that requires us to enter a contract today with Diane Branstetter to utilize her expertise and experience in the reparation of said errors.

Respectfully,



Lance Gibbs  
Interim Comptroller



Dr. Tom Thomas  
Interim Superintendent



October 1, 2019

Lawton Public Schools Board of Education:

Due to errors in financial accounting and reports and pending penalties associated with those errors, we have determined an emergency exists that requires us to enter a contract today with Mary E. Johnson to utilize her firm's expertise and experience in guiding our path in repairing said errors.

Respectfully,

Lance Gibbs  
Interim Comptroller

Dr. Tom Thomas  
Interim Superintendent

Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

**Permission Requested of Board**

October 14, 2019

Request permission to purchase diplomas for the 2019-2020 school year from Jostens per attached price quote. No other quote was received.

**(Sheila Relf)**

---

## Sheila Relf

---

**From:** Gravlee, Carol <Carol.Gravlee@jostens.com>  
**Sent:** Monday, September 23, 2019 4:22 PM  
**To:** Sheila Relf  
**Cc:** 'tina.jostens@coxinet.net'  
**Subject:** Diploma & cover bid & signature sheet  
**Attachments:** Diploma signature form.pdf

*Hi Ms. Relf,*

*Jostens will be holding their prices for the 2019-2020 school year for the following pricing:*

*Covers \$2.20/each*

*Diplomas \$1.60/each*

*Thank you for the opportunity to bid. Please let me know if you have any questions or if I can be of any additional assistance.*

*Have a blessed day,*

*Carol Gravlee  
Jostens  
8510 S. Pennsylvania, Ste. A  
Oklahoma City, OK 73159  
Monday – Thursday  
9:00 – 4:00  
Phone: 405-601-5321  
Fax: 405-601-5312*

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

**DIESEL / GASOLINE TABULATION  
ALL OR NONE**

<b>Fuel Type:</b>	<b>Quantity Bid:</b>
#2 Ultra Low Sulfur Diesel	4000
Unleaded Gasoline	4000
<b>BID DATE:</b>	<b>DELIVERY DATE:</b>
9/13/2019	9/13/2019

VENDOR	TIME/DATE	DIESEL	UNLEADED
Glenn Oil Lawton, OK	9/13/19	\$ 1.9696	\$ 1.6961
Clark Oil Co. Ada, OK			
Carey Johnson Oil Co. Lawton, Ok	9/13/19	\$ 1.9600	\$ 1.7000
Hooten Oil Co Seminole, Ok			

\*\*\*\*

TABULATION OF ACCEPTED BID			
VENDOR SELECTED <u>Carey Johnson Oil Co.</u>			
FUEL	BID PRICE	GALLONS	TOTAL
DIESEL	\$ 1.9600	3932	\$7,706.72
UNLEADED	\$ 1.7000	3932	\$6,684.40
<b>GRAND TOTAL</b>			<b>\$14,391.12</b>

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

**DIESEL / GASOLINE TABULATION  
ALL OR NONE**

**Fuel Type:**

**Quantity Bid:**

#2 Ultra Low Sulfur Diesel  
Unleaded Gasoline

**7500**

**BID DATE:**

**DELIVERY DATE:**

9/26/2019

9/26/2019

VENDOR	TIME/DATE	DIESEL	UNLEADED
Glenn Oil Lawton, OK			\$ -
Clark Oil Co. Ada, OK			
Carey Johnson Oil Co. Lawton, Ok	9/26/19	\$ 2.0300	
Hooten Oil Co Seminole, Ok			

\*\*\*\*

TABULATION OF ACCEPTED BID			
VENDOR SELECTED ----- <u>Carey Johnson Oil Co.</u>			
FUEL	BID PRICE	GALLONS	TOTAL
DIESEL	\$ 2.0300	7338	\$14,896.14
UNLEADED			
<b>GRAND TOTAL</b>			<b>\$14,896.14</b>

Lawton Public Schools  
 New Eisenhower Middle School Furniture

Project #1715D  
 Thursday, October 3, 2019

Contractor	Addenda	Affidavits	Bond	Pkg. 1 Base Bid	Pkg. 2 Base Bid	Pkg. 3 Base Bid	Pkg. 1 Alt. No.1	Combo Base Bid
Merrifield Furnishings				No Bid	No Bid	No Bid	No Bid	No Bid
Greenwood Office Outfitters	2	X	N/A	\$784,681.11	\$49,535.10	No Bid	\$788,004.15	No Bid
School Specialty, Inc.	1	X	N/A	No Bid	\$38,375.70	No Bid	No Bid	No Bid
Krueger International, Inc.	2	X	N/A	\$605,405.04	\$39,075.00	No Bid	\$2,538.52	No Bid

\*\*

\*\*LOW BIDDER. PLEASE SEE ATTACHED.

## Sheila Relf

---

**From:** Cory Miller <Cory.Miller@aipok.com>  
**Sent:** Monday, October 07, 2019 9:36 AM  
**To:** Sheila Relf  
**Subject:** LPS New EMS Furniture - Bid Recommendation  
**Attachments:** 1715D LPS EMS Furniture Bid Tab.pdf

Sheila,

AIP recommends pursuing a contract with Krueger International, Inc. (KI) for Package 1 Base Bid, Package 2 Base Bid, and Package 1 Alternate Number 1. I am attaching a PDF copy of the bid tabulation sheet.

School Specialty, Inc. was the apparent low bidder for Package 2 Base Bid; however, they did not bid a prior-approved manufacturer. We recommend that their bid be rejected as non-responsive.

We did not receive any bids for the special education pieces in Package 3 Base Bid. AIP recommends that the SIP furniture committee consider purchasing these few pieces directly. I will forward the specifications for these items to the EMS representative on the SIP committee.

Please, let me know if you have any questions.


Thank you,  
**Cory S. Miller, NCARB**  
Sr. Project Manager/ Associate



### Architects in Partnership

3220 Marshall Avenue | Norman, OK 73072  
P: 405.360.1300 x215 | F: 405.360.1431 | C: 405.512.9662  
[cory.miller@aipok.com](mailto:cory.miller@aipok.com)  
[www.aipok.com](http://www.aipok.com)

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**Lawton Public Schools**  
**Food Service Warehouse Freezer & Cooler Replacement**

Project #1901

Thursday, October 3, 2019

<b>Contractor</b>	<b>Addenda</b>	<b>Affidavits</b>	<b>Bond</b>	<b>Base Bid</b>	<b>Days</b>
Cavins	1	X	X	\$935,000.00	120

**\*\*PLEASE SEE ATTACHED.**

## Sheila Relf

---

**From:** Cory Miller <Cory.Miller@aipok.com>  
**Sent:** Monday, October 07, 2019 9:18 AM  
**To:** Sheila Relf  
**Cc:** Jeremy Tanner; Don McCaig; Dyer, Steve (Steve.Dyer@sodexo.com); Tom Thomas; Peggy Whittington; Elizabeth Brown-Hill; Kathy Bentley  
**Subject:** LPS Warehouse Freezer - Bid Tab and New Solicitation  
**Attachments:** 00 11 13 Solicitation and Notice for Bids.docx; 1901 LPS Freezer Bid Tab.pdf

Sheila,

I am attaching a PDF copy of the bid tabulation sheet for the LPS Food Service Warehouse Freezer & Cooler Replacement project.

Through discussions with Dr. Thomas and Steve Dyer, it was decided to reject the bids and re-advertise this project. I am attaching a new Solicitation for Bids. Please, run this Wednesday, October 9, 2019, and Wednesday, October 16, 2019.

It was decided that LPS will purchase the freezer, cooler, and storage racks directly and furnish them for the contractor to install. Through discussions with our food service consultant, we concur with this approach and do not see any issues with warranty of the Owner furnished items. We are showing minimum qualifications for the walk-in installer which should protect the manufacturer's warranty.

If you have any questions, feel free to give me a call on my cell.


Thank you,  
**Cory S. Miller, NCARB**  
Sr. Project Manager/ Associate



### **Architects in Partnership**

3220 Marshall Avenue | Norman, OK 73072  
P: 405.360.1300 x215 | F: 405.360.1431 | C: 405.512.9662  
[cory.miller@aipok.com](mailto:cory.miller@aipok.com)  
[www.aipok.com](http://www.aipok.com)

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BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 1

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>FUND 11 GENERAL FUNDS</b>						
<b>PROJECT 100 DISTRICT WIDE SERVICES</b>						
<b>SITE 050 DISTRICT WIDE SERVICES</b>						
1	NEW PHONES/FY20 STAND/BD APVD 9-19-19	09/24/19	VIC'S TELECOMMUNICATIONS	0-11-100-52620-619-000-0000-000-050	10,000.00	20003241
<b>SITE Total 050 DISTRICT WIDE SERVICES</b>					<b>10,000.00</b>	
<b>PROJECT Total 100 DISTRICT WIDE SERVICES</b>					<b>10,000.00</b>	
<b>PROJECT 101 ADMINISTRATIVE SERVICES</b>						
<b>SITE 350 SUPERINTENDENT_TOM DEIGHAN</b>						
1	REIMB/EST EXP/OSSBA FALL SCHOOL LAW INSTITUTE/OKC/10-9-19	09/24/19	MARY BRADLEY	0-11-101-52319-582-000-0000-000-350	82.60	20003257
1	REG/OSSBA FALL SCHOOL LAW INSTITUTE/10-9-19/MARY BRADLEY	09/24/19	OSSBA	0-11-101-52319-860-000-0000-000-350	125.00	20003258
<b>SITE Total 350 SUPERINTENDENT_TOM</b>					<b>207.60</b>	
<b>SITE 352 COMMUNICATIONS_LYNN CORDES</b>						
5	REG/PART 107 ONLINE PREP COURSE/DRONE LAUNCH ACADEMY	09/24/19	DRONE LAUNCH ACADEMY LLC	0-11-101-52573-860-000-0000-000-352	695.00	20003256
<b>SITE Total 352 COMMUNICATIONS_LYNN</b>					<b>695.00</b>	
<b>SITE 369 EXEC DIR OF FIN_ELIZABETH BROWN-HILL</b>						
1	EST EXP/OCSBM INTERMEDIATE LEVEL II/FEB 4-6, 2020/STILLWATER	09/17/19	LOGAN BARBARA	0-11-101-52573-582-000-0000-000-369	208.30	20003160
1	EST EXP/OCSBM INTERMEDIATE LEVEL II/OCT 1-3, 2019/STILLWATER	09/17/19	LOGAN BARBARA	0-11-101-52573-582-000-0000-000-369	208.30	20003158
1	REG/OKASBO FALL CONF/9-25-19/ELIZABETH BROWN-HILL	09/17/19	OKLAHOMA ASBO	0-11-101-52573-860-000-0000-000-369	200.00	20003147
1	REG/INTRO LEVEL II/OCT 2-3, 2019 AND FEB 5-6, 2020/BARBARA LOGAN	09/17/19	OKLAHOMA CENTER FOR BUSINESS	0-11-101-52573-860-000-0000-000-369	375.00	20003150
2	LODGING/FEB 5-6, 2020/BARBARA LOGAN	09/17/19	BEST WESTERN CIMMARON HOTEL & SUITES	0-11-101-52573-582-000-0000-000-369	200.00	20003149
2	LODGING/OCT 1-2, 2019/BARBARA LOGAN	09/17/19	BEST WESTERN CIMMARON HOTEL & SUITES	0-11-101-52573-582-000-0000-000-369	200.00	20003148
1	CPA CONSULTING/FY20 STAND/EMERGENCY	10/01/19	MARY E JOHNSON & ASSOCIATES PLLC	0-11-101-52511-331-000-0000-000-369	5,000.00	20003355

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 2

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
120	FINANCIAL CONSULTANT/FY20 STAND/EMERGENCY	09/30/19	BRANSTETTER FINANCIAL CONSULTING	0-11-101-52511-331-000-0000-000-369	15,000.00	20003265
<b>SITE Total 369 EXEC DIR OF FIN_ ELIZABETH</b>					<b>21,391.60</b>	
<b>PROJECT 102 INSTRUCTIONAL SERVICES</b>						
<b>SITE 125 EISENHOWER ELEMENTARY</b>						
1	SMITH OUTLET HEADPHONES/200 PACK	09/24/19	AMAZON.COM	0-11-102-51000-652-100-1050-000-125	399.95	20003246
3	MOTOROLA BPR40 MAGONE PORTABLE RADIO	09/17/19	LAWTON COMMUNICATIONS LLC	0-11-102-52410-652-000-0000-000-125	765.00	20003153
<b>SITE Total 125 EISENHOWER ELEMENTARY</b>					<b>1,164.95</b>	
<b>SITE 168 PAT HENRY ELEMENTARY</b>						
3	GENERATION GENIUS/5TH GRADE	09/17/19	GENERATION GENIUS INC	0-11-102-51000-653-100-1050-000-168	360.00	20003161
<b>SITE Total 168 PAT HENRY ELEMENTARY</b>					<b>360.00</b>	
<b>SITE 173 PIONEER PARK ELEMENTARY</b>						
15	CHROMEBOOKS	09/17/19	TRINITY 3 TECHNOLOGY	0-11-102-51000-653-100-1050-000-173	4,350.00	20003183
<b>SITE Total 173 PIONEER PARK ELEMENTARY</b>					<b>4,350.00</b>	
<b>SITE 530 MACARTHUR MIDDLE SCHOOL</b>						
6	PRISMACOLOR NUPASTEL COLOR STICK SET/ASST COLOR	09/17/19	DICK BLICK ART MATERIALS	0-11-102-51000-681-100-1173-000-530	193.98	20003133
1	SHIPPING	09/17/19	PENDER'S MUSIC CO	0-11-102-51000-681-100-1187-000-530	12.00	20003135
25	CIRCLE THE STATE WITH SONG MUSIC SHEETS	09/17/19	PENDER'S MUSIC CO	0-11-102-51000-681-100-1187-000-530	387.50	20003135
1	4/4 CELLO D STRING	09/17/19	SHAR PRODUCTS INC	0-11-102-51000-681-100-1197-000-530	49.50	20003137
2	4/4 CELLO A STRING	09/17/19	SHAR PRODUCTS INC	0-11-102-51000-681-100-1197-000-530	70.00	20003137
1	LABOR & MATLS TO REPAIR CELLOS PER ATTACHED	09/17/19	INTER CITY VIOLIN STUDIOS LLC	0-11-102-51000-439-100-1197-000-530	225.00	20003138
2	STAPLES 2-DRAWER VERTICAL FILE CABINETS	09/24/19	STAPLES	0-11-102-51000-651-239-1050-000-530	229.98	20003245

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 3

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>SITE Total 530 MACARTHUR MIDDLE SCHOOL</b>					<b>1,167.96</b>	
<b>SITE 545 EISENHOWER MIDDLE SCHOOL</b>						
2	UNITEK CHARGING STATION	09/30/19	AMAZON.COM	0-11-102-51000-653-100-1050-000-545	85.98	20003309
1	GBC THERMAL LAMINATING FILM 2/PK	09/17/19	AMAZON.COM	0-11-102-51000-681-100-1050-000-545	47.32	20003142
1	EST EXP/TESTING MEETING/DUNCAN/10-8-19	09/30/19	APPLE VICKI	0-11-102-52573-582-000-0000-000-545	29.70	20003337
<b>SITE Total 545 EISENHOWER MIDDLE SCHOOL</b>					<b>163.00</b>	
<b>SITE 710 LAWTON SENIOR HIGH SCHOOL</b>						
1	CUSTODIAL CARTS PER ATTACHED	09/17/19	AMAZON.COM	0-11-102-52620-651-000-0000-000-710	1,061.04	20003156
<b>SITE Total 710 LAWTON SENIOR HIGH SCHOOL</b>					<b>1,061.04</b>	
<b>SITE 715 MACARTHUR SENIOR HIGH SCHOOL</b>						
1	EST EXP/ASSESSMENT & ACCOUNTABILITY TRAINING/OKC/10-9-19	09/19/19	CORDES ANGELA	0-11-102-52573-582-000-0000-000-715	82.60	20003208
2	MACARTHUR SEAL STAMP	09/30/19	A-OK RUBBER STAMP CO	0-11-102-52120-619-000-0000-000-715	75.90	20003331
3	HANGING FOLDERS	09/17/19	AMAZON.COM	0-11-102-52120-619-000-0000-000-715	32.97	20003159
2	HANGING FILE FOLDER FRAMES LETTER/LEGAL	09/17/19	AMAZON.COM	0-11-102-52120-619-000-0000-000-715	43.98	20003159
<b>SITE Total 715 MACARTHUR SENIOR HIGH</b>					<b>235.45</b>	
<b>PROJECT Total 102 INSTRUCTIONAL SERVICES</b>					<b>8,502.40</b>	
<b>PROJECT 103 BUSINESS SERVICES</b>						
<b>SITE 353 BUSINESS OFFICE_ELIZABETH BROWN-HILL</b>						
1	REG/TREASURER/ENCUMBRANCE CLERK ACADEMY/OKC/9-26-19/SHEILA RELF	09/17/19	OSSBA	0-11-103-52573-860-000-0000-000-353	125.00	20003136
1	EST EXP/ENCUMBRANCE CLERK ACADEMY/OKC/9-26-19	09/17/19	RELF SHEILA D	0-11-103-52573-582-000-0000-000-353	82.60	20003157
1	EST EXP/OCAS DATA TRAINING/OKC/10-11-19	09/19/19	DEWBERRY CARLA	0-11-103-52573-582-000-0000-000-353	82.60	20003192

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

PAGE 4

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
1	EST EXP/OCAS DATA TRAINING/OKC/10-4-19	09/19/19	DEWBERRY CARLA	0-11-103-52573-582-000-0000-000-353	82.60	20003191
<b>SITE Total 353 BUSINESS OFFICE_ELIZABETH</b>					<b>372.80</b>	
<b>SITE 388 DATA CENTER_DAVID ERWIN</b>						
1	ALIO RESTORE/UPDATE	09/30/19	WEIDENHAMMER SYSTEMS CORPORATION INC	0-11-103-52580-432-000-0000-000-388	743.75	20003264
<b>SITE Total 388 DATA CENTER_DAVID ERWIN</b>					<b>743.75</b>	
<b>PROJECT 105 EDUCATIONAL SERVICES</b>						
<b>SITE 357 STUDENT SERVICES_MARK MATTINGLY</b>						
1	EST EXP/STUDENT SUCCESS SUMMIT/NORMAN/10-7-19	09/17/19	MATTINGLY MARK	0-11-105-52573-582-000-0000-000-357	79.00	20003164
1	EST EXP/CARL PERKINS TRAINING/SHAWNEE, OK/10-21-19	09/19/19	MATTINGLY MARK	0-11-105-52573-582-000-0000-000-357	108.70	20003209
<b>SITE Total 357 STUDENT SERVICES_MARK</b>					<b>187.70</b>	
<b>SITE 366 MIDDLE SCH EDUC_CAROL MCPHAIL</b>						
1	EST EXP/STUDENT SUCCESS SUMMIT/NORMAN/10-7-19	09/30/19	MCPHAIL CAROL	0-11-105-52573-582-000-0000-000-366	79.00	20003326
<b>SITE Total 366 MIDDLE SCH EDUC_CAROL</b>					<b>79.00</b>	
<b>SITE 371 DISTRICT CURRICULUM_TERESA JACKSON</b>						
1	EST EXP/STUDENT SUCCESS SUMMIT/NORMAN/10-7-19	09/24/19	JACKSON TERESA	0-11-105-52573-582-000-0000-000-371	79.00	20003262
<b>SITE Total 371 DISTRICT CURRICULUM_TERESA</b>					<b>79.00</b>	
<b>SITE 376 ACTS_C WALKER</b>						
3	HP 952XL BLACK HIGH YIELD INK CARTRIDGE	09/30/19	STAPLES BUSINESS ADVANTAGE	0-11-105-51000-611-251-0000-000-376	100.92	20003317
<b>SITE Total 376 ACTS_C WALKER</b>					<b>100.92</b>	
<b>SITE 384 STUDNT ASSESSMENT_FRED ROLOFF</b>						
1	TESTING SUPPLIES PER ATTACHED	10/01/19	PEARSON CLINICAL ASSESSMENT	0-11-105-52340-614-000-0000-000-384	74.35	20003341
<b>SITE Total 384 STUDNT ASSESSMENT_FRED</b>					<b>74.35</b>	
<b>SITE 385 ELEM EDUCATION_BRENDA HATCH</b>						
1	OFFICE SUPPLIES PER ATTACHED	09/30/19	AMAZON.COM	0-11-105-52340-619-000-0000-000-385	36.14	20003329
<b>SITE Total 385 ELEM EDUCATION_BRENDA</b>					<b>36.14</b>	

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>SITE 389 CAMPUS POLICE_DAVID HORNBECK</b>						
1	GOLD NAME TAG W/BACK/JOSHUA SEELY/SERVING SINCE 2002	09/17/19	SOUTHWEST SERVICE	0-11-105-52660-657-000-0000-000-389	24.70	20003141
1	SILVER NAME TAG W/BACK/JIMMY PHILLIPS/SERVING SINCE 1990	09/17/19	SOUTHWEST SERVICE	0-11-105-52660-657-000-0000-000-389	24.70	20003141
1	SILVER NAME TAG W/BACK/JASON MOORE/SERVING SINCE 2005	09/17/19	SOUTHWEST SERVICE	0-11-105-52660-657-000-0000-000-389	24.70	20003141
<b>SITE Total 389 CAMPUS POLICE_DAVID</b>					<b>74.10</b>	
<b>PROJECT Total 105 EDUCATIONAL SERVICES</b>					<b>631.21</b>	
<b>PROJECT 107 MEDIA/TECHNOLOGY SERVICES</b>						
<b>SITE 361 TECHNOLOGY CENTER_AJ WATSON</b>						
2	STAPLES BONDED LEATHER RACING GAMING CHAIRS/BLACK AND GRAY	09/24/19	STAPLES BUSINESS ADVANTAGE	0-11-107-52580-651-000-0000-000-361	259.98	20003255
<b>SITE Total 361 TECHNOLOGY CENTER_AJ</b>					<b>259.98</b>	
<b>SITE 399 TECHNOLOGY SERVICES_AJ WATSON</b>						
4	REG/OTA CONF/OKC/OCT 3-4, 2019/NAMES PER ATTACHED	09/17/19	OKLAHOMA TECHNOLOGY ASSOCIATION	0-11-107-52573-860-000-0000-000-399	500.00	20003152
1	EST EXP/OTA CONF/OKC/OCT 3-4, 2019	09/17/19	WATSON ALTON	0-11-107-52573-582-000-0000-000-399	188.20	20003162
1	EST EXP/STEM PLAYGROUND/OKC/10-16-19	09/19/19	BIEGLER DORIS	0-11-107-52573-582-000-0000-000-399	82.60	20003207
<b>SITE Total 399 TECHNOLOGY SERVICES_AJ</b>					<b>770.80</b>	
<b>PROJECT Total 107 MEDIA/TECHNOLOGY</b>					<b>1,030.78</b>	
<b>PROJECT 109 TRANSPORTATION SERVICES</b>						
<b>SITE 381 TRANSPORTATION_TRAE KOCH</b>						
1	SOLE SOURCE/LABOR & MATLS TO REPAIR BUS A002	09/19/19	WEBER'S DIESEL	0-11-109-52740-439-000-0000-000-381	7,185.20	20003228
<b>SITE Total 381 TRANSPORTATION_TRAE KOCH</b>					<b>7,185.20</b>	
<b>PROJECT Total 109 TRANSPORTATION</b>					<b>7,185.20</b>	
<b>PROJECT 110 INSURANCE RECOVERY</b>						
<b>SITE 379 INSURANCE RECOVERY</b>						
1	INSURANCE RECOVERY/SOLE SOURCE/LABOR & MATLS TO REPAIR BUS A004 DUE TO AN ACCIDENT ON 7-10-19 IN OKC	10/01/19	ROSS TRANSPORTATION INC	0-11-110-52740-439-000-0000-000-379	7,057.43	20003339
<b>SITE Total 379 INSURANCE RECOVERY</b>					<b>7,057.43</b>	
<b>PROJECT Total 110 INSURANCE RECOVERY</b>					<b>7,057.43</b>	

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>PROJECT 114 LOCAL INSTRUCTIONAL SERVICES TRAVEL</b>						
<b>SITE 377 EDUC SERVICES_ASST SUPT_JAMIE POLK</b>						
1	LOCAL TRAVEL/FY20 STAND/BD APVD 6-27-19/BRIDGE	09/24/19	JONES JERROLD A. (TONY)	0-11-114-52410-581-000-0000-000-377	500.00	20003260
1	LOCAL TRAVEL/FY20 STAND/BD APVD 6-27-19/GATEWAY	09/24/19	LEHR JAY	0-11-114-52410-581-000-0000-000-377	500.00	20003259
<b>SITE Total 377 EDUC SERVICES_ASST</b>					<b>1,000.00</b>	
<b>PROJECT Total 114 LOCAL INSTRUCTIONAL</b>					<b>1,000.00</b>	
<b>PROJECT 138 CHILD NUTRITION</b>						
<b>SITE 392 CHILD NUTRITION_STEVE DYER</b>						
10	POS-X BARCODE SCANNER	09/30/19	INFINITE CAMPUS INC	0-11-138-53190-619-700-0000-000-392	1,590.00	20003327
1	SHIPPING	09/17/19	OSWALT RESTAURANT SUPPLY INC	0-11-138-53140-651-700-0000-000-392	125.00	20003154
1	MILK COOLER/PAT HENRY/QUOTES ATTACHED	09/17/19	OSWALT RESTAURANT SUPPLY INC	0-11-138-53140-651-700-0000-000-392	2,399.00	20003154
1	AD/TO INSTALL FREEZER & COOLER AT FOOD SERVICE WAREHOUSE/TO RUN SEP 12 AND 19, 2019	09/17/19	LAWTON PUBLISHING COMPANY	0-11-138-53140-540-700-0000-000-392	241.16	20003112
1	BREAD/FY20 STAND/BD APVD 6-27-19	10/01/19	BIMBO BAKERIES USA INC	0-11-138-53150-630-700-0000-000-392	100,850.09	20003340
<b>SITE Total 392 CHILD NUTRITION_STEVE DYER</b>					<b>105,205.25</b>	
<b>PROJECT Total 138 CHILD NUTRITION</b>					<b>105,205.25</b>	
<b>PROJECT 311 PROFESSIONAL DEV, ADA BASIS</b>						
<b>SITE 374 PROF STAFF DEV_BRENDA HATCH</b>						
1	BOOKS PER ATTACHED	09/30/19	AMAZON.COM	0-11-311-52213-641-271-0000-000-374	588.82	20003329
1	TONER CARTRIDGES PER ATTACHED	09/24/19	AMAZON.COM	0-11-311-52340-611-271-0000-000-374	209.96	20003229
1	OFFICE SUPPLIES PER ATTACHED	09/24/19	AMAZON.COM	0-11-311-52340-619-271-0000-000-374	121.52	20003229
<b>SITE Total 374 PROF STAFF DEV_BRENDA</b>					<b>920.30</b>	
<b>PROJECT Total 311 PROFESSIONAL DEV, ADA</b>					<b>920.30</b>	

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>PROJECT 367 READING SUFFICIENCY ACT (RSA)</b>						
<b>SITE 110 CLEVELAND ELEMENTARY</b>						
1	BD APVD 9-19-19/READING PLUS SUBSCRIPTION FOR FOUR (4) SITES	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-367-51000-653-427-1132-000-110	6,100.00	20003239
<b>SITE Total 110 CLEVELAND ELEMENTARY</b>					<b>6,100.00</b>	
<b>SITE 140 RIDGECREST ELEMENTARY</b>						
1	BD APVD 9-19-19/READING PLUS SUBSCRIPTION FOR FOUR (4) SITES	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-367-51000-653-427-1132-000-140	6,100.00	20003239
<b>SITE Total 140 RIDGECREST ELEMENTARY</b>					<b>6,100.00</b>	
<b>SITE 195 WASHINGTON ELEMENTARY</b>						
1	BD APVD 9-19-19/READING PLUS SUBSCRIPTION FOR FOUR (4) SITES	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-367-51000-653-427-1132-000-195	3,000.00	20003239
<b>SITE Total 195 WASHINGTON ELEMENTARY</b>					<b>3,000.00</b>	
<b>SITE 205 WHITTIER ELEMENTARY</b>						
1	BD APVD 9-19-19/READING PLUS SUBSCRIPTION FOR FOUR (4) SITES	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-367-51000-653-427-1132-000-205	3,750.00	20003239
1	EXACT PATH PILOT PKG/CORE LIBRARY PROGRAM LICENSE/WHITTIER 9/16/19-6/30/2020	09/17/19	EDMENTUM HOLDINGS INC	0-11-367-51000-530-427-1132-000-205	4,500.00	20003140
<b>SITE Total 205 WHITTIER ELEMENTARY</b>					<b>8,250.00</b>	
<b>PROJECT Total 367 READING SUFFICIENCY ACT</b>					<b>23,450.00</b>	
<b>PROJECT 412 VOCATIONAL PROGRAMS ASSISTANCE GRANTS</b>						
<b>SITE 535 CENTRAL MIDDLE SCHOOL</b>						
1	REG/CAREERTECH WOMEN IN LEADERSHIP CONF/STILLWATER/SEP 30-OCT 2, 2019/TIFFANI VEAL	09/19/19	ODCTE/CIMA	0-11-412-52213-860-315-8700-000-535	700.00	20003210
1	EST EXP/CAREERTECH WOMEN IN LEADERSHIP/TULSA/SEP 30-OCT 2, 2019	09/24/19	VEAL TIFFANI	0-11-412-52213-582-315-8700-000-535	256.70	20003261
2	LODGING/SEP 30-OCT 1, 2019/TIFFANI VEAL	09/19/19	EMBASSY SUITES HOTEL	0-11-412-52213-582-315-8700-000-535	260.00	20003224
<b>SITE Total 535 CENTRAL MIDDLE SCHOOL</b>					<b>1,216.70</b>	
<b>SITE 540 TOMLINSON MIDDLE SCHOOL</b>						
1	SHIPPING	09/30/19	RABBIT LASER USA	0-11-412-51000-681-315-8700-000-540	80.00	20003313
1	LASER ENGRAVER POWER SUPPLY	09/30/19	RABBIT LASER USA	0-11-412-51000-681-315-8700-000-540	400.00	20003313
<b>SITE Total 540 TOMLINSON MIDDLE SCHOOL</b>					<b>480.00</b>	

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<b>SITE 545 EISENHOWER MIDDLE SCHOOL</b>						
1	NATIONAL ADVISOR FEE	09/17/19	TECHNOLOGY STUDENT ASSOCIATION	0-11-412-51000-810-315-8700-000-545	10.00	20003143
1	BLUE CAP STATE TOTAL TSA CURRICULUM	09/17/19	TECHNOLOGY STUDENT ASSOCIATION	0-11-412-51000-810-315-8700-000-545	50.00	20003143
1	BLUE CAP NATIONAL TOTAL TSA CURRICULUM	09/17/19	TECHNOLOGY STUDENT ASSOCIATION	0-11-412-51000-810-315-8700-000-545	350.00	20003143
2	VEX IQ HALF FIELD PERIMETER & TILES MULTIPLE OF 2	09/17/19	PROJECT LEAD THE WAY INC	0-11-412-51000-681-315-8700-000-545	219.00	20003144
2	VEX IQ 3INCH CUBE GAME KIT	09/17/19	PROJECT LEAD THE WAY INC	0-11-412-51000-681-315-8700-000-545	78.00	20003144
14	PLTW VEX IQ ROBOT DESIGN KIT	09/17/19	PROJECT LEAD THE WAY INC	0-11-412-51000-681-315-8700-000-545	5,320.00	20003144
<b>SITE Total 545 EISENHOWER MIDDLE SCHOOL</b>					<b>6,027.00</b>	
<b>SITE 715 MACARTHUR SENIOR HIGH SCHOOL</b>						
1	AIRFARE/ROUNDRIP FROM LAWTON TO INDIANAPOLIS, IN/DEPART: 10-29-19/RETURN: 11-1-19/CHRIS CONWAY	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-412-51000-583-311-8000-000-715	432.00	20003190
1	REG/NATL FFA CONVENTION/OCT 29-NOV 1, 2019/INDIANAPOLIS, IN	09/19/19	NATIONAL FFA CENTER	0-11-412-51000-810-311-8000-000-715	2,125.00	20003189
1	SHIPPING	09/19/19	NATIONAL FFA CENTER	0-11-412-51000-810-311-8000-000-715	20.00	20003189
<b>SITE Total 715 MACARTHUR SENIOR HIGH</b>					<b>2,577.00</b>	
<b>PROJECT Total 412 VOCATIONAL PROGRAMS</b>					<b>10,300.70</b>	
<b>PROJECT 456 OJT - DEPT OF REHAB SERVICES</b>						
<b>SITE 368 SPECIAL SERVICES_CHRIS SHARKEY</b>						
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	PEROU CRYSTAL	0-11-456-52213-582-239-1060-000-368	82.60	20003290
40	REG/OTI CONF/OKC/OCT 7, 2019/NAMES PER ATTACHED	09/30/19	OK DCDT	0-11-456-52213-860-239-1060-000-368	100.00	20003307
40	REG/OTI CONF/OKC/OCT 7, 2019/NAMES PER ATTACHED	09/30/19	OK DCDT	0-11-456-52573-860-239-1060-000-368	100.00	20003307
<b>SITE Total 368 SPECIAL SERVICES_CHRIS</b>					<b>282.60</b>	
<b>PROJECT Total 456 OJT - DEPT OF REHAB</b>					<b>282.60</b>	

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<b>PROJECT 511 T I - BASIC PROGRAM</b>						
<b>SITE 110 CLEVELAND ELEMENTARY</b>						
1	STARFALL SCHOOL MEMBERSHIP	09/19/19	STARFALL EDUCATION FOUNDATION	0-11-511-51000-653-494-1132-000-110	270.00	20003219
<b>SITE Total 110 CLEVELAND ELEMENTARY</b>					<b>270.00</b>	
<b>SITE 122 EDISON ELEMENTARY</b>						
20	IMAGINE LEARNING & LITERACY ANNUAL STUDENT LICENSE	09/30/19	IMAGINE LEARNING INC	0-11-511-51000-653-494-1132-000-122	2,700.00	20003318
1	QUOTES/DELL LATITUDE 5590	09/19/19	DELL MARKETING	0-11-511-51000-653-494-1132-000-122	960.57	20003222
3	DAILY MATH POCKET CHART	09/30/19	REALLY GOOD STUFF LLC	0-11-511-51000-681-494-2204-000-122	137.97	20003303
4	PORTABLE CLASSROOM EASEL	09/30/19	REALLY GOOD STUFF LLC	0-11-511-51000-681-494-2204-000-122	719.96	20003303
80	OKLAHOMA SCIENCE CHALLENGER GRADE 5	09/19/19	STUDIES WEEKLY	0-11-511-51000-647-494-1132-000-122	477.60	20003214
80	USA STUDIES WEEKLY 5TH GRADE 1607 TO 1806	09/19/19	STUDIES WEEKLY	0-11-511-51000-647-494-1132-000-122	636.00	20003214
80	OKLAHOMA SCIENCE EXPLORATION GRADE 4	09/19/19	STUDIES WEEKLY	0-11-511-51000-647-494-1132-000-122	477.60	20003214
80	OKLAHOMA STUDIES WEEKLY 4TH GRADE US REGIONS	09/19/19	STUDIES WEEKLY	0-11-511-51000-647-494-1132-000-122	636.00	20003214
1	INFOCUS	09/19/19	SYMBOLIC INC	0-11-511-51000-653-494-1132-000-122	390.00	20003223
1	INSTRUCTIONAL BOOKS PER ATTACHED	09/30/19	AMAZON.COM	0-11-511-51000-641-494-1132-000-122	364.72	20003302
1	LAPTOP CART	09/19/19	AMAZON.COM	0-11-511-51000-653-494-1132-000-122	157.00	20003216
1	HD HDMI NETWORK EXTENDER	09/19/19	AMAZON.COM	0-11-511-51000-653-494-1132-000-122	35.99	20003216
1	PROF DEV BOOKS PER ATTACHED	09/19/19	AMAZON.COM	0-11-511-52213-641-494-0000-000-122	674.06	20003215

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9	JUMBO TIME TIMER	09/30/19	LAKESHORE CURRICULUM MATERIALS	0-11-511-51000-681-494-2204-000-122	341.91	20003304
10	CALENDAR MATH ACTIVITY PROGRAM	09/30/19	LAKESHORE CURRICULUM MATERIALS	0-11-511-51000-681-494-2204-000-122	945.20	20003304
9	ESGI LICENSE	09/19/19	ESGI LLC	0-11-511-51000-653-494-1132-000-122	1,656.00	20003213
<b>SITE Total 122 EDISON ELEMENTARY</b>					<b>11,310.58</b>	
<b>SITE 125 EISENHOWER ELEMENTARY</b>						
60	BD APVD 9-19-19/CHROMEBOOKS	09/24/19	TRINITY 3 TECHNOLOGY	0-11-511-51000-653-494-1132-000-125	17,400.00	20003233
8	BD APVD 9-19-19/QUOTES/INTERACTIVE SCREENS WITH INSTALLATION	09/24/19	PIRAINO CONSULTING INC	0-11-511-51000-653-494-1132-000-125	28,624.00	20003235
<b>SITE Total 125 EISENHOWER ELEMENTARY</b>					<b>46,024.00</b>	
<b>SITE 165 LINCOLN ELEMENTARY</b>						
1	SHIPPING	09/17/19	MATH UNITY LLC	0-11-511-52194-681-494-0000-000-165	260.49	20003163
3	POWER PACK COMPLETE KIT/PRE K-5TH/FAMILY MATH NIGHT/SEPT 26, 2019	09/17/19	MATH UNITY LLC	0-11-511-52194-681-494-0000-000-165	3,435.00	20003163
<b>SITE Total 165 LINCOLN ELEMENTARY</b>					<b>3,695.49</b>	
<b>SITE 358 FEDERAL PROGRAMS_TERESA DONAHUE</b>						
1	STATE TRAVEL/FY20 STAND/BD APVD 6-27-19/VARIOUS MTGS	09/30/19	NEWELL LORI	0-11-511-52213-582-494-0000-000-358	665.00	20003328
1	STATE TRAVEL/FY20 STAND/BD APVD 6-27-19/VARIOUS MTGS	09/30/19	SEYMOUR DONNA	0-11-511-52213-582-494-0000-000-358	665.00	20003330
<b>SITE Total 358 FEDERAL PROGRAMS_TERESA</b>					<b>1,330.00</b>	
<b>SITE 367 ST. MARY'S</b>						
1	BOOKS FOR PARENT CHECKOUT	09/19/19	AMAZON.COM	0-11-511-55500-641-429-0000-000-367	634.92	20003217
1	TOTAL READER SITE (UP TO 20 STUDENTS) 1 YEAR LICENSE	09/17/19	TOTAL READER LLC	0-11-511-55500-653-429-1132-000-367	350.00	20003155
1	BOOK TACO PREMIUM ACCOUNT 1 YR SUBSCRIPTION	09/17/19	SYNERGY 1 GROUP INC	0-11-511-55500-653-429-1132-000-367	128.98	20003139
<b>SITE Total 367 ST. MARY'S</b>					<b>1,113.90</b>	

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<b>SITE 540 TOMLINSON MIDDLE SCHOOL</b>						
1	SHIPPING	09/30/19	SCHOLASTIC CLASSROOM MAGAZINES	0-11-511-51000-648-494-1132-000-540	50.94	20003305
60	JR SCHOLASTIC STUDENT MAGAZINES	09/30/19	SCHOLASTIC CLASSROOM MAGAZINES	0-11-511-51000-648-494-1132-000-540	509.40	20003305
1	SHIPPING	09/30/19	MCGRAW-HILL SCHOOL EDUCATION LLC	0-11-511-51000-641-494-1132-000-540	64.26	20003322
1	SRA READING LABORATORY 2A KIT ISBN 13: 9780077024727	09/30/19	MCGRAW-HILL SCHOOL EDUCATION LLC	0-11-511-51000-641-494-1132-000-540	987.00	20003322
20	PRIMARY CALCULATOR TEACHERS SET OF 10	09/30/19	AMAZON.COM	0-11-511-51000-681-494-2204-000-540	678.20	20003324
50	SCIENTIFIC CALCULATORS TEXAS INSTRUMENTS TI30XSMV MULTIVIEW	09/30/19	AMAZON.COM	0-11-511-51000-681-494-2204-000-540	699.50	20003324
1	FINDING EVIDENCE COMPREHENSIVE KITS COMPLETE SET	09/30/19	LAKESHORE CURRICULUM MATERIALS	0-11-511-51000-681-494-1132-000-540	246.05	20003320
<b>SITE Total 540 TOMLINSON MIDDLE SCHOOL</b>					<b>3,235.35</b>	
<b>PROJECT 515 T I - SCHOOL SUPPORT</b>						
<b>SITE 710 LAWTON SENIOR HIGH SCHOOL</b>						
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	CULLISON LISA	0-11-515-52573-583-494-0000-000-710	832.00	20003167
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	PRATER ALAN	0-11-515-52213-583-494-0000-000-710	832.00	20003171
14	BD APVD 9-19-19/REG/NATL FORUM AND CHARACTER AWARDS/WASH DC/OCT 24-26, 2019	09/24/19	CHARACTER EDUCATION PARTNERSHIP	0-11-515-52213-860-494-0000-000-710	7,866.00	20003236
14	BD APVD 9-19-19/REG/NATL FORUM AND CHARACTER AWARDS/WASH DC/OCT 24-26, 2019	09/24/19	CHARACTER EDUCATION PARTNERSHIP	0-11-515-52573-860-494-0000-000-710	4,370.00	20003236
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	BUCKNER KIMBERLY	0-11-515-52213-583-494-0000-000-710	832.00	20003176
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	MAHAN BRITTANI	0-11-515-52573-583-494-0000-000-710	832.00	20003170
2	CARTS	09/24/19	TRINITY 3 TECHNOLOGY	0-11-515-51000-653-494-0000-000-710	1,398.00	20003234
<b>PROJECT Total 511 T I - BASIC PROGRAM</b>					<b>66,979.32</b>	

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50	BD APVD 9-19-19/CHROMEBOOKS	09/24/19	TRINITY 3 TECHNOLOGY	0-11-515-51000-653-494-0000-000-710	14,500.00	20003234
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	RAMIREZ-SANCHEZ SHALEAH	0-11-515-52213-583-494-0000-000-710	832.00	20003173
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	FORTNEY-REESE KEVAN	0-11-515-52213-583-494-0000-000-710	832.00	20003181
1	SHIPPING	09/19/19	SCHOOL-CONNECT	0-11-515-51000-652-494-0000-000-710	351.10	20003166
1511	MODLUE 1-3 STUDENT LICENSE	09/19/19	SCHOOL-CONNECT	0-11-515-51000-652-494-0000-000-710	3,022.00	20003166
1	SCHOOL CONNECT MODULE 1-3 LICENSE	09/19/19	SCHOOL-CONNECT	0-11-515-51000-652-494-0000-000-710	4,000.00	20003166
1	SHIPPING	09/19/19	SCHOOL-CONNECT	0-11-515-51000-653-494-0000-000-710	350.55	20003212
6	TEACHER BINDERS MODULES 1-3	09/19/19	SCHOOL-CONNECT	0-11-515-51000-653-494-0000-000-710	4,500.00	20003212
1511	MODULE 4 STUDENT LICENSE	09/19/19	SCHOOL-CONNECT	0-11-515-51000-653-494-0000-000-710	1,511.00	20003212
1	SCHOOL CONNECT MODULE 4 LICENSE	09/19/19	SCHOOL-CONNECT	0-11-515-51000-653-494-0000-000-710	1,000.00	20003212
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	DURANT MAUREEN	0-11-515-52573-583-494-0000-000-710	832.00	20003169
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	BURKEY DEANNA	0-11-515-52213-583-494-0000-000-710	832.00	20003179
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	OATES GAGLIARDI CHARLOTTE	0-11-515-52573-583-494-0000-000-710	832.00	20003165
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	KELLER JENNIFER	0-11-515-52213-583-494-0000-000-710	832.00	20003178
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	HILLARY STEPHANIE	0-11-515-52213-583-494-0000-000-710	832.00	20003180
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	MONTGOMERY KYLEE	0-11-515-52213-583-494-0000-000-710	832.00	20003172

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1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	POOL TRAVIS	0-11-515-52573-583-494-0000-000-710	832.00	20003168
1	EST EXP/CHARACTER.ORG NATIONAL FORUM/WASHINGTON DC/OCT 23-27, 2019	09/17/19	JOHNSON JULIANNE	0-11-515-52213-583-494-0000-000-710	832.00	20003177
<b>SITE Total 710 LAWTON SENIOR HIGH SCHOOL</b>					<b>54,516.65</b>	
<b>PROJECT Total 515 T I - SCHOOL SUPPORT</b>					<b>54,516.65</b>	
<b>PROJECT 541 T III/A - IMPR TEACHER &amp; PRIN QUALITY</b>						
<b>SITE 358 FEDERAL PROGRAMS_TERESA DONAHUE</b>						
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	CHURCHWELL MICHELLE	0-11-541-52213-583-271-0000-000-358	832.00	20003203
8	REG/NATL FORUM OF CHARACTER EDUCATION/OCT 24-27, 2019/WASHINGTON DC/NAMES PER ATTACHED	09/19/19	CHARACTER EDUCATION PARTNERSHIP	0-11-541-52213-860-271-0000-000-358	5,593.00	20003221
8	REG/NATL FORUM OF CHARACTER EDUCATION/OCT 24-27, 2019/WASHINGTON DC/NAMES PER ATTACHED	09/19/19	CHARACTER EDUCATION PARTNERSHIP	0-11-541-52573-860-271-0000-000-358	799.00	20003221
6	REG/2019 NATL FORUM OF CHARACTER EDUCATION/OCT 24-27, 2019/WASHINGTON, DC/NAMES PER ATTACHED	09/19/19	CHARACTER EDUCATION PARTNERSHIP	0-11-541-52213-860-271-0000-000-358	3,995.00	20003220
6	REG/2019 NATL FORUM OF CHARACTER EDUCATION/OCT 24-27, 2019/WASHINGTON, DC/NAMES PER ATTACHED	09/19/19	CHARACTER EDUCATION PARTNERSHIP	0-11-541-52573-860-271-0000-000-358	799.00	20003220
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	MENTEL HANNAH	0-11-541-52213-583-271-0000-000-358	832.00	20003201
1	EST EXP/2019 JUMPSTART NATL EDUCATOR CONF/WASH DC/NOV 1-3, 2019	10/01/19	REDFEARN CRAIG	0-11-541-52213-582-271-0000-000-358	178.60	20003357
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	REDFEARN CRAIG	0-11-541-52213-583-271-0000-000-358	832.00	20003193
1	AIRFARE/ROUNDTRIP FROM OKC TO WASHINGTON DC/DEPART: 11-1-19/RETURN: 11-3-19/CRAIG REDFEARN	10/01/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-582-271-0000-000-358	402.28	20003338
5	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/TEACHERS	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-0000-000-358	4,205.00	20003188

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1	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/ADMIN	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52573-583-271-0000-000-358	841.00	20003188
7	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/TEACHERS	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-0000-000-358	5,411.00	20003187
1	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/ADMIN	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52573-583-271-0000-000-358	841.00	20003187
1	EMERG/AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/TEACHERS	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-0000-000-358	895.00	20003185
8	EMERG/AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/TEACHERS	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-0000-000-358	9,480.00	20003185
5	EMERG/AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 10-23-19/RETURN: 10-27-19/NAMES PER ATTACHED/ADMIN	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52573-583-271-0000-000-358	4,475.00	20003185
1	AIRFARE/ROUNDTRIP FROM LAWTON TO PROVIDENCE RI/DEPART 10-14-19/RETURN 10-18-19/BRANDI ARTER	09/17/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-1310-000-358	989.90	20003129
1	AIRFARE/ROUNDTRIP FROM LAWTON TO WASHINGTON DC/DEPART: 11-11-19; RETURN: 11-16-19/BRANDI ARTER	09/17/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-541-52213-583-271-0000-000-358	881.00	20003128
1	EST ESP/CCOSA TRAINING/OKC/SEPT 26, 2019	09/30/19	OATES GAGLIARDI CHARLOTTE	0-11-541-52573-582-271-0000-000-358	82.60	20003266
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	BILES TIFFANY	0-11-541-52213-583-271-0000-000-358	832.00	20003202
20	REACHING & TEACHING CHILDREN EXPOSED TO TRAUMA	09/30/19	AMAZON.COM	0-11-541-52213-641-271-0000-000-358	333.80	20003336
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	JONES SANDRA	0-11-541-52573-583-271-0000-000-358	832.00	20003198
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	SCOTT RAYMOND	0-11-541-52213-583-271-0000-000-358	832.00	20003204

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1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	ROZMIALSKI NIVIAN	0-11-541-52213-583-271-0000-000-358	832.00	20003194
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	MAXSON SHEILA	0-11-541-52213-583-271-0000-000-358	832.00	20003206
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	DAWSON JORDAN	0-11-541-52213-583-271-0000-000-358	832.00	20003197
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	HUTTON TAYLOR	0-11-541-52213-583-271-0000-000-358	832.00	20003199
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	HALE LU	0-11-541-52213-583-271-0000-000-358	832.00	20003205
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	TRACY ANDREA	0-11-541-52573-583-271-0000-000-358	832.00	20003200
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	HARRIS JOHN	0-11-541-52213-583-271-0000-000-358	832.00	20003196
1	EST EXP/2019 NATL FORUM OF CHARACTER EDUCATION/WASHINGTON DC/OCT 23-27, 2019	09/19/19	PEREZ MALINDA	0-11-541-52213-583-271-0000-000-358	832.00	20003195
<b>SITE Total 358 FEDERAL PROGRAMS_TERESA</b>					<b>51,850.18</b>	
<b>PROJECT Total 541 T II/A - IMPR TEACHER &amp;</b>					<b>51,850.18</b>	
<b>PROJECT 552 PART A-STUDENT SUPPORT AND ACADEMIC ENRICHMENT</b>						
<b>SITE 358 FEDERAL PROGRAMS_TERESA DONAHUE</b>						
1	CONSULTANT FEE/BD APVD 9-19-19/SIOP TRAINING 3-13-20	09/24/19	TESOL TRAINERS INC	0-11-552-52213-320-496-0000-000-358	2,800.00	20003243
1	SENSORY PLAY MATERIALS PER ATTACHED	09/19/19	AMAZON.COM	0-11-552-55500-681-496-1132-000-358	588.66	20003211
1	PLTW LAUNCH PARTICIPATION LICENSE	09/19/19	PROJECT LEAD THE WAY INC	0-11-552-55500-653-496-2250-000-358	750.00	20003218
1	PLTW GATEWAY PARTICIPATION LICENSE	09/19/19	PROJECT LEAD THE WAY INC	0-11-552-55500-653-496-2250-000-358	750.00	20003218
<b>SITE Total 358 FEDERAL PROGRAMS_TERESA</b>					<b>4,888.66</b>	
<b>PROJECT Total 552 PART A-STUDENT SUPPORT</b>					<b>4,888.66</b>	

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<b>PROJECT 561 T VI/A - INDIAN EDUCATION</b>						
<b>SITE 710 LAWTON SENIOR HIGH SCHOOL</b>						
1	LOCAL TRAVEL/FY20 STAND/BD APVD 6-27-19	09/30/19	BEARTRACK JONNA	0-11-561-51000-581-429-4000-000-710	130.00	20003335
<b>SITE Total 710 LAWTON SENIOR HIGH SCHOOL</b>					<b>130.00</b>	
<b>PROJECT Total 561 T VI/A - INDIAN EDUCATION</b>					<b>130.00</b>	
<b>PROJECT 563 JOHNSON-O'MALLEY PROGRAM</b>						
<b>SITE 168 PAT HENRY ELEMENTARY</b>						
1	INSTRUCTIONAL SUPPLIES PER ATTACHED	09/17/19	STAPLES BUSINESS ADVANTAGE	0-11-563-51000-619-429-1132-000-168	1,693.38	20003174
<b>SITE Total 168 PAT HENRY ELEMENTARY</b>					<b>1,693.38</b>	
<b>PROJECT Total 563 JOHNSON-O'MALLEY</b>					<b>1,693.38</b>	
<b>PROJECT 596 HOMELESS CHILDREN AND YOUTH</b>						
<b>SITE 358 FEDERAL PROGRAMS_TERESA DONAHUE</b>						
1	EST EXP/MCKINNEY-VENTO GRANT MEETING/OKC/9-19-19	09/17/19	WINSTEAD ANDREA	0-11-596-52199-582-425-0000-000-358	82.60	20003182
1	AIRFARE/ROUNDRIP FROM LAWTON TO WASHINGTON DC/DEPART: 11-1-19/RETURN: 11-6-19/ADREA WINSTEAD	09/19/19	ADVENTURE WORLDWIDE TRAVEL SR	0-11-596-52573-583-425-0000-000-358	472.00	20003186
<b>SITE Total 358 FEDERAL PROGRAMS_TERESA</b>					<b>554.60</b>	
<b>PROJECT Total 596 HOMELESS CHILDREN AND</b>					<b>554.60</b>	
<b>PROJECT 613 SPECIAL EDUC STAFF DEVELOPMENT</b>						
<b>SITE 368 SPECIAL SERVICES_CHRIS SHARKEY</b>						
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	BROWN UTE	0-11-613-52213-582-239-1060-000-368	82.60	20003283
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	KAMBIC VICKIE	0-11-613-52213-582-239-1060-000-368	82.60	20003276
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	CHANNEL MELISSA	0-11-613-52213-582-239-1060-000-368	82.60	20003294
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	MENDOZA JENNIFER	0-11-613-52213-582-239-1050-000-368	82.60	20003286
1	EST EXP/OTI/NORMAN/OCT 9, 2019	09/30/19	POSHARD RITA	0-11-613-52213-582-239-1060-000-368	79.00	20003299
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	COOK DONNA	0-11-613-52213-582-239-1050-000-368	82.60	20003291

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1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	MILLER LATOYA	0-11-613-52573-582-239-1060-000-368	82.60	20003274
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	BILES TIFFANY	0-11-613-52213-582-239-1060-000-368	82.60	20003295
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	WATTENBARGER KEVIN	0-11-613-52213-582-239-1060-000-368	82.60	20003273
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	STEWART LYNN M.	0-11-613-52213-582-239-1050-000-368	82.60	20003279
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	KEENE DIANE	0-11-613-52573-582-239-1060-000-368	82.60	20003284
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	BECKNER CLAUDIA	0-11-613-52573-582-239-1060-000-368	82.60	20003285
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	SCHOLL STACY	0-11-613-52213-582-239-1050-000-368	82.60	20003287
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	SVEC CHARESSA	0-11-613-52213-582-239-1050-000-368	82.60	20003281
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	FORSYTHE AMANDA	0-11-613-52213-582-239-1050-000-368	82.60	20003275
1	EST EXP/OTC/OKC/OCT 7, 2019	09/30/19	RAMIREZ CLARA	0-11-613-52213-582-239-1060-000-368	82.60	20003298
40	REG/OTI CONF/OKC/OCT 7, 2019/NAMES PER ATTACHED	09/30/19	OK DCDT	0-11-613-52213-860-239-1050-000-368	325.00	20003307
40	REG/OTI CONF/OKC/OCT 7, 2019/NAMES PER ATTACHED	09/30/19	OK DCDT	0-11-613-52213-860-239-1060-000-368	475.00	20003307
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	CHAO DONNA	0-11-613-52213-582-239-1050-000-368	82.60	20003288
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	PUENTE BENITO	0-11-613-52213-582-239-1060-000-368	82.60	20003292
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	THURMAN MARILYN	0-11-613-52213-582-239-1050-000-368	82.60	20003277
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	SHAW JAIME	0-11-613-52213-582-239-1050-000-368	82.60	20003278

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1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	SUTTON BRITTANY	0-11-613-52213-582-239-1050-000-368	82.60	20003280
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	BARKER ANGELA	0-11-613-52213-582-239-1050-000-368	82.60	20003282
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	KOOLMAN STEPHANIE	0-11-613-52213-582-239-1060-000-368	82.60	20003289
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	JONES WILMA	0-11-613-52213-582-239-1060-000-368	82.60	20003293
1	EST EXP/OTI/OKC/OCT 7, 2019	09/30/19	CLAYTON KATHLEEN	0-11-613-52213-582-239-1060-000-368	82.60	20003296
<b>SITE Total 368 SPECIAL SERVICES_CHRIS</b>					<b>2,861.40</b>	
<b>PROJECT Total 613 SPECIAL EDUC STAFF</b>					<b>2,861.40</b>	
<b>PROJECT 621 FLOW THRU, PL 101-476,IDEA/B</b>						
<b>SITE 127 FREEDOM ELEMENTARY</b>						
1	TONER CARTRIDGE	09/19/19	AMAZON.COM	0-11-621-51000-611-239-1050-000-127	11.77	20003227
1	CEIL BLUE TREATMENT TABLE TOP	09/24/19	AMAZON.COM	0-11-621-51000-651-239-1050-000-127	372.88	20003244
<b>SITE Total 127 FREEDOM ELEMENTARY</b>					<b>384.65</b>	
<b>SITE 148 HUGH BISH ELEMENTARY</b>						
1	SUPPLIES PER ATTACHED	09/19/19	SAM'S WHOLESALE CLUB	0-11-621-52330-619-239-1050-000-148	71.84	20003226
2	HEAR TEK KIDS EARMUFFS RED	09/30/19	AMAZON.COM	0-11-621-51000-619-239-1050-000-148	25.98	20003308
<b>SITE Total 148 HUGH BISH ELEMENTARY</b>					<b>97.82</b>	
<b>SITE 168 PAT HENRY ELEMENTARY</b>						
1	EXTERNAL DVD DRIVE	09/19/19	AMAZON.COM	0-11-621-51000-653-239-1050-000-168	25.99	20003227
<b>SITE Total 168 PAT HENRY ELEMENTARY</b>					<b>25.99</b>	
<b>SITE 368 SPECIAL SERVICES_CHRIS SHARKEY</b>						
1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	LEATHERBURY PATRICIA	0-11-621-52573-860-239-0000-000-368	250.00	20003272
1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	IVEY LESA	0-11-621-52573-860-239-0000-000-368	175.00	20003271

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1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	BRIERTON CRYSTI	0-11-621-52573-860-239-0000-000-368	300.00	20003267
1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	ELKOURI EMILY	0-11-621-52573-860-239-0000-000-368	300.00	20003269
2	WALL NAME PLAQUES PER ATTACHED	09/30/19	BUFFALO BUSINESS PRODUCTS LLC	0-11-621-52330-619-239-0000-000-368	23.00	20003333
1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	DOUGHTY KIMBERLY	0-11-621-52573-860-239-0000-000-368	300.00	20003268
1	PENDAFLEX 2" HANGING FOLDER LETTER SIZE	09/30/19	AMAZON.COM	0-11-621-52330-619-239-0000-000-368	16.35	20003334
2	PENDAFLEX HANGING FILE FOLDERS/GREEN	09/30/19	AMAZON.COM	0-11-621-52330-619-239-0000-000-368	17.58	20003334
1	EST EXP/OKLA SPEECH & HEARING CONF/OKC/OCT 4-5, 2019	09/30/19	LASHLEY BETH	0-11-621-52573-860-239-0000-000-368	175.00	20003270
<b>SITE Total 368 SPECIAL SERVICES_CHRIS</b>					<b>1,556.93</b>	
<b>SITE 540 TOMLINSON MIDDLE SCHOOL</b>						
1	SUPPLIES PER ATTACHED	09/30/19	WALMART	0-11-621-52330-681-239-1050-000-540	310.12	20003311
<b>SITE Total 540 TOMLINSON MIDDLE SCHOOL</b>					<b>310.12</b>	
<b>SITE 715 MACARTHUR SENIOR HIGH SCHOOL</b>						
1	POSEY GREEN SIX HANDLE BYLON GAIT BELT	09/30/19	AMAZON.COM	0-11-621-51000-658-239-1060-000-715	28.98	20003308
1	MOTOROLA BPR40 MAGONE PORTABLE RADIO	09/30/19	LAWTON COMMUNICATIONS LLC	0-11-621-52330-652-239-1060-000-715	255.00	20003306
<b>SITE Total 715 MACARTHUR SENIOR HIGH</b>					<b>283.98</b>	
<b>PROJECT Total 621 FLOW THRU, PL 101-</b>					<b>2,659.49</b>	
<b>PROJECT 712 TITLE IV, PART F, OKLA SCH CLIM TRA</b>						
<b>SITE 200 LEARNING TREE ACADEMY</b>						
1	SHIPPING	09/17/19	LOVING GUIDANCE	0-11-712-51000-653-499-1013-000-200	135.60	20003184
1	FEELING BUDDIES SELF REGULATION TOOL KIT CLASSROOM EDITION	09/17/19	LOVING GUIDANCE	0-11-712-51000-653-499-1013-000-200	325.00	20003184

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1	PREMIUM PARENT EDUCATION ONLINE	09/17/19	LOVING GUIDANCE	0-11-712-51000-653-499-1013-000-200	579.00	20003184
4	I SEE I LEARN BOOK SETS	09/17/19	CHARLESBRIDGE PUBLISHING INC	0-11-712-51000-641-499-1013-000-200	355.84	20003175
<b>SITE Total 200 LEARNING TREE ACADEMY</b>					<b>1,395.44</b>	
<b>PROJECT Total 712 TITLE IV, PART F, OKLA SCH</b>					<b>1,395.44</b>	
<b>PROJECT 775 DOD/ELEM READING</b>						
<b>SITE 106 ALMOR WEST ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-106	5,490.00	20003237
<b>SITE Total 106 ALMOR WEST ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 108 CARRIAGE HILLS ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-108	5,490.00	20003237
<b>SITE Total 108 CARRIAGE HILLS ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 114 CROSBY PARK ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-114	5,490.00	20003237
<b>SITE Total 114 CROSBY PARK ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 122 EDISON ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-122	5,490.00	20003237
<b>SITE Total 122 EDISON ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 125 EISENHOWER ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-125	5,490.00	20003237
<b>SITE Total 125 EISENHOWER ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 127 FREEDOM ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-127	5,490.00	20003237
<b>SITE Total 127 FREEDOM ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 148 HUGH BISH ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-148	5,490.00	20003237
<b>SITE Total 148 HUGH BISH ELEMENTARY</b>					<b>5,490.00</b>	

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<b>SITE 173 PIONEER PARK ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-173	5,490.00	20003237
<b>SITE Total 173 PIONEER PARK ELEMENTARY</b>					<b>5,490.00</b>	
<b>SITE 183 SULLIVAN VILLAGE ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-183	5,490.00	20003237
<b>SITE Total 183 SULLIVAN VILLAGE</b>					<b>5,490.00</b>	
<b>SITE 220 WOODLAND HILLS ELEMENTARY</b>						
10	BD APVD 9-19-19/SUBSCRIPTION/READING PLUS	09/24/19	ACHIEVE EDUCATION SOLUTIONS LLC	0-11-775-51000-653-100-1132-000-220	5,490.00	20003237
<b>SITE Total 220 WOODLAND HILLS ELEMENTARY</b>					<b>5,490.00</b>	
<b>PROJECT Total 775 DOD/ELEM READING</b>					<b>54,900.00</b>	
<b>PROJECT 777 DOD/MCASP MIDDLE SCHOOL</b>						
<b>SITE 535 CENTRAL MIDDLE SCHOOL</b>						
1	TONER CARTRIDGES PER ATTACHED	09/19/19	AMAZON.COM	0-11-777-51000-611-100-1132-000-535	856.56	20003225
1	INSTRUCTIONAL SUPPLIES PER ATTACHED	09/19/19	AMAZON.COM	0-11-777-51000-619-100-1132-000-535	327.29	20003225
<b>SITE Total 535 CENTRAL MIDDLE SCHOOL</b>					<b>1,183.85</b>	
<b>PROJECT Total 777 DOD/MCASP MIDDLE</b>					<b>1,183.85</b>	
<b>PROJECT 779 DOD/MCASP HIGH SCHOOL</b>						
<b>SITE 386 GRANT COORDINATOR_MEGAN VELDHUIZEN</b>						
1	AIRFARE/ROUNDTRIP FROM LAWTON TO HOUSTON, TX/DEPART: OCT 28, 2019/RETURN: 11-1-19/DIANE LANDOLL	09/24/19	ADVENTURE STUDENT TRAVEL	0-11-779-52573-583-100-4100-000-386	458.00	20003238
1	EST EXP/2019 GRANTEE PROF LEARNING MTG/HOUSTON, TX/OCT 28-NOV 1, 2019	09/24/19	LANDOLL DIANE	0-11-779-52573-583-100-4100-000-386	1,009.00	20003263
1	REG/2019 GRANTEE PROF LEARNING MTG/HOUSTON, TX/OCT 28-NOV 1, 2019	09/24/19		0-11-779-52573-860-100-4100-000-386	325.00	20003263
<b>SITE Total 386 GRANT COORDINATOR_MEGAN</b>					<b>1,792.00</b>	
<b>PROJECT Total 779 DOD/MCASP HIGH SCHOOL</b>					<b>1,792.00</b>	
<b>FUND Total 11 GENERAL FUNDS</b>					<b>436,881.59</b>	

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>FUND 21 BUILDING FUND</b>						
<b>PROJECT 108 MAINTENANCE SERVICES</b>						
<b>SITE 380 MAINTENANCE_BARBARA ELLIS</b>						
1	ENGINEER TRACTOR/LABOR & MATLS TO REPLACE TIRE	09/17/19	T & W TIRE	0-21-108-52650-439-000-0000-000-380	750.00	20003076
1	CMS/LABOR & MATERIALS TO REPAIR NORTHSIDE OUTSIDE WALL OF KITCHEN/SOLE SOURCE	09/30/19	RCJ CONSTRUCTION INC	0-21-108-52620-439-000-0000-000-380	5,700.00	20003312
1	RENEWAL OF JOURNEYMAN PLUMBING LICENSE/JAMES WINFREE	09/24/19	CONSTRUCTION INDUSTRIES BOARD	0-21-108-52620-810-000-0000-000-380	75.00	20003134
1	ENGINEER PICKUP/LABOR & MATLS TO REPAIR CLUTCH	09/17/19	ALLIED TRANSMISSION INC	0-21-108-52650-439-000-0000-000-380	397.81	20003077
<b>SITE Total 380 MAINTENANCE_BARBARA ELLIS</b>					<b>6,922.81</b>	
<b>PROJECT Total 108 MAINTENANCE SERVICES</b>					<b>6,922.81</b>	
<b>FUND Total 21 BUILDING FUND</b>					<b>6,922.81</b>	
<b>FUND 33 BOND FUND (2017)</b>						
<b>PROJECT 162 BOND-SAFE ROOMS</b>						
<b>SITE 106 ALMOR WEST ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-106	3,506.68	20003232
<b>SITE Total 106 ALMOR WEST ELEMENTARY</b>					<b>3,506.68</b>	
<b>SITE 108 CARRIAGE HILLS ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-108	3,506.68	20003232
<b>SITE Total 108 CARRIAGE HILLS ELEMENTARY</b>					<b>3,506.68</b>	
<b>SITE 114 CROSBY PARK ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-114	3,506.68	20003232
<b>SITE Total 114 CROSBY PARK ELEMENTARY</b>					<b>3,506.68</b>	
<b>SITE 122 EDISON ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-122	3,506.68	20003232
<b>SITE Total 122 EDISON ELEMENTARY</b>					<b>3,506.68</b>	
<b>SITE 148 HUGH BISH ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-148	3,506.68	20003232
<b>SITE Total 148 HUGH BISH ELEMENTARY</b>					<b>3,506.68</b>	

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<b>SITE 183 SULLIVAN VILLAGE ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-183	3,506.68	20003232
<b>SITE Total 183 SULLIVAN VILLAGE</b>					<b>3,506.68</b>	
<b>SITE 205 WHITTIER ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-205	3,726.68	20003232
<b>SITE Total 205 WHITTIER ELEMENTARY</b>					<b>3,726.68</b>	
<b>SITE 220 WOODLAND HILLS ELEMENTARY</b>						
1	SOLE SOURCE/BD APVD 9-19-19/LABOR & MATLS TO INSTALL DOOR ACCESS AT EIGHT SITES	09/24/19	DIGI SECURITY SYSTEMS LLC	0-33-162-52670-337-000-0000-000-220	3,506.68	20003232
<b>SITE Total 220 WOODLAND HILLS ELEMENTARY</b>					<b>3,506.68</b>	
<b>SITE 357 STUDENT SERVICES_MARK MATTINGLY</b>						
1	BD APVD 9-19-19/WHITEBOARDS PER ATTACHED	09/30/19	MERRIFIELD OFFICE & SCHOOL SUPPLY CORP	0-33-162-51000-651-100-1050-000-357	13,453.36	20003325
1	SHIPPING	09/30/19		0-33-162-51000-651-100-1050-000-357	990.00	20003325
<b>SITE Total 357 STUDENT SERVICES_MARK</b>					<b>14,443.36</b>	
<b>PROJECT Total 162 BOND-SAFE ROOMS</b>					<b>42,716.80</b>	
<b>PROJECT 163 BOND-TECHNOLOGY (STUDENT/CLASS)</b>						
<b>SITE 106 ALMOR WEST ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-106	3,930.00	20003240
<b>SITE Total 106 ALMOR WEST ELEMENTARY</b>					<b>3,930.00</b>	
<b>SITE 108 CARRIAGE HILLS ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-108	4,280.00	20003240
<b>SITE Total 108 CARRIAGE HILLS ELEMENTARY</b>					<b>4,280.00</b>	
<b>SITE 114 CROSBY PARK ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-114	3,790.00	20003240
<b>SITE Total 114 CROSBY PARK ELEMENTARY</b>					<b>3,790.00</b>	

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<b>SITE 122 EDISON ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-122	380.00	20003240
<b>SITE Total 122 EDISON ELEMENTARY</b>					<b>380.00</b>	
<b>SITE 127 FREEDOM ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-127	6,770.00	20003240
<b>SITE Total 127 FREEDOM ELEMENTARY</b>					<b>6,770.00</b>	
<b>SITE 148 HUGH BISH ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-148	4,476.00	20003240
<b>SITE Total 148 HUGH BISH ELEMENTARY</b>					<b>4,476.00</b>	
<b>SITE 173 PIONEER PARK ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-173	4,280.00	20003240
<b>SITE Total 173 PIONEER PARK ELEMENTARY</b>					<b>4,280.00</b>	
<b>SITE 183 SULLIVAN VILLAGE ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-183	4,450.00	20003240
<b>SITE Total 183 SULLIVAN VILLAGE</b>					<b>4,450.00</b>	
<b>SITE 200 LEARNING TREE ACADEMY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-200	3,930.00	20003240
<b>SITE Total 200 LEARNING TREE ACADEMY</b>					<b>3,930.00</b>	
<b>SITE 205 WHITTIER ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-205	3,310.00	20003240
<b>SITE Total 205 WHITTIER ELEMENTARY</b>					<b>3,310.00</b>	

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<b>SITE 220 WOODLAND HILLS ELEMENTARY</b>						
1	BD APVD 9-19-19//STATE CONTRACT/LABOR TO INSTALL 127 INTERACTIVE SCREENS AT VARIOUS SITES	09/24/19	PIRAINO CONSULTING INC	0-33-163-51000-337-100-1050-000-220	4,429.00	20003240
<b>SITE Total 220 WOODLAND HILLS ELEMENTARY</b>					<b>4,429.00</b>	
<b>PROJECT 165 BOND-FURNITURE</b>						
<b>SITE 122 EDISON ELEMENTARY</b>						
1	EDISON/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/30/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-122	250.00	20003321
<b>SITE Total 122 EDISON ELEMENTARY</b>					<b>250.00</b>	
<b>SITE 220 WOODLAND HILLS ELEMENTARY</b>						
1	ALMOR WEST/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/30/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-220	250.00	20003319
<b>SITE Total 220 WOODLAND HILLS ELEMENTARY</b>					<b>250.00</b>	
<b>SITE 357 STUDENT SERVICES_MARK MATTINGLY</b>						
1	CARRIAGE HILLS/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/17/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-357	250.00	20003131
1	PIONEER PARK/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/17/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-357	250.00	20003130
<b>SITE Total 357 STUDENT SERVICES_MARK</b>					<b>500.00</b>	
<b>SITE 535 CENTRAL MIDDLE SCHOOL</b>						
1	CENTRAL MIDDLE/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/24/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-535	250.00	20003231
<b>SITE Total 535 CENTRAL MIDDLE SCHOOL</b>					<b>250.00</b>	
<b>SITE 540 TOMLINSON MIDDLE SCHOOL</b>						
1	TOMLINSON MIDDLES/RENTAL OF ROLL-OFF DUMPSTER FOR DESK DISPOSAL/EST ONLY	09/24/19	WASTESOLUTIONS LLC	0-33-165-52620-420-000-0000-000-540	250.00	20003230
<b>SITE Total 540 TOMLINSON MIDDLE SCHOOL</b>					<b>250.00</b>	
<b>PROJECT 166 BOND-PROGRAMS EQUIPMENT</b>						
<b>SITE 205 WHITTIER ELEMENTARY</b>						
2	ISTAPULSE 107 HAND HELD HEART RATE MONITOR	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	239.90	20003300
3	AMFILM GLASS SCREEN PROTECTOR IPAD 9.7	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	26.97	20003300
<b>PROJECT Total 165 BOND-FURNITURE</b>					<b>1,500.00</b>	

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1	AMFILM GLASS SCREEN PROTECTOR IPAD 10.5	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	10.99	20003300
1	24 PAIRS-7A WOOD TIP DRUMSTICKS	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	31.49	20003300
1	AMAZON BASICS HIGH-SPEED 4K HDMI CABLE	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	6.99	20003300
1	IPAD AIR 10.5 INCH CASE	09/30/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-205	23.79	20003300
1	APPLE TV HD 32GB	09/30/19	APPLE INC	0-33-166-51000-652-100-1170-000-205	149.00	20003323
1	IPAD AIR/SILVER	09/30/19	APPLE INC	0-33-166-51000-653-100-1170-000-205	629.00	20003323
1	SHIPPING	09/30/19	US GAMES	0-33-166-51000-681-100-1360-000-205	20.00	20003332
1	PE EQUIPMENT PER ATTACHED	09/30/19	US GAMES	0-33-166-51000-681-100-1360-000-205	527.83	20003332
1	SHIPPING	09/30/19	SIT SPOTS	0-33-166-51000-681-100-1360-000-205	20.95	20003301
1	MUSIC NOTESS COMPLETE SET PACK SITSPOTS	09/30/19	SIT SPOTS	0-33-166-51000-681-100-1360-000-205	149.99	20003301
<b>SITE Total 205 WHITTIER ELEMENTARY</b>					<b>1,836.90</b>	
<b>SITE 530 MACARTHUR MIDDLE SCHOOL</b>						
1	KOBALT GARAGE CABINET	09/17/19	LOWE'S HOME IMPROVEMENT WAREHOUSE	0-33-166-51000-651-100-2200-000-530	249.00	20003132
<b>SITE Total 530 MACARTHUR MIDDLE SCHOOL</b>					<b>249.00</b>	
<b>SITE 540 TOMLINSON MIDDLE SCHOOL</b>						
1	SHIPPING	10/01/19	PENDER'S MUSIC CO	0-33-166-51000-681-100-1187-000-540	115.00	20003345
1	SHEET MUSIC PER ATTACHED	10/01/19	PENDER'S MUSIC CO	0-33-166-51000-681-100-1187-000-540	887.50	20003345
5	DUAL LAVALIER MICROPHONE CONDENSER FOR CAMERA	10/01/19	AMAZON.COM	0-33-166-51000-652-100-1350-000-540	144.40	20003351

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
1	SHIPPING	10/01/19	AMAZON.COM	0-33-166-51000-681-100-2132-000-540	9.99	20003350
1	INSTRUCTIONAL SUPPLIES PER ATTACHED	10/01/19	AMAZON.COM	0-33-166-51000-681-100-2132-000-540	179.45	20003350
1	INSTRUCTIONAL SUPPLIES PER ATTACHED	10/01/19	AMAZON.COM	0-33-166-51000-681-100-1173-000-540	448.97	20003349
2	CANON EOS REBEL TRDSLR CAMERA	10/01/19	AMAZON.COM	0-33-166-51000-652-100-1320-000-540	898.00	20003348
1	PE EQUIPMENT PER ATTACHED	10/01/19	AMAZON.COM	0-33-166-51000-681-100-1360-000-540	4,798.05	20003342
1	SHIPPING	10/01/19	JW PEPPER AND SON INC	0-33-166-51000-641-100-1187-000-540	13.99	20003347
1	BOOKS WITH CDS PER ATTACHED	10/01/19	JW PEPPER AND SON INC	0-33-166-51000-641-100-1187-000-540	201.82	20003347
1	SHIPPING	10/01/19	JW PEPPER AND SON INC	0-33-166-51000-681-100-1195-000-540	25.99	20003343
1	BAND MUSIC PER ATTACHED	10/01/19	JW PEPPER AND SON INC	0-33-166-51000-681-100-1195-000-540	707.88	20003343
1	SHIPPING	10/01/19	BAND SHOPPE	0-33-166-51000-681-100-1195-000-540	21.00	20003344
1	SPECO MEGAPHONE	10/01/19	BAND SHOPPE	0-33-166-51000-681-100-1195-000-540	109.95	20003344
1	SHIPPING	10/01/19	BSN SPORTS LLC	0-33-166-51000-681-100-1360-000-540	75.00	20003352
1	INSTRUCTIONAL SUPPLIES PER ATTACHED	10/01/19	BSN SPORTS LLC	0-33-166-51000-681-100-1360-000-540	423.60	20003352
1	SHIPPING	10/01/19	WENGER CORPORATION	0-33-166-51000-651-100-1197-000-540	187.00	20003346
1	LARGE STAND CART	10/01/19	WENGER CORPORATION	0-33-166-51000-651-100-1197-000-540	504.00	20003346
1	CONDUCTOR'S FOLDING PODIUM	10/01/19	WENGER CORPORATION	0-33-166-51000-651-100-1197-000-540	396.00	20003346

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
1	PREFACE CONDUCTOR'S STAND	10/01/19	WENGER CORPORATION	0-33-166-51000-651-100-1197-000-540	154.00	20003346
<b>SITE Total 540 TOMLINSON MIDDLE SCHOOL</b>					<b>10,301.59</b>	
<b>SITE 545 EISENHOWER MIDDLE SCHOOL</b>						
10	GOLDEN BOY BY TARA SULLIVAN	09/17/19	PERMA BOUND HERTZBERG	0-33-166-52220-641-000-0000-000-545	141.90	20003145
70	THE OUTSIDERS	09/17/19	PERMA BOUND HERTZBERG	0-33-166-52220-641-000-0000-000-545	1,024.80	20003145
5	OKLAHOMA SEQUOYAH INTERMEDIATE BOOK AWARD 2020	09/17/19	PERMA BOUND HERTZBERG	0-33-166-52220-641-000-0000-000-545	1,559.75	20003145
1	X-ACTO 30 x 30 TRIMMER	09/17/19	AMAZON.COM	0-33-166-52220-619-000-0000-000-545	311.02	20003146
1	AUDIO BOOKS PER ATTACHED	09/17/19	AMAZON.COM	0-33-166-52220-615-000-0000-000-545	205.20	20003146
<b>SITE Total 545 EISENHOWER MIDDLE SCHOOL</b>					<b>3,242.67</b>	
<b>SITE 705 EISENHOWER SENIOR HIGH SCHOOL</b>						
1	LIBRARY BOOKS PER ATTACHED	10/01/19	AMAZON.COM	0-33-166-52220-641-000-0000-000-705	354.35	20003353
1	50" SMART LED TV	10/01/19	AMAZON.COM	0-33-166-52220-652-000-0000-000-705	329.99	20003353
6	GOLF CLUB BRUSH	09/30/19	AMAZON.COM	0-33-166-52199-683-821-3300-000-705	35.94	20003310
1	SHIPPING	10/01/19	BSN SPORTS LLC	0-33-166-51000-657-802-3300-000-705	20.00	20003354
20	BASKETBALL UNIFORMS PER ATTACHED	10/01/19	BSN SPORTS LLC	0-33-166-51000-657-802-3300-000-705	420.00	20003354
21	GIRLS TRACK PANTS	09/30/19	ATHLON II ENTERPRISES INC	0-33-166-52199-657-812-3300-000-705	840.00	20003316
21	MENS TRACK PANTS	09/30/19	ATHLON II ENTERPRISES INC	0-33-166-52199-657-811-3300-000-705	840.00	20003316
<b>SITE Total 705 EISENHOWER SENIOR HIGH</b>					<b>2,840.28</b>	

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>SITE 710 LAWTON SENIOR HIGH SCHOOL</b>						
1	TENNIS BALLS	09/30/19	AMAZON.COM	0-33-166-52199-683-809-3300-000-710	268.50	20003314
1	TENNIS BALLS	09/30/19	AMAZON.COM	0-33-166-52199-683-808-3300-000-710	268.50	20003314
1	SHIPPING	09/24/19	BAND SHOPPE	0-33-166-51000-657-100-3005-000-710	100.00	20003254
1	BAND UNIFORMS PER ATTACHED	09/24/19	BAND SHOPPE	0-33-166-51000-657-100-3005-000-710	286.30	20003254
1	SHIPPING	09/24/19	BAND SHOPPE	0-33-166-51000-657-100-3005-000-710	22.95	20003253
1	FLAG UNIFORMS PER ATTACHED	09/24/19	BAND SHOPPE	0-33-166-51000-657-100-3005-000-710	154.75	20003253
1	SHIPPING	10/01/19	BSN SPORTS LLC	0-33-166-52199-657-820-3300-000-710	53.00	20003356
1	SOCCER UNIFORMS PER ATTACHED	10/01/19	BSN SPORTS LLC	0-33-166-52199-657-820-3300-000-710	1,035.00	20003356
1	SHIPPING	09/17/19	BSN SPORTS LLC	0-33-166-51000-681-100-3300-000-710	38.00	20003151
4	360 DEGREE MULTI-PURPOSE GOAL	09/17/19	BSN SPORTS LLC	0-33-166-51000-681-100-3300-000-710	560.00	20003151
1	SHIPPING	09/30/19	US GAMES	0-33-166-51000-681-100-3300-000-710	50.00	20003315
1	PE EQUIPMENT PER ATTACHED	09/30/19	US GAMES	0-33-166-51000-681-100-3300-000-710	698.29	20003315
<b>SITE Total 710 LAWTON SENIOR HIGH SCHOOL</b>					<b>3,535.29</b>	
<b>SITE 715 MACARTHUR SENIOR HIGH SCHOOL</b>						
1	SHIPPING	09/24/19	RESILITE SPORTS PRODUCTS INC	0-33-166-51000-681-807-3300-000-715	40.70	20003247
1	MONSTER MOP WITH 3 PADS	09/24/19	RESILITE SPORTS PRODUCTS INC	0-33-166-51000-681-807-3300-000-715	281.57	20003247

BEGINNING DATE: 9/12/2019  
 ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
 PURCHASE ORDER ENCUMBRANCE LIST**

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
1	BD APVD 9-19-19/QUOTES/BAND INSTRUMENTS PER ATTACHED	09/24/19	PHILLIPS MUSIC COMPANY	0-33-166-51000-655-100-3004-000-715	7,641.00	20003242
1	SOLE SOURCE/INSTRUMENTS PER ATTACHED	09/24/19	INTER CITY VIOLIN STUDIOS LLC	0-33-166-51000-655-100-3005-000-715	2,425.00	20003248
1	SHIPPING	09/24/19	AMAZON.COM	0-33-166-52220-641-000-0000-000-715	10.00	20003249
1	DVD PLAYER	09/24/19	AMAZON.COM	0-33-166-52220-652-000-0000-000-715	27.99	20003249
1	LIBRARY BOOKS PER ATTACHED	09/24/19	AMAZON.COM	0-33-166-52220-641-000-0000-000-715	4,115.14	20003249
1	SHIPPING	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-822-3300-000-715	47.50	20003252
1	SHIPPING	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-814-3300-000-715	47.50	20003252
1	CROSS COUNTRY EQUIPMENT PER ATTACHED	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-822-3300-000-715	357.00	20003252
1	CROSS COUNTRY EQUIPMENT PER ATTACHED	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-814-3300-000-715	357.00	20003252
1	SHIPPING	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-812-3300-000-715	222.50	20003251
1	SHIPPING	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-811-3300-000-715	222.50	20003251
1	TRACK EQUIPMENT PER ATTACHED	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-812-3300-000-715	1,277.50	20003251
1	TRACK EQUIPMENT PER ATTACHED	09/24/19	M-F ATHLETIC COMPANY INC	0-33-166-52199-683-811-3300-000-715	1,277.50	20003251
1	LABOR & MATLS TO INSTALL SIGNS PER ATTACHED	09/24/19	FASTSIGNS	0-33-166-51000-337-100-2720-000-715	999.60	20003250
<b>SITE Total 715 MACARTHUR SENIOR HIGH</b>					<b>19,350.00</b>	
<b>PROJECT Total 166 BOND-PROGRAMS</b>					<b>41,355.73</b>	

BEGINNING DATE: 9/12/2019  
ENDING DATE: 10/7/2019

**LAWTON PUBLIC SCHOOLS  
PURCHASE ORDER ENCUMBRANCE LIST**

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Qty	DESCRIPTION	PO DATE	VENDOR NAME	ACCOUNT NO	AMOUNT	PO NO
<b>PROJECT 169 BOND-MAINT/MISC/CONTINGENCY</b>						
<b>SITE 715 MACARTHUR SENIOR HIGH SCHOOL</b>						
1	NEWSPAPER AD/MHS HVAC REPLACEMENT/TO RUN 9-3019 AND 10-7-19	09/30/19	LAWTON PUBLISHING COMPANY	0-33-169-52560-540-000-0000-000-715	235.40	20003297
<b>SITE Total 715 MACARTHUR SENIOR HIGH</b>					<b>235.40</b>	
<b>PROJECT Total 169 BOND-</b>					<b>235.40</b>	
<b>FUND Total 33 BOND FUND (2017)</b>					<b>129,832.93</b>	

## Comptroller Report to the Board of Education: 10/14/2019

### UPDATES

Finance, Payroll, and Human Resources are working together to determine the exact number of employees on the "Teacher Pay Scale" who did not receive the \$1,220 pay raise.

In addition, we are evaluating the "Extra Duty" pay scales and definitions along with district funding to determine a course of action, if any, as it relates to pay increases.

All Lease Purchase Expenditures (EMS/Safe Room Construction) have been claimed for and reimbursed (\$19,955,146.60 dating back to June 1, 2018). This transaction clearly improves the CASH position of the district.

We have been able to correct the OCAS errors and "LOCK" the OCAS report to avoid the 2% penalty to be imposed as of October 1<sup>st</sup>. To be clear, numerous errors exist in accounting for FY19 and we are working through those. The OSDE will unlock OCAS when we are ready so we can upload the finalized data.

Payments on Bond Debt has been Journalled to the Sinking Fund (41) in our Accounting System. These payments were made but never Journalled into the Accounting System.

The Carryover Balances from FY18 have now been posted into FY19. This one transaction brings our fund balances into the positive on the OCAS Report.

I am working with Diane Branstetter and Mary E. Johnson to clean up FY19.

Respectfully,



Lance Gibbs  
Interim Comptroller



**DESIGNATION OF  
LAWTON PUBLIC SCHOOLS  
INVESTMENT ACCOUNT**

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

September 20, 2019 to October 14, 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,* \$ 5,647,426.68

*and the balance in the investment account is* \$ 7,092,619.69

*Approved at regular meeting of the Board of Education of the Lawton Independent School District No. 1-8 at Lawton, Oklahoma on* September 19, 2019.

  
*Treasurer*

**Investment Rates:**

***Operating Accounts***

<i>Checking Account</i>	\$ 5,647,426.68	0.10%
<i>Money Market</i>	\$ 10,322.37	0.25%
<b><i>OLAP – Pooled Invests</i></b>	<b>\$ 7,082,297.32</b>	<b>1.77%</b>
<b><i>OLAP – Fixed Rates</i></b>		
<i>General Fund</i>	\$ -	0.3000%
<i>Bond Fund</i>	\$ -	0.0000%
<i>Gift/Endowments</i>	\$ -	0.0000%



LAWTON PUBLIC SCHOOLS  
 LAWTON, OKLAHOMA  
 ADMINISTRATIVE SERVICES DIVISION  
 FINANCE DEPARTMENT

TREASURER'S GENERAL LEDGER REPORT  
 July, 2019

	GENERAL FUND	CO-OP Fund	BUILDING LEVY FUND	MUNICIPAL (25) FUND	MUNICIPAL 26 FUND	BOND (31) FUND	BOND (32) FUND	BOND (33) FUND	BOND (34) FUND	SINKING FUND
<b>STIFEL</b>										
BEGINNING BALANC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O/S WARRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CASH BALAN</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LIBERTY</b>										
BEGINNING BALANC	\$ 12,708,525.27	\$ (0.00)	\$ (521,777.44)	\$ 253,776.13	\$ 2,082,561.33	\$ (1,220,166.00)	\$ (5,333,534.47)	\$ (2,224,941.99)	\$ -	\$ 3,165,364.50
RECEIPTS	\$ 7,060,210.19	\$ -	\$ 10,875.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,719.56
DISBURSEMENTS	\$ 13,887,548.38	\$ -	\$ 185,909.92	\$ -	\$ 1,174.21	\$ 34,850.35	\$ 500,808.06	\$ 2,865,210.80	\$ -	\$ -
O/S WARRANTS	\$ 10,749,540.29	\$ (0.00)	\$ (0.00)	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ 0.00	\$ 780.00	\$ -	\$ -
<b>TOTAL CASH BALAN</b>	<b>\$ (4,868,353.21)</b>	<b>\$ (0.00)</b>	<b>\$ (696,811.89)</b>	<b>\$ 253,776.13</b>	<b>\$ 2,081,387.12</b>	<b>\$ (1,255,016.35)</b>	<b>\$ (5,834,342.53)</b>	<b>\$ (5,090,932.79)</b>	<b>\$ -</b>	<b>\$ 3,189,084.06</b>
<b>OLAP</b>										
BEGINNING BALANC	\$ 10,003,871.06	\$ -	\$ -	\$ -	\$ 2,500,000.00	\$ 1,515,000.00	\$ 7,000,000.00	\$ -	\$ -	\$ 2,000,092.25
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL INVESTMENT</b>	<b>\$ 10,003,871.06</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500,000.00</b>	<b>\$ 1,515,000.00</b>	<b>\$ 7,000,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,092.25</b>
<b>BOK</b>										
BEGINNING BALANC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,166,137.54	\$ 0.00	\$ -
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,906.08	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL LEASE FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,261,043.62</b>	<b>\$ 0.00</b>	<b>\$ -</b>
<b>TOTAL AVAILABLE F</b>	<b>\$ 5,135,517.85</b>	<b>\$ (0.00)</b>	<b>\$ (696,811.89)</b>	<b>\$ 253,776.13</b>	<b>\$ 4,581,387.12</b>	<b>\$ 259,983.65</b>	<b>\$ 1,165,657.47</b>	<b>\$ 49,170,110.83</b>	<b>\$ 0.00</b>	<b>\$ 5,189,176.31</b>

ACCTS RECEIVABLE	ACCTS PAYABLE
<b>FUND BALANCE</b>	<b>FUND BALANCE</b>
\$ 5,135,517.85	\$ (0.00)
\$ (7,972,527.82)	\$ 1,585,471.50
\$ (3,104,174.61)	\$ 2,282,283.39
	\$ 317,931.95
	\$ 64,155.82
	\$ 3,177,825.02
	\$ 1,096,437.90
	\$ 702,824.81
	\$ 1,957,841.16
	\$ (620,916.79)
	\$ 5,213,425.74
	\$ 5,090,932.79
	\$ -
	\$ -
	\$ -
	\$ -
	\$ 63,206.18
	\$ (3,125,877.88)

BANK ACCOUNTS	BANK ACCOUNTS	LEASE ACCOUNTS
BANCFIRST-GENER/ \$ 145,743.92	LIBERTY-GENERAL \$ 7,648,270.44	BOK PROJ ACCT
BANCFIRST-ACTIVIT \$ -	LIBERTY-ACTIVITY \$ 219,625.08	BOK INT ACCT
<b>TOTAL CASH</b> \$ <u>145,743.92</u>	<b>TOTAL CASH</b> \$ <u>7,867,895.52</u>	<b>TOTAL CASH</b>

  
 Elizabeth Brown-Hill, TREASURER

ENDOW FUND	ACTIVITY FUND	GIFTS FUND	WC FUND	CAFETERIA FUND	TOTAL
\$ 142,145.33	\$ -	\$ -	\$ -	\$ -	\$ 142,145.33
\$ 3,598.59	\$ -	\$ -	\$ -	\$ -	\$ 3,598.59
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$ 145,743.92</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 145,743.92</b>
\$ (2,010.03)	\$ 443,447.39	\$ 4,500.00	\$ (3,505.06)	\$ 0.00	\$ 9,352,239.63
\$ -	\$ 67,733.51	\$ 6,000.00	\$ -	\$ -	\$ 7,168,538.73
\$ 2,000.00	\$ 54,270.96	\$ 4,500.00	\$ 2,868.81	\$ -	\$ 17,539,141.49
\$ -	\$ 14,817.45	\$ -	\$ 2,291.43	\$ -	\$ 10,767,429.17
<b>\$ (4,010.03)</b>	<b>\$ 442,092.49</b>	<b>\$ 6,000.00</b>	<b>\$ (8,665.30)</b>	<b>\$ 0.00</b>	<b>\$ (11,785,792.30)</b>
\$ 52,213.13	\$ 1,902,660.69	\$ (0.00)	\$ -	\$ 0.00	\$ 24,973,837.13
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$ 52,213.13</b>	<b>\$ 1,902,660.69</b>	<b>\$ (0.00)</b>	<b>\$ -</b>	<b>\$ 0.00</b>	<b>\$ 24,973,837.13</b>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,166,137.54
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,906.08
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,261,043.62</b>
<b>\$ 193,947.02</b>	<b>\$ 2,344,753.18</b>	<b>\$ 6,000.00</b>	<b>\$ (8,665.30)</b>	<b>\$ 0.00</b>	<b>\$ 67,594,832.37</b>

\$ -  
\$ -

<b>\$ 193,947.02</b>	<b>\$ 2,344,753.18</b>	<b>\$ 6,000.00</b>	<b>\$ (8,665.30)</b>	<b>\$ 0.00</b>	<b>\$ 67,594,832.37</b>
\$ -	\$ 101,277.05	\$ 2,500.00	\$ 41,356.55	\$ -	\$ (2,601,051.55)
\$ 4,010.03	\$ (340,815.44)	\$ (3,500.00)	\$ 50,021.85	\$ (0.00)	\$ (9,184,740.75)

**INVESTMENTS**

**OLAP**

\$ 53,374,784.97	<b>GF INVESTMENTS</b>	\$ 15,067,572.57
\$ 0.00	<b>AF INVESTMENTS</b>	\$ 1,906,264.56
<b>\$ 53,374,784.97</b>	<b>TOTAL OLAP</b>	<b>\$ 16,973,837.13</b>

**TOTAL CASH & INVESTMENTS  
LESS O/S WARRANTS**

**\$ 67,594,832.37**

**TRUE**

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

**TREASURER'S GENERAL LEDGER REPORT  
August, 2018**

	GENERAL FUND	CO-OP Fund	BUILDING LEVY FUND	MUNICIPAL (25) FUND	MUNICIPAL 26 FUND	BOND (31) FUND	BOND (32) FUND	BOND (33) FUND	BOND (34) FUND
<b>STIFEL</b>									
BEGINNING BALANCE	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ 0.00	\$ -
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O/S WARRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CASH BALANCE</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ 0.00</b>	<b>\$ -</b>
<b>LIBERTY</b>									
BEGINNING BALANCE	\$ 5,881,187.08	\$ -	\$ (696,811.89)	\$ 253,776.13	\$ 2,081,387.12	\$ (1,255,016.35)	\$ (5,834,342.53)	\$ (5,090,152.79)	\$ -
RECEIPTS	\$ 19,482,985.77	\$ -	\$ 9,272.66	\$ -	\$ 208,333.33	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ 19,450,729.35	\$ -	\$ 326,812.81	\$ -	\$ 27,155.72	\$ 89,099.10	\$ 16,047.86	\$ 2,700,982.43	\$ -
O/S WARRANTS	\$ 6,226,323.34	\$ -	\$ 945.00	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ 2,332.00	\$ 1,560,151.54	\$ -
<b>TOTAL CASH BALANCE</b>	<b>\$ (312,879.84)</b>	<b>\$ -</b>	<b>\$ (1,015,297.04)</b>	<b>\$ 253,776.13</b>	<b>\$ 2,262,564.73</b>	<b>\$ (1,344,115.45)</b>	<b>\$ (5,852,722.39)</b>	<b>\$ (9,351,286.76)</b>	<b>\$ -</b>
<b>OLAP</b>									
BEGINNING BALANCE	\$ 10,003,871.06	\$ -	\$ -	\$ -	\$ 2,500,000.00	\$ 1,515,000.00	\$ 7,000,000.00	\$ -	\$ -
RECEIPTS	\$ 4,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ 11,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL INVESTMENT</b>	<b>\$ 3,003,871.06</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500,000.00</b>	<b>\$ 1,515,000.00</b>	<b>\$ 7,000,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>BOK</b>									
BEGINNING BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,261,043.62	\$ 0.00
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL LEASE FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,261,043.62</b>	<b>\$ 0.00</b>
<b>TOTAL AVAILABLE F</b>	<b>\$ 2,690,991.22</b>	<b>\$ (0.00)</b>	<b>\$ (1,015,297.04)</b>	<b>\$ 253,776.13</b>	<b>\$ 4,762,564.73</b>	<b>\$ 170,884.55</b>	<b>\$ 1,147,277.61</b>	<b>\$ 44,909,756.86</b>	<b>\$ 0.00</b>

<b>ACCTS RECEIVABLE</b>									
<b>ACCTS PAYABLE</b>									
<b>FUND BALANCE</b>	<b>\$ 2,690,991.22</b>	<b>\$ (0.00)</b>	<b>\$ (1,015,297.04)</b>	<b>\$ 253,776.13</b>	<b>\$ 4,762,564.73</b>	<b>\$ 170,884.55</b>	<b>\$ 1,147,277.61</b>	<b>\$ 44,909,756.86</b>	<b>\$ 0.00</b>

	\$ (3,596,804.84)	\$ -	\$ 1,550,997.82	\$ 317,931.95	\$ 3,118,012.71	\$ 702,824.81	\$ (659,300.01)	\$ -	\$ -
	\$ (3,283,925.00)	\$ -	\$ 2,566,294.86	\$ 64,155.82	\$ 855,447.98	\$ 2,046,940.26	\$ 5,193,422.38	\$ 9,351,286.76	\$ -

BANK ACCOUNTS		BANK ACCOUNTS	
Stifel	\$ 145,743.92	LIBERTY-GENERAL	\$ 4,755,398.23
	\$ -	LIBERTY-ACTIVITY FUND	\$ 310,835.53
<b>TOTAL CASH</b>	<b>\$ 145,743.92</b>	<b>TOTAL CASH</b>	<b>\$ 5,066,233.76</b>

*Elizabeth Brown-Hill*  
ELIZABETH BROWN-HILL, TREASURER

SINKING FUND	ENDOW FUND	ACTIVITY FUND	GIFTS FUND	WC FUND	CAFETERIA FUND	TOTAL
\$ 0.00	\$ 145,743.92	\$ (0.00)	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ 145,743.92
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 0.00	\$ 145,743.92	\$ (0.00)	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ 145,743.92
\$ 3,189,084.06	\$ (4,010.03)	\$ 456,909.94	\$ 6,000.00	\$ (6,373.87)	\$ 0.00	\$ (1,018,363.13)
\$ 22,476.92	\$ -	\$ 226,636.12	\$ -	\$ -	\$ -	\$ 19,949,704.80
\$ -	\$ -	\$ 135,424.67	\$ 5,000.00	\$ 114.62	\$ -	\$ 22,751,366.56
\$ -	\$ -	\$ 81,389.53	\$ 1,000.00	\$ 2,176.81	\$ -	\$ 7,874,318.22
\$ 3,211,560.98	\$ (4,010.03)	\$ 466,731.86	\$ -	\$ (8,665.30)	\$ 0.00	\$ (11,694,343.11)
\$ 2,000,092.25	\$ 52,213.13	\$ 1,902,660.69	\$ (0.00)	\$ -	\$ 0.00	\$ 24,973,837.13
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000,000.00
\$ 2,000,092.25	\$ 52,213.13	\$ 1,902,660.69	\$ (0.00)	\$ -	\$ 0.00	\$ 17,973,837.13
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,261,043.62
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,261,043.62
\$ 5,211,653.23	\$ 193,947.02	\$ 2,369,392.55	\$ (0.00)	\$ (8,665.30)	\$ 0.00	\$ 60,686,281.56

\$ 5,211,653.23	\$ 193,947.02	\$ 2,369,392.55	\$ (0.00)	\$ (8,665.30)	\$ 0.00	\$ 60,686,281.56
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\$ 87,295.93	\$ -	\$ 136,779.17	\$ 2,500.00	\$ 41,210.07	\$ -	\$ 1,701,447.61
\$ (3,124,265.05)	\$ 4,010.03	\$ (329,952.69)	\$ 2,500.00	\$ 49,875.37	\$ (0.00)	

**LEASE ACCOUNTS**

BOK PROJ ACCT	\$ 53,374,784.97
BOK INT ACCT	\$ 0.00
<b>TOTAL CASH</b>	<b>\$ 53,374,784.97</b>

**INVESTMENTS**

<b>OLAP</b>	
GF INVESTMENTS	\$ 8,067,572.57
AF INVESTMENTS	\$ 1,906,264.56
<b>TOTAL OLAP</b>	<b>\$ 9,973,837.13</b>

<b>TOTAL CASH &amp; INVESTMENTS</b>	
<b>LESS O/S WARRANTS</b>	<b>\$ 60,686,281.56</b>
	<b>TRUE</b>

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

**TREASURER'S GENERAL LEDGER REPORT  
September, 2019**

	GENERAL FUND	CO-OP Fund	BUILDING LEVY FUND	MUNICIPAL (25) FUND	MUNICIPAL 26 FUND	BOND (31) FUND	BOND (32) FUND	BOND (33) FUND	BOND (34) FUND	SINKING FUND
<b>MORGAN STANLEY</b>										
BEGINNING BALANC	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ 0.00	\$ -	\$ 0.00
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O/S WARRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CASH BALAN</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ 0.00</b>	<b>\$ -</b>	<b>\$ 0.00</b>
<b>LIBERTY</b>										
BEGINNING BALANC	\$ 5,913,443.50	\$ -	\$ (1,014,352.04)	\$ 253,776.13	\$ 2,262,564.73	\$ (1,344,115.45)	\$ (5,850,390.39)	\$ (7,791,135.22)	\$ -	\$ 3,211,560.98
RECEIPTS	\$ 34,587,110.82	\$ -	\$ 10,782.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,200.49
DISBURSEMENTS	\$ 24,448,139.89	\$ -	\$ 351,234.84	\$ -	\$ -	\$ 30,400.00	\$ 10,816.67	\$ 2,590,580.26	\$ -	\$ -
O/S WARRANTS	\$ 6,337,315.11	\$ -	\$ 3,268.00	\$ 0.00	\$ (0.00)	\$ 2,686.10	\$ 3,332.00	\$ 1,588,725.39	\$ -	\$ -
<b>TOTAL CASH BALAN</b>	<b>\$ 9,715,099.32</b>	<b>\$ -</b>	<b>\$ (1,358,072.85)</b>	<b>\$ 253,776.13</b>	<b>\$ 2,262,564.73</b>	<b>\$ (1,377,201.55)</b>	<b>\$ (5,864,539.06)</b>	<b>\$ (11,970,440.87)</b>	<b>\$ -</b>	<b>\$ 3,237,761.47</b>
<b>OLAP</b>										
BEGINNING BALANC	\$ 3,003,871.06	\$ -	\$ -	\$ -	\$ 2,500,000.00	\$ 1,515,000.00	\$ 7,000,000.00	\$ -	\$ -	\$ 2,000,092.25
RECEIPTS	\$ 19,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ 6,500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL INVESTMENT</b>	<b>\$ 15,503,871.06</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500,000.00</b>	<b>\$ 1,515,000.00</b>	<b>\$ 7,000,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000,092.25</b>
<b>BOK</b>										
BEGINNING BALANC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,261,043.62	\$ 0.00	\$ -
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,955,146.62	\$ -	\$ -
<b>TOTAL LEASE FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,305,897.00</b>	<b>\$ 0.00</b>	<b>\$ -</b>
<b>TOTAL AVAILABLE F</b>	<b>\$ 25,218,970.38</b>	<b>\$ (0.00)</b>	<b>\$ (1,358,072.85)</b>	<b>\$ 253,776.13</b>	<b>\$ 4,762,564.73</b>	<b>\$ 137,798.45</b>	<b>\$ 1,135,460.94</b>	<b>\$ 22,335,456.13</b>	<b>\$ 0.00</b>	<b>\$ 5,237,853.72</b>
<b>ACCTS RECEIVABLE</b>										
<b>ACCTS PAYABLE</b>										
<b>FUND BALANCE</b>	<b>\$ 25,218,970.38</b>	<b>\$ (0.00)</b>	<b>\$ (1,358,072.85)</b>	<b>\$ 253,776.13</b>	<b>\$ 4,762,564.73</b>	<b>\$ 137,798.45</b>	<b>\$ 1,135,460.94</b>	<b>\$ 22,335,456.13</b>	<b>\$ 0.00</b>	<b>\$ 5,237,853.72</b>
	\$ (3,596,804.84)	\$ -	\$ 1,550,997.82	\$ 317,931.95	\$ 3,118,012.71	\$ 702,824.81	\$ (659,300.01)	\$ -	\$ -	\$ 87,295.93
	\$ (13,311,904.16)	\$ -	\$ 2,909,070.67	\$ 64,155.82	\$ 855,447.98	\$ 2,080,026.36	\$ 5,205,239.05	\$ 11,970,440.87	\$ -	\$ (3,150,465.54)
<b>BANK ACCOUNTS</b>										
<b>BANK ACCOUNTS</b>										
Stifel	\$ 145,743.92		LIBERTY-GENERAL	\$ 6,947,319.91						BOK PROJ ACCT
	\$ -		LIBERTY-ACTIVITY FU	\$ 547,942.05						BOK INT ACCT
<b>TOTAL CASH</b>	<b>\$ 145,743.92</b>		<b>TOTAL CASH</b>	<b>\$ 7,495,261.96</b>						<b>TOTAL CASH</b>

*Elizabeth Brown-Hill*  
ELIZABETH BROWN-HILL, TREASURER

ENDOW FUND	ACTIVITY FUND	GIFTS FUND	WC FUND	CAFETERIA FUND	TOTAL
\$ 145,743.92	\$ (0.00)	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ 145,743.92
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$ 145,743.92</b>	<b>\$ (0.00)</b>	<b>\$ 0.00</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ 145,743.92</b>
\$ (4,010.03)	\$ 548,121.39	\$ 1,000.00	\$ (6,488.49)	\$ 0.00	\$ (3,820,024.89)
\$ -	\$ 413,456.08	\$ -	\$ -	\$ -	\$ 35,037,549.42
\$ -	\$ 176,349.56	\$ 1,000.00	\$ -	\$ -	\$ 27,608,521.22
\$ -	\$ 41,079.52	\$ 500.00	\$ 2,291.43	\$ -	\$ 7,979,197.55
<b>\$ (4,010.03)</b>	<b>\$ 744,148.39</b>	<b>\$ (500.00)</b>	<b>\$ (8,779.92)</b>	<b>\$ 0.00</b>	<b>\$ (4,370,194.24)</b>
\$ 52,213.13	\$ 1,902,660.69	\$ (0.00)	\$ -	\$ 0.00	\$ 17,973,837.13
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,000,000.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500,000.00
<b>\$ 52,213.13</b>	<b>\$ 1,902,660.69</b>	<b>\$ (0.00)</b>	<b>\$ -</b>	<b>\$ 0.00</b>	<b>\$ 30,473,837.13</b>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,261,043.62
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,955,146.62
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,305,897.00
<b>\$ 193,947.02</b>	<b>\$ 2,646,809.08</b>	<b>\$ (500.00)</b>	<b>\$ (8,779.92)</b>	<b>\$ 0.00</b>	<b>\$ 60,555,283.81</b>
				\$ -	\$ -
<b>\$ 193,947.02</b>	<b>\$ 2,646,809.08</b>	<b>\$ (500.00)</b>	<b>\$ (8,779.92)</b>	<b>\$ 0.00</b>	<b>\$ 60,555,283.81</b>
\$ -	\$ 136,779.17	\$ 2,500.00	\$ 41,210.07	\$ -	\$ 1,701,447.61
\$ 4,010.03	\$ (607,369.22)	\$ 3,000.00	\$ 49,989.99	\$ (0.00)	
<b>INVESTMENTS</b>					
<b>OLAP</b>					
\$ 33,419,638.35				\$ 25,567,572.57	
\$ 0.00				\$ 1,906,264.56	
<b>\$ 33,419,638.35</b>				<b>\$ 27,473,837.13</b>	
<b>TOTAL CASH &amp; INVESTMENTS</b>					
<b>LESS O/S WARRANTS</b>					
				<b>\$ 60,555,283.81</b>	
<b>TRUE</b>					

**Lawton Public Schools  
Business Operations**

**Report of Activity Fund Custodian  
October 14, 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 Speech	EHS Drama	Competition expenses	\$200.00
2	EHS Volleyball	EHS All Sports	Help with expenses	\$545.00
3	MHS Student Council	MHS NHS	Pink Week Shirts	\$1,620.00
4	LHS JROTC	MHS JROTC	Coupon Card Fundraiser	\$300.00
5	CMS Girls Basketball	CMS Concessions	Worked concessions 9/10/19	\$89.45
6	EMS Softball	EMS All Sports	Help with expenses	\$300.00
7	MMS Orchestra	MMS Band	Correct FY19 expenditure	\$38.00
8	LHS Orchestra	TMS Orchestra	All-Region Entry	\$210.00
9	Edison Library	Adams Library	Battle of the Books Entry	\$60.00
10	Edison Library	Almor West Library	Battle of the Books Entry	\$60.00
11	Edison Library	Crosby Park Library	Author visit 10/1/19	\$133.33
12	Edison Library	Pat Henry Library	Author visit 10/1/19	\$133.33
13	Edison Library	Ridgecrest Library	Battle of the Books Entry	\$60.00
14	Ridgecrest Library	Ridgecrest General	Correct FY19 bus trip charges	\$505.80
15	Edison Library	Woodland Hills Library	Author visit 10/1/19	\$133.33
16	LHS Trainer	General Athletics	Portion from physicals	\$625.00
17	EHS Trainer	General Athletics	Portion from physicals	\$625.00
18	MHS Trainer	General Athletics	Portion from physicals	\$625.00

**Lawton Public Schools  
Business Operations**

**Report of Activity Fund Custodian  
October 14, 2019**

**REQUEST PERMISSION TO AMEND AN EXISTING ACCOUNT:**

<u>Account Name/Number</u>	<u>Source of Revenue</u>	<u>Approved Expenditures</u>
MacArthur High School Kristen Keplinger - Sponsor Graduated Seniors - 980	Add DONATIONS to Revenue	

**Lawton Public Schools  
Business Operations**

**Report of Activity Fund Custodian  
October 14, 2019**

**REQUEST APPROVAL OF ACTIVITY FUND SUMMARY OF ACCOUNTS: (attached)**

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
SITE 105 ADAMS ELEMENTARY					
850 GENERAL	3,180.42	1,101.88	-246.02	-603.00	3,433.28
905 LIBRARY	1,525.54	.00	-331.83	-116.00	1,077.71
912 MILITARY CHILD CLUB	12.05	.00	0.00	0.00	12.05
919 PICTURES	1,895.64	.00	-353.58	-100.00	1,442.06
933 STUDENT STORE	1,016.86	1,439.00	-1,067.90	-381.00	1,006.96
946 VOCAL MUSIC	110.00	100.00	0.00	-49.12	160.88
960 COMMISSION	1.13	.00	0.00	0.00	1.13
970 X-TENDED TIME	2,090.43	480.90	-263.78	-500.00	1,807.55
971 X-TENDED TIME BOARD	.00	2,725.10	0.00	0.00	2,725.10
984 DESIGNATED CONTRIBUTIONS	269.69	.00	0.00	0.00	269.69
SITE 106 ALMOR WEST ELEMENTARY					
850 GENERAL	38,032.66	3,236.11	-1,567.67	-14,570.70	25,130.40
905 LIBRARY	9,389.83	55.50	-293.16	0.00	9,152.17
919 PICTURES	3,693.63	.00	-92.00	0.00	3,601.63
922 RESOURCE CENTER	6,238.70	.00	0.00	0.00	6,238.70
931 STUDENT COUNCIL	2,006.66	495.00	-462.41	0.00	2,039.25
960 COMMISSION	1,154.71	16.94	0.00	0.00	1,171.65
970 X-TENDED TIME	3,495.47	790.05	-15.00	-35.76	4,234.76
971 X-TENDED TIME BOARD	.00	4,476.95	0.00	0.00	4,476.95
984 DESIGNATED CONTRIBUTIONS	4,669.17	1,370.00	0.00	-1,270.00	4,769.17
994 LPS FOUNDATION GRANTS	.00	8,454.50	-5,454.50	0.00	3,000.00
SITE 108 CARRIAGE HILLS ELEMENTARY					
850 GENERAL	10,840.03	3,350.80	-3,342.11	-3,285.28	7,563.44
905 LIBRARY	6,142.89	4,060.73	-6,837.99	-63.89	3,301.74
912 MILITARY CHILD CLUB	99.35	.00	0.00	0.00	99.35
919 PICTURES	1,521.64	.00	0.00	0.00	1,521.64
931 STUDENT COUNCIL	368.83	.00	0.00	0.00	368.83
933 STUDENT STORE	646.15	.00	0.00	0.00	646.15
960 COMMISSION	137.70	.00	0.00	0.00	137.70
970 X-TENDED TIME	3,006.45	2,255.70	0.00	0.00	5,262.15

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

	Beginning	Deposits	Payments	Outstanding	Ending
10/07/19	.00	3,024.30	0.00	0.00	3,024.30
971 X-TENDED TIME BOARD					
SITE 110 CLEVELAND ELEMENTARY					
850 GENERAL	5,270.73	60.50	-569.65	-1,040.36	3,721.22
905 LIBRARY	1,170.80	.00	-261.60	-245.59	663.61
912 MILITARY CHILD CLUB	124.21	.00	0.00	0.00	124.21
919 PICTURES	359.09	.00	0.00	0.00	359.09
931 STUDENT COUNCIL	1,719.15	.00	0.00	0.00	1,719.15
960 COMMISSION	773.85	16.63	0.00	0.00	790.48
961 FRIENDS IN NEED	4,595.17	.00	0.00	0.00	4,595.17
984 DESIGNATED CONTRIBUTIONS	2,178.13	.00	0.00	0.00	2,178.13
SITE 114 CROSBY PARK ELEMENTARY					
850 GENERAL	9,980.21	11,949.95	-5,937.38	-1,694.00	14,298.78
905 LIBRARY	4,822.95	1,018.00	-341.24	-1,464.00	4,035.71
919 PICTURES	585.65	.00	0.00	0.00	585.65
931 STUDENT COUNCIL	8.31	.00	0.00	0.00	8.31
970 X-TENDED TIME	2,469.88	772.95	-1,011.58	-351.00	1,880.25
971 X-TENDED TIME BOARD	.00	5,055.05	0.00	0.00	5,055.05
994 LPS FOUNDATION GRANTS	.00	2,800.75	-2,800.75	0.00	0.00
SITE 122 EDISON ELEMENTARY					
850 GENERAL	72.13	4,751.00	-4,549.15	0.00	273.98
905 LIBRARY	5,253.30	1,245.00	-385.67	-3,325.26	2,787.37
912 MILITARY CHILD CLUB	46.28	.00	0.00	0.00	46.28
952 PARENT INVOLVEMENT	.18	.00	0.00	0.00	0.18
953 ACCELERATED READING	66.64	.00	0.00	0.00	66.64
960 COMMISSION	344.95	.00	-339.28	0.00	5.67
970 X-TENDED TIME	3,719.28	613.95	-3,259.46	-746.53	327.24
971 X-TENDED TIME BOARD	.00	3,474.05	0.00	0.00	3,474.05
984 DESIGNATED CONTRIBUTIONS	519.88	.00	-498.38	0.00	21.50
SITE 125 EISENHOWER ELEMENTARY					
850 GENERAL	102.83	.00	-92.99	0.00	9.84
905 LIBRARY	2,400.44	.00	-81.36	-808.93	1,510.15

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

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10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
910 MISC. EXPENSE	.00	50.00	0.00	0.00	50.00
919 PICTURES	3,408.85	96.00	-609.10	-53.78	2,841.97
933 STUDENT STORE	1,638.53	2,086.00	-1,876.73	-575.63	1,272.17
946 VOCAL MUSIC	188.51	.00	0.00	0.00	188.51
960 COMMISSION	298.56	.00	0.00	0.00	298.56
970 X-TENDED TIME	2,000.00	415.00	-19.80	-109.00	2,286.20
971 X-TENDED TIME BOARD	.00	2,351.00	-27.20	0.00	2,323.80
984 DESIGNATED CONTRIBUTIONS	31.50	125.00	0.00	0.00	156.50
994 LPS FOUNDATION GRANTS	.00	2,438.00	-1,943.00	-495.00	0.00
995 FACULTY FUND	998.25	230.00	-175.99	-340.43	711.83
SITE 127 FREEDOM ELEMENTARY					
850 GENERAL	28,177.66	2,410.00	-2,273.29	-9,873.98	18,440.39
905 LIBRARY	17,007.04	27.00	-1,471.20	-1,700.00	13,862.84
919 PICTURES	15,193.98	.00	-6,177.60	0.00	9,016.38
960 COMMISSION	732.44	.00	0.00	0.00	732.44
984 DESIGNATED CONTRIBUTIONS	8,775.71	.00	-270.00	0.00	8,505.71
990 SPECIAL OLYMPICS	400.00	.00	0.00	0.00	400.00
994 LPS FOUNDATION GRANTS	.00	398.00	-398.00	0.00	0.00
SITE 140 RIDGECREST ELEMENTARY					
850 GENERAL	3,389.58	300.00	-308.32	-76.99	3,304.27
905 LIBRARY	2,348.23	20.00	0.00	-978.50	1,389.73
912 MILITARY CHILD CLUB	11.32	.00	0.00	0.00	11.32
919 PICTURES	811.41	.00	0.00	0.00	811.41
931 STUDENT COUNCIL	1,918.78	.00	0.00	0.00	1,918.78
951 YEARBOOK	1,006.29	60.00	0.00	0.00	1,066.29
960 COMMISSION	950.97	23.14	-171.88	0.00	802.23
961 FRIENDS IN NEED	681.69	.00	0.00	0.00	681.69
984 DESIGNATED CONTRIBUTIONS	230.66	.00	0.00	0.00	230.66
994 LPS FOUNDATION GRANTS	.00	437.95	0.00	-437.95	0.00
995 FACULTY FUND	1,958.29	560.00	-15.00	-26.86	2,476.43

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
SITE 148 HUGH BISH ELEMENTARY					
850 GENERAL	1,347.57	3,568.00	-1,491.39	-1,716.40	1,707.78
905 LIBRARY	1,815.16	4,163.50	-652.85	-1,217.50	4,108.31
919 PICTURES	1,503.69	.00	0.00	0.00	1,503.69
931 STUDENT COUNCIL	583.91	.00	0.00	-109.65	474.26
933 STUDENT STORE	4,357.39	1,033.25	-491.85	-450.00	4,448.79
960 COMMISSION	435.45	8.30	0.00	0.00	443.75
970 X-TENDED TIME	3,500.00	1,042.48	-220.59	-576.28	3,745.61
971 X-TENDED TIME BOARD	.00	5,907.52	0.00	0.00	5,907.52
984 DESIGNATED CONTRIBUTIONS	29.67	.00	0.00	0.00	29.67
SITE 165 LINCOLN ELEMENTARY					
850 GENERAL	4,680.57	952.75	-1,932.43	-550.45	3,150.44
905 LIBRARY	1,860.95	.00	-407.27	-150.00	1,303.68
912 MILITARY CHILD CLUB	82.27	.00	0.00	0.00	82.27
919 PICTURES	1,970.83	88.00	-229.99	0.00	1,828.84
931 STUDENT COUNCIL	1,779.04	.00	0.00	0.00	1,779.04
960 COMMISSION	867.80	.00	-85.65	0.00	782.15
961 FRIENDS IN NEED	300.23	.00	0.00	0.00	300.23
984 DESIGNATED CONTRIBUTIONS	500.00	200.00	-300.00	0.00	400.00
994 LPS FOUNDATION GRANTS	.00	1,249.75	0.00	-1,155.70	94.05
SITE 168 PAT HENRY ELEMENTARY					
850 GENERAL	3,183.58	360.00	-651.74	-505.00	2,386.84
905 LIBRARY	1,486.09	976.00	-459.56	-878.65	1,123.88
919 PICTURES	1,944.62	.00	-449.92	-72.97	1,421.73
952 PARENT INVOLVEMENT	172.96	.00	0.00	0.00	172.96
960 COMMISSION	932.32	68.01	0.00	0.00	1,000.33
984 DESIGNATED CONTRIBUTIONS	2,678.88	.00	0.00	0.00	2,678.88
990 SPECIAL OLYMPICS	3,612.45	2,361.00	0.00	0.00	5,973.45
994 LPS FOUNDATION GRANTS	.00	4,310.00	-4,310.00	0.00	0.00
SITE 173 PIONEER PARK ELEMENTARY					
850 GENERAL	17,148.76	4,340.80	-6,995.50	-523.03	13,971.03

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
905 LIBRARY	5,045.59	3,913.79	-2,224.90	-32.50	6,701.98
919 PICTURES	1,142.32	64.00	-472.50	0.00	733.82
931 STUDENT COUNCIL	348.93	.00	0.00	0.00	348.93
946 VOCAL MUSIC	897.75	.00	0.00	0.00	897.75
960 COMMISSION	500.00	.00	0.00	0.00	500.00
970 X-TENDED TIME	2,662.33	898.80	-776.11	-858.00	1,927.02
971 X-TENDED TIME BOARD	.00	5,093.20	0.00	0.00	5,093.20
SITE 183 SULLIVAN VILLAGE ELEMENTARY					
850 GENERAL	18,955.61	12,030.60	-275.18	-5,150.00	25,561.03
905 LIBRARY	2,747.23	22.00	-192.99	-950.00	1,626.24
912 MILITARY CHILD CLUB	16.76	.00	0.00	0.00	16.76
919 PICTURES	899.87	.00	0.00	0.00	899.87
960 COMMISSION	594.46	25.81	0.00	0.00	620.27
970 X-TENDED TIME	2,500.00	1,616.65	0.00	0.00	4,116.65
971 X-TENDED TIME BOARD	.00	7,064.35	0.00	0.00	7,064.35
994 LPS FOUNDATION GRANTS	.00	3,270.00	-2,700.00	-570.00	0.00
SITE 195 WASHINGTON ELEMENTARY					
850 GENERAL	1,314.93	474.00	-419.77	-451.24	917.92
905 LIBRARY	384.59	.00	0.00	-40.00	344.59
919 PICTURES	1,680.95	.00	-523.00	0.00	1,157.95
931 STUDENT COUNCIL	2,689.36	820.00	-820.00	0.00	2,689.36
953 ACCELERATED READING	28.00	.00	0.00	0.00	28.00
960 COMMISSION	77.76	38.94	0.00	0.00	116.70
961 FRIENDS IN NEED	574.00	.00	0.00	0.00	574.00
984 DESIGNATED CONTRIBUTIONS	962.87	.00	0.00	0.00	962.87
995 FACULTY FUND	39.66	.00	0.00	0.00	39.66
SITE 200 LEARNING TREE ACADEMY					
850 GENERAL	21,951.01	10,519.00	-4,219.98	-2,069.51	26,180.52
905 LIBRARY	888.44	.00	-105.32	-185.16	597.96
919 PICTURES	1,548.51	.00	0.00	0.00	1,548.51
960 COMMISSION	607.34	27.35	0.00	0.00	634.69

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

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10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
984 DESIGNATED CONTRIBUTIONS	988.45	100.00	-44.88	-109.66	933.91
986 FACULTY IN-SERVICE	3.01	.00	0.00	0.00	3.01
994 LPS FOUNDATION GRANTS	.00	2,250.00	-2,250.00	0.00	0.00
SITE 205 WHITTIER ELEMENTARY					
850 GENERAL	11,618.84	4,127.00	-6,549.31	-596.09	8,600.44
905 LIBRARY	2,332.89	11.00	0.00	-747.21	1,596.68
912 MILITARY CHILD CLUB	4.79	.00	0.00	0.00	4.79
919 PICTURES	820.97	.00	-201.75	0.00	619.22
960 COMMISSION	138.77	.00	0.00	0.00	138.77
970 X-TENDED TIME	4,000.00	1,042.95	-613.19	0.00	4,429.76
971 X-TENDED TIME BOARD	.00	5,910.05	0.00	0.00	5,910.05
984 DESIGNATED CONTRIBUTIONS	101.53	.00	0.00	0.00	101.53
SITE 220 WOODLAND HILLS ELEMENTARY					
850 GENERAL	9,545.64	3,952.00	-4,663.23	-3,236.27	5,598.14
905 LIBRARY	5,300.58	671.00	-1,294.80	-637.21	4,039.57
912 MILITARY CHILD CLUB	149.17	.00	0.00	0.00	149.17
919 PICTURES	2,610.51	244.00	-195.00	-36.00	2,623.51
931 STUDENT COUNCIL	803.63	.00	0.00	0.00	803.63
970 X-TENDED TIME	4,200.00	1,529.70	0.00	-226.22	5,503.48
971 X-TENDED TIME BOARD	.00	8,668.30	0.00	0.00	8,668.30
984 DESIGNATED CONTRIBUTIONS	1,546.34	.00	0.00	0.00	1,546.34
SITE 352 COMMUNICATIONS_LYNN CORDES					
858 ACE	16,485.82	.00	0.00	0.00	16,485.82
996 PARENT UNIVERSITY	1,550.00	.00	0.00	0.00	1,550.00
SITE 353 BUSINESS OFFICE_ELIZABETH BROWN-HILL					
833 DISTRICT BASEMENT SUPPLY	120,085.88	.00	6,545.64	0.00	126,631.52
863 BOE REIMBURSEMENT	6,380.72	924.75	0.00	0.00	7,305.47
910 MISC. EXPENSE	62,582.94	11,305.57	-5,026.51	-1,250.00	67,612.00
945 TEXTBOOKS	.00	274.62	0.00	0.00	274.62
960 COMMISSION	40,641.94	1,764.50	-6,688.26	-100.00	35,618.18
984 DESIGNATED CONTRIBUTIONS	2,501.86	.00	0.00	0.00	2,501.86

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

	Beginning	Deposits	Payments	Outstanding	Ending
10/07/19					
995 FACULTY FUND	1,415.98	764.50	-442.79	-99.90	1,637.79
SITE 354 THE BRIDGE_JAY LEHR					
855 A.H.S.C. ACTIVITIES	125.12	.00	0.00	0.00	125.12
960 COMMISSION	124.26	.00	0.00	0.00	124.26
SITE 356 ATHLETICS_GARY DEES					
830 DISTRICT ATHLETICS	223,095.48	-144,415.00	0.00	0.00	78,680.48
831 DISTRICT CONCESSION	91,414.14	22,828.78	-21,523.11	-10,883.29	81,836.52
832 ATHLETICS (DISTRICT)	14,173.80	9,895.85	-10,504.03	-4,405.89	9,159.73
836 DISTRICT SWIMMING	1,791.05	7,340.00	-414.26	-3,344.10	5,372.69
840 ATHLETICS (SITES)	.00	641.00	0.00	0.00	641.00
984 DESIGNATED CONTRIBUTIONS	23,085.43	.00	0.00	0.00	23,085.43
SITE 357 STUDENT SERVICES_MARK MATTINGLY					
903 MENTORSHIP PROGRAM	4,832.75	4,648.00	0.00	0.00	9,480.75
950 STUDENT SERVICES	127.62	.00	0.00	0.00	127.62
960 COMMISSION	2,128.98	81.89	-79.99	-200.00	1,930.88
SITE 358 FEDERAL PROGRAMS_TERESA DONAHUE					
981 HOMELESS EDUCATION	8,857.81	3,628.50	-938.32	-135.93	11,412.06
987 TITLE I SUMMER KINDERGARTEN ACADEMY	276.55	.00	0.00	0.00	276.55
SITE 359 DISTRICT MUSIC					
926 LPS STROLLING STRING	1,263.25	.00	0.00	0.00	1,263.25
SITE 365 SECONDARY EDUC_KELLY TRINIDAD					
962 LPS CHRISTMAS CHEER	3,912.17	.00	0.00	0.00	3,912.17
973 TEEN COUNCIL	82.18	.00	0.00	0.00	82.18
SITE 368 SPECIAL SERVICES_CHRIS SHARKEY					
929 SPECIAL EDUCATION	2,209.76	.00	0.00	0.00	2,209.76
960 COMMISSION	79.24	.00	0.00	0.00	79.24
977 SPEECH PATHALOGY	334.94	.00	0.00	0.00	334.94
988 VISION IMPAIRED	526.73	.00	0.00	0.00	526.73
SITE 370 HUMAN RESOURCES_ASST SUPT_BARBARA ELLIS					
856 ASSISTANCE CLUB	14,204.99	.00	0.00	0.00	14,204.99

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

	Beginning	Deposits	Payments	Outstanding	Ending
<b>10/07/19</b>					
SITE 371 DISTRICT CURRICULUM_TERESA JACKSON	101.88	.00	0.00	0.00	101.88
857 ARTS IN EDUCATION					
998 LAWTON COMMUNITY SERVICES	27.41	.00	0.00	0.00	27.41
SITE 374 PROF STAFF DEV_BRENDA HATCH					
960 COMMISSION	65.40	.00	0.00	0.00	65.40
SITE 375 COUNSELORS/GT_C WALKER					
910 MISC. EXPENSE	276.58	.00	0.00	0.00	276.58
SITE 376 ACTS_C WALKER					
901 GIFTED/TALENTED	1,401.71	188.65	-130.28	0.00	1,460.08
SITE 377 EDUC SERVICES_ASST SUPT_JAMIE POLK					
912 MILITARY CHILD CLUB	203.52	.00	0.00	0.00	203.52
SITE 380 MAINTENANCE_BARBARA ELLIS					
960 COMMISSION	26.82	.00	0.00	0.00	26.82
SITE 381 TRANSPORTATION_TRAE KOCH					
960 COMMISSION	1,087.11	48.53	-64.47	-100.00	971.17
SITE 382 FFA_CHRIS CONWAY					
889 FFA	.00	285.00	0.00	0.00	285.00
SITE 383 HUMAN RESOURCES_JEAN HASTINGS					
932 HUMAN RESOURCES	15.63	.00	0.00	0.00	15.63
SITE 384 STUDNT ASSESSMENT_FRED ROLOFF					
853 AP EXAM	14,850.00	30.00	-4,867.00	0.00	10,013.00
942 DISTRICT TESTING	225.00	.00	0.00	0.00	225.00
SITE 385 ELEM EDUCATION_BRENDA HATCH					
910 MISC. EXPENSE	188.40	.00	0.00	0.00	188.40
SITE 386 GRANT COORDINATOR_MEGAN VELDHIJZEN					
997 IPAD REPAIR/REPLACE	7,745.50	.00	0.00	0.00	7,745.50
SITE 389 CAMPUS POLICE_DAVID HORNBECK					
864 CAMPUS CRIME STOPPER	113.13	.00	0.00	0.00	113.13
SITE 392 CHILD NUTRITION_STEVE DYER					
910 MISC. EXPENSE	.00	3,000.00	-1,101.65	0.00	1,898.35

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
SITE 394 SUMMER SCHOOL_JAY LEHR	860.00	.00	0.00	0.00	860.00
940 SUMMER SCHOOL					
SITE 530 MACARTHUR MIDDLE SCHOOL					
801 FOOTBALL EXTRAS	109.00	.00	0.00	0.00	109.00
803 GIRLS BASKETBALL EXTRAS	35.00	.00	0.00	0.00	35.00
805 BOYS BASEBALL EXTRAS	148.01	.00	0.00	0.00	148.01
806 GIRLS SOFTBALL EXTRAS	65.94	.00	0.00	0.00	65.94
813 BOYS GOLF EXTRAS	170.48	.00	0.00	0.00	170.48
819 ALL SPORTS EXTRAS	4,458.92	813.53	-95.00	0.00	5,177.45
840 ATHLETICS (SITES)	34,902.22	15,578.00	-4,508.34	-3,025.87	42,946.01
850 GENERAL	1,705.87	90.00	-1,430.89	-10.00	354.98
851 ACADEMIC TEAM	62.87	155.00	0.00	0.00	217.87
854 ART	61.46	1,526.00	-288.75	-158.53	1,140.18
860 BAND	1,762.28	910.00	-4.75	-1,188.00	1,479.53
861 BUILDERS CLUB	4,838.59	628.62	0.00	0.00	5,467.21
864 CAMPUS CRIME STOPPER	20.00	.00	0.00	0.00	20.00
867 CHEERLEADERS	6,962.28	330.00	-5,593.00	-2.00	1,697.28
871 6TH GRADE TEAM	4,709.86	2,445.48	-275.00	-75.43	6,804.91
872 7TH GRADE TEAM	2,514.84	138.00	-151.68	-2.00	2,499.16
873 8TH GRADE TEAM	1,768.86	.00	0.00	-1.00	1,767.86
876 CHILDREN'S CHOIR	.00	13,400.00	-140.00	-255.16	13,004.84
883 COUNSELORS	69.57	.00	0.00	0.00	69.57
890 FCA	276.84	.00	0.00	0.00	276.84
901 GIFTED/TALENTED	656.10	.00	0.00	0.00	656.10
905 LIBRARY	3,230.69	278.25	-1,898.87	-150.00	1,460.07
909 NJHS	3,487.98	.00	-385.00	0.00	3,102.98
912 MILITARY CHILD CLUB	767.55	.00	0.00	0.00	767.55
914 ORCHESTRA	999.82	126.00	-265.43	-2.00	858.39
916 PHYSICAL EDUCATION	9,189.17	.00	-926.08	-200.00	8,063.09
917 ROBOTICS	835.15	.00	0.00	0.00	835.15
918 PEP CLUB	232.14	700.00	-655.62	0.00	276.52

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
919 PICTURES	12,802.08	.00	-994.50	0.00	11,807.58
925 ELECTIVES	4,925.81	186.70	0.00	-3,275.00	1,837.51
929 SPECIAL EDUCATION	314.70	.00	0.00	0.00	314.70
931 STUDENT COUNCIL	4,310.22	.00	-63.95	0.00	4,246.27
946 VOCAL MUSIC	3,487.82	313.00	-538.96	-1,012.00	2,249.86
951 YEARBOOK	5,182.71	2,225.00	-409.07	0.00	6,998.64
959 CHESS CLUB	179.60	340.00	0.00	0.00	519.60
960 COMMISSION	6,161.68	545.00	-1,546.87	-1,298.93	3,860.88
975 HOLDING ACCOUNT	924.97	.00	-236.55	0.00	688.42
984 DESIGNATED CONTRIBUTIONS	10.52	300.00	0.00	0.00	310.52
990 SPECIAL OLYMPICS	3,509.05	.00	0.00	-88.00	3,421.05
994 LPS FOUNDATION GRANTS	.00	7,345.00	-7,345.00	0.00	0.00
SITE 535 CENTRAL MIDDLE SCHOOL					
801 FOOTBALL EXTRAS	728.86	.00	-331.62	-366.00	31.24
806 GIRLS SOFTBALL EXTRAS	2,691.87	.00	-276.86	-250.00	2,165.01
819 ALL SPORTS EXTRAS	36.49	.00	0.00	0.00	36.49
840 ATHLETICS (SITES)	15,397.34	14,053.52	-3,564.96	-967.65	24,918.25
850 GENERAL	403.89	3,269.55	-2,633.04	-497.06	543.34
851 ACADEMIC TEAM	195.86	387.35	-150.00	0.00	433.21
854 ART	833.09	1,220.00	-273.51	-213.08	1,566.50
860 BAND	3,468.13	5,790.25	-686.89	-2,589.28	5,982.21
867 CHEERLEADERS	9,192.52	327.00	-4,422.20	-351.00	4,746.32
871 6TH GRADE TEAM	771.00	.00	0.00	0.00	771.00
873 8TH GRADE TEAM	199.01	.00	0.00	0.00	199.01
875 CONCESSIONS	9,453.62	399.90	-1,697.45	-1,916.77	6,239.30
885 DRAMA	806.56	.00	-426.90	0.00	379.66
890 FCA	62.64	724.00	-671.20	0.00	115.44
901 GIFTED/TALENTED	109.14	.00	0.00	-75.00	34.14
903 MENTORSHIP PROGRAM	7.93	500.00	0.00	-109.20	398.73
905 LIBRARY	1,669.96	.00	-53.50	-617.10	999.36
907 MATHEMATICS	278.20	.00	0.00	0.00	278.20

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ACTIVITY FUND SUMMARY

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	Beginning	Deposits	Payments	Outstanding	Ending
10/07/19					
909 NJHS	126.54	150.75	0.00	0.00	277.29
912 MILITARY CHILD CLUB	1,067.66	.00	0.00	0.00	1,067.66
914 ORCHESTRA	1,270.55	.00	0.00	-203.00	1,067.55
916 PHYSICAL EDUCATION	429.70	.00	0.00	0.00	429.70
918 PEP CLUB	1,081.71	480.00	-299.00	0.00	1,262.71
919 PICTURES	1,196.67	.00	0.00	0.00	1,196.67
924 SCIENCE CLUB	12,011.20	.00	-461.95	-488.30	11,060.95
925 ELECTIVES	50.00	.00	0.00	0.00	50.00
927 SPANISH CLUB	335.47	.00	-306.81	-1.00	27.66
929 SPECIAL EDUCATION	474.31	565.00	-153.17	-444.60	441.54
931 STUDENT COUNCIL	1,161.94	65.00	-155.14	-49.93	1,021.87
941 RUNNING CLUB	313.65	160.00	0.00	0.00	473.65
943 TECHNOLOGY	370.19	.00	0.00	0.00	370.19
946 VOCAL MUSIC	1,919.18	1,585.60	-1,364.04	-1,069.14	1,071.60
951 YEARBOOK	3,160.20	755.00	-951.38	-1.00	2,962.82
960 COMMISSION	1,349.35	471.87	-1,230.42	-383.42	207.38
984 DESIGNATED CONTRIBUTIONS	37.99	.00	0.00	0.00	37.99
990 SPECIAL OLYMPICS	3,866.50	.00	-273.73	-2.00	3,590.77
SITE 540 TOMLINSON MIDDLE SCHOOL					
802 BOYS BASKETBALL EXTRAS	53.00	.00	0.00	0.00	53.00
819 ALL SPORTS EXTRAS	153.22	.00	0.00	0.00	153.22
840 ATHLETICS (SITES)	12,665.24	15,043.91	-5,754.31	-1,558.51	20,396.33
850 GENERAL	20,363.77	4,515.40	-3,293.90	-2,733.30	18,851.97
851 ACADEMIC TEAM	27.98	200.00	0.00	-200.00	27.98
854 ART	485.15	480.00	0.00	-451.80	513.35
860 BAND	89.31	270.00	0.00	0.00	359.31
864 CAMPUS CRIME STOPPER	42.51	.00	0.00	0.00	42.51
871 6TH GRADE TEAM	615.64	.00	0.00	0.00	615.64
872 7TH GRADE TEAM	401.79	.00	0.00	0.00	401.79
873 8TH GRADE TEAM	66.43	20.00	0.00	0.00	86.43
875 CONCESSIONS	7,661.92	814.75	-1,107.18	-239.90	7,129.59

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

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10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
885 DRAMA	596.52	.00	0.00	0.00	596.52
890 FCA	165.26	.00	0.00	0.00	165.26
891 FCCLA	449.23	.00	0.00	-302.40	146.83
905 LIBRARY	7,099.24	1,806.00	-3,380.86	-1,805.64	3,718.74
909 NJHS	278.27	.00	0.00	0.00	278.27
912 MILITARY CHILD CLUB	6.68	.00	0.00	0.00	6.68
913 OPEN DOORS	69.12	.00	0.00	0.00	69.12
914 ORCHESTRA	501.54	850.00	0.00	-100.00	1,251.54
918 PEP CLUB	3,173.90	1,476.00	0.00	-1,358.00	3,291.90
919 PICTURES	62.80	24.99	-20.00	0.00	67.79
927 SPANISH CLUB	55.86	.00	0.00	0.00	55.86
929 SPECIAL EDUCATION	544.93	.00	0.00	0.00	544.93
931 STUDENT COUNCIL	8,100.30	2,060.00	-4,713.00	-262.04	5,185.26
943 TECHNOLOGY	12.51	.00	0.00	0.00	12.51
946 VOCAL MUSIC	52.81	1,286.60	-114.71	-862.00	362.70
951 YEARBOOK	5,720.12	915.00	0.00	-50.00	6,585.12
960 COMMISSION	1,206.39	452.40	-159.23	0.00	1,499.56
961 FRIENDS IN NEED	542.19	150.00	0.00	0.00	692.19
975 HOLDING ACCOUNT	254.12	.00	0.00	0.00	254.12
984 DESIGNATED CONTRIBUTIONS	27.77	.00	0.00	0.00	27.77
990 SPECIAL OLYMPICS	5,557.98	.00	-65.00	-293.00	5,199.98
994 LPS FOUNDATION GRANTS	.00	250.00	0.00	0.00	250.00
995 FACULTY FUND	498.21	1,615.00	-115.94	-236.51	1,760.76
997 IPAD REPAIR/REPLACE	21,418.93	11,760.00	-5,225.11	-11,093.60	16,860.22
SITE 545 EISENHOWER MIDDLE SCHOOL					
801 FOOTBALL EXTRAS	263.11	.00	0.00	0.00	263.11
802 BOYS BASKETBALL EXTRAS	.01	.00	0.00	0.00	0.01
803 GIRLS BASKETBALL EXTRAS	75.87	.00	0.00	0.00	75.87
805 BOYS BASEBALL EXTRAS	65.00	.00	0.00	0.00	65.00
806 GIRLS SOFTBALL EXTRAS	2.48	.00	0.00	0.00	2.48
807 WRESTLING EXTRAS	46.00	.00	0.00	0.00	46.00

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
817 TRAINERS EXTRAS	120.00	.00	0.00	0.00	120.00
830 DISTRICT ATHLETICS	.00	228.00	0.00	0.00	228.00
840 ATHLETICS (SITES)	12,953.37	11,955.78	-2,168.36	-3,259.55	19,481.24
850 GENERAL	9,691.47	81.25	-4,743.75	-1,993.57	3,035.40
851 ACADEMIC TEAM	298.92	35.55	0.00	-74.46	260.01
854 ART	1,928.76	1,210.00	-571.29	-226.16	2,341.31
860 BAND	1,451.20	.00	0.00	0.00	1,451.20
867 CHEERLEADERS	3,677.48	.00	-1,720.00	-1.00	1,956.48
871 6TH GRADE TEAM	1,352.15	.00	0.00	-251.00	1,101.15
872 7TH GRADE TEAM	849.88	.00	-149.11	-112.98	587.79
873 8TH GRADE TEAM	669.38	.00	0.00	0.00	669.38
887 COMPUTER CLASS	70.74	39.00	0.00	0.00	109.74
890 FCA	291.10	.00	0.00	0.00	291.10
891 FCCLA	686.89	394.00	-214.66	-352.00	514.23
905 LIBRARY	1,084.88	.00	-286.11	-184.74	614.03
907 MATHEMATICS	35.55	-35.55	0.00	0.00	0.00
909 NJHS	3,812.88	.00	0.00	0.00	3,812.88
912 MILITARY CHILD CLUB	334.23	.00	0.00	0.00	334.23
914 ORCHESTRA	.50	.00	0.00	0.00	0.50
919 PICTURES	1,269.34	.00	0.00	0.00	1,269.34
924 SCIENCE CLUB	56.41	.00	0.00	0.00	56.41
929 SPECIAL EDUCATION	2,667.15	314.00	0.00	-750.00	2,231.15
931 STUDENT COUNCIL	333.71	.00	0.00	-201.00	132.71
943 TECHNOLOGY	800.22	180.00	0.00	-378.70	601.52
944 TECHNOLOGY STUDENT ASSOC	133.33	.00	0.00	0.00	133.33
946 VOCAL MUSIC	2,147.12	1,385.00	-105.00	-2,055.00	1,372.12
951 YEARBOOK	8,728.92	5,180.00	-437.92	-5,013.29	8,457.71
960 COMMISSION	8,064.66	711.62	-1,872.56	-234.59	6,669.13
963 SCRAPBOOKING	652.74	.00	0.00	0.00	652.74
984 DESIGNATED CONTRIBUTIONS	111.84	.00	0.00	0.00	111.84

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
SITE 705 EISENHOWER SENIOR HIGH SCHOOL					
801 FOOTBALL EXTRAS	1,428.32	500.00	0.00	0.00	1,928.32
802 BOYS BASKETBALL EXTRAS	3,813.89	1,040.00	0.00	-160.00	4,693.89
803 GIRLS BASKETBALL EXTRAS	12.65	3,100.00	0.00	-2,039.64	1,073.01
805 BOYS BASEBALL EXTRAS	257.62	.00	0.00	0.00	257.62
806 GIRLS SOFTBALL EXTRAS	.98	620.00	0.00	-618.46	2.52
812 GIRLS TRACK EXTRAS	3.47	.00	0.00	0.00	3.47
814 BOYS CROSS COUNTRY EXTRAS	100.00	.00	0.00	-60.00	40.00
816 GIRLS VOLLEYBALL EXTRAS	27.45	.00	0.00	0.00	27.45
817 TRAINERS EXTRAS	199.00	.00	0.00	0.00	199.00
819 ALL SPORTS EXTRAS	6,153.73	.00	0.00	0.00	6,153.73
840 ATHLETICS (SITES)	23,832.10	66,164.11	-21,901.49	-17,723.65	50,371.07
850 GENERAL	247.44	701.00	-15.00	-6.72	926.72
851 ACADEMIC TEAM	151.66	.00	-75.00	0.00	76.66
852 AGRICULTURE	4,738.00	18,562.36	-2,784.56	-17,588.85	2,926.95
854 ART	3,435.52	5,199.00	-1,701.62	-156.73	6,776.17
859 ADVANCE PLACEMENT	260.69	.00	0.00	0.00	260.69
860 BAND	342.47	120.00	-109.25	0.00	353.22
862 BUSINESS	91.75	.00	0.00	0.00	91.75
864 CAMPUS CRIME STOPPER	271.00	.00	0.00	0.00	271.00
865 AMERICAN STUDIES CLUB	622.95	.00	0.00	0.00	622.95
867 CHEERLEADERS	3,003.55	2,284.04	-1,397.45	-2,069.82	1,820.32
869 CLOSE-UP	97.23	.00	0.00	0.00	97.23
880 eSPORTS	82.08	.00	0.00	0.00	82.08
883 COUNSELORS	1,152.77	.00	-39.70	0.00	1,113.07
884 ANIME	27.64	.00	0.00	0.00	27.64
885 DRAMA	1,508.60	180.00	0.00	-345.96	1,342.64
886 LETTERMEN CLUB	74.85	.00	0.00	0.00	74.85
887 COMPUTER CLASS	50.90	.00	0.00	0.00	50.90
888 AFRICAN AMER. MULT.	1,355.21	61.50	0.00	0.00	1,416.71
890 FCA	25.75	.00	0.00	0.00	25.75

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
891 FCCLA	1,937.08	.00	0.00	0.00	1,937.08
892 FBLA	135.36	.00	0.00	0.00	135.36
894 FENCING CLUB	969.10	20.00	0.00	0.00	989.10
896 FISHING CLUB	350.40	.00	0.00	0.00	350.40
902 DRILL TEAM	9,281.29	1,010.00	-5,794.00	-2,726.90	1,770.39
903 MENTORSHIP PROGRAM	1,180.05	2,094.00	0.00	-226.56	3,047.49
904 NEWSPAPER	140.17	3,000.00	0.00	0.00	3,140.17
905 LIBRARY	1,494.88	837.95	-194.56	-1,864.78	273.49
906 KEY CLUB	1,496.19	.00	0.00	0.00	1,496.19
907 MATHEMATICS	2,603.11	.00	-399.00	-350.00	1,854.11
908 NHS	7,765.00	.00	-385.00	-132.24	7,247.76
911 NATIVE AMERICAN CLUB	2,048.17	.00	0.00	0.00	2,048.17
912 MILITARY CHILD CLUB	154.16	250.00	0.00	-350.00	54.16
914 ORCHESTRA	3.76	70.00	-40.00	0.00	33.76
915 PHYSICS	176.25	.00	0.00	0.00	176.25
917 ROBOTICS	149.33	298.00	0.00	-200.00	247.33
919 PICTURES	629.30	.00	0.00	0.00	629.30
920 JROTC	2,006.61	1,930.53	-137.88	-2,730.00	1,069.26
921 RENAISSANCE	3,792.30	.00	0.00	0.00	3,792.30
924 SCIENCE CLUB	4,456.32	380.00	0.00	0.00	4,836.32
927 SPANISH CLUB	256.35	.00	0.00	0.00	256.35
928 SPEECH & DEBATE	152.57	.00	-40.00	0.00	112.57
929 SPECIAL EDUCATION	449.78	3,000.00	0.00	-147.00	3,302.78
931 STUDENT COUNCIL	3,724.50	6,396.41	-4,870.78	-2,609.29	2,640.84
933 STUDENT STORE	250.00	110.00	0.00	0.00	360.00
946 VOCAL MUSIC	1,324.68	2,054.00	-1,102.93	-1,609.00	666.75
947 TECH-NOW	480.48	160.00	-149.99	-148.18	342.31
949 PARTNERS CLUB	5.28	.00	0.00	0.00	5.28
951 YEARBOOK	2,094.92	3,790.00	-91.50	0.00	5,793.42
955 PHOTOGRAPHY	115.00	.00	0.00	0.00	115.00
960 COMMISSION	17,182.18	728.00	-2,655.71	-5,537.19	9,717.28

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
964 INTERACT ROTARY CLUB	14.00	.00	0.00	0.00	14.00
969 LAWTON JROTC DRILL MEET	82.57	.00	0.00	0.00	82.57
974 ARCHERY	793.23	.00	0.00	0.00	793.23
983 YOUTH IN GOVERNMENT	311.21	.00	0.00	0.00	311.21
984 DESIGNATED CONTRIBUTIONS	11,113.04	.00	0.00	0.00	11,113.04
989 AP ECONOMICS	733.81	340.00	0.00	-112.72	961.09
994 LPS FOUNDATION GRANTS	2,000.00	650.00	-539.90	-109.88	2,000.22
995 FACULTY FUND	60.58	1,088.00	-505.40	0.00	643.18
SITE 710 LAWTON SENIOR HIGH SCHOOL					
801 FOOTBALL EXTRAS	3,596.10	.00	-3,500.00	0.00	96.10
802 BOYS BASKETBALL EXTRAS	1,573.26	.00	0.00	0.00	1,573.26
803 GIRLS BASKETBALL EXTRAS	755.64	.00	-239.06	0.00	516.58
805 BOYS BASEBALL EXTRAS	8.65	.00	0.00	0.00	8.65
807 WRESTLING EXTRAS	100.00	.00	0.00	0.00	100.00
811 BOYS TRACK EXTRAS	71.52	.00	0.00	0.00	71.52
814 BOYS CROSS COUNTRY EXTRAS	86.18	.00	0.00	0.00	86.18
815 BOYS SOCCER EXTRAS	793.96	.00	0.00	0.00	793.96
816 GIRLS VOLLEYBALL EXTRAS	599.48	.00	0.00	0.00	599.48
817 TRAINERS EXTRAS	170.00	360.00	0.00	0.00	530.00
819 ALL SPORTS EXTRAS	497.79	.00	-363.25	-134.54	0.00
820 GIRLS SOCCER EXTRAS	425.39	.00	0.00	0.00	425.39
821 GIRLS GOLF EXTRAS	15.32	.00	0.00	0.00	15.32
822 GIRLS CROSS COUNTRY EXTRAS	35.70	.00	0.00	0.00	35.70
840 ATHLETICS (SITES)	50,353.48	74,724.34	-38,491.19	-25,391.04	61,195.59
850 GENERAL	16,797.29	3,768.45	-5,891.60	-4,869.96	9,804.18
851 ACADEMIC TEAM	206.32	200.00	-75.00	-135.00	196.32
852 AGRICULTURE	5,972.91	9,185.00	-347.99	-2,583.59	12,226.33
854 ART	11,613.06	2,548.00	-78.64	-1,377.62	12,704.80
860 BAND	1,453.49	978.11	-189.99	-1,950.98	290.63
864 CAMPUS CRIME STOPPER	392.54	.00	0.00	0.00	392.54
865 AMERICAN STUDIES CLUB	490.03	-490.03	0.00	0.00	0.00

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
867 CHEERLEADERS	5,520.31	1,759.00	-205.95	-541.06	6,532.30
875 CONCESSIONS	4,589.85	694.91	-2,631.78	-1,064.91	1,588.07
885 DRAMA	2,308.92	228.00	-159.36	-691.35	1,686.21
888 AFRICAN AMER. MULT.	2,784.86	.00	0.00	0.00	2,784.86
889 FFA	2,504.51	870.00	-15.00	0.00	3,359.51
890 FCA	549.58	.00	-3.90	-94.88	450.80
895 FRENCH CLUB	434.06	-434.06	0.00	0.00	0.00
898 FFA HORTICULTURE	10,098.72	3,287.00	-718.68	-1,465.76	11,201.28
902 DRILL TEAM	2,666.69	1,334.00	-520.25	-638.64	2,841.80
903 MENTORSHIP PROGRAM	3,753.80	.00	-123.72	-339.07	3,291.01
904 NEWSPAPER	241.15	.00	0.00	0.00	241.15
905 LIBRARY	961.77	.00	0.00	-77.04	884.73
906 KEY CLUB	4,506.65	95.00	0.00	-1.00	4,600.65
907 MATHEMATICS	168.34	.00	0.00	0.00	168.34
908 NHS	679.29	.00	0.00	0.00	679.29
911 NATIVE AMERICAN CLUB	3,056.93	.00	0.00	0.00	3,056.93
912 MILITARY CHILD CLUB	171.89	.00	0.00	0.00	171.89
914 ORCHESTRA	2,472.46	.00	0.00	-60.00	2,412.46
917 ROBOTICS	1,050.50	1,186.00	-240.77	-752.49	1,243.24
919 PICTURES	9.75	.00	0.00	0.00	9.75
920 JROTC	20,257.12	1,806.45	-2,461.46	-5,630.59	13,971.52
921 RENAISSANCE	4,631.60	.00	0.00	-5.00	4,626.60
924 SCIENCE CLUB	1,095.07	455.00	0.00	-640.31	909.76
927 SPANISH CLUB	1,153.88	325.00	0.00	0.00	1,478.88
928 SPEECH & DEBATE	213.45	.00	0.00	0.00	213.45
929 SPECIAL EDUCATION	195.40	.00	0.00	0.00	195.40
931 STUDENT COUNCIL	17,851.53	4,962.50	-10,308.43	-2,865.43	9,640.17
934 SENIORS 2020	2,300.97	3,576.00	-3,349.29	-135.00	2,392.68
935 SENIORS 2021	229.17	40.00	0.00	0.00	269.17
946 VOCAL MUSIC	3,498.27	1,829.00	-1,022.52	-2,280.00	2,024.75
951 YEARBOOK	1,505.15	2,171.69	-23.92	-2,005.76	1,647.16

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
960 COMMISSION	27,116.95	838.00	-5,576.42	-3,091.54	19,286.99
961 FRIENDS IN NEED	3,260.98	.00	0.00	0.00	3,260.98
963 SCRAPBOOKING	146.98	.00	0.00	0.00	146.98
979 GAY STRAIGHT ALLIANCE	1,187.33	.00	0.00	-18.53	1,168.80
984 DESIGNATED CONTRIBUTIONS	1,387.04	100.00	-250.00	0.00	1,237.04
985 STAGE PRODUCTION	150.89	.00	-39.85	-62.08	48.96
991 MEDIA PRODUCTIONS	1,131.49	.00	0.00	0.00	1,131.49
994 LPS FOUNDATION GRANTS	.00	5,000.00	-1,500.00	0.00	3,500.00
SITE 715 MACARTHUR SENIOR HIGH SCHOOL					
801 FOOTBALL EXTRAS	224.13	1,500.00	0.00	-422.36	1,301.77
802 BOYS BASKETBALL EXTRAS	344.79	2,530.00	0.00	0.00	2,874.79
803 GIRLS BASKETBALL EXTRAS	1,707.07	250.00	-413.99	0.00	1,543.08
805 BOYS BASEBALL EXTRAS	146.72	.00	0.00	0.00	146.72
806 GIRLS SOFTBALL EXTRAS	797.50	.00	0.00	0.00	797.50
807 WRESTLING EXTRAS	2,956.78	.00	0.00	0.00	2,956.78
809 GIRLS SWIMMING EXTRAS	100.00	.00	0.00	0.00	100.00
811 BOYS TRACK EXTRAS	283.58	.00	0.00	0.00	283.58
812 GIRLS TRACK EXTRAS	60.13	.00	0.00	0.00	60.13
813 BOYS GOLF EXTRAS	400.00	.00	0.00	0.00	400.00
814 BOYS CROSS COUNTRY EXTRAS	300.00	.00	0.00	0.00	300.00
815 BOYS SOCCER EXTRAS	199.97	.00	0.00	0.00	199.97
816 GIRLS VOLLEYBALL EXTRAS	1,367.93	.00	-150.00	0.00	1,217.93
817 TRAINERS EXTRAS	2,599.48	750.00	0.00	0.00	3,349.48
819 ALL SPORTS EXTRAS	5,490.81	.00	0.00	0.00	5,490.81
820 GIRLS SOCCER EXTRAS	1,869.36	.00	0.00	0.00	1,869.36
821 GIRLS GOLF EXTRAS	245.00	.00	0.00	0.00	245.00
830 DISTRICT ATHLETICS	.00	1,030.00	0.00	0.00	1,030.00
840 ATHLETICS (SITES)	37,589.53	60,814.45	-22,769.87	-11,896.85	63,737.26
850 GENERAL	11,766.32	2,086.00	-914.16	-524.98	12,413.18
851 ACADEMIC TEAM	4,340.35	.00	-925.00	0.00	3,415.35
852 AGRICULTURE	11,210.61	14,272.00	-630.81	-12,230.00	12,621.80

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ACTIVITY FUND SUMMARY

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10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
854 ART	2,958.39	2,650.00	-2,435.04	-1,187.24	1,986.11
860 BAND	537.85	.00	0.00	0.00	537.85
864 CAMPUS CRIME STOPPER	99.21	.00	0.00	0.00	99.21
867 CHEERLEADERS	2,783.90	2,651.02	-2,762.27	-2,511.53	161.12
868 CHEMISTRY	2,753.78	.00	-2.40	0.00	2,751.38
881 CULTURAL AWARENESS	1,182.40	.00	0.00	0.00	1,182.40
885 DRAMA	1,071.70	746.00	-274.00	-1,339.55	204.15
886 LETTERMEN CLUB	16,089.53	.00	-4,243.92	-850.00	10,995.61
890 FCA	121.60	690.00	-422.00	0.00	389.60
892 FBLA	270.00	70.00	0.00	0.00	340.00
893 CHARACTER ED	208.00	.00	0.00	0.00	208.00
902 DRILL TEAM	84.24	3,472.66	-2,172.66	-50.00	1,334.24
904 NEWSPAPER	6.43	.00	0.00	0.00	6.43
905 LIBRARY	1,877.18	434.50	0.00	-538.00	1,773.68
906 KEY CLUB	1,815.94	10,416.47	-3,851.89	-1,170.21	7,210.31
908 NHS	5,678.18	2,040.00	0.00	0.00	7,718.18
912 MILITARY CHILD CLUB	332.88	.00	0.00	0.00	332.88
914 ORCHESTRA	1,339.76	391.00	0.00	-75.00	1,655.76
917 ROBOTICS	2,670.16	10.00	0.00	-7.00	2,673.16
919 PICTURES	3,251.53	.00	0.00	0.00	3,251.53
920 JROTC	4,379.09	5,950.28	-1,636.45	-1,106.52	7,586.40
921 RENAISSANCE	2,244.86	.00	-1,185.87	-10.00	1,048.99
927 SPANISH CLUB	7.29	.00	0.00	0.00	7.29
929 SPECIAL EDUCATION	393.08	313.00	-37.26	0.00	668.82
931 STUDENT COUNCIL	11,287.36	5,470.59	-2,652.83	-7,263.62	6,841.50
934 SENIORS 2020	453.16	9,765.00	-4,022.85	-450.00	5,745.31
935 SENIORS 2021	10.89	1,028.00	-182.90	-100.00	755.99
936 SENIORS 2022	4,777.02	2,114.00	-351.00	-10.00	6,530.02
937 SENIORS 2023	375.00	855.00	0.00	-300.00	930.00
938 SENIORS 2024	3,206.33	.00	0.00	0.00	3,206.33
939 AUTISM	2,026.40	234.00	-162.46	-362.35	1,735.59

LAWTON PUBLIC SCHOOLS  
ACTIVITY FUND SUMMARY

Page 20

10/07/19	Beginning	Deposits	Payments	Outstanding	Ending
946 VOCAL MUSIC	3,831.77	1,817.50	-1,278.37	-835.00	3,535.90
947 TECH-NOW	1,003.61	.00	0.00	0.00	1,003.61
948 WAT	109.85	.00	0.00	0.00	109.85
951 YEARBOOK	10,530.38	8,921.00	-81.10	-100.00	19,270.28
954 WEIGHTROOM LIFTATHON	2,902.06	2,388.00	-1,976.00	-2,600.00	714.06
960 COMMISSION	5,358.82	931.45	-2,041.32	-2,401.83	1,847.12
974 ARCHERY	40.18	.00	0.00	0.00	40.18
979 GAY STRAIGHT ALLIANCE	69.00	.00	0.00	0.00	69.00
984 DESIGNATED CONTRIBUTIONS	29,064.61	.00	-19.76	-400.00	28,644.85
990 SPECIAL OLYMPICS	6,120.88	333.78	0.00	-4,050.50	2,404.16
994 LPS FOUNDATION GRANTS	.00	2,449.00	-712.52	0.00	1,736.48
SITE 725 GATEWAY					
850 GENERAL	2,555.79	.00	-253.68	-400.00	1,902.11
929 SPECIAL EDUCATION	993.30	.00	0.00	0.00	993.30
960 COMMISSION	2,666.49	50.00	0.00	-117.00	2,599.49
993 LEADERSHIP	293.18	.00	0.00	-200.00	93.18

**Lawton Public Schools  
Business Operations  
Report of the Clerk  
October 14, 2019**

**REQUEST APPROVAL OF THE FOLLOWING PERTAINING TO BOARD MEMBER ELECTION:**

NOTICE OF ANNUAL SCHOOL DISTRICT ELECTION  
PRESS RELEASE  
LEGAL NOTICE

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**REQUEST APPROVAL OF THE FOLLOWING CONSTRUCTION-RELATED DOCUMENTS:**

Architects in Partnership LLC CMS HVAC Repair	initial design phase	2017 Bond (33) +\$40,000+\$1,500 reimb
Crossland Construction Company EMS Construction	Change Order 7 Use \$37,018.56 of Contingency toward furniture	2017 Bond (33)

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**REQUEST APPROVAL OF THE FOLLOWING AGREEMENTS/CONTRACTS:**

Diane Branstetter	Consultant	Gen Fund (11)
Catapult Learning LLC Middle School Teachers	Literacy First Training Dates to be determined	Fed Grant 777 DoDEA Mid Schools
Comanche County Fairgrounds High School Graduations	Use of Coliseum May 20, 21, 22, 2020	Gen Fund (11)
Duncan High School LHS Boys Basketball	Holiday Tournament December 26-28, 2019	Activity Fund (60)
Enchanted Mirror Events MHS Senior Prom	Photo Booth May 1, 2020	Activity Fund (60)
Great Expectations Whittier Elementary	ReGina Farquhar December 2, 2019	Activity Fund (60)
Mary Johnson	Consultant	Gen Fund (11)
Matthew Largent District Senior Conference	Speaker October 15, 2019	Activity Fund (60)

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**REQUEST APPROVAL OF THE 2020 BOARD OF EDUCATION MEETING DATES**

January, 2020 through December, 2020

**Lawton Public Schools  
Business Operations  
Report of the Clerk  
October 14, 2019**

**REQUEST APPROVAL OF APPLICATIONS FOR SANCTIONING:**

Eisenhower High School Band Booster Club  
Eisenhower High School Boys Soccer Booster Club  
Eisenhower High School Cheer Booster Club  
Eisenhower High School Choral Booster Club  
Eisenhower High School Girls Basketball Booster Club  
Eisenhower High School Girls Tennis Booster Club  
Eisenhower Lady Eagles Soccer Booster Club  
Eisenhower Lady Eagles Softball Booster Club  
Eisenhower Pom Booster Club  
Lawton High Baseball Booster Club  
LHS Football Booster Club  
LHS Lady Wolverine Softball Booster Club  
LHS PTSA  
Wolverine Wrestling Booster Club  
MHS Archery Booster Club  
Lawton Eastside Boys Basketball Club  
Lawton Eastside Baseball Club  
MacArthur High School Cheeer Parent Association  
MHS Choral Association  
Eastside Girls Basketball Booster Club  
MacArthur High School Football Parents Association  
MHS Highlanderettes Parent Association  
MacArthur Soccer Booster Club  
MHS Volleyball Booster Club  
MHS Wrestling Parents Association  
Central Middle School PTO  
Eisenhower Viking (EMS) Band Booster Club  
EMS PTSA  
MacArthur Middle School PTSA  
Tomlinson Middle School PTSA  
Lawton PTA Council  
Almor West PTA  
Cleveland Booster Club  
Freedom Elementary PTA  
Hugh Bish Booster Club  
Hugh Bish Elementary PTA  
Pat Henry PTA  
Sullivan Village Booster Club  
Sullivan Village PTSA  
Whittier Booster Club  
Whittier PTA  
Woodland Hills Booster Club

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Eisenhower High School Band Boosters EIN # 80-0487164 TH

Organization's Bank Name Bank First Bank Account # 4081938

Faculty Sponsor's Name Janette Garton Phone: 580 351 4886 E-mail: jjgarton@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Nicole Bruce</u>	<u>Clifton McRay</u>	<u>Amy Price</u>	<u>Rochelle Kamin</u>
Address:	<u>121 NE Pine Ave</u>	<u>4 SW 51st St</u>	<u>6211 NW Chayenne</u>	<u>5547 NW Eisenhower</u>
Phone:	<u>580 704 9981</u>	<u>580 284 0520</u>	<u>580 713 2606</u>	<u>580 583 1664</u>
Term Expiration:	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>

Describe how the organization officers are appointed or elected Officers are elected during a club meeting in May

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 Assist the band with expenses and logistics

Estimated List of Material / Monetary Contributions Donations \$3000; Marching Contest \$3600; Sales \$3000; other fund raising \$1000

Estimated List of Expenses \$500 Music; Student Meals \$1000; Supplies \$2000; Awards \$1000; attire for student uniform \$1000; Entry fees \$1000

Principal's Recommendation: Approved  Denied

Signature of Principal [Signature] Date 9-23-19

Signature of Organization's Officer [Signature] Date 9-23-19

*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** [Signature] / 10-3-19  
 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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name  Eisenhower High School Soccer Boys  EIN #  01-3762640

Organization's Bank Name  City National Bank  Bank Account #  9693193

Faculty Sponsor's Name  Joe Mackenzie  Phone:  770-5486420  E-mail:  Joseph.mckenzie@lawtonps.org

Officer's Name	<b>PRESIDENT</b>	<b>VICE PRESIDENT</b>	<b>TREASURER</b>	<b>SECRETARY</b>
Name (Print):	<u> Stephanie Dollins </u>	<u> Dawn D. Jones </u>	<u> Margarita Lopez Solis </u>	<u> Lilian M. Schlosser </u>
Address:	<u> 387NE Abshere Rd. Lawton </u>	<u> 403 NW 40th St Lawton OK </u>	<u> 1531 NW 31st Lawton, OK </u>	
Phone:	<u> 580-574-5040 </u>	<u> (580) 647-0876 </u>	<u> (580) 647-7242 </u>	

Term Expiration: \_\_\_\_\_

Describe how the organization officers are appointed or elected  Appointed at soccer Banquet.

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  The purpose of the EHS Soccer Booster Club is to promote and support the activities of the EHS Boys Soccer Program.

Estimated List of Material / Monetary Contributions  Fundraiser - \$500.00 Concession - 1000   
 Goodyear Events - \$500.- Donations \$ 200

Estimated List of Expenses  Uniforms/Equipment, soccer Banquet, concession supply food.

Principal's Recommendation: Approved  Denied \_\_\_\_\_

Signature of Principal  James Burkley  Date  7/19/19

Signature of Organization's Officer  Margarita Lopez S.  Date  8/7/19

*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**  CMF  /  10-3-19   
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Eisenhower High School Cheer Booster Club EIN # 20-1012210

Organization's Bank Name Bank First Bank Account # 5204067499

Faculty Sponsor's Name Cheryl Zimmerman Phone: 355-9144 E-mail: CZimmerman@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Rachael Marco</u>	<u>Alicia Newport</u>	<u>Amanda Sickler</u>	<u>Andie Godwin</u>
Address:	<u>14850 SW Tinney Fwy</u>	<u>207 SW 76<sup>th</sup></u>	<u>7903 NW Williams</u>	<u>6921 W. Gore Apt 307</u>
Phone:	<u>351-8281</u>	<u>351-7016</u>	<u>512-3843</u>	<u>284-3183</u>
Term Expiration:	<u>06/2020</u>	<u>06/2020</u>	<u>06/2020</u>	<u>06/2020</u>

Describe how the organization officers are appointed or elected Parents of cheerleaders that have cheered for one year are asked to volunteer for offices. If more than one parent volunteers for an office it goes to a vote of the members.

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

Explain what amount and what the fees and dues cover Each cheerleader and 1 parent must join & pay \$5 each. It covers camp gifts, signs, poms, etc.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization To provide financial support for the EHS cheer squad.

Estimated List of Material / Monetary Contributions membership, Flower cards, EZ-GO, prom show, Schuans

Estimated List of Expenses Choreography, signs, poms, banners, banquet, Fans for gym

Principal's Recommendation:  Approved  Denied

Signature of Principal Kra Martinez Date 9-3-19  
Signature of Organization's Officer Rachael Marco Date 9-3-19

*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 CM / 10-3-19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name EHS Choral Booster Club EIN # 20-5486747

Organization's Bank Name EHS Vocal ARVEST Bank Account # 19350178

Faculty Sponsor's Name Lacy West Phone: 580-560-0522 E-mail: Lacy.west@hwsd.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Virgenne Alexander</u>	<u>Tameshia Selmon</u>	<u>SILVIA SASS</u>	
Address:	<u>2202 SW 56th Lawton, OK 73505</u>	<u>2402 SW 23rd St Lawton, OK 73505</u>	<u>2571 NW Columbia Lawton, OK 73505</u>	
Phone:	<u>580-823-2363</u>	<u>(912) 659-4194</u>	<u>(580) 675-1661</u>	
Term Expiration:	<u>6/30/2020</u>	<u>6/30/2020</u>	<u>6/30/2020</u>	

Describe how the organization officers are appointed or elected Officers were elected at the May 16th 2019

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

Explain what amount and what the fees and dues cover We ask for a \$5 membership fee paid yearly. In order to perform the activities of the EHS Vocal music to be used to offset expenses deemed necessary by booster to help support choir students in the choir program.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization To support assist the activities of the Vm Dept. To lend moral & financial support to all Vm programs & Choral students of EHS. To help offset the students & parents personal out of pocket expenses.

Estimated List of Material / Monetary Contributions Singing Valentines - \$2100 est. value, Catalog Sales - \$2000.00 est. value, Silent Auction Donation - \$600 est. value, Dinner Theater - \$200.00 est. value, Other Fundraiser as approved by BC TBD

Estimated List of Expenses Charms/webpage - \$300.00, Spring Trip - \$49,000.00 est. value, SV expense - \$500 est. value, Cop. machine maintenance - \$300.00 est. value, Stage materials - \$1500.00 est. value, Action Scholarship - \$200 est. value, Choreographer - \$1000.00 est. value.

Principal's Recommendation:  Approved  Denied

Signature of Principal Lisa Martinez Date 9/19/19  
Signature of Organization's Officer Lacy West Date 9/16/19

*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 CM / 10.3.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name EHS Girls Basketball Booster EIN # 81-3204438  
 Organization's Bank Name Eisenhower Girls Basketball Booster Club Bank Account # 25482894  
 Faculty Sponsor's Name Daniel Wall Phone: (580) 591-1186 E-mail: daniel.wall@kaytaps.org  
 Officer's Name: **PRESIDENT** **VICE PRESIDENT** **TREASURER** **SECRETARY**  
 Name (Print): Kristy Huskey Robin Hughes Vicky Reddick Taylor Zaidia Hinton  
 Address: 3007 NW 53rd Ave, Okemaw 6807 SW Oakley 5310 NW Glenn 4512 SW Cherokee Ave  
 Phone: 580-483-6169 580-2808617 580-284-0522 580-483-2229  
 Term Expiration: \_\_\_\_\_

Describe how the organization officers are appointed or elected Each officer is nominated and then voted on by the other members.

Are dues or fees required to be a member of the organization: \_\_\_ Yes X No

Explain what amount and what the fees and dues cover N/A

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization Our main purpose is to develop support and raise funds for the EHS girls basketball team.

Estimated List of Material / Monetary Contributions EZGO fundraiser, Bake Sale, T-shirt/Cup sales, Raffle, Concession Stand

Estimated List of Expenses Uniform needs, equipment needs, Coaches Appreciation gift, End of year banquet, Tournament fees, Camp fees

Principal's Recommendation: Approved  Denied

Signature of Principal Lisa Martinez Date 9-10-19

Signature of Organization's Officer Kristen Huskey Date 9-10-19

*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** AW / 10.3.19  
 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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name ETHS Girls Tennis Booster Club EIN # 81-3721969  
 Organization's Bank Name Liberty National Bank Bank Account # 50115931  
 Faculty Sponsor's Name Hannah Mentel Phone: 580-284-3936 E-mail: nannah.brock@lawtonps.org

Officer's Name	<b>PRESIDENT</b>	<b>VICE PRESIDENT</b>	<b>TREASURER</b>	<b>SECRETARY</b>
Name (Print):	<u>Shelley Phelps</u>	<u>June Kester</u>	<u>Michaelene Young</u>	
Address:	<u>7708 Stonegate</u>	<u>622 SW 64th St</u>	<u>80 SW 154th St</u>	
Phone:	<u>580-583-2675</u>	<u>353 9208</u>	<u>351-7135</u>	
Term Expiration:	<u>1yr</u>	<u>1yr</u>	<u>1yr</u>	

Describe how the organization officers are appointed or elected Officers will be appointed by a majority vote by members of the booster club.

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

Explain what amount and what the fees and dues cover N/A

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization To provide financial support to buy uniforms, supplies, and miscellaneous expenses

Estimated List of Material / Monetary Contributions \_\_\_\_\_

Estimated List of Expenses Uniforms \$600-1000  
Oklahoma Tennis Coaches Association \$20.00

Principal's Recommendation: Approved  Denied

Signature of Principal Risa Martinez Date 9-4-19  
 Signature of Organization's Officer Shelley Phelps Date 9-15-19

*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** [Signature] / 10-3-19  
 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**

SCHOOL YEAR 2019

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name EHS Lady Eagles Soccer Booster Club EIN # 83-4579244

Organization's Bank Name Arvest Bank Bank Account # 29839760

Faculty Sponsor's Name Bart Scroggins Phone: 580-583-2894 E-mail: bart.scroggins@kwobnps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Sara N Morales Smith</u>	<u>Christopher G Wright</u>	<u>Christine James</u>	<u>Amanda Brandenburg</u>
Address:	<u>7910 NW Brady Way Lawton, OK</u>	<u>120 SW 45th St Lawton OK</u>	<u>3822 NW Lake Ave LAWTON OK 73505</u>	<u>7219 NW Cherry Cir Lawton, OK 73505</u>
Phone:	<u>808-780-9825</u>	<u>210-895-4894</u>	<u>405-595-8301</u>	<u>918-812-8163</u>
Term Expiration:	<u>20200731</u>	<u>07-31-2020</u>	<u>07.31.2020</u>	<u>07-31-2020</u>

Describe how the organization officers are appointed or elected Officers are nominated and voted on by members of booster club.

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

Explain what amount and what the fees and dues cover n/a

Circle One: PTA /  **Booster**

Describe Purpose and Goals of the Organization To help provide necessary equipment/uniform as needed. Cover the cost of meals for away games, end of season banquet, players' recognitions/gifts.

Estimated List of Material / Monetary Contributions raffles / \$500.00 ; Concession stand / \$2,500 ; Golf scramble / \$2,000 ; window washing fundraiser / \$2,000 ; Souvenir or fan memorabilia / \$2,000 ; donations by sponsors / \$2,000

Estimated List of Expenses warm up uniforms / \$2,000 ; Soccer equipment / \$1,500 ; Banquet / \$600 ; tournament fees / \$500

Principal's Recommendation: Approved  Denied

Signature of Principal Dr. Lynn Y. Beach Date 22 May 19  
Signature of Organization's Officer Sara N Morales Smith Date 22 May 19

*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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name FHS Lady Eagles Softball Booster Club EIN# 46-5499511

Organization's Bank Name Arvest Bank Bank Account # 168-76969

Faculty Sponsor's Name Terry Brierton Phone: 580-283-0504 E-mail: \_\_\_\_\_

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Kim Dull</u>	<u>Janelle Lewis Brown</u>	<u>Brandie Knudson</u>	<u>Heike Hall</u>
Address:	<u>406 NW 74th St</u>	<u>1512 SW 101st</u>	<u>5707 NW Briarwood</u>	<u>7703 NW Chesley Dr.</u>
Phone:	<u>580-291-7064</u>	<u>580-281-4418</u>	<u>580-284-6988</u>	<u>580-483-1648</u>
Term Expiration:	<u>May 30, 2020</u>	<u>May 30, 2020</u>	<u>May 30, 2020</u>	<u>May 30, 2020</u>

Describe how the organization officers are appointed or elected Officers are nominated during the last general meeting of the season. Officers are voted in at the business meeting portion of the end of the season banquet. Officers serve a one year term and must be re-elected each year.

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

Explain what amount and what the fees and dues cover Dues are \$15.00 for a single membership or an in-kind donation of a case of water or sports drink for a family membership.

Circle One: PTA /  **Booster**

Describe Purpose and Goals of the Organization The Eisenhower Lady Eagle Softball Boosters support the team, coaches, and school financially and however needed.

Estimated List of Material / Monetary Contributions End of season banquet, Senior Night, meals

Estimated List of Expenses Senior gifts, uniforms & replacements, equipment, tournament fees, field maintenance

Principal's Recommendation:  **Approved**  Denied

Signature of Principal Dr. Jeremy Board Date 5/21/19

Signature of Organization's Officer Kim Dull Date 5-21-19

*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** CB / 10.3.19  
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**

APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Organization Name Eisenhower Pom Booster Club EIN # 36-4692133  
 Organization's Bank Name Arvest Bank Bank Account # 0015688297  
 Faculty Sponsor's Name Kylie Erricson Phone: 580-355-9144 E-mail: kylie.erricson@lawbnps.org  
 Officer's Name: PRESIDENT VICE PRESIDENT TREASURER SECRETARY  
 Name (Print): Stephanie EL Kouri Candy Burnett April Campbell Krista Gordon-Eschen  
 Address: 825 Azusa Cir 1502 Sub 9th St 7213 Nwcherry Cir 7704 Nw Taylor Island Dr  
 Phone: 580-591-6309 580-512-8546 811-681-5198 580-695-8949  
 Term Expiration: 1yr 1yr 1yr 1yr

Describe how the organization officers are appointed or elected During the month following Pom tryouts, nominations for officers are taken from the float, elections are held, new officers are in place

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

Explain what amount and what the fees and dues cover Dues are \$5 per person per year

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization Support + Eisenhower Pom by raising funds, supporting, and encouraging Pom.

Estimated List of Material / Monetary Contributions Coach wristlit fundraiser - \$1,000

Estimated List of Expenses new top \$600

Principal's Recommendation: Approved  Denied

Signature of Principal Lisa Martinez Date 8-6-19  
 Signature of Organization's Officer Stephanie EL Kouri Date 8/6/19

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 MLK / 10-3-19  
 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

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Lawton High Baseball Booster Club EIN # 27-1989774

Organization's Bank Name Arvest Bank Account # XX5919

Faculty Sponsor's Name James DeSilver Phone: LPS ext 3392 E-mail: jay.desilver@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>James DeSilver</u>	<u>Little Springs Garison</u>	<u>Wendy Jendersack</u>	
Address:	<u>1409 NW Smith Ave.</u>		<u>4311 NE Mossy Oak Dr.</u>	
Phone:	<u>LPS X 3392</u>		<u>580-917-1100</u>	
Term Expiration:	<u>2021</u>	<u>2021</u>	<u>2021</u>	

Describe how the organization officers are appointed or elected Volunteered and approved by members.

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 Support LHS Baseball, Help supplement lost funds to travel, work on field, and purchase needed equipment.

Estimated List of Material / Monetary Contributions Spring donations from letters \$1,400.00, Concession stand sales \$1400, Chili Supper \$2000, Program/signs \$3000

Estimated List of Expenses Baseballs + Equipment \$2500, Team travel \$1000, Uniforms \$2000

Principal's Recommendation:  Approved  Denied

Signature of Principal Charlotte Oates Date 9-30-19  
 Signature of Organization's Officer James W. DeSilva Date 9/1/19

*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** COA / 10/3/19  
 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**

SCHOOL YEAR 19-20

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name LHS Football Booster Club EIN # 47-4620626  
 Organization's Bank Name Lawton High Football Booster Club Bank Account # 9061  
 Faculty Sponsor's Name Ryan Breeze Phone: 580-678-2575 E-mail: rbreeze@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Traci Hanna</u>	<u>Kody Wade</u>	<u>Mike Heskett</u>	
Address:	<u>13372 NW Cache Rd.</u>	<u>5606 SE Woodlawn</u>	<u>1632 NW 25th</u>	
Phone:	<u>580-595-0330</u>	<u>580-917-1928</u>	<u>405-830-7810</u>	
Term Expiration:				

Describe how the organization officers are appointed or elected volunteer

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 to assist team in meals, equipment, scouting supplies for football.

Estimated List of Material / Monetary Contributions fundraisers, donations from community for meals

Estimated List of Expenses uniforms, electronic subscriptions

Principal's Recommendation: Approved \_\_\_ Denied \_\_\_

Signature of Principal Charlotte Oates Date 9-5-19  
 Signature of Organization's Officer Jacob Hume Date 8-20-19

*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 [Signature] 10-3-19  
 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**

SCHOOL YEAR 2019 2020

APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Organization Name LHS LADY WOLVERINE SOFTBALL EIN # 81-252-3859

Organization's Bank Name Arvest BANK Bank Account # 16999 066

Faculty Sponsor's Name Michael Carrillo Phone: 5809199866 E-mail: mcarrillo@LawtonPS.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Nicole Bruton</u>	<u>Shannon Sadler</u>	<u>Jennifer Rutledge</u>	<u>Springs Garrison</u>
Address:	<u>49th St.</u>	<u>2205 Denver Ave</u>	<u>2211 N.W Crosby</u>	<u>48 Pollard</u>
Phone:	<u>580-647-8033</u>	<u>580-647-3143</u>	<u>580-215-2082</u>	<u>580-280-6163</u>
Term Expiration:	<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2020</u>

Describe how the organization officers are appointed or elected All officer volunteered their time to support the Lady Wolverine softball program and were appointed at the beginning of the year parent meeting

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 To support LHS softball program while promoting school spirit. Our goals are to raise money to assist w/ upgrades to field equipment and program as a whole

Estimated List of Material/Monetary Contributions Fundraisers 1000.00, Concession 400.00, Camps 1000.00

Estimated List of Expenses balls\*100.00, bats 300.00, field upgrades\*1000.00, new uniforms 1000.00, senior gifts 125.00

Principal's Recommendation: Approved  Denied

Signature of Principal Charlott Rato Date 10-3-19  
 Signature of Organization's Officer Jennifer Rutledge Date Aug 20, 19

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** CM / 10.3.19  
 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

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name LHS PTSA EIN # 73-1223757  
 Organization's Bank Name ARVEST Bank Bank Account # 0017248622  
 Faculty Sponsor's Name Mrs. Charlotte Oates Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Officer's Name: PRESIDENT VICE PRESIDENT TREASURER SECRETARY  
 Name (Print): Kimber Downey Amber Grinnat Kimber Downey Melinda Kerkh  
 Address: 6806 NW Oak Dale 1200 NW Oak Ave 6806 NW Oak Dale 2403 NW 68th St.  
 Phone: 405-408-5543 580-919-0747 405-408-5543 580-458-9993  
 Term Expiration: 6/21 6/21 6/21 6/21  
 Describe how the organization officers are appointed or elected:  
V.P. Kelly Medley Kelly Bass - 580-695-5355, 2606 NW Inlake Front Dr.  
The positions are volunteers and approved by aclamation at general meeting in August.

Are dues or fees required to be a member of the organization:  Yes  No  
 Explain what amount and what the fees and dues cover: \$7 per membership. to pay local PTA dues, unit dues, state & national dues

Circle One:  PTA  Booster  
 Describe Purpose and Goals of the Organization: Purpose to support and enrich the students, teachers & staff through events, scholarships & teacher grants.

Estimated List of Material / Monetary Contributions: Homecoming Dance \$4500  
Home sales \$500

Estimated List of Expenses: Dance \$4500, teacher grants \$2500, teacher admission \$2000, school items \$3000, senior scholarships \$1600

Principal's Recommendation: Approved  Denied

Signature of Principal Charlotte Oates Date 8-20-19  
 Signature of Organization's Officer Kimber Downey Date 8-20-19

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.

<input type="checkbox"/> PROBATION _____ / _____ Finance Dept. Initial Date	<input checked="" type="checkbox"/> APPROVED <u>COA</u> / <u>10-3-19</u> Finance Dept. Initial Date	<input type="checkbox"/> DENIED _____ / _____ Finance Dept. Initial Date
Signature of Clerk of the Board _____ Date _____	Signature of Clerk of the Board _____ Date _____	Signature of Clerk of the Board _____ Date _____

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Wolverine Wrestling Booster Club EIN # 27-1058188

Organization's Bank Name Banc First Bank Account # 5204130610

Faculty Sponsor's Name Jay Shoemate Phone: \_\_\_\_\_ E-mail: jshoemate@hutchings.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Robert Downey</u>	<u>Pedro Cortez</u>	<u>Caroleann Rodriguez</u>	<u>Sarah Diaz</u>
Address:	<u>6806 NW Oak Dale, Lawton</u>	<u>5113 NW 11th Ave, Lawton</u>	<u>1817 NW 32nd, Lawton</u>	<u>1705 SW Clinton Rd, Lawton</u>
Phone:	<u>405-474-7729</u>	<u>580-517-3322</u>	<u>580-284-0227</u>	<u>580-704-5650</u>
Term Expiration:	<u>2 yrs</u>	<u>2 yrs</u>	<u>2 yrs</u>	<u>2 yrs</u>

Describe how the organization officers are appointed or elected Organization officers are nominated and voted for by booster club members / parent reps.

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 to support and promote youth, middle school and HS athletes in the sport of wrestling by engaging in fund raising activities.

Estimated List of Material / Monetary Contributions Uniforms - \$ 3,000 Shoes - \$ 400 Equipment \$ 500

Estimated List of Expenses Uniforms - \$ 3,000 Shoes - \$ 400 Equipment \$ 500

Principal's Recommendation: Approved  Denied

Signature of Principal Charlotte Date Date 9-11-19

Signature of Organization's Officer Robert Downey Date 10 SEP 2019

*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** CD / 10-3-19  
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**

SCHOOL YEAR 2019-20

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MHS Archery EIN # 47-1618303  
 Organization's Bank Name SWOFCU Bank Account # 42632  
 Faculty Sponsor's Name Jordan Dawson/Rafael Santos Phone: \_\_\_\_\_ E-mail: rafael.santos@lawtonps.org  
 Officer's Name                      **PRESIDENT**                      **VICE PRESIDENT**                      **TREASURER**                      **SECRETARY**  
 Name (Print): Jenny McKean Merranda Montoya Kristie Weber \_\_\_\_\_  
 Address: 377 NW Bay Dr. 4803 SE Tattershall Way 2404 SE Bishop Rd \_\_\_\_\_  
 Phone: 580-583-8632 (580) 595-1973 (580) 574-9694 \_\_\_\_\_  
 Term Expiration: \_\_\_\_\_

Describe how the organization officers are appointed or elected by a majority vote @ May meeting

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

Explain what amount and what the fees and dues cover \$60 - team t-shirt, tournament fees @ 2  
& maintenance of equipment

Circle One: PTA  **Booster**

Describe Purpose and Goals of the Organization to help build mental focus and concentration  
along with sportsmanship.

Estimated List of Material / Monetary Contributions Fundraisers 500<sup>00</sup> - 1000<sup>00</sup>  
Dues @ 1200<sup>00</sup>  
T-shirts @ 1000<sup>00</sup>

Estimated List of Expenses Tournaments @ 2000<sup>00</sup>  
Replacement/Maintenance of Equipment @ 2000<sup>00</sup>

Principal's Recommendation: Approved  Denied

Signature of Principal Alicia Peccone Date 9/11/19  
 Signature of Organization's Officer Kristie Weber Date 9/11/19

*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** [Signature] / 10-3-19  
 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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Lawton Eastside Boys Basketball Club EIN # 56-2594916

Organization's Bank Name Arvest Bank Account # \_\_\_\_\_

Faculty Sponsor's Name Marion Cayliardi Phone: (580) 513-1703 E-mail: mmcayliardi@lawtonps.org

Officer's Name	<b>PRESIDENT</b>	<b>VICE PRESIDENT</b>	<b>TREASURER</b> <input checked="" type="checkbox"/>	<b>SECRETARY</b>
Name (Print):	<u>Michael Cowan</u>	<u>Joe Kemna</u>	<u>Kevin Herring</u>	
Address:	<u>1424 NE 61</u>	<u>2105 NE Brill Ave</u>	<u>PO Box 3001</u>	<u>Lawton, OK 73502</u>
Phone:	<u>(706) 577-4144</u>	<u>(580) 618-0322</u>	<u>(580) 515-1080</u>	
Term Expiration:	<u>6/30/2020</u>	<u>6/30/2020</u>	<u>6/30/2020</u>	

Describe how the organization officers are appointed or elected Nominations + elections are done during the season ending booster club meeting

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 Provide support and raise funds for the MacArthur Basketball team to purchase equipment, supplies, uniforms, team meals, and other travel expenses.

Estimated List of Material / Monetary Contributions Carnwash (\$1,000); Concessions (\$1500); shirts (\$500)

Estimated List of Expenses Pre-game meals for out of town games (\$500); equipment (\$1,000)

Principal's Recommendation: **Approved**  **Denied**

Signature of Principal [Signature] Date 9-5-19

Signature of Organization's Officer [Signature] Date 9-5-19

*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** [Signature] / 10-3-19  
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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Lanston Eastside Baseball Club EIN # 26-4326364

Organization's Bank Name City National Bank Bank Account # 189633

Faculty Sponsor's Name Rodney DeLong Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Officer's Name	<b>PRESIDENT</b>	<b>VICE PRESIDENT</b>	<b>TREASURER</b> <small>Send Info</small>	<b>SECRETARY</b>
Name (Print):	<u>Andre Wilson</u>	<u>Billy Flood</u>	<u>Kena Herring</u>	<u>Shelly Flood</u>
Address:	<u>2532 NE Heritage Crk</u>	<u>212 SW Lee Blvd</u>	<u>PO Box 3601 1001 SE 100th Lanston, OR 97132</u>	<u>212 SW Lee Blvd</u>
Phone:	<u>(580) 284-9996</u>	<u>(580) 512-3942</u>	<u>(580) 595-1080</u>	<u>(580) 512-3942</u>
Term Expiration:	<u>6/30/2020</u>	<u>6/30/2020</u>	<u>6/30/2020</u>	<u>6/30/2020</u>

Describe how the organization officers are appointed or elected Nominations + elections are done during the season ending booster club meeting

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

Explain what amount and what the fees and dues cover \$25 annually Raise funds for the MacArthur Baseball team to purchase supplies, uniforms, field work items, etc.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization Raise funds for the MacArthur Baseball team to purchase supplies, uniforms, field work items, pre-game meals, travel expenses, etc.

Estimated List of Material / Monetary Contributions T-shirts, hat, decals (\$1000); Football Jamboree (#350) Senior End of Year (#500); Concessions (#1500); Outfield signs (#2000);

Estimated List of Expenses Concession Supplies (#700); Pre-Game Meals for out of town games (#500); field prep materials + equipment (#600)

Principal's Recommendation: Approved  Denied

Signature of Principal Shelma Puccino Date 9/5/19  
Signature of Organization's Officer Kena Herring Date 9/5/19

*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** CPD 10.3.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MacArthur High School Cheer Parent Assoc. EIN # 20-1050487

Organization's Bank Name Arvest Bank Bank Account # 28917120

Faculty Sponsor's Name Dawna Schettler Phone 580-355-5230 E-mail: dschettler@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Angel Williams</u>	<u>Maritza McCormick</u>	<u>Cynthia Buster</u>	<u>Tiffany <sup>m</sup>vicker</u>
Address:	<u>121 SE. Sycamore</u>	<u>305 NE 51st</u>	<u>226 NE 46th, Lawton</u>	<u>2311 NW 75th</u>
Phone:	<u>580-591-1171</u>	<u>580-678-4634</u>	<u>580-585-0640</u>	<u>580-595-1866</u>
Term Expiration:	<u>6-30-2020</u>	<u>6-30-2020</u>	<u>6-30-2020</u>	<u>6-30-2020</u>

Describe how the organization officers are appointed or elected Officers are elected at cheer Parent Association (Booster) meeting by majority vote.

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

Explain what amount and what the fees and dues cover Fees are required to be a member. Membership dues are \$5.00 per individual or \$10.00 per family per year.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization Our mission is to assist the MHS Cheer Squad with funds, leadership + goodwill which will enable growth within the Squad + bring recognition to MHS

Estimated List of Material / Monetary Contributions \_\_\_\_\_

Estimated List of Expenses Cheer camp - \$3,400.00 Pink out shirts \$255.00

Principal's Recommendation: Approved  Denied

Signature of Principal [Signature] Date \_\_\_\_\_  
 Signature of Organization's Officer Angel Williams Date 9/12/2019

*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** CDP / 10-3-19  
 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**

SCHOOL YEAR 2019-20

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MHS Choral Association EIN # 46-5049797

Organization's Bank Name Arvest Bank Bank Account # 16876707

Faculty Sponsor's Name Misti Hively <sup>580</sup> Phone: 355-5230 Email: mhively@lawtonps.org

Officer's Name **PRESIDENT** **VICE PRESIDENT** **TREASURER** **SECRETARY**

Name (Print): Kristie Weber Denise Aguilar Anyela Christian Carlae Bennett

Address: 2404 SE Bishop Rd 312 NE Heritage 4813 NE Columbia Box 885 Fletcher 73511

Phone: (580) 574-9694 580-678-7476 580-512-0149 (580) 574-4699

Term Expiration: \_\_\_\_\_

Describe how the organization officers are appointed or elected elected by Booster Club parent members at a Spring Association meeting

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

Explain what amount and what the fees and dues cover Membership is open to anyone interested in supporting the MHS Choral program. Annual dues are paid @ \$1.00/person or \$10/2 people. Students are \$5

Circle One: PTA /  Booster

Describe Purpose and Goals of the Organization To promote & support the MHS Choral program

Estimated List of Material / Monetary Contributions In-kind donations, membership dues, fundraisers

Estimated List of Expenses Sound board, microphones & stands, student trips

Principal's Recommendation: Approved  Denied

Signature of Principal Jana Puccino Date 9-26-19

Signature of Organization's Officer Anyela Christian Date 07/02/19

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** CP / 10-3-19  
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

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Lastside Girls Basketball EIN # 59-3815970

Organization's Bank Name Liberty National Bank Bank Account # 50142089

Faculty Sponsor's Name Danna Schettler Phone: 580-574-8757 E-mail: dschettler@lawtonpsd

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Helonia Thomas</u>	<u>Alisha Catwin</u>	<u>Shemie L Henry</u>	<u>Jenn Smith</u>
Address:	<u>5012 SW Country Club Dr.</u>	<u>4706 SE 42<sup>nd</sup> St</u>	<u>3703 NE FieHcrest</u>	<u>977 Olivia Lane</u>
Phone:	<u>580-678-8322</u>	<u>(580) 264-6887</u>	<u>580-678-6071</u>	<u>253-495-1833</u>
Term Expiration:	<u>3-2020</u>	<u>3-2020</u>	<u>3-2020</u>	<u>3-2020</u>

Describe how the organization officers are appointed or elected Voted on by Members at a meeting

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

Explain what amount and what the fees and dues cover \$500 per member

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization to fund the girls basketball team at MHS  
this includes camp fees, summer league, uniforms and travel

Estimated List of Material / Monetary Contributions by Do \$2000 - Raffle \$3000

Estimated List of Expenses Shoes \$1800 travel expenses \$500  
Uniforms \$1500 team pictures \$300 (banned) Snacks \$600

Principal's Recommendation:  Approved  Denied

Signature of Principal Arena Pucine Date 9/13/19  
Signature of Organization's Officer Shemie L Henry Date 9-13-19

*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 CH / 10-3-19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MacArthur High School Football Parents Assoc EIN# 90-0843078

Organization's Bank Name Arvest Bank Account # 21411319

Faculty Sponsor's Name Brett Manning Phone: <sup>(580)</sup> 583-5124 E-mail: bmanning@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Rafael Santos</u>	<u>Amea Tabbonema</u>	<u>Lawen Graham</u>	
Address:	<u>3049 NE Stentford</u> <u>Lawton, OK 73507</u>	<u>3802 SE Bedford</u> <u>Lawton, OK 73501</u>	<u>5205 SE Bishop Rd</u> <u>Lawton, OK 73501</u>	
Phone:	<u>(580) 512-5941</u>	<u>580-483-6837</u>	<u>580-240-1085</u>	
Term Expiration:	<u>5/2020</u>	<u>5/2020</u>	<u>5/2020</u>	

Describe how the organization officers are appointed or elected officers were elected in a general meeting by a simple majority vote by the members present.

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

Explain what amount and what the fees and dues cover Annual dues are collected as early in the school year as possible with membership accepted at anytime during the year. Fees are \$10<sup>00</sup> for one year and \$25<sup>00</sup> for Lifetime.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization includes raising funds, purchasing property and services to be used by students and faculty at MHS. MHSFPA will provide volunteers for educational and extra curricular activities that will contribute and support MHS Football Program and provide a level of excellence in our HS

Estimated List of Material / Monetary Contributions Meals - \$4,000; Support Equipment - \$3,000; Coach Request for Team Needs - \$3,000; Student Awards - \$2,000; EOY Banquet - \$5,000; Donor Appreciation \$500; printing \$1,000; All State - \$3,000

Estimated List of Expenses Meals Before / After Games - \$4,000; Maintenance of Equip - \$2,000; Coach Team Request \$3,000; Travel Expense \$1,000; EOY Banquet \$5,000; All State Fees/ Meals \$3,000; printing \$1,000

Principal's Recommendation: Approved  Denied

Signature of Principal Shana Puccine Date 9/30/19  
Signature of Organization's Officer RJSS Date 9/27/2019

*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** CP / 10.3.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name WHS HPA Highlanderettes Parent Association EIN # 27-1373704

Organization's Bank Name ARVEST Bank Bank Account # 00191639158

Faculty Sponsor's Name Keisten Keplinger Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Darla Pollard</u>	<u>Dianna Heckert</u>	<u>Dacia Sampson</u>	<u>Jeri Pink</u>
Address:	<u>1803 NE 38th St Lawton, OK 73501</u>	<u>1116 SW Dept Landing Trp Couch, OK 73527</u>	<u>4738 NE MacArthur Lawton, OK 73507</u>	<u>1513 NE 62nd Lawton, OK 73507</u>
Phone:	<u>580-583-6219</u>	<u>580-678-0996</u>	<u>580-572-1918</u>	<u>(337) 238-8137</u>
Term Expiration:	<u>2019-2021</u>	<u>2019-2020</u>	<u>2019-2020</u>	<u>2019-2020</u>

Describe how the organization officers are appointed or elected A slate of officers are approved by membership yearly.

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: PIA / Booster

Describe Purpose and Goals of the Organization Help support the MHS HETTE Dance team w/ financial support to purchase items. (Poms, uniforms, half-time snacks) The HPA also hosts fundraisers to raise money for team supplies & competition FEES as needed.

Estimated List of Material / Monetary Contributions Dance Clinic \$1500.00 Car Washes \$800 Goods Sales - Tshirts 260.00 Donut Sales \$1500.00

Estimated List of Expenses Partial camp payment \$1000.00 End of yr banquet \$356.00 Senior Dinner/Gifts \$200 Game day meal \$300.00

Principal's Recommendation:  Approved  Denied

Signature of Principal Amanda Puccine Date 9/25/19  
Signature of Organization's Officer Amber D Spadli Date 9/25/19

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 CPK / 10.3.19  
Finance Dept. Initial Date  
Signature of Clerk of the Board \_\_\_\_\_ Date \_\_\_\_\_

DENIED \_\_\_\_\_ / \_\_\_\_\_  
Finance Dept. Initial Date  
Signature of Clerk of the Board \_\_\_\_\_ Date \_\_\_\_\_

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MacArthur Soccer Booster Club EIN # 47-1529625

Organization's Bank Name Ft Sill National Bank Bank Account # 508809

Faculty Sponsor's Name Marcus Williams Phone: 580 355-5230 E-mail: Marcus.Williams@lawtonps

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Amber Martinez</u>	<u>Angela Doerr</u>	<u>Debra Flores</u>	<u>Julie Pritchett</u>
Address:	<u>1312 NW Euclid Ave. Lawton, OK 73507</u>	<u>784 SE Lasso Loop Lawton, OK 73501</u>	<u>2319 NE 35th Lawton, OK 73507</u>	<u>539 BATSON AVE Lawton, OK 73503</u>
Phone:	<u>(580) 483-3704</u>	<u>(806) 441-5109</u>	<u>(580) 678-0656</u>	<u>339 559 3824</u>
Term Expiration:	<u>6/20</u>	<u>6/20</u>	<u>6/20</u>	<u>6/20</u>

Describe how the organization officers are appointed or elected Election held on the first general meeting of April. Nominations are accepted and voted on by the members.

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

Explain what amount and what the fees and dues cover \$500 annual dues which give member voting privilege.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization To support and encourage boys and girls soccer programs through financial assistance.

Estimated List of Material / Monetary Contributions Concessions 2500  
Window washing 1000  
Soccer tournament 1000

Estimated List of Expenses Team equipment 2000  
Concessions supplies 1500

Principal's Recommendation: Approved  Denied

Signature of Principal [Signature] Date 8/29/19

Signature of Organization's Officer [Signature] Date 8/29/19

*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 [Signature] / 10.3.19  
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**

SCHOOL YEAR 2019-20

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MHS Volleyball EIN # 47-1576571

Organization's Bank Name Arvest Bank Account # 16879872

Faculty Sponsor's Name Catherine Shelton Phone: 2108759327 E-mail: Catherine.shelton@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Nayra Ponce</u>	<u>David Villarreal</u>	<u>Anita Kennedy</u>	<u>Warren Weeda</u>
Address:	<u>PO BOX 3028 Lawton OK 73502</u>	<u>4833 SE Brown Lawton OK 73501</u>	<u>3713 NE Pastlak Dr Lawton, OK 73507</u>	<u>1602 NE Lake Dr Lawton OK 73507</u>
Phone:	<u>580 514 3017</u>	<u>580 514 3047</u>	<u>580 678 7562</u>	<u>580 678 7562</u>
Term Expiration:	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>

Describe how the organization officers are appointed or elected at the meet the Highlanders event, people were nominated and voted on.

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

Explain what amount and what the fees and dues cover NA

Circle One: PTA  Booster

Describe Purpose and Goals of the Organization To help volleyball team with camp expenses, concessions, banquets, and equipment as requested by coaches.

Estimated List of Material / Monetary Contributions concession items, food, decor.

Estimated List of Expenses food, decor

Principal's Recommendation: Approved  Denied

Signature of Principal Jamie Pucine Date 9-17-19  
Signature of Organization's Officer Anita Keny Date 9-11-19

*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** CKD 10.3.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MHS Wrestling Parents Association EIN# 472154556  
 Organization's Bank Name Amest Bank Account # 0016876545  
 Faculty Sponsor's Name Mike Miller Phone: 580 704 7193 E-mail: michael.g.miller@lawtonps.org  

<b>Officer's Name</b>	<b>PRESIDENT</b>	<b>VICE PRESIDENT</b>	<b>TREASURER</b>	<b>SECRETARY</b>
Name (Print):	<u>Jeff Justice</u>	<del>_____</del>	<u>Mercedes Reish</u>	<u>Justin Noble</u>
Address:	<u>1713 NW Gledit</u>	<del>_____</del>	<u>10 Bungee Creek Cir</u>	<u>205 SE D Ave</u>
Phone:	<u>580 917 2013</u>	<del>_____</del>	<u>580 512 2777</u>	<u>580 365-1811</u>
Term Expiration:	<u>June 2020</u>	<del>_____</del>	<u>June 2020</u>	<u>June 2020</u>

Describe how the organization officers are appointed or elected nominated and selected by members

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 to provide funds to cover expenses not covered by activity fund. To support the team

Estimated List of Material / Monetary Contributions Fundraiser - Tournaments @ 5000.00  
T-shirt fundraiser - 1000.00 Donations 2000.00  
Concession Stand - 1000.00

Estimated List of Expenses Tournament Costs 3000.00 Travel Costs 3000.00  
Uniforms 1000.00

Principal's Recommendation: Approved  Denied

Signature of Principal [Signature] Date 9-26-19  
 Signature of Organization's Officer [Signature] Date 9-26-19

*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** [Signature] / 10-3-19  
 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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name CMS PTO EIN # 83-3303290

Organization's Bank Name Fort Sill Federal Credit Union Bank Account # 309148

Faculty Sponsor's Name Pat Miller Phone: 351-8292 E-mail: plm31100@gmail.com

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Nicole Bennington</u>	<u>Michelle Franzen</u>	<u>Doris Biegler</u>	<u>Taylor Pierce</u>
Address:	<u>5341 B Philford Rd</u>	<u>546 Leaver Rd</u>	<u>7124 SW Forest Ave</u>	<u>1921 NW Oak</u>
Phone:	<u>269-567-5275</u>	<u>931-237-2816</u>	<u>405-426-5349</u>	<u>918-955-4227</u>
Term Expiration:	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>	<u>May 2020</u>

Describe how the organization officers are appointed or elected They were elected at a PTA meeting in April ~~2019~~ 2019, voted to switch to a PTO

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

Explain what amount and what the fees and dues cover \$6.00 regular \$16.00 no guilt

Circle One: PTA  **Booster**

Describe Purpose and Goals of the Organization Raise money for school

Estimated List of Material / Monetary Contributions Donations of goods provided to teachers and staff for school needs.

Estimated List of Expenses Membership cards, food to sell for fundraising, ie popcorn & pickle days, concessions.

Principal's Recommendation:  Approved  Denied

Signature of Principal [Signature] Date 8/30/19

Signature of Organization's Officer Nicole Bennington Date 8/30/19

*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 [Signature] 10-3-19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name EISENHOWER <sup>Viking</sup> BOOSTER BAND <sup>EMS</sup> EIN # 82-2660102  
 Organization's Bank Name ARVEST BANK Bank Account # 20829766  
 Faculty Sponsor's Name EISENHOWER MIDDLE SCHOOL BAND Phone: 553 1040 E-mail: jeanette@lawtonps.com  
 Officer's Name: PRESIDENT: HEATHER L HEATON VICE PRESIDENT: JUANITA CLARK TREASURER: CLIFTON McCRAY SECRETARY: RHODA Mc DANIEL  
 Name (Print):  
 Address: 5312 SW TYLER AVE 5412 NW COTTONWOOD SW 51<sup>st</sup> 15 NW 57<sup>th</sup>  
 Phone: 850 865 6600 704 461 1855 580 284 0520 254 290 6680  
 Term Expiration: AUG 2020 AUG 2020 AUG 2020 AUG 2020  
 Describe how the organization officers are appointed or elected: BY BOOSTER CLUB PARENTS AT FIRST MEETING.

Are dues or fees required to be a member of the organization: \_\_\_ Yes  No  
 Explain what amount and what the fees and dues cover: NONE

Circle One: PTA  Booster  
 Describe Purpose and Goals of the Organization: TRAVEL EXPENSES BUYING MUSIC BUS EXPENSES HELP THE COST OF REGISTRY FOR ALL REGION

Estimated List of Material / Monetary Contributions: IT VERY ON FUNDRAISERS COST TO PAY HOTEL COST FOR REGION HELP THE COST IF HAVE TO STAY OVERNIGHT

Estimated List of Expenses: DON'T KNOW AT THIS TIME CWA  
FUNDRAISERS CENTER DO MEAL

Principal's Recommendation: Approved  Denied \_\_\_

Signature of Principal: Beverly Matthews Date: 9-10-19  
 Signature of Organization's Officer: [Signature] Date: 9/10/19

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.

<input type="checkbox"/> PROBATION Finance Dept. Initial / Date	<input checked="" type="checkbox"/> APPROVED <u>CWA</u> / <u>10-3-19</u> Finance Dept. Initial / Date	<input type="checkbox"/> DENIED Finance Dept. Initial / Date
Signature of Clerk of the Board / Date	Signature of Clerk of the Board / Date	Signature of Clerk of the Board / Date

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name EMS PTSA EIN # 23-7123558

Organization's Bank Name Arvest Bank Account # 14062199  
Arvest

Faculty Sponsor's Name Mr. R. Samuels Phone: \_\_\_\_\_ E-mail: roderick.samuels@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Carrie Butterworth</u>		<u>Mike McEunn</u>	<u>Shelly Bilbrey</u>
Address:	<u>5306 SW Tyler Ave</u>		<u>416 SW 80th St.</u>	<u>1102 N.W. 75th St.</u>
Phone:	<u>(321) 745-7924</u>		<u>(254) 338-6219</u>	<u>(580) 591-2657</u>
Term Expiration:	<u>6/30/19 - 6/30/20</u>		<u>6/30/19 - 6/30/20</u>	<u>6/30/19 - 6/30/20</u>

Describe how the organization officers are appointed or elected Officers that wished to continue to serve was voted on, Mr. V.K. Apple and Mrs. Mattingly voted myself into office at open house and our secretary Mrs. Shelly Bilbrey, seconded the motion.

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

Explain what amount and what the fees and dues cover The membership fee is \$5.00 per member and this covers the membership for the 2019-2020 school year.

Circle One:  PTA  Booster

Describe Purpose and Goals of the Organization To show appreciation and support to our entire EMS staff, to unite teachers and parents, to provide ways to show our spirit, and help in house students in need, we hope to have several events to get our parents and students in the school bond.

Estimated List of Material / Monetary Contributions  
Concessions \$3500.00 Tee Shirts and Hoodies \$3500.00 membership \$150.00  
Fall Family Bingo \$1000.00

Estimated List of Expenses Teacher Appreciation Bkfst \$500.00 Founders Pay \$100.00  
Reflections \$200.00 Wish lists \$500.00 Dues \$600.00 Hospitality \$1000.00  
Teacher / Staff appreciation \$150.00

Principal's Recommendation:  Approved  Denied

Signature of Principal Beverly Mattingly Date 9-24-19

Signature of Organization's Officer \_\_\_\_\_ Date 9-24-19

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 CSW / 10-3-19  
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

SCHOOL YEAR 2019-20

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name MacArthur Middle School PTSA EIN # 73-1329257  
 Organization's Bank Name Arvest Bank Account # 6013306597  
 Faculty Sponsor's Name Courtney Ferguson Phone: 580 355-5230 E-mail: cferguson@lawtonps.org  
 Officer's Name: PRESIDENT Kris Burd VICE PRESIDENT Kena Herring TREASURER Brigitte Derencourt SECRETARY Randi Burk  
 Name (Print):  
 Address: 2438 NE Meadowlark 1601 SE 60th 356 NE Valley View  
 Phone: 580 585 1913 580 595 1080 580 647 7440  
 Term Expiration: 6/30/20 6/30/20 6/30/20

Describe how the organization officers are appointed or elected Selected by nominating committee and elected by overall general members.

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

Explain what amount and what the fees and dues cover Amount is 6.00 per person. Does cover 4.00 fee to Oklahoma State Branch and remainder 2.00 goes in PTSA account to help assist Teachers and students

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization To promote the welfare of children and youth in home, school, community + place of worship.

Estimated List of Material / Monetary Contributions PTSA T-shirts, Concessions, School improvements Fundraiser

Estimated List of Expenses T-shirts, Parent Teacher Conference, Teacher Appreciation Movie night

Principal's Recommendation: Approved  Denied

Signature of Principal Ryann Steena Date 9/3/19  
 Signature of Organization's Officer Brigitte Sharp-Derencourt Date 8/30/19

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 CSJ / 10.3.19  
 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

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Tamlinson Middle School PTSA EIN # 73-1229272

Organization's Bank Name Bank First Bank Account # 5240267368

Faculty Sponsor's Name Alaina McNeill Phone: 585-6416 E-mail: amcneill@lawtonpsd.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):		<u>Cara Penick</u>	<u>Kimber Downey</u>	<u>Heather Clement</u>
Address:		<u>505 NW 27th St.</u>	<u>6806 NW Outlook Dr.</u>	<u>1039 NW Thornbury Ct</u>
Phone:		<u>580-574-3295</u>	<u>405-408-5543</u>	<u>940-337-6777</u>
Term Expiration:		<u>6/21</u>	<u>6/21</u>	<u>6/21</u>

Describe how the organization officers are appointed or elected nominations are made by a nominating committee or by self-nominating. The slate of officers are presented at the general meeting in August and approved by all members.

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

Explain what amount and what the fees and dues cover \$7 per membership - covers local PTA dues, state dues & national PTA dues

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization The goal is to support the teachers and student of TMS both by volunteering and financially.

Estimated List of Material / Monetary Contributions + shirt sales - \$1000<sup>00</sup> 2 dances - \$3000<sup>00</sup> membership - \$200 Fun Run \$500

Estimated List of Expenses student supplies \$1000<sup>00</sup> 8th grade activities - \$750 health appreciation \$1500

Principal's Recommendation: Approved  Denied

Signature of Principal Tara S. Brandy Date 8-12-19  
Signature of Organization's Officer Kimber S. Downey Date 8.12.19

*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 CPD / 10.3.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Lawton PTA Council EIN # 51-0256430

Organization's Bank Name Invest Bank Bank Account # 0012252969

Faculty Sponsor's Name [Signature] Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Pam Brisfara</u>	<u>Patty Newirth</u>	<u>Sheila Olsen</u>	<u>Ashley Graybe</u>
Address:	<u>1106 NW Kendall Ct</u>	<u>715 Heinzwood</u>	<u>4951 SW 67th St</u>	<u>714 NW Willow Creek</u>
Phone:	<u>580 512 5112</u>	<u>580 595 0201</u>	<u>1-719-339 7845</u>	<u>580 678-3883</u>
Term Expiration:	<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2022</u>

Describe how the organization officers are appointed or elected Elect ed by General members after approval by Executive Board that was selected by nominating committee

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

Explain what amount and what the fees and dues cover General Meetings, Reflections, Founder's Day, Scholarships, Community & School events

Circle One:  PTA  Booster

Describe Purpose and Goals of the Organization Work with local units and LPS staff to provide training and act as a liaison between local units and OR State PTA. LPTAC strives to initiate positive impact of education for students/parents & educators

Estimated List of Material / Monetary Contributions \$ 750 Scholarship x 2 = \$1500  
500 Awards / programs / incentives

Estimated List of Expenses Training \$ 500  
Projects \$ 500

Principal's Recommendation:  Approved  Denied

Signature of Principal [Signature] Date \_\_\_\_\_

Signature of Organization's Officer Patty Newirth Date 9/23/19

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 [Signature] 10.3.19  
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

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Almor West PTA EIN # 82-2926760

Organization's Bank Name Liberty Nat. Bank Bank Account # \_\_\_\_\_

Faculty Sponsor's Name Nicole Jones Phone: 580-678-3325 E-mail: Nicole.jones@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Robin Harboldt</u>	<u>Katina Lovell</u>	<u>Pale Lelea</u>	<u>Shannon Johnson</u>
Address:	<u>127 SW 68th</u>	<u>8302 SW Castle Stone</u>	<u>7104 S W Delta</u>	<u>7216 SW Street</u>
Phone:	<u>(580) 514-6856</u>	<u>(580) 583-2549</u>	<u>(907) 677-8102</u>	<u>(580) 583-2549</u>
Term Expiration:	<u>Sept 2020</u>	<u>Sept 2020</u>	<u>Sept 2020</u>	<u>Sept 2020</u>
email	<u>robinaski@gmail.com</u>	<u>KatinaLovell84@gmail.com</u>	<u>4palelea@gmail.com</u>	<u>shannon.johnson8181@gmail.com</u>
Describe how the organization officers are appointed or elected	<u>at PTA general meeting</u>			

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

Explain what amount and what the fees and dues cover \$2.25 goes to National PTA  
\$2.25 goes to state PTA, our PTA retains \$0.50

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization To bring more activities and fundraising to school, to increase parental involvement and positive environment

Estimated List of Material / Monetary Contributions popcorn kernels, popcorn oil, bags, pickles, concessions

Estimated List of Expenses teacher stipends, teacher appreciations, support staff, school wide carnival

Principal's Recommendation: Approved  Denied

Signature of Principal Stephanie Bowman Date 9-10-19

Signature of Organization's Officer Nicole Jones Date 9-10-19

*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 CMB / 10.3.19  
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**



# LAWTON PUBLIC SCHOOLS

753 Ft. Sill Boulevard • Lawton, OK 73507-5421 • (580) 357-6900

CFBB-E1

School Year 2019-2020

## APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS

Organization Booster Club School Cleveland

Faculty Sponsor's Name Jo Mitchen

Officer's Name	Position	Expiration of Term	Address	Apt	Phone
<u>Shawn Polzin</u>	<u>President</u>	<u>9-21</u>	<u>2704 N.W. 52nd</u>	<u>T-1</u>	<u>917-4569</u>
<u>Lenora Ann</u>	<u>Vice President</u>	<u>9-21</u>	<u>3303 SW 12th St</u>		<u>917-7771</u>
<u>David Mitchen</u>	<u>Treasurer</u>	<u>9-21</u>	<u>8285 N.W. Madische</u>		<u>580-919-810</u>
<u>Maggie Polzin</u>	<u>Secretary</u>	<u>9-21</u>	<u>2808 S.W. 8</u>		<u>917-4580</u>
<u>DD Miranda</u>					

Describe how officers are appointed or elected volunteers - after being ask

Dues or fees are required to be a member of the organization:  Yes  No  
If yes, explain \_\_\_\_\_

Describe the organization's purpose and goals Provide equipment (reusable) for sports.

Proposed list of material contributions:

Item	Estimated Value	Item	Estimated Value
<u>None at this time</u>			

Proposed list of monetary contributions:

Purpose	Estimated Amount	Purpose	Estimated Amount
<u>Entry Fees (pd to the club in the kids name)</u>	<u>500.00</u>	<u>Cheerleading - Music</u>	<u>200.00</u>
<u>Uniforms</u>	<u>1,000</u>		

Organization's bank and account number 73-1504959

[Signature] / 10.3.19  
Signature of Organization's Officer Date

Attach a copy of the organization's by-laws, financial responsibility training verification, audit procedure check list & audit report to this application and submit to principal.

Principal's Recommendation  Approval  Denial [Signature]  
[Signature] / 10.3.19  
Signature of Principal Date  
**Forward to Finance Office**

Approved  
 Denied  
Date of Board Action \_\_\_\_\_  
Signature of Clerk of the Board \_\_\_\_\_ Date \_\_\_\_\_

Reapplication for sanctioning is required annually

Rev. 6-21-07

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Freedom Elementary PTA EIN # 47-3775962

Organization's Bank Name Banc First Bank Account # 5204167630

Faculty Sponsor's Name Denise Rooney Phone: 580-595-1188 E-mail: drooney@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Julia Stephens</u>	<u>Ashley Courts</u>	<u>Nicole Webb</u>	<u>Lydia Kelley</u>
Address:	<u>4807A Walters Cr</u>	<u>5473A Honeywhrd</u>	<u>4819A Walters Cr</u>	<u>6405B Robbins loop</u>
Phone:	<u>813-528-5610</u>	<u>409-498-1447</u>	<u>740-624-1559</u>	<u>325-212-9289</u>
Term Expiration:	<u>June 2020</u>	<u>June 2020</u>	<u>June 2020</u>	<u>June 2020</u>

Describe how the organization officers are appointed or elected we open up nominations for 2 weeks each nomination is emailed to our teacher rep. then a voting committee votes. We announce it at a General meeting for a final vote.

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

Explain what amount and what the fees and dues cover \$6.00 - 1.75 to state 2.25 to National 30 to Lawton Council \$ 1.70 to Freedom PTA

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization We raise money for the Technology Grant. we put on events every month that include students. Our purpose is to fundraise and be a branch between home & school life.

Estimated List of Material / Monetary Contributions Spirit shirt - \$10,000, ornaments - \$1,000 Santa shop, \$10,000, Friday Sales - \$7,000, uniform sales - \$1,000 Color Run - \$8,000, monetar Mash - \$3,000, restaurants - \$3,000

Estimated List of Expenses Technology Fund - \$20,000, Staff app. - \$2,500 Volunteer App - \$250 \$500 Reflections - \$500

Principal's Recommendation: Approved  Denied

Signature of Principal Mick Shanley Date 7-16-19

Signature of Organization's Officer [Signature] Date 7-16-19

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 [Signature] 10-3-19  
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

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Hugh Bush Booster Club EIN # 73-1328037

Organization's Bank Name Arvest Bank Account # 0013638469

Faculty Sponsor's Name Amy Wilcox Phone: 4056644041 E-mail: amy.wilcox@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Aija Deloach McCall</u>	<u>CASEY BUSH</u>	<u>Eddi Rae Jones</u>	<u>Audrey Beard</u>
Address:	<u>5402 NW Sherwood Dr.</u>	<u>2603 NW 41st St.</u>	<u>7012 SW Winch St.</u>	<u>6505 SW Oak Cliff Ave. 73505</u>
Phone:	<u>405 313 3404</u>	<u>580 047 3837</u>	<u>580 354 6503</u>	<u>(580) 512 0281</u>
Term Expiration:	<u>May April 2020</u>	<u>May April 2020</u>	<u>May April 2020</u>	<u>May April 2020</u>

Describe how the organization officers are appointed or elected Officers will be elected in April of every year by a vote of the booster club

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

Explain what amount and what the fees and dues cover The fees will be \$10.00 per family for membership. Team fees will be paid by individual players based on cost of registration and uniform equipment

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization The purpose is to support the students by offering team sports. Our goal is to give every student a chance to play on a team

Estimated List of Material / Monetary Contributions Banquet \$150.00, Trophies \$150, Uniforms \$300

Estimated List of Expenses Team registration \$25-45 per student per sport

Principal's Recommendation:  Approved  Denied

Signature of Principal [Signature] Date 9/27/19  
Signature of Organization's Officer [Signature] Date 9/27/19

*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** CB / 10.4.19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Hugh Bish Elementary PTA EIN # 73-1055451  
 Organization's Bank Name Bank First - 67th Bank Account # 5240186600  
 Faculty Sponsor's Name Christy Hendri Phone: 580-248-2244 E-mail: CHendri@lawtonps.org  
 Officer's Name: PRESIDENT VICE PRESIDENT TREASURER ~~SECRETARY~~  
 Name (Print): Nate Williams Angelica Fleming ~~Anthony~~ Candice McInnell  
 Address: 2307 NW Redwood Ln 5714 NW Lady 2621 NW Cedric Circle  
 Phone: 539-777-6555 580-647-6083 580-704-9781  
 Term Expiration: 9/2020 9/2020 9/2020 9/2020

Describe how the organization officers are appointed or elected Elected at September general membership meeting

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

Explain what amount and what the fees and dues cover In addition to school level/council level dues, amount includes state and national dues - sent to each organization respectively, \$6.00 total per person

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization To provide morale & support to the school, its teachers, students, and school community

Estimated List of Material / Monetary Contributions insurance for this organization, supplies/products needed for fundraisers

Estimated List of Expenses state & national dues, supplies & items for sale for PTA fundraisers

Principal's Recommendation: Approved  Denied

Signature of Principal [Signature] Date 9/16/19

Signature of Organization's Officer [Signature] Date 9/16/19

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** [Signature] / 10.4.19  
 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

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Pat Henry PTA EIN # 73-1480212

Organization's Bank Name Banc First Bank Account # 5204062896

Faculty Sponsor's Name Robin Harris Phone: 580-355-2617 E-mail: rhharris@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Jena Smith</u>	<del>XXXXXXXXXX</del>	<u>Caroline Fox</u>	<u>Teresa Mitchell</u>
Address:	<u>2107 NW 26th</u>	<u>unfilled</u>	<u>7705 SW Franks Ct.</u>	<u>701 SW Engelwood Dr.</u>
Phone:	<u>580-248-7648</u>		<u>816-289-7751</u>	<u>580-305-1887</u>
Term Expiration:	<u>2019-2020</u>	<u>2019-2020</u>	<u>2019-2020</u>	<u>2019-2020</u>

Describe how the organization officers are appointed or elected Officers are volunteers who are nominated and voted on by membership

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

Explain what amount and what the fees and dues cover \$1.50 to state/national dues. \$1 to local PTA up to \$75  
School PTA, total cost - \$8.00

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization To build relationships between parents and teachers for the betterment of Pat Henry students.

Estimated List of Material / Monetary Contributions Various family events and t-shirt sales

Estimated List of Expenses see attached

Principal's Recommendation:  Approved  Denied

Signature of Principal Jennifer Tadlock Date 7-27-19  
 Signature of Organization's Officer Jena Smith Date 7-28-19

*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 CHS / 10-3-19  
 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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Sullivan Booster Club EIN # 84-2963434

Organization's Bank Name Arvest Bank Bank Account # 31855017

Faculty Sponsor's Name Robert Whipp Sr. Phone: 580-353-0800 E-mail: rwhippsr@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Jack Keaton</u>	<u>Lesley Roberts</u>	<u>Shelby Carpenter</u>	<u>Robin Shelton</u>
Address:			<u>122 W Campbell St Sterling OK 73567</u>	
Phone:	<u>812-760-0116</u>	<u>580-458-1304</u>	<u>580-678-5076</u>	<u>580-917-7273</u>
Term Expiration:	<u>05-19-2020</u>	<u>05-19-2020</u>	<u>05-19-2020</u>	<u>05-19-2020</u>

Describe how the organization officers are appointed or elected Elected by a majority vote of members present at any meeting. may be appointed by executive board, but must be approved by school principal. See article IV of the Sullivan Booster Club bylaws.

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

Explain what amount and what the fees and dues cover \$8 - member fees go to the general fund to cover paper, receipt books, other items to successfully run meetings & sign-ups. Other expenses as needed.

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization To create and continue an organized program of sports that is conducive to teaching the fundamentals of each sport, teamwork, and good sportsmanship.

Estimated List of Material / Monetary Contributions Items for recess - \$100

Estimated List of Expenses Sports uniforms, sports registrations, items to run registration sign ups & meetings. Also, other expenses as needed.

Principal's Recommendation: Approved  Denied

Signature of Principal Brenda Breezy Date 9/16/19  
 Signature of Organization's Officer Jack Keaton Date 9/16/19

*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** CB 10.3.19  
 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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Sullivan Village PTSA EIN # 736129956

Organization's Bank Name Arvest Bank Account # 0014012877

Faculty Sponsor's Name Christy Fitch Phone: (580)284-8426 E-mail: christy.fitch@lawtonps.org

Officer's Name      **PRESIDENT**      **VICE PRESIDENT**      **TREASURER**      **SECRETARY**

Name (Print): Rachel Weiler Joyce Weese Tabitha Garcia

Address: 3801 S.E. Camden 4006 S.E. Bedford 4207 S.E. Dorchester

Phone: (580)695-3894 (405)600-5102 (580)458-2846

Term Expiration: 6/30/2020 6/30/2020 6/30/2020

Describe how the organization officers are appointed or elected Nominated by committee and voted upon at General Membership Meeting.

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

Explain what amount and what the fees and dues cover \$8.00 is what is charged. \$3.50 goes to the school. \$4.50 goes to state, local, national dues.

Circle One:  PTA /  Booster

Describe Purpose and Goals of the Organization To promote the welfare of our children both academically and socially. To enhance the quality of our school by providing equipment and supplies not available through the budget.

Estimated List of Material / Monetary Contributions Accelerated Reader \$3,440. Teacher Appreciation meals \$250, Teacher gifts \$200; Supplies for testing \$200

Estimated List of Expenses As needed for upcoming events

Principal's Recommendation: Approved  Denied

Signature of Principal Brenda Breez Date 8/1/2019

Signature of Organization's Officer Rachel Weiler Date 8/1/2019

*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** CBT / 10-3-19  
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**

SCHOOL YEAR 2019-2020

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Whittier Booster Club EIN # 47-173-4240

Organization's Bank Name Arvest Bank Bank Account # 28797405

Faculty Sponsor's Name Shinice Curry Phone: 580-583-4856 Email: Shinice.Curry@lawtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Justin Foster</u>	<u>Kody Wade</u>	<u>Amanda Benio</u>	<u>Tonya</u>
Address:	<u>708 NW Laird</u>	<u>5606 SE Woodlawn</u>	<u>1321 NW Maple</u>	<u>1907 NW Columbia</u>
Phone:	<u>580-699-9307</u>	<u>580-917-1928</u>	<u>580-595-1760</u>	<u>580-919-4343</u>
Term Expiration:				

Describe how the organization officers are appointed or elected Volunteered

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

Explain what amount and what the fees and dues cover NIA

Circle One: PTA / Booster

Describe Purpose and Goals of the Organization We want to help develop sportsmanship and fitness through school activities. We want to help parents who can't afford sports.

Estimated List of Material / Monetary Contributions Fundraisers - \$500, sign-ups - \$100

Estimated List of Expenses Fundraisers - \$300, Equipment - \$750 League fees - \$500

Principal's Recommendation: Approved  Denied

Signature of Principal Melanie Mungesser Date 8/22/19

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** CM / 10.3.19  
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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Whittier PTA EIN # 23-7117049  
 Organization's Bank Name City National Bank Bank Account # 105307  
 Faculty Sponsor's Name Melanie Nungesser Phone: \_\_\_\_\_ E-mail: mningesser@lawtontps  
 Officer's Name                      **PRESIDENT**                      **VICE PRESIDENT**                      **TREASURER**                      **SECRETARY**  
 Name (Print): Jenifer Luna Kristen Turner Michelle L. Gibson Crystal Heiderich  
 Address: 1317 NW Cherry Ave 1308 NW Ash 801 NW 17 Street 736 SW 45th Street  
 Phone: 719-761-5794 560-351-4383 580-595-1908 580-647-3250  
 Term Expiration: \_\_\_\_\_

Describe how the organization officers are appointed or elected Voted by our PTA Members

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

Explain what amount and what the fees and dues cover OUR PTA MEMBERSHIP FEES ARE \$5.00 PER FAMILY.  
IAW: Whittier PTA Bylaws.

Circle One:  PTA  Booster

Describe Purpose and Goals of the Organization To support Parents, Students and Teachers  
To keep everyone informed and involved with activities and  
EVENTS

Estimated List of Material / Monetary Contributions Back to School Dance, Grandparents Pictures, Carnival-October  
Springo Bingo, Fundraisers - Dec. Elf Shelf

Estimated List of Expenses Food + Drinks, Tickets, Toys + Prizes, Teacher T-shirts for the beginning  
of the year, Teacher App. Week

Principal's Recommendation: Approved  Denied

Signature of Principal Melanie Nungesser Date 8-20-19  
 Signature of Organization's Officer Michelle L. Gibson Date 8/7/19

*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** MLN / 10-3-19  
 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**

**APPLICATION FOR SANCTIONING OF PARENT ORGANIZATIONS AND BOOSTER CLUBS**

Organization Name Woodland Hills Booster Club EIN # 46-3489675

Organization's Bank Name Arvest Bank Account # 0012431337

Faculty Sponsor's Name Kristen Collins Phone: 580-695-8771 E-mail: Kristen.Collins@kwtonps.org

Officer's Name	PRESIDENT	VICE PRESIDENT	TREASURER	SECRETARY
Name (Print):	<u>Tiffany Sweeden</u>	<u>Heather Mercer</u>	<u>Shawn</u>	<u>DeAnn Bowden</u>
Address:	<u>415 NW 134th St Lawton</u>	<u>8706 NW Kensington <sup>Lawton</sup></u>	<u>416 NW 74th St <sup>Lawton</sup></u>	
Phone:	<u>580 647-8818</u>	<u>580 574-8449</u>	<u>580-647-2020</u>	<u>580-52-0934</u>
Term Expiration:	<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2020</u>

Describe how the organization officers are appointed or elected A motion was made on 4-4-19 to nominate individuals for 2019-2020 Booster club officers. On 5-6-19 Philip Silky motioned to vote individuals in and Amanda seconded it.

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

Explain what amount and what the fees and dues cover \$25.00 fees and dues cover the cost of equipment repair and replacement for football, volleyball, baseball basketball, softball, pep club

Circle One: PTA /  Booster

Describe Purpose and Goals of the Organization to finance, organize, and supervise athletic sports for the students of Woodland Hills School

Estimated List of Material / Monetary Contributions \$5,000.00 from booster club fee + fundraisers

Estimated List of Expenses gym ~~equipment~~ needs, equipment for sports,

Principal's Recommendation: Approved  Denied

Signature of Principal Andrea Hardzog Date 8-27-19

Signature of Organization's Officer Tiffany Sweeden Date 7-27-19

*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** CHS / 10-3-19  
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**

# RESOLUTION OF BOARD OF EDUCATION TO COUNTY ELECTION BOARD

October 14, 2019

## Notice of Annual School District Election

A Primary Election of the School District Electors of the Lawton Independent School District #8 of Comanche County, Oklahoma, will be held at Precincts 17, 19, 20, 21, 25, 26, 27 and 32 in said District on Tuesday, February 11, 2020 beginning at 7 a.m. and closing at 7 p.m. on said date, to consider or vote upon the following described issues. A General Election, if necessary, will be held on April 7, 2020.

1. Member of Board of Education, Office Number 5 for a Five (5) Year Term.

Precincts -- Office Number 5 consists of individuals residing in Independent School District No. 8 and in one of the following Comanche County voting precincts: Precinct Numbers 17, 19, 20, 21, 25, 26, 27 and 32.

Filing Period -- Opens at 8 a.m., Monday, December 2, 2019, and will close at 5 p.m., Wednesday, December 4, 2019, Comanche County Election Board, 315 SW 5<sup>th</sup> Street, Lawton, Oklahoma. Contest of candidacy petitions may be filed until Friday, December 6, 2019, at 5 p.m. Contest of candidacy petitions are filed with the Comanche County Election Board.

Qualifications of Candidates -- To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six (6) months preceding the first day of the filing period. No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency. In school districts that are divided into election districts (such as the Lawton ISD), a candidate must have resided in the election district for at least six (6) months preceding the first day of the filing period and have been a registered voter registered with the

county election board at an address located within the geographical boundaries of the election district for six (6) months preceding the first day of the filing period. No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by that board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district governed by the board of education.

No person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony shall be eligible to be a candidate for or to be elected to any state, county, municipal, judicial or school headquarters for a period of fifteen (15) years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

Failure by a current board member to satisfy the continuing education requirements established by law shall result in the ineligibility of the member to run for reelection to the school district board of education.

#### Eligibility to Vote

To be eligible to vote in a school district election, a person must be registered with the county election board at an address located within the geographical boundaries of the district. To be eligible to vote in an election within a school district, a person must be registered with the county election board at an address located within the geographical boundaries of the election district.

Dated this 14<sup>th</sup> day of October, 2019.

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President, Lawton Board of Education

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Clerk, Lawton Board of Education

## PRESS RELEASE

The Board of Education of the Lawton School District hereby announces that statutorily qualified individuals interested in running as a candidate for the #5 seat on the Lawton Board of Education may file to run as a candidate for this seat at the Comanche County Election Board between the hours of 8 a.m. and 5 p.m., December 2, 2019 through December 4, 2019.

The Board of Education of the Lawton School District has approved the following resolution calling for an election to be submitted to the voters of the district.

### Date of the Election:

A Primary Election shall be held to vote to elect a board member for member position number 5 on the second Tuesday in February, that being February 11, 2020. A General Election shall be held on the first Tuesday in April, that being April 7, 2020, if no candidate for the board member position receives more than 50% of the vote. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

### Board Member Position on Ballot:

The voters shall elect a board member for board position No. 5, which has a five-year term of office.

### Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any state, county, municipal, judicial, or school office or any other elective office of any political subdivision of this state for a period of fifteen years following completion of his/her sentence or during completion of his/her sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he/she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse.

Candidates must affirm that upon being elected as a member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

**Ballot Titles:**

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for Lawton School Board Position No. 5, which has a five-year term of office.

Approved by the Lawton Board of Education this 14th day of October, 2019.

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President of the Board of Education

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Clerk of the Board of Education

## Legal Notice

The Board of Education of the Lawton Public Schools hereby provides legal notice that the annual school election filing period for candidates will open on Monday, December 2, 2019, at 8:00 a.m. and will close Wednesday, December 4, 2019, at 5:00 p.m. or when the County Election Board Office closes for business that day.

### Date of the Election:

A Primary Election shall be held to vote to elect a board member for member position number 5 on the second Tuesday in February, that being February 11, 2020. A General Election shall be held on the first Tuesday in April, that being April 7, 2020, if no candidate for the board member position receives more than 50% of the vote. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

### Board Member Position on Ballot:

The voters shall elect a board member for board position No. 5, which has a five-year term of office.

### Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor

involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any state, county, municipal, judicial, or school office or any other elective office of any political subdivision of this state for a period of fifteen years following completion of his/her sentence or during completion of his/her sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he/she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse.

Candidates must affirm that upon being elected as a member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members.

Voters Eligible to Vote:

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

Ballot Titles:

The ballot to be submitted to the voters shall call for the voters to:

1. Select one candidate for Lawton School Board Position No.5, which has a five-year term of office.



# AIA® Document B101™ – 2017

## Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand Nineteen  
*(In words, indicate day, month and year.)*

BETWEEN the Architect's client identified as the Owner:  
*(Name, legal status, address and other information)*

Board of Education, ISD #008  
Lawton Public Schools  
P.O. Box 1009  
Lawton, Oklahoma 73502-1009

and the Architect:  
*(Name, legal status, address and other information)*

Architects in Partnership, LLC  
3220 Marshall Avenue  
Norman, Oklahoma 73072  
Telephone Number: (405) 360-1300  
Fax Number: (405) 360-1431

for the following Project:  
*(Name, location and detailed description)*

Lawton Public Schools – Central Middle School – HVAC Repair  
Lawton, Oklahoma

The Owner and Architect agree as follows.

### 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.

Init.

**TABLE OF ARTICLES**

1 INITIAL INFORMATION  
2 ARCHITECT'S RESPONSIBILITIES  
3 SCOPE OF ARCHITECT'S BASIC SERVICES  
4 SUPPLEMENTAL AND ADDITIONAL SERVICES  
5 OWNER'S RESPONSIBILITIES  
6 COST OF THE WORK  
7 COPYRIGHTS AND LICENSES  
8 CLAIMS AND DISPUTES  
9 TERMINATION OR SUSPENSION  
10 MISCELLANEOUS PROVISIONS  
11 COMPENSATION  
12 SPECIAL TERMS AND CONDITIONS  
13 SCOPE OF THE AGREEMENT

**ARTICLE 1 INITIAL INFORMATION**

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")*

§ 1.1.1 The Owner's program for the Project:

*(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)*

Design and construction administration services for the addition of a cooling tower to the existing building's ground source heat pump mechanical system.

§ 1.1.2 The Project's physical characteristics:

*(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)*

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

*(Provide total and, if known, a line item breakdown.)*

The preliminary construction cost estimate is \$500,000.00.

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

Init.

**.2 Construction commencement date:**

**.3 Substantial Completion date or dates:**

**.4 Other milestone dates:**

**§ 1.1.5** The Owner intends the following procurement and delivery method for the Project:  
*(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)*

**§ 1.1.6** The Owner's anticipated Sustainable Objective for the Project:  
*(Identify and describe the Owner's Sustainable Objective for the Project, if any.)*

**§ 1.1.6.1** If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™-2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204-2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204-2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

**§ 1.1.7** The Owner identifies the following representative in accordance with Section 5.3:  
*(List name, address, and other contact information.)*

Dr. Tom Thomas, Interim Superintendent  
Lawton Public Schools  
P.O. Box 1009  
Lawton, Oklahoma 73502-1000

**§ 1.1.8** The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:  
*(List name, address, and other contact information.)*

**§ 1.1.9** The Owner shall retain the following consultants and contractors:  
*(List name, legal status, address, and other contact information.)*

**.1 Geotechnical Engineer:**

Int.

.2 Civil Engineer:

.3 Other, if any:  
(List any other consultants and contractors retained by the Owner.)

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Cory Miller, Senior Project Manager/Associate  
Architects in Partnership, LLC  
3220 Marshall Avenue  
Norman, Oklahoma 73072  
Telephone Number: (405) 360-1300  
Fax Number: (405) 360-1431

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:  
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

.1 Structural Engineer:

.2 Mechanical Engineer:

.3 Electrical Engineer:

§ 1.1.11.2 Consultants retained under Supplemental Services:

Init.

**§ 1.1.12 Other Initial Information on which the Agreement is based:**

**§ 1.2** The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

**§ 1.3** The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

**§ 1.3.1** Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

**ARTICLE 2 ARCHITECT'S RESPONSIBILITIES**

**§ 2.1** The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

**§ 2.2** The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

**§ 2.3** The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

**§ 2.4** Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

**§ 2.5** The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

**§ 2.5.1** Commercial General Liability with policy limits of not less than One Million Dollars (\$ 1,000,000.00 ) for each occurrence and Two Million Dollars (\$ 2,000,000.00 ) in the aggregate for bodily injury and property damage.

**§ 2.5.2** Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One Million Dollars (\$ 1,000,000.00 ) combined single limit, along with any other statutorily required automobile coverage.

**§ 2.5.3** The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage

Init.

than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

**§ 2.5.4 Workers' Compensation at statutory limits.**

**§ 2.5.5 Employers' Liability** with policy limits not less than One Million Dollars (\$ 1,000,000.00 ) each accident, One Million Dollars (\$ 1,000,000.00 ) each employee, and One Million Dollars (\$ 1,000,000.00 ) policy limit.

**§ 2.5.6 Professional Liability** covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Two Million Dollars (\$ 2,000,000.00 ) per claim and Two Million Dollars (\$ 2,000,000.00 ) in the aggregate.

**§ 2.5.7 Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

**§ 2.5.8** The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

### **ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES**

**§ 3.1** The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

**§ 3.1.1** The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

**§ 3.1.2** The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

**§ 3.1.3** As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

**§ 3.1.4** The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

**§ 3.1.5** The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

**§ 3.1.6** The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

Init.

**§ 3.2 Schematic Design Phase Services**

**§ 3.2.1** The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

**§ 3.2.2** The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

**§ 3.2.3** The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

**§ 3.2.4** Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

**§ 3.2.5** Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

**§ 3.2.5.1** The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

**§ 3.2.5.2** The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

**§ 3.2.6** The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.2.7** The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

**§ 3.3 Design Development Phase Services**

**§ 3.3.1** Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

**§ 3.3.2** The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.3.3** The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

**§ 3.4 Construction Documents Phase Services**

**§ 3.4.1** Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the

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further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

**§ 3.4.2** The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

**§ 3.4.3** During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

**§ 3.4.4** The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.4.5** The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

### **§ 3.5 Procurement Phase Services**

#### **§ 3.5.1 General**

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

#### **§ 3.5.2 Competitive Bidding**

**§ 3.5.2.1** Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

**§ 3.5.2.2** The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

**§ 3.5.2.3** If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

#### **§ 3.5.3 Negotiated Proposals**

**§ 3.5.3.1** Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

**§ 3.5.3.2** The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

**§ 3.5.3.3** If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

### **§ 3.6 Construction Phase Services**

#### **§ 3.6.1 General**

**§ 3.6.1.1** The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

**§ 3.6.1.2** The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

**§ 3.6.1.3** Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

#### **§ 3.6.2 Evaluations of the Work**

**§ 3.6.2.1** The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

**§ 3.6.2.2** The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

**§ 3.6.2.3** The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

**§ 3.6.2.4** Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

**§ 3.6.2.5** Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

**§ 3.6.3 Certificates for Payment to Contractor**

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

**§ 3.6.3.2** The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

**§ 3.6.3.3** The Architect shall maintain a record of the Applications and Certificates for Payment.

**§ 3.6.4 Submittals**

**§ 3.6.4.1** The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

**§ 3.6.4.2** The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

**§ 3.6.4.3** If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

**§ 3.6.4.4** Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

**§ 3.6.4.5** The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

**§ 3.6.5 Changes in the Work**

**§ 3.6.5.1** The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

**§ 3.6.5.2** The Architect shall maintain records relative to changes in the Work.

**§ 3.6.6 Project Completion**

**§ 3.6.6.1** The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

**§ 3.6.6.2** The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

**§ 3.6.6.3** When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

**§ 3.6.6.4** The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

**§ 3.6.6.5** Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

**ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES**

**§ 4.1 Supplemental Services**

**§ 4.1.1** The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

Detailed menu of designated services is attached as Exhibit "A"

*(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)*

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided)</i>
<b>§ 4.1.1.1</b> Programming	

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<b>Supplemental Services</b>	<b>Responsibility</b> <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.2 Multiple preliminary designs	
§ 4.1.1.3 Measured drawings	
§ 4.1.1.4 Existing facilities surveys	
§ 4.1.1.5 Site evaluation and planning	
§ 4.1.1.6 Building Information Model management responsibilities	
§ 4.1.1.7 Development of Building Information Models for post construction use	
§ 4.1.1.8 Civil engineering	
§ 4.1.1.9 Landscape design	
§ 4.1.1.10 Architectural interior design	
§ 4.1.1.11 Value analysis	
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	
§ 4.1.1.13 On-site project representation	
§ 4.1.1.14 Conformed documents for construction	
§ 4.1.1.15 As-designed record drawings	
§ 4.1.1.16 As-constructed record drawings	
§ 4.1.1.17 Post-occupancy evaluation	
§ 4.1.1.18 Facility support services	
§ 4.1.1.19 Tenant-related services	
§ 4.1.1.20 Architect's coordination of the Owner's consultants	
§ 4.1.1.21 Telecommunications/data design	
§ 4.1.1.22 Security evaluation and planning	
§ 4.1.1.23 Commissioning	
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	
§ 4.1.1.25 Fast-track design services	
§ 4.1.1.26 Multiple bid packages	
§ 4.1.1.27 Historic preservation	
§ 4.1.1.28 Furniture, furnishings, and equipment design	
§ 4.1.1.29 Other services provided by specialty Consultants	
§ 4.1.1.30 Other Supplemental Services – Thermal Conductivity Test	Architect

**§ 4.1.2 Description of Supplemental Services**

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

*(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)*

If the Owner desires any further information regarding the above items in Section 4.1, the Owner should request a description from the Architect; otherwise the general descriptions as defined by the AIA will dictate.

**§ 4.1.2.2** A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

*(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)*

**§ 4.1.3** If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

**§ 4.2 Architect's Additional Services**

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

**§ 4.2.1** Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

**§ 4.2.2** To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;

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- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two ( 2 ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Monthly or Bi-monthly visits to the site by the Architect during construction
- .3 Two ( 2 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 Two ( 2 ) inspections for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within thirty-six ( 36 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

#### ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

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§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

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§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

§ 6.8 After Owner's approval of the Design Development Documents under Section 3.3.3, the Architect shall, as an Additional Service, make any project program, scope, or quality change due to owner's request, except (1) necessitated under Section 6.5, Section 6.6.1, Section 6.6.4 and Section 6.6.5, (2) due to changes initiated by the Architect in scope, basic systems, or the kinds and quality of materials, finishes or equipment, or errors or omissions by the Architect or Architect's Consultants. Depends on the extent of the change, Architect shall negotiate with the owner for the compensation of the additional services based on (1) a stipulated sum, or (2) percentage of the construction cost of the change, or (3) hourly charge not exceed rated as shown in 11.7.

## ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the

Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

**§ 7.3.1** In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

**§ 7.4** Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

**§ 7.5** Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

## **ARTICLE 8 CLAIMS AND DISPUTES**

### **§ 8.1 General**

**§ 8.1.1** The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

**§ 8.1.2** To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

**§ 8.1.3** The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### **§ 8.2 Mediation**

**§ 8.2.1** Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

**§ 8.2.2** The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days

from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

**§ 8.2.3** The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

**§ 8.2.4** If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box.)*

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

### **§ 8.3 Arbitration**

**§ 8.3.1** If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

**§ 8.3.1.1** A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

**§ 8.3.2** The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

**§ 8.3.3** The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

### **§ 8.3.4 Consolidation or Joinder**

**§ 8.3.4.1** Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

**§ 8.3.4.2** Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

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§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

#### ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

*(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)*

.1 Termination Fee:

To be Negotiated

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

20% of the amount paid for services performed prior to termination under Section 9.7

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

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## **ARTICLE 10 MISCELLANEOUS PROVISIONS**

**§ 10.1** This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

**§ 10.2** Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

**§ 10.3** The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

**§ 10.4** If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

**§ 10.5** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

**§ 10.6** Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

**§ 10.7** The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

**§ 10.8** If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

**§ 10.8.1** The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

**§ 10.9** The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

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**ARTICLE 11 COMPENSATION**

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum  
*(Insert amount)*  
  
Forty Thousand Dollars (\$40,000.00) with reimbursables not to exceed \$1,500.00
- .2 Percentage Basis  
*(Insert percentage value)*  
  
( )% of the Owner's budget for the Cost of the Work under Section 3.3.4. or final Project Construction Cost, whichever is higher, see Exhibit "B"
- .3 Other  
*(Describe the method of compensation)*

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:  
*(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)*

- .1 Add 1% to Section 11.1 for Civil Engineer under Section 4.1.1.8
- .2 Add 15% to actual consultant cost for Landscape Design under Section 4.1.1.9
- .3 Any other additional services, stipulated sum or hourly with a not to exceed.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:  
*(Insert amount of, or basis for, compensation.)*

Stipulated sum or hourly with a not to exceed.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus fifteen percent ( 15%), or as follows:  
*(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)*

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	Twenty	percent (	20	%)
Design Development Phase	Fifteen	percent (	15	%)
Construction Documents Phase	Forty	percent (	40	%)
Procurement Phase	Five	percent (	5	%)
Construction Phase	Twenty	percent (	20	%)
<hr/>				
Total Basic Compensation	One Hundred	percent (	100	%)

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent

budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

**§ 11.6.1** When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

**§ 11.7** The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices. *(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

<b>Employee or Category</b>	<b>Rate</b>
Principal Architect	One Hundred Seventy-Five Dollars/Hr. (\$175.00)
Associate Architect	One Hundred Sixty Dollars/Hr. (\$160.00)
Interior Designer	One Hundred Fifty Dollar/Hr. (\$150.00)
Project Manager	One Hundred Thirty-Five Dollars/Hr. (\$135.00)
Intern Architect	One Hundred Ten Dollars/Hr. \$110.00)
Construction Administration	Ninety Dollars /Hr. (\$90.00)
CADD	Eighty Five Dollars/Hr. (\$85.00)
Administrative	Seventy Dollars/Hr. (\$70.00)

**§ 11.8 Compensation for Reimbursable Expenses**

**§ 11.8.1** Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenscs;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

**§ 11.8.2** For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus point one five (.15) times the amount of the expenses incurred.

**§ 11.9 Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

*(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)*

**§ 11.10 Payments to the Architect**

**§ 11.10.1 Initial Payments**

**§ 11.10.1.1** An initial payment of Zero Dollars (\$ 0.00 ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

**§ 11.10.1.2** If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of (\$ ) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

**§ 11.10.2 Progress Payments**

**§ 11.10.2.1** Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid sixty ( 60 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.  
*(Insert rate of monthly or annual interest agreed upon.)*

Ten percent (10%) per annum.

**§ 11.10.2.2** The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

**§ 11.10.2.3** Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

**ARTICLE 12 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Agreement are as follows:  
*(Include other terms and conditions applicable to this Agreement.)*

- 12.1 Failure to execute any particular clause, section or article by either party, does not negate any other provision or this contract as a whole.
- 12.2 Services of outside consultants not provided under Article 3, Architects Basic Services, shall be billed to the Owner as reimbursable expenses.

**ARTICLE 13 SCOPE OF THE AGREEMENT**

**§ 13.1** This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

**§ 13.2** This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect
- .2 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:  
*(Insert the date of the E203-2013 incorporated into this agreement.)*

- .3 Exhibits:  
*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

[ ] AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this agreement.)*

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[ ] Other Exhibits incorporated into this Agreement:  
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

.4 Other documents:  
(List other documents, if any, forming part of the Agreement.)

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_, President  
Lawton Public Schools Board of Education  
(Printed name and title)

\_\_\_\_\_  
ARCHITECT (Signature)

Gang Li, Principal  
Architects in Partnership, LLC  
(Printed name, title, and license number, if required)

\_\_\_\_\_  
OWNER

(Signature)  
Dr. Tom Thomas, Interim Superintendent  
Lawton Public Schools  
(Printed name and title)

\_\_\_\_\_  
ARCHITECT

(Signature)  
Matt Graves, Principal  
Architects in Partnership, LLC  
(Printed name and title)

**EXHIBIT A**  
**CONCEPTUAL PLANS**

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User Notes:

**EXHIBIT B**  
**MENU OF DESIGNATED SERVICES**

**A. PURPOSE.**

This Menu of Services (hereinafter "Menu") is a checklist of professional services and functions as a guide to further describe those tasks to be performed by the Architect for this particular Project as set forth, in Article 4 of the attached Agreement. The Menu also introduces Pre-Design Phase services, Post Construction Phase Services, Supplemental services, and designates which services are deemed Basic Services or Additional Services for this Project.

The Menu is not intended in any way to alter, amend, change or supersede the terms of the Agreement Between Owner and Architect to which this Exhibit B is attached. In the event of any conflict between the Agreement Between Owner and Architect and this Exhibit B, the Agreement Between Owner and Architect shall control.

**B. DESIGNATIONS.**

The following notations are applicable for each Menu item:

- B:** Basic Services
- A:** Additional Services
- X:** Not Required/Not Applicable

Those Menu items which have traditionally been designated as Basic Services have been "pre-designated" below by inserting a "B" in the check list.

**C. PREDESIGN PHASE I**

In the **Pre-design Phase** the Architect will provide the following services to assist the Owner in establishing the program, financial and time requirements, and limitations for the project.

1.	<u>Project Administration services consisting of predesign administrative functions including:</u>
<b>B</b>	Initial consultation in development of the Project.
<b>B</b>	Preparation of compensation estimates and professional services agreement(s).
<b>B</b>	Project-related research.
<b>B</b>	Conferences.
<b>B</b>	Communications and progress reports.
<b>B</b>	Travel time.
2.	<u>Owner-supplied Data Coordination services consisting of predesign activities including:</u>
<b>B</b>	Review and coordination of data furnished for the Project as a responsibility of the Owner.

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<b>B</b>	Assistance to Owner in obtaining existing drawings and related data.
<b>B</b>	Assistance to Owner in obtaining soils investigation services.
<b>B</b>	Assistance to Owner in obtaining topographic survey(s).
<b>B</b>	Assistance to Owner in obtaining Environmental Assessment.

3. **Facility Needs Study for each building and site in the School Campus consisting of:**

<b>B</b>	Inspection and evaluation to identify and recommend major renovation and additional space needs for each.
<b>B</b>	Estimate of construction costs.
<b>B</b>	Estimate of Furniture and Equipment costs.
<b>B</b>	Consultation with and recommendation for selection of projects to be included in the bond issue application.

4. **Programming services required to establish the following detailed requirements for the Project:**

<b>B</b>	Design objectives, limitations and criteria.	
<b>B</b>	Space requirements.	
<b>B</b>	Space relations.	
<b>X</b>	Number and functional responsibilities of personnel.	By Owner
<b>B</b>	Flexibility and expansibility.	
<b>X</b>	Special equipment and systems.	By Owner
<b>B</b>	Site requirements.	

5. **Space Schematics/Flow Diagrams services consisting of diagrammatic studies and pertinent descriptive text for:**

<b>B</b>	Internal functions.	
<b>X</b>	Human and vehicular flow patterns.	
<b>B</b>	General space allocations.	
<b>X</b>	Special facilities and equipment.	By Owner
<b>B</b>	Flexibility and expansibility.	

6. **Existing Facilities Surveys services consisting of researching, assembling and reviewing information for Projects involving alterations and additions to existing facilities or determining new space usage in conjunction with a new building program and including:**

<b>B</b>	Photography or videography
<b>B</b>	Field measurements and review of existing drawings.
<b>B</b>	Analysis of existing architectural elements.
<b>B</b>	Analysis of existing structural capabilities.
<b>B</b>	Analysis of existing mechanical capabilities.
<b>B</b>	Analysis of existing electrical capabilities.

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7. Project Budgeting services relating to development of a Predesign Phase Estimate of Construction Cost(s) based on programming studies.

B	Estimates, by project/facility, of Construction Cost.	By
B	Establishment of Contingency Budget.	

8. Bond Issue Application services related

B	Coordination and consultation with Owner, Bonding Attorney and Financial Consultant necessary for compilation and preparation of:
B	Summary of Estimated Costs for all Construction Projects Proposed.
B	Summary-Existing and Proposed School Plant form.
X	Project Cost Calculation form.
B	Estimated Size and Cost of Proposed Construction Project forms with necessary attachments for each facility included in the Project.
X	Site Acquisition and Development form.
X	Certifications of forms prepared by Architect.
B	Attendance with Owner at all meetings directly related to this Project.

9. Presentation services consisting of presentations of Predesign Phase analyses and recommendations by the Architect/Engineer to the following Owner representatives:

B	Board/Administration/Staff
B	Citizens committee(s).

**D. SCHEMATIC DESIGN PHASE**

In the Schematic Design Phase, the Architect will provide the following services necessary to prepare Schematic Design Documents consisting of drawings and other documents illustrating the general scope, scale and relationship of project components for approval by the Owner. Design will be conceptual in character based on the program and requirements developed under the Pre-Design Phase of the project and approved by the Owner.

1. Project Administration services consisting of schematic design administrative functions including:

B	Consultation.
B	Conferences.
B	Communications and progress reports.
B	Travel time.

2. Disciplines Coordination/Document Checking services consisting of schematic design activities for:

B	Coordination between the architectural/engineering work of other involved disciplines for the Project.
B	Review and checking of documents prepared for the Project.

3. Agency Consulting/Review/Approval services consisting of schematic design activities including:

B	Agency consultations.
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B	Research and/or review of critical applicable regulations.
B	Assistance in the preparation of written and graphic explanatory materials.
B	Appearances on Owner's behalf at agency and Owner meetings.

4. Owner supplied Data Coordination services consisting of schematic design activities including:

B	Review and coordination of data furnished for the Project as a responsibility of the Owner.
B	Assistance in establishing criteria.
B	Assistance in obtaining data.

5. Architectural Design/Documentation services responding to program requirements and consisting of preparation of:

B	Conceptual site and building plans.
B	Preliminary building elevations.
B	Preliminary selection of building systems and materials.
B	Development of approximate dimensions, areas and volumes.
B	Perspective sketch(es).

6. Structural Design/Documentation services consisting of recommendations regarding basic structural materials and systems, analyses, and development of conceptual design solutions for:

B	A proposed structural system.
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7. Mechanical Design/Documentation services consisting of consideration of materials, systems and equipment and development of conceptual design solutions for:

B	Energy source(s).
B	Energy conservation.
B	Heating and ventilating.
B	Air conditioning.
B	Plumbing.
B	Fire protection.

8. Electrical Design/Documentation consisting of consideration of systems, recommendations regarding basic electrical materials, systems and equipment, analyses, and development of conceptual design solutions for:

B	Power service and distribution.	
B	Lighting.	
X	Telephones.	By Owner
B	Fire detection and alarms.	
X	Security systems.	By Owner
X	Electronic communications.	
X	Special electrical systems.	
B	Technology infrastructure coordination.	

Init.

9. Civil Design/Documentation consisting of consideration of materials, systems and development of conceptual design solutions for:

A	On-site utility systems.
A	Fire protection systems.
A	Drainage systems.
A	Paving/site improvements.

10. Interior planning services based on functional relationships, consideration of materials, systems and equipment and development of conceptual design solutions to establish furniture and equipment locations, etc.

B	Furniture, furnishings and loose equipment layouts.
---	---

11. Materials Specifications consisting of:

B	Identification of potential architectural materials systems and equipment.
B	Coordination of similar work by other disciplines.

12. Statement of Estimated Construction Cost services consisting of development of an estimated construction cost range for each Project based on the most recent schematic design studies.

B	Estimates, by project, of Construction Cost.	By CM
B	Establishment of project Contingency Fund.	

13. Presentations services consisting of presentations of Schematic Design Documents by the Architect/Engineer to the following Owner representatives.

B	Board/Administration/Staff
B	Citizen committee(s).

**E. DESIGN DEVELOPMENT PHASE**

In the Design Development Phase, the Architect will provide the following services necessary to prepare, from the approved Schematic Design Documents, the Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the entire project, including architectural, structural, civil, mechanical and electrical systems, materials, equipment and such other elements as may be appropriate for the approval by the Owner.

1. Project Administration services consisting of design development administrative functions including:

B	Consultation.
B	Conferences.
B	Communications and progress reports.
B	Travel time.

2. Disciplines Coordination/Document Checking services consisting of design development activities for:

B	Coordination between the architectural/engineering work and the work of other involved disciplines of the Project.
B	Review and checking of documents prepared for the Project.

Init.

3. Agency Consulting/Review/Approval services consisting of design development activities including:

<b>B</b>	Agency consultations.
<b>B</b>	Research and/or review of critical applicable regulations.
<b>B</b>	Assistance in the preparation of written and graphic explanatory materials.
<b>B</b>	Appearances on Owner's behalf at agency and Owner meetings.

4. Owner supplied Data Coordination services consisting of design development activities including:

<b>B</b>	Review and coordination of data furnished for the Project as a responsibility of the Owner.
<b>B</b>	Assistance in obtaining data.

5. Architectural Design services consisting of continued development and expansion of architectural Schematic Design Documents to establish the final scope, relationships, forms, size and appearance of the Project through:

<b>B</b>	Plans, sections and elevations.
<b>B</b>	Materials selection.
<b>B</b>	Three dimensional sketches.
<b>B</b>	Equipment layouts.
<b>B</b>	Typical construction details.
<b>X</b>	Study model(s).

6. Structural Design services consisting of continued development of structural system(s) and Schematic Design Documents in sufficient detail to establish:

<b>B</b>	Basic structural system and dimensions.
<b>B</b>	Structural design criteria.
<b>B</b>	Foundation design criteria.
<b>B</b>	Preliminary sizing of major structural components.
<b>B</b>	Critical coordination clearances.

7. Mechanical Design services consisting of continued development and expansion of mechanical Schematic Design Documents and development of outline Specifications to establish:

<b>B</b>	Approximate equipment sizes and capacities.
<b>B</b>	Preliminary equipment layouts.
<b>B</b>	Required space for equipment.
<b>B</b>	Required chases and clearance.

8. Electrical Design services consisting of continued development and expansion of electrical Schematic Design Documents and development of outline Specifications to establish:

<b>B</b>	Criteria for lighting, electrical and communications systems.
<b>B</b>	Approximate sizes and capacities of major components.
<b>B</b>	Preliminary equipment layouts.

Init.

<b>B</b>	Required space for equipment.
<b>B</b>	Required chases and clearances.

9. **Civil Design services**

<b>A</b>	Continued development and expansion of civil Schematic Design Documents to establish the final scope and preliminary details for on-site civil engineering work.
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10. **Materials Specifications services consisting of activities by architectural personnel in:**

<b>B</b>	Presentation for Owner's approval of proposed General and Supplementary Conditions of the Contract for Construction.
<b>B</b>	Development of architectural outline Specifications and brief form identification of significant architectural materials, systems and equipment.
<b>B</b>	Coordination of similar activities of other disciplines.
<b>B</b>	Production of design manual including design criteria and outline Specifications or materials list.

11. **Statement of Estimated Construction Cost services consisting of updating and refining the Schematic Design Phase Statement of Construction Cost of the Project.**

<b>B</b>	Estimates, by Project, of Construction Cost.	By CM
<b>B</b>	Establishment of project Contingency Fund.	

12. **Presentations services consisting of presentations of Design Development Drawings and other documents by the Architect/Engineer to the following Owner representatives:**

<b>B</b>	Boards/Administration/Staff
<b>B</b>	Citizen committee(s).

**F. CONSTRUCTION DOCUMENTS PHASE**

In the **Construction Documents Phase**, the Architect will provide the following services necessary to prepare from the approved Design Development Documents, for approval by the Owner, Construction Documents consisting of Drawings, Specifications and other documents setting forth in detail the requirements for construction of the Project, and bidding and contracting for the construction of the Project.

1. **Project Administration services consisting of construction documents administrative functions including:**

<b>B</b>	Consultation.
<b>B</b>	Conferences.
<b>B</b>	Communications and progress reports.
<b>B</b>	Travel time.

2. **Disciplines Coordination/Document Checking services consisting of construction documents activities for:**

<b>B</b>	Coordination between the architectural/engineering work and the work of Consultants and other involved disciplines for the Project.
<b>B</b>	Review and checking of documents prepared for the Project.
<b>B</b>	Coordination with Owner's asbestos/hazardous material abatement Consultant.

Init.

3. Agency Consulting/Review/Approval services relating to applicable laws, statutes, regulations and codes of regulating entities and consisting of Construction Documents Phase activities for:

<b>B</b>	Agency consultations.
<b>B</b>	Research of applicable regulations.
<b>B</b>	Appearances on Owner's behalf at agency and Owner meetings.

4. Owner supplied Data Coordination services consisting of activities relating to the construction documents including:

<b>B</b>	Review and coordination of data furnished for the Project as a responsibility of the Owner.
<b>B</b>	Assistance in establishing criteria.
<b>B</b>	Assistance in obtaining data.

5. Architectural/Engineering/Design services

<b>B</b>	Preparation of Drawings based on approved Design Development Documents setting forth in detail the architectural construction requirements for the Project.
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6. Structural Design services

<b>B</b>	Preparation of final structural engineering calculations, Drawings and Specifications based on approved Design Development Documents, setting forth in detail the structural construction requirements for the Project.
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7. Mechanical Design services

<b>B</b>	Preparation of final mechanical engineering calculations, Drawings and Specifications based on approved Design Development Documents, setting forth in detail the mechanical construction requirements for the Project.
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8. Electrical Design services

<b>B</b>	Preparation of final electrical engineering calculations, Drawings and Specifications based on approved Design Development Documents, setting forth in detail the electrical construction requirements for the Project.
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9. Civil Design services

<b>A</b>	Preparation of final civil engineering calculations, Drawings and Specifications based on approved Design Development Documents, setting forth in detail the civil construction requirements for the Project.
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10. Materials Specifications consisting of activities of architectural personnel in:

<b>B</b>	Development and preparation of architectural Specifications describing materials, system and equipment, workmanship, quality and performance criteria required for the construction of the Project.	By CM
<b>B</b>	Coordination of the development of Specifications by other disciplines.	
<b>B</b>	Assistance to the Owner in development and preparation of Bidding Documents which describe the time, place and conditions of bidding, bidding forms, and the form(s) of Agreement between the Owner and Contractor(s).	
<b>B</b>	Assistance to the Owner in development and preparation of the Conditions of the Contract (General, Supplementary, and other Conditions).	

Int.

<b>B</b>	Compilation of Project Manual including Conditions of the Contract, Bidding Documents and Specifications.
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11. Special Bidding Documents/Scheduling services consisting of:

<b>B</b>	Preparation and coordination of Drawings and Specifications for obtaining bids or prices on alternate subdivisions of the Work.
<b>B</b>	Preparation and coordination of Drawings and Specifications for obtaining alternate bids or prices on changes in the scope of the Work.
<b>B</b>	Preparation and coordination of Drawings, Specifications, and Bidding Documents for multiple prime contracts for subdivisions of the Work.
<b>B</b>	Review and update of established schedules for the Project.

These services are to be utilized at the discretion of the Architect for benefit of the Owner or at the Owner's reasonable request, and do not represent services provided by a Construction Manager.

12. Statement of Estimated Construction Cost services consisting of advising the Owner of any adjustments to, and, when the Construction Documents are approximately 90% complete, updating the Design Development Phase Statement of Construction Cost of the Project.

<b>B</b>	Final estimates, by Project, of Construction Cost.	By CM
<b>B</b>	Establishment of project Contingency Fund.	

13. Presentations services consisting of Construction Documents and other graphic displays by the Architect/Engineer to the following:

<b>B</b>	Boards/Administration/Staff
<b>B</b>	Citizen committee(s).

**G. BIDDING OR NEGOTIATION PHASE**

In the Bidding or Negotiation Phase the Architect will provide the following basic services necessary to assist the Owner in obtaining competitive bids and in awarding and preparing contracts for construction based on the Owner's approval of the final Construction Documents and most recent Statement of Estimated Construction Costs.

1. Project Administration services consisting of bidding or negotiation administrative functions including:

<b>B</b>	Consultation.
<b>B</b>	Conferences.
<b>B</b>	Communications and progress reports.
<b>B</b>	Travel time.

2. Bidding Materials services consisting of organizing and handling Bidding Documents for:

<b>B</b>	Coordination.	By CM
<b>B</b>	Reproduction.	
<b>B</b>	Distribution and distribution records.	

Init.

3.	<b>Addenda services</b>	
<b>B</b>	Preparation and distribution of Addenda as may be required during bidding or negotiation and including supplementary Drawings, Specifications, instructions and notice(s) of changes in the bidding schedule and procedure.	
4.	<b>Bidding/Negotiations services consisting of:</b>	
<b>B</b>	Assistance to Owner in establishing list of Bidders.	By CM
<b>B</b>	Assistance to Owner in preparation/release of Advertisement for Bids.	
<b>B</b>	Participation in pre-bid conferences.	
<b>B</b>	Responses to questions from Bidders or proposers and clarifications or interpretations of the Bidding Documents.	
<b>B</b>	Attendance at bid opening(s).	
<b>B</b>	Documentation and distribution of bidding results to Owner.	By CM
5.	<b>Analysis of Alternates/Substitutions services</b>	
<b>B</b>	Consideration, analyses, comparisons, and recommendations relative to alternates or substitutions proposed by Bidders or proposers either prior or subsequent to receipt of Bids or proposals.	
6.	<b>Bid Evaluation services consisting of:</b>	
<b>B</b>	Assistance in receipt of Bids or proposals.	By CM
<b>B</b>	Participation in reviews of Bids or proposals.	
<b>B</b>	Evaluation of Bids or proposals and report to Owner of findings.	By CM
<b>B</b>	Participation in negotiations prior to or following decisions on award of the Contract(s) for construction.	
7.	<b>Construction Contract Agreements services consisting of:</b>	
<b>B</b>	Assistance in the notification of Contract award(s).	By CM
<b>B</b>	Assistance in preparation of construction contract Agreement forms for approval by Owner.	
<b>B</b>	Preparation and distribution of sets of Contract Documents for execution by parties to the Contract(s).	
<b>X</b>	Receipt, distribution and processing, for Owner's approval of required certificates of insurance, bonds and similar documents.	
<b>B</b>	Preparation and distribution of Contractor(s), on behalf of the Owner, of notice(s) to proceed with the Work.	

#### H. CONSTRUCTION CONTRACT ADMINISTRATION PHASE

In the Construction Contract Administration Phase, the Architect will provide the following basic services necessary for the administration of the construction contract as set forth in the General Conditions of the Contract for Construction and on-site project representation to inspect the construction process on behalf of the Owner.

##### 1. Project Administration services consisting of construction contract administrative functions including:

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User Notes:

(1213290320)

B	Consultation.
B	Conferences.
B	Communications and progress reports.
B	Travel time.
B	Coordination of multiple-prime construction contracts.

2. Office Construction Administration services consisting of:

B	Processing of submittals, including receipt from CM, review of and appropriate action on Shop Drawings, Product Data, Samples and other submittals required by the Contract Documents.
B	Distribution of submittals to Architect/Engineer's representative as required.
B	Maintenance of master file of submittals.
B	Related communications.

3. The provision of Periodic or Continuous Project Representation in the field shall be as determined by the Owner and the terms and conditions of the Agreement between Owner and Architect for each specific project.

X	Continuous Project Representative(s).
X	Periodic Project Representative(s).

4. Coordination services relating to independent inspection and testing agencies, consisting of:

B	Administration of field testing required by the Contract Documents.
B	Arranging for and coordination of testing and inspection on Owner's behalf.
B	Review of reports on inspections and tests and notifications to Owner and Contractor(s) of observed deficiencies in the Work.

5. Supplemental Documents services consisting of:

B	Preparation, reproduction and distribution of supplemental Drawings, Specifications and interpretations in response to requests for clarification by Contractor(s) or the Owner and as required by construction conditions of the work.
B	Forwarding Owner's instructions and providing guidance to the Contractor(s) on the Owner's behalf relative to changed requirements and schedule revisions.
B	Assistance to the Owner in the selection and preparation of a Color and Material Finish Schedule for the Project.

6. Quotation Requests/Change Orders services consisting of:

B	Preparation, reproduction and distribution of Drawings and Specifications to describe Work to be added, deleted or modified.
B	Review of proposals from Contractor(s) for reasonableness of quantities and costs of labor and materials.
B	Review and recommendations relative to changes in time for Substantial Completion.
B	Negotiations with Contractor(s) on Owner's behalf relative to costs of Work proposed to be

Init.

	added, deleted or modified.
<b>B</b>	Assisting in the preparation of appropriate Modifications of the Contract(s) for Construction.
<b>B</b>	Coordination of communications, approvals, notifications and record-keeping relative to changes in the Work.

7. **Project Schedule Monitoring services**

<b>B</b>	Monitoring the progress of the Contractor(s) relative to established schedules and making status reports to Owner.	By CM
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8. **Construction Cost Accounting services consisting of:**

<b>B</b>	Maintenance of records of payments on account of the Construction Contract Sum(s) and all changes thereto.
<b>B</b>	Evaluation of Applications for Payment and certification thereof to include waivers of lien and release from the surety company as applicable.
<b>B</b>	Review and evaluation of expense data submitted by the Contractor(s) for Work performed under cost-plus-fee arrangements.

9. **Project Closeout services initiated upon notice from the Contractor(s) that the Work, or a designated portion thereof which is acceptable to the Owner, is sufficiently complete, in accordance with the Contract Documents, to permit occupancy or utilization for the use for which it is intended, and consisting of:**

<b>B</b>	A field visit with the Owner's representative to check conformity of the Work to the Contract Documents to the list submitted by the Contractor(s) of items to be completed or corrected.
<b>B</b>	Issuance of Certificate(s) of Substantial Completion.
<b>B</b>	Recommendations of the amount(s) to be withheld until final completion.
<b>B</b>	Securing and receipt of consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment(s).
<b>B</b>	Field inspection(s) upon notice by the Contractor(s) that the Work is ready for final inspection and acceptance.
<b>B</b>	Notification to Owner and Contractor(s) of deficiencies found in follow-up inspection(s), if any.
<b>B</b>	Field inspection(s) with the Owner's representative to verify final completion of the Work.
<b>B</b>	Receipt and transmittal to the Owner of the guarantees, warranties, affidavits, receipts, releases and waivers of lien or bonds indemnifying the Owner against liens.
<b>B</b>	Issuance of final Certificate(s) for Payment.

**I. POST CONSTRUCTION PHASE**

In the **Post Construction Phase**, the Architect will provide the following services necessary to assist the Owner in the use and occupancy of the facility on a Project-by-Project basis.

1. **Project Administration services consisting of post construction administrative functions including:**

<b>B</b>	Consultation
<b>X</b>	Conferences

init.

<b>X</b>	Communications and progress reports.
<b>B</b>	Travel time.

2. Maintenance and Operational Programming services consisting of:

<b>X</b>	Assistance in the establishment by the Owner of in-house or contract program(s) of operation and maintenance of the physical plant and equipment.
<b>X</b>	Assistance in arranging for and coordinating instructions on operations and maintenance on equipment in conjunction with manufacturer's representatives.
<b>X</b>	Assistance in the preparation of operations and maintenance manual(s) for the Owner's use.

3. Start-Up Assistance services consisting of:

<b>X</b>	On-site observation and assistance in the operation of building systems during initial occupancy.
<b>B</b>	Assistance and coordination of remedial work by the Contractor(s) after final completion

4. Record Drawings services consisting of:

<b>B</b>	Making arrangements for obtaining from Contractor(s) information certified by them on all changes made during construction from the initial Contract Documents and on the location of concealed systems as installed during construction.
<b>B</b>	Transmittal of record drawings to the Owner.

5. Post Construction Evaluation services consisting of an on-site visit to the project nine months after completion of construction for:

<b>B</b>	Warranty items in defect.
<b>B</b>	Defective work and/or materials under contract requirements.
<b>B</b>	Incomplete work by the Contractor under contract requirements.
<b>B</b>	Report to Contractor of the defective Work and/or material to be corrected.

**J. SUPPLEMENTAL SERVICES**

In addition to the Basic Services provided by the Architect, the following **Supplemental Services** are provided and/or arranged by the Architect as required when requested and approved by the Owner.

These Supplemental Services may be provided during a single phase of the Basic Services or during several phases of the project as directed by the Owner.

1. Special Studies services consisting of investigation, research and analysis of the Owner's special requirements for the Project and documentation of findings, conclusions and recommendations for:

<b>X</b>	Master planning to provide design services relative to future facilities, systems and equipment not intended to be constructed as part of this Project.
<b>X</b>	Feasibility studies consisting of investigation, research, studies, analysis and final reporting on proposed Projects or other purposes.

2. Model Construction services consisting of preparation of:

X	Large scale block model(s) of structure(s) designed for the Project.
X	Large scale detailed model(s) of structure(s) designed for the Project showing both interior and exterior design.

3. Life Cycle Cost Analysis services consisting of assessment, on the basis of established relevant economic consequences over a given period of time, of:

X	A given planning and design solution for the Project.
X	Alternative planning and design solutions for the Project.
X	Selected systems, subsystems or building components proposed for the Project.

4. Renderings services related to providing graphic pictorial representations of the proposed Project consisting of:

X	Black and white elevation view(s).
X	Black and white perspective view(s).
X	Elevation view(s) in color.
X	Perspective view(s) in photo realistic rendering.

5. Specialized Promotions/Public Relations services relating to presentations to the public or identified groups consisting of:

B	Preparation of special brochures and/or promotional pieces.
B	Assistance in production and distribution of promotional materials.
B	Presentations at public relations and/or promotional meetings.

6. Special Disciplines Consultation services consisting of retaining, directing and coordinating the work of special disciplines Consultants whose specialized training, experience or knowledge relative to specific elements and features of the Project are requested and approved by the Owner.

X	Acoustics.
X	Audio-Visual.
X	Communications.
X	Educational Technology System Design.
X	Landscape Architecture.
X	Traffic/Parking.

7. Value Analysis services

B	Reviewing during design phases of the cost, quality and time influences of proposed building materials, systems and construction methods relative to design objectives in order to identify options for obtaining optimum value for the Owner.
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8. Quantity Survey services

X	Detailed determination of the quantities of materials to be used in the Project to establish the basis for price determination by bidding or negotiations.
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9. Energy Study and building energy efficiency analysis services consisting of special analyses of mechanical, electrical systems, fuel costs, on-site energy generation and energy conservation options for the Owner's information or use.

Init.

X	Construction Phase
X	Post-Construction Phase

10. Special furniture or furnishings design services related to Architect-designed special furniture, furnishings and/or equipment incorporated into the Project and consisting of:

X	Design and documentation.
X	Specifications or standards.
X	Management of procurement.
X	Coordination of installation.
X	Purchase on the Owner's behalf.

11. Serving as witness for the Owner in a public hearing, arbitration proceeding, administrative law proceeding, or legal proceeding.

B	During Project phases
X	Post-Construction phase

-----End of Exhibit B-----

Init.

**EXHIBIT C  
ARCHITECTURAL FEE**

CONSTRUCTION VALUES	FEE
\$ -0- -	\$ 149,999.00 Negotiable
\$ 150,000.00 -	\$ 249,999.00 9.50%
\$ 250,000.00 -	\$ 499,999.00 9.00%
\$ 500,000.00 -	\$ 749,999.00 8.00%
\$ 750,000.00 -	\$ 999,999.00 7.50%
\$1,000,000.00 -	\$1,499,999.00 7.00%
\$1,500,000.00 -	\$1,999,999.00 6.50%
\$2,000,000.00 -	Up 6.00%

1. Add 2% for the renovation and addition portion of projects, if any.
2. Add .25% for Phased Construction
3. Add .5% for Multiple Bid Packages.

-----End of Exhibit C-----



# AIA®

# Document G701™ – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Lawton Public Schools - New Eisenhower  
Middle School  
Lawton, Oklahoma

**CONTRACT INFORMATION:**  
Contract For: General Construction  
  
Date: January 19, 2018

**CHANGE ORDER INFORMATION:**  
Change Order Number: 7  
  
Date: October 4, 2019

**OWNER:** *(Name and address)*  
Lawton Public Schools  
753 NW Ft. Sill Blvd.  
Lawton, Oklahoma 73507

**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 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: \$741,457.00

Transfer Contingency to Furniture Project: \$37,018.56

Remaining Contingency: \$704,438.44

Net change to Contract Sum: -\$37,018.56


The original Contract Sum was	\$	10,939,373.00
The net change by previously authorized Change Orders	\$	27,034,146.00
The Contract Sum prior to this Change Order was	\$	37,973,519.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	37,018.56
The new Contract Sum including this Change Order will be	\$	37,936,500.44

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be May 11, 2020

**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.**

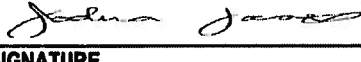
Architects in Partnership, LLC  
**ARCHITECT** *(Firm name)*

  
**SIGNATURE**

Cory Miller, Senior Project  
Manager/Associate  
**PRINTED NAME AND TITLE**

October 4, 2019  
**DATE**

Crossland Construction Company  
**CONTRACTOR** *(Firm name)*

  
**SIGNATURE**

Joshua Jacox, Project Manager  
**PRINTED NAME AND TITLE**

10/4/2019  
**DATE**

Lawton Public Schools  
**OWNER** *(Firm name)*

**SIGNATURE**

**PRINTED NAME AND TITLE**

**DATE**

**1715A - Lawton Public Schools New Eisenhower Middle School**  
Trend Log

Last Update: OCT 4, 2019

Green	Closed Issue (Accepted/Go)
Yellow	Active Issue (Holding)
Red	Open Issue (Note Info Issues)
Grey	Not Accrued



Original Contract Amount: \$10,939,373.00  
Construction Occupancy: 09/17/2018  
Original Completion Date: 05/11/2020

Item	ASI No.	Date	Description	Proposed	Acceptance Required Date	LPS Acceptance Date	Accepted Change Amount	Working Estimate	PCO No.	CO No.	CO Date	Comments
01			Original Contingency	(\$194,000.00)		2/21/2019	(\$920,500.00)	(\$994,500.00)				As of GMP #4
02	ASI-001	10/5/2018	Art Room & Vocal Windows	\$0.00		3/12/2019	\$0.00	\$0.00				Concur
03	ASI-002	10/25/2018	Landing at Dose B101	\$0.00		3/12/2019	\$0.00	\$0.00		3	3/1/2019	Concur, \$ included in Pier Log (Trend Log Item 15)
04	ASI-003	11/30/2018	Sanitary Sewer & Gas Utility	\$540.32		3/12/2019	\$540.32	\$540.32		3	2/15/2019	Concur
05	ASI-004	1/10/2019	Water Loop	\$51,541.11		2/21/2019	\$51,541.11	\$51,541.11		2	2/15/2019	Concur
06	Email	12/14/2018	Non-proprietary Fire Alarm	\$1,959.00		1/17/2019	\$1,959.00	\$1,959.00		1	12/20/2018	Owner Requested - Concur
07	ASI-005	12/28/2018	Music Walls to Deck & Elevator Coordination	\$22,163.00		3/12/2019	\$22,163.00	\$22,163.00		3	3/1/2019	Concur
08	Submittal	1/4/2019	Additional Roller Shades	\$16,720.00		3/12/2019	\$16,720.00	\$16,720.00		3	3/1/2019	Concur
09	Submittal	12/20/2018	Door Hardware Coordination	\$5,400.00		3/12/2019	\$5,400.00	\$5,400.00		3	3/1/2019	Concur
10	Email	1/23/2019	Motorized Small Gym Bleacher	\$3,662.00		3/12/2019	\$3,662.00	\$3,662.00		3	3/1/2019	Concur
11	ASI-006	1/25/2019	PCP Coordination with Mechanical	\$0.00			\$0.00	\$0.00				Clarification only
12	ASI-007	2/6/2019	FD-1 in RR C122 & C124	\$2,461.26		2/21/2019	\$2,461.26	\$2,461.26		2	2/15/2019	Concur
13	ASI-008	2/7/2019	Auditorium Pump ADA Clearance	\$0.00			\$0.00	\$0.00				Clarification only
14	ASI-009	2/11/2019	Electrical Coordination	\$0.00			\$0.00	\$0.00				Clarification only
15	Pier Log	2/12/2019	Actual Pier Depths	(\$1,269.41)		3/12/2019	(\$1,269.41)	(\$1,269.41)		3	3/1/2019	Concur
16	ASI-010	5/3/2019	Kitchen Security Closure	\$10,995.00		6/27/2019	\$10,995.00	\$10,995.00		4	6/13/2019	Owner Requested - Concur
17	ASI-011	3/6/2019	Fire Sprinkler Crossing at A131	\$0.00			\$0.00	\$0.00				Clarification only
18	ASI-012	3/22/2019	Auditorium Aisle Dimension	\$0.00			\$0.00	\$0.00				Clarification only
19	Email	2/27/2019	Building Fiber Connection	\$25,362.00		9/19/2019	\$25,362.00	\$25,362.00		6	9/19/2019	Owner's Vendor - Omitted from GMP - Concur
20	Email	5/1/2019	Rough-in to E-tency Cameras	\$6,047.00		9/3/2019	\$6,047.00	\$6,047.00		5	9/3/2019	Owner Requested - Concur
21	Email	5/3/2019	Access Control Hardware Coordination	(\$736.60)		6/27/2019	(\$736.60)	(\$736.60)		4	6/13/2019	Concur
22	ASI-013	5/5/2019	Gym Dimension Clarification	\$0.00			\$0.00	\$0.00				Clarification only
23	Email	2/4/2019	Audion System Coordination	\$8,153.60		6/27/2019	\$8,153.60	\$8,153.60		-1	6/13/2019	Concur
24	ASI-014 R2	5/24/2019	FACS & Career Tech Coordination	\$35,581.00		9/3/2019	\$35,581.00	\$35,581.00		5	9/3/2019	Owner Requested - Concur
25	Submittal	3/21/2019	Omit Motorized Controls for Light Fixture M2	(\$1,100.75)								Fixture deduct OK, need controls deduct
26	RFI #062	4/10/2019	Translucent Panel Steel Angle	\$0.00			\$0.00	\$0.00				Use \$400 of allowance per S-050 Structural Steel Table 6.
27	Email	6/12/2019	Additional Slab Reinforcement for Terrazzo Area	\$4,016.00		6/27/2019	\$4,016.00	\$4,016.00		4	6/13/2019	Concur - Uses reinforcing allowance from Bid Form
28	Email	6/12/2019	Hook-up Commercial Washer & Dryer in Existing Cafeteria Dishroom									Owner Requested - Awaiting CM Pricing
29	Email	6/12/2019	Irrigation for Football Practice Field	\$20,034.41		9/3/2019	\$20,034.41	\$20,034.41		5	9/3/2019	Owner Requested - Concur
30	Email	6/21/2019	Substrate Deck/Floor for Primecoat, Periscope Flooring	(\$1,330,000.00)		9/3/2019	(\$1,330,000.00)	(\$1,330,000.00)		5	9/3/2019	Concur
31	ASI-015 R1	6/25/2019	Media Center Coordination	\$7,338.30		9/3/2019	\$7,338.30	\$7,338.30		5	9/3/2019	Owner Requested - Concur
32	RFI #090	6/7/2019	Add 4 Floor Drains to Second Floor at Restrooms	\$4,426.09		9/3/2019	\$4,426.09	\$4,426.09		5	9/3/2019	Concur
33	ASI-016 R1	6/28/2019	Median Paving Section	\$1,725.00		9/19/2019	\$1,725.00	\$1,725.00		6	9/19/2019	Concur
34	Email	7/2/2019	Omit FACS Teaching Station Sink	(\$751.23)		9/3/2019	(\$751.23)	(\$751.23)		5	9/3/2019	Concur
35	Email	6/5/2019	Custom Metal Coping Color	\$10,300.00		9/3/2019	\$10,300.00	\$10,300.00		5	9/3/2019	Concur
36	ASI-017 R1	7/23/2019	Foundation Vapor Barrier Details & Stage Ramp Landing Dimension	\$0.00			\$0.00	\$0.00				Clarification only
37	ASI-018	7/29/2019	IDJ Mild HOD Electrical Receptacles	\$0.00			\$0.00	\$0.00				Clarification only
38	Email	7/24/2019	Periscope Seamless Shower Wall System	\$28,964.10		9/3/2019	\$28,964.10	\$28,964.10		5	9/3/2019	Omitted from GMP - Concur
39	Email	8/8/2019	Irrigation for Soccer Practice Fields	\$18,367.55		9/3/2019	\$18,367.55	\$18,367.55		5	9/3/2019	Owner Requested - Concur
40	ASI-019	8/5/2019	TrueTouch Coordination	\$2,398.00		9/16/2019	\$2,398.00	\$2,398.00		6	9/19/2019	Owner Requested - Concur
41	Email	8/15/2019	Add one flammable storage cabinet at Science Lab C143 and C219	\$1,845.00		9/19/2019	\$1,845.00	\$1,845.00		6	9/19/2019	Owner Requested - Concur
42	ASI-020	8/20/2019	Art & Testing Storage Shelving	\$7,353.00		9/19/2019	\$7,353.00	\$7,353.00		6	9/19/2019	Owner Requested - Concur
43	RFI #10E	9/20/2019	Additional Data Boxes	\$497.00		9/19/2019	\$497.00	\$497.00		6	9/19/2019	Concur
44		10/4/2019	Transfer Contingency to Furniture Project	\$37,018.56			\$37,018.56	\$37,018.56		7		Concur
Totals To Date				(\$706,125.51)			(\$704,438.44)	(\$704,438.44)				Negative = Remaining Contingency Amount
				\$1,959.00		CO #1	\$1,959.00	\$1,959.00				Use of contingency; No Change to Contract Sum
				\$54,002.37		CO #2	\$54,002.37	\$54,002.37				Use of contingency; No Change to Contract Sum



September 25, 2019

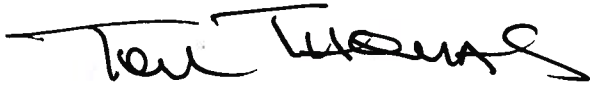
Dear Ms. Branstetter:

This is to confirm that I have requested you to commence providing consulting services today, September 25, 2019, to the Lawton Public Schools pursuant to the term of an Agreement which has been drafted for approval by you and the Board of Education.

You are to begin providing services today. The Agreement will be approved by the Board of Education retroactive to today.

We look forward to working with you.

Professionally,



Dr. Tom Thomas  
Interim Superintendent

**RETAINER AGREEMENT  
FOR PROFESSIONAL SERVICES**

This Agreement is made and entered effective this 25<sup>th</sup> day of SEPTEMBER 2019, by and between the Lawton Public Schools, hereinafter referred to as "District" and Diane Branstetter, hereinafter referred to as "Ms. Branstetter".

**IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:**

1. Ms. Branstetter agrees to provide necessary advice and counsel on District financial issues, as well as provide assistance on other issues and training as it relates to the District Finance Department.
2. All services performed by Ms. Branstetter under this Agreement shall be performed by or under the supervision of the Interim Comptroller. The rights and obligations of Ms. Branstetter hereunder are not assignable and cannot be delegated, as Ms. Branstetter has unique skills and abilities and specific performance is necessary. Any such purported assignment or delegation without the consent of the Interim Comptroller shall be void and, at the option of the District, this Agreement shall be terminated.
3. To the extent that Ms. Branstetter performs all necessary services listed above, District shall compensate Ms. Branstetter at the rate of One Hundred Twenty-Five and NO/100 Dollars (\$125.00) per hour.
4. Ms. Branstetter agrees that in the performance of this Agreement she will comply with all applicable local, state and federal laws.
5. Ms. Branstetter shall periodically submit a claim for payment of services to the Interim Comptroller, which payment will be made after approval of the claim by the District. The claim shall include, at a minimum, the date services were rendered, and the nature of services rendered, the time expended for services and the total amount claimed.
6. The Interim Comptroller or the Interim Superintendent for the District shall be the District representative for all matters pertaining to this Agreement.
7. It is understood and agreed, with respect to the services Ms. Branstetter shall render pursuant to this agreement, that Ms. Branstetter will perform such services exclusively as an independent contractor to and not as an agent or employee of the District.
8. No alteration or variation of the terms or conditions of this Agreement shall be valid unless made in writing and signed by the parties hereto.

9. This Agreement shall commence on September 25<sup>th</sup>, 2019, and shall remain in full force and effect until cancelled by either party, at which time the Agreement may be extended subject to monies being appropriated to fund the Agreement.

10. This Agreement may be terminated at any time by either party giving written notice to the other party.

11. Upon expiration or sooner termination of this Agreement, Ms. Branstetter shall immediately deliver any/all documents and/or materials pertaining to said consultation services to the Interim Comptroller, which shall become the property of the District.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands the date and year first above written.

LAWTON BOARD OF EDUCATION

By: \_\_\_\_\_  
CARLA CLODFELTER, PRESIDENT

ATTEST:

\_\_\_\_\_  
KATHY BENTLEY, CLERK

DIANE BRANSTETTER  
FINANCIAL CONSULTANT

By: *Diane Branstetter*  
DIANE BRANSTETTER

Approved as to form and legality this \_\_\_\_\_ day \_\_\_\_\_, 2019.

\_\_\_\_\_  
CHUCK WADE, ATTORNEY

## PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (the "**Agreement**") is made, entered into as of the **23rd day of September, 2019** (the "**Effective Date**"), by and between **LAWTON PUBLIC SCHOOLS** (hereinafter referred to as the "**District**"), with an address at 753 Fort Sill Boulevard, Lawton, OK 73502 and **CATAPULT LEARNING, LLC** (hereinafter referred to as "**Catapult**"), with its principal place of business at Two Aquarium Drive, Suite 100, Camden, NJ 08103.

In consideration of the mutual covenants and conditions set forth in this Agreement, the parties agree as follows:

### 1. TERM

- 1.1 This Agreement shall commence on the Effective Date and terminate on June 30, 2020, unless terminated earlier in accordance with Section 6 hereof (the "**Term**").

### 2. DESCRIPTION OF PROFESSIONAL SERVICES

- 2.1 Upon the terms and conditions set forth herein, Catapult shall provide professional development services utilizing District funds (hereinafter referred to as the "**Program**") at four (4) Lawton Middle Schools (individually a "**School**" and collectively the "**Schools**"). Services shall be provided during the Term of this Agreement, by Catapult staff utilizing Catapult's proprietary programs, systems, teaching techniques, diagnostic tests, diagnostic and academic courses and materials. The description of Services to be provided at the Schools is listed in Attachment A: Service Allocation (the "**Services**").
- 2.2 Staff who provide Services in the Program (hereinafter referred to as "**Program Staff**") shall at all times remain Catapult employees or independent contractors, subject to Catapult's ultimate control and authority, including on issues of personnel conduct, discipline and termination.
- 2.3 The District understands and agrees that Catapult has a substantial interest and role in overseeing and maintaining the quality of the Program. In that regard, the District will consult with Catapult and reasonably consider Catapult's input and recommendations on the selection of students for participation in the Program. The District will adhere to all District responsibilities set forth herein in order to assist Catapult in ensuring the quality of Services delivered hereunder, which is material to the satisfactory performance of the Agreement.
- 2.4 During the Term of this Agreement and for a period of twelve (12) months thereafter (the "**Non-Solicitation Period**"), the District agrees not to, either directly or indirectly through a third party, hire, attempt to hire, nor solicit for employment any Catapult employee or independent contractor, unless such solicitation is agreed upon in advance and in writing by Catapult. In the event the District solicits a Catapult employee or independent contractor for hire pursuant to written permission from Catapult during the Term of this Agreement and for twelve (12) months, thereafter, and the Catapult employee or independent contractor accepts a position with the District, the District agrees to pay Catapult (a) for a Catapult employee, a commission of thirty percent (30%) of the employee's base salary at the time the employee accepts employment, or (b) for a Catapult independent contractor, a fee of Ten Thousand and 00/100 (\$10,000.00) dollars at the time the independent contractor accepts employment (the

“**Commission**”). The Commission is non-refundable even if the employee or independent contractor does not remain employed with the District for any length of time and no matter the reason the employee or independent contractor separates from the District. Notwithstanding the foregoing, the District may not, directly or indirectly, hire any Catapult employees or independent contractors for the benefit of a third-party vendor, in an effort to circumvent any agreements that Catapult has or may have with such employees or independent contractors.

### **3. FEES AND PAYMENT**

- 3.1 In consideration of the Services, materials and equipment provided by Catapult as described herein, the District shall pay Catapult a fee of Forty-Six Thousand Two Hundred Fifty and 00/100 (**\$46,250.00**) dollars (the “**Fee**”).
- 3.2 The Fee shall be paid in three (3) equal installments. Catapult shall submit an invoice to the District for the first installment within thirty (30) days of commencement of Services. Thereafter, Catapult shall submit another invoice on or about December 15, 2019 and a final invoice on or about March 1, 2020. Each invoice shall be due and payable by the District approximately thirty (30) days after receipt of such invoice from Catapult.
- 3.3 In the event that any amount due and payable under this Agreement is not paid to Catapult on or before the due date therefore, District shall pay to Catapult a late charge equal to the lesser of one percent (1%) per month or the maximum rate allowed by law, until all amounts due and payable to Catapult are paid.

### **4. CONFIDENTIAL AND PROPRIETARY INFORMATION**

- 4.1 The District and Schools acknowledge that Catapult’s Program (which includes but is not limited to, Catapult’s proprietary systems, teaching techniques, diagnostic tests, diagnostic and academic courses and materials) are proprietary in nature and the confidential and exclusive property of Catapult and that the District/Schools have no right, by virtue of this Agreement or otherwise, to have access to or to disclose said property, except as may be required for monitoring purposes, in which case, prior written approval of disclosure must be obtained from an officer of Catapult.
- 4.2 In the event that any proprietary or confidential information is disclosed, intentionally or otherwise to the District/Schools, each of their employees, agents or assigns, the District/Schools agree to hold same in strictest confidence and not to disclose same to any other person for any reasons nor utilize same within the District without prior written approval by Catapult.
- 4.3 The District/Schools further agree to use all efforts at its disposal to assure that its employees, agents or assigns are aware of the confidential and proprietary nature of the subject matter, and do not disclose same to any other person for any reasons nor utilize same without prior written approval by Catapult. The District/Schools acknowledge that unauthorized disclosure of Catapult’s proprietary and confidential information may cause Catapult irreparable harm and may entitle Catapult to injunctive relief in a court of competent jurisdiction.

## 5. BREACH AND TERMINATION

- 5.1 This Agreement may be terminated by either party if the other party is in breach of any material provision of this Agreement, but only after written notice of default and an opportunity to cure has been given to the breaching party. The notice of default must give the breaching party an opportunity to cure of at least thirty (30) days in the case of a non-monetary default and at least ten (10) days in the case of a monetary default. If the breaching party has not cured the breach before the cure date stated in the notice of default, the party giving notice may terminate this Agreement by giving the breaching party written notice of termination stating the date on which the termination is to be effective. Notwithstanding the delivery of a notice of default or notice of termination under this Section, the parties shall continue to observe and perform their respective obligations under this Agreement until the effective date of termination.
- 5.2 In the event either party elects to terminate this Agreement pursuant to Section 6.1, Catapult shall be entitled to an equitable adjustment hereunder. Said equitable adjustment shall include all fees for services rendered up to the date of termination and costs reasonably incurred by Catapult in connection with such termination. If adequate notice is not provided in accordance with Section 6.1, Catapult shall also be entitled to payment of any fees that would have been earned during the balance of the notice period.
- 5.3 Notwithstanding the foregoing, Sections 4 and 6 and the obligations of the parties there under, shall survive termination of this Agreement.

## 6. INDEMNIFICATION

- 6.1 The District shall defend, indemnify and hold harmless Catapult against and from all direct costs, expenses, damages, injury or loss (specifically excluding any incidental, consequential, special, punitive or indirect damages or lost profits of any kind) to which Catapult may be subject by reason of any wrongdoing, misconduct, want of care, skill, gross negligence, or default by District, its officers, directors, agents, employees, or assigns, in the execution or performance of this Agreement.
- 6.2 Catapult shall defend, indemnify and hold harmless the District against and from all direct costs, expenses, damages, injury or loss (specifically excluding any incidental, consequential, special, punitive or indirect damages or lost profits of any kind) to which the District may be subject by reason of any wrongdoing, misconduct, want of care, skill, gross negligence, or default by Catapult, its agents, employees, or assigns, in the execution or performance of this Agreement.
- 6.3 If a claim for indemnification (a "**Claim**") is to be made by a party entitled to indemnification hereunder against the indemnifying party, the party claiming such indemnification shall give written notice (a "**Claim Notice**") to the indemnifying party as soon as practicable after the party entitled to indemnification becomes aware of any fact, condition or event which may give rise to damages for which indemnification may be sought under this Section. Such Claim Notice shall specify the nature and amount of the Claim asserted, if actually known to the party entitled to indemnification hereunder. If any lawsuit or enforcement action is filed against any party entitled to the benefit of indemnity hereunder, written notice thereof shall be given to the indemnifying party as promptly as practicable and in any event

within fifteen (15) days after the service of the citation or summons. Subject to the limitations of this Section, the failure of any indemnified party to give timely notice hereunder shall not affect rights to indemnification hereunder, except to the extent that the indemnifying party demonstrates actual damage caused by such failure. After such notice, if the indemnifying party shall acknowledge in writing to the indemnified party that the indemnifying party shall be obligated under the terms of its indemnity hereunder in connection with such lawsuit or action, then the indemnifying party shall be entitled, if it so elects at its own cost and expense, (A) to take control of the defense and investigation of such lawsuit or action, (B) to employ and engage attorneys of its own choice, who shall be reasonably satisfactory to the indemnified party, to handle and defend the same unless the named parties to such action or proceeding include both the indemnifying party and the indemnified party and the indemnified party has been advised in writing by counsel that there may be one or more legal defenses available to such indemnified party that are different from or additional to those available to the indemnifying party, in which event the indemnified party shall be entitled, at the indemnifying party's cost and expense, to separate counsel of its own choosing, and (C) to compromise or settle such claim, which compromise or settlement shall be made only with the written consent of the indemnified party, such consent not to be unreasonably withheld or delayed; provided, however, that any such compromise or settlement shall give each indemnified party a full, complete and unconditional release of any and all liability by all relevant parties relating thereto. If the indemnifying party fails to assume the defense of such claim within thirty (30) calendar days after receipt of the Claim Notice, the indemnified party against which such claim has been asserted shall (upon delivering notice to such effect to the indemnifying party) have the right to undertake, at the indemnifying party's cost and expense, the defense, compromise or settlement of such claim on behalf of and for the account and risk of the indemnifying party; provided, however, that such Claim shall not be compromised or settled without the written consent of the indemnifying party, which consent shall not be unreasonably withheld or delayed. In the event the indemnified party assumes the defense of the claim, the indemnified party will keep the indemnifying party reasonably informed of the progress of any such defense, compromise or settlement. The indemnifying party shall be liable for any settlement of any action effected pursuant to and in accordance with and subject to the limitations of this Section and for any final judgment (subject to any right of appeal).

In the event that any action, suit, proceeding or investigation relating hereto or to the transactions contemplated by this Agreement is commenced, the parties hereto agree to immediately notify each other in writing of the pending action, suit, proceeding or investigation, and to cooperate to the extent possible to defend against and respond thereto and make available to each other such personnel, witnesses, books, records, documents or other information within its control that are reasonably necessary or appropriate for such defense.

## **7. INSURANCE**

- 7.1 Catapult maintains and keeps in force such insurance as Commercial General Liability and Property Damage, as will protect it from claims under Workers' Compensation Acts and also such insurance as will protect it and the District from any other claims for damages for personal injury, including death, and claims for damages to any property of the District or of the public, which may arise from operations under this Agreement, whether such operations be by Catapult or by

any subcontractor or anyone directly or indirectly employed by any of them.

- 7.2 Catapult shall maintain and keep in force liability insurance which shall under no circumstances be less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate. The amount of property damage insurance shall not be less than One Million Dollars (\$1,000,000.00).
- 7.3 The District will maintain and keep in force such insurance as Commercial General Liability and Property Damage, as will protect it from claims under Workers' Compensation Acts and also such insurance as will protect it and Catapult from any other claims for damages for personal injury, including death, and claims for damages to any property of Catapult, which may arise from operations under this Agreement, whether such operations be by the District or by any subcontractor or anyone directly or indirectly employed by any of them.
- 7.4 Upon request, both parties shall exchange proofs of the insurances as necessitated in Sections 7.1, 7.2 and 7.3.

## **8. STATUS CHANGE**

- 8.1 Catapult shall inform the District of any and all circumstances which may impede the progress of the services or performance under this Agreement. In the event of such change in circumstances by Catapult that renders Catapult unable to reasonably perform its obligations hereunder, Catapult may terminate this Agreement without penalty with thirty (30) days prior written notice to the District.
- 8.2 In addition, the District shall inform Catapult of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including, but not limited to, change in District or School administration, decrease in original funding source, etc.
- 8.3 In the case of a change in District or School administration, specifically a change in School principal, the District shall schedule a meeting with Catapult management and the new School principal within sixty (60) days of the start of tenure.

## **9. NOTICES**

- 9.1 All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given to the party to whom intended if (i) delivered (with an acknowledgment) by hand, (ii) sent by facsimile machine or (iii) sent by certified or registered mail postage pre-paid, return receipt requested. Any notice so delivered or sent shall be deemed to have been duly given on the date of receipt.
- 9.2 Until changed by notice in the manner specified above, the addresses and telephone numbers of the parties to this Agreement for purposes of this Paragraph shall be:

**FOR THE DISTRICT:**  
Reagan Hall  
Lawton Public Schools  
753 Fort Sill Blvd.  
Lawton, OK 73502

**FOR CATAPULT:**  
Contracts Department  
Catapult Learning, LLC  
Two Aquarium Drive, Suite 100  
Camden, NJ 08103

## 10. MISCELLANEOUS

- 10.1 Force Majeure. Neither party will be liable to the other party hereunder or in default under this Agreement for failures of performance resulting from acts or events beyond the reasonable control of such party, including, by way of example and not limitation, acts of God, civil disturbances, war and strikes.
- 10.2 No Agency. Nothing in this Agreement shall be deemed to create or give rise to a partnership or joint venture between the parties. Neither party shall have the authority to, or shall attempt to, bind or commit the other party for any purpose except as expressly provided herein.
- 10.3 Assignment. No assignment of this Agreement or of any duty or obligation or performance or payment hereunder, shall be made by either party, in whole or in part, without the prior written consent of the other party, which consent shall not be unreasonably withheld, except that Catapult may assign this Agreement or any duty or obligation or performance or payment hereunder to a subsidiary or affiliate of Contractor or its successor or any entity acquiring all or substantially all of the assets of Catapult.
- 10.4 Applicable Law. In providing all Services under this Agreement, Catapult shall abide by all applicable federal, state and local statutes, ordinances, rules, regulations, and standards, as well as the standards and requirements imposed upon the District by federal and/or state agencies providing funding to the District for the purchase of Catapult Services.
- 10.5 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Oklahoma.
- 10.6 Non-discrimination. Catapult is an equal opportunity employer. It conducts all business activities, including hiring, without regard to age, race, color, sex, disability, marital status, national origin, citizenship status, or other legally protected category.
- 10.7 No Waiver. No failure on the part of either party to exercise, no delay in exercising, and no course of dealing with respect to any right, power or privilege under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any such right, power or privilege preclude any other or further exercise thereof or the exercise of any other right, power or privilege.
- 10.8 Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and all previous agreements or discussions between the parties relating to the subject matter hereof, written or oral, are hereby terminated and/or superseded by this Agreement. This Agreement may be amended or modified only by a written instrument signed by both parties. If any provision of this Agreement is held invalid, the validity of the remainder of this Agreement shall not be affected. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- 10.9 Publicity. Each party may disclose the existence, subject matter, size, and/or value of this Agreement in press releases and public announcements and in such connection may refer by name to the other party, subject to the other party's

consent which consent shall not be unreasonably withheld.

- 10.10 Number and Gender. Whenever the singular number is used in this Agreement and when required by the context, the same shall include the plural, and the masculine gender shall include the feminine and neutral genders.
- 10.11 Binding Effect. This Agreement will be binding upon the parties hereto and their respective successors and assigns.

**[THE SPACE BELOW IS INTENTIONALLY LEFT BLANK]**

**IN WITNESS WHEREOF**, the parties hereto have entered into this Agreement as of the Effective Date first above written.

**LAWTON PUBLIC SCHOOLS**

**CATAPULT LEARNING, LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Steve Quattrociochi

Title: \_\_\_\_\_

Title: President, Education Solutions

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: Treasurer Designee

Date: \_\_\_\_\_

**ATTACHMENT A**  
**Service Allocation**

<b>Schools</b>	<b>Total Fee</b>	<b>Professional Development</b>
Lawton Middle Schools	\$46,250.00	18.5 Days of Literacy First Coaching <i>(includes in-state travel)</i> Dates and Times to be mutually agreed upon

920 SW Sheridan Road  
Lawton, Oklahoma 73505  
www.gpcolliseum.com



(580) 357-1483 Phone  
(580) 357-1192 Fax  
richard@gpcolliseum.com

**Permit to Use Fairgrounds Facilities**

Subject to the Rules and Regulations adopted by the Board of Directors of the Comanche County Fairgrounds Trust Authority and conditions stated on this Permit, use of the Comanche County Fairgrounds, hereinafter referred to as CCF, facilities named below are hereby granted to:

<b>Contact Name:</b> Rick Owens		<b>Organization:</b> LPS Graduations		
<b>Address:</b> PO Box 1009		<b>City:</b> Lawton	<b>State:</b> OK	<b>Zip:</b> 73502
<b>Cell Phone:</b>		<b>Business Phone:</b>		<b>Home Phone:</b>
<b>E-Mail:</b> sjwright@lawtonps.org			<b>Fax Number:</b>	
Herein after referred to as LESSEE, to use and occupy facilities listed below with MOVE-IN, SHOW and MOVE-OUT dates indicated, for the following and no other purpose:				
<b>Move-In Facility:</b> Coliseum/ Annex	<b>Day:</b> Wednesday	<b>Date(s)</b> May 20th 2020	<b>Time(s)</b>	<b>Price \$</b>
<b>Show Day(s) Facility:</b> Coliseum/ Annex	<b>Day:</b> Thursday/ Friday	<b>Date(s)</b> May 21st-22nd 2020	<b>Time(s)</b>	<b>Price \$</b> 3400.00
<b>Move-Out Facility:</b>	<b>Day:</b>	<b>Date(s)</b>	<b>Time(s)</b>	<b>Price \$</b>

Subject to such conditions, limitations and restrictions, Lessee may have the use of the facility or facilities of the CCF specifically described above together with such regularly provided heat, water, light, and services, as set forth in the current rate schedule on file in the office of the CCF, as may be required for use of said facility or facilities for said purposes. No facility or service not provided for in this permit may be used by Lessee. Lessee's use of outside space is prohibited unless specifically provided for herein.

**Payment** - Lessee will pay the CCF at 920 SW Sheridan Road Lawton, OK 73505 for the use of said facility or facilities.

(A)	On signing Contract	Dollars (\$ )
(B)	On	Dollars (\$ )
(C)	On day of Move-In	Dollars (\$ )
<b>Damage/Cleaning Deposit</b>		Dollars (\$ ) is required. <b>A (REFUNDABLE) damage/cleaning deposit is required up front OR a Credit Card number on file.</b>
<b>Special conditions: **ALL OTHER NEEDS WILL BE BILLED ACCORDING TO THE PRICE LIST ATTACHED**</b>		

If for any reason said rental is not paid as stipulated above, it is agreed that any box office receipts in the possession of the CCF or the Lessee's designated ticket agent will be immediately applied to the payment of said rent and Lessee waives all rights to that portion of the box office receipts necessary to pay said rental. The Lessee will furnish the CCF a true and accurate copy of the ticket printer's manifest before each event. In all cases, the CCF will require that a properly executed contract be in effect and the prescribed rental deposit, if any, be paid in full before authorizing a ticket sale to commence. The CCF will further have the right to count all unsold tickets after each performance. The Lessee will furnish a box office statement after each event to the Director. In the event suit or action is instituted by the CCF to collect the rental provided for in this permit, the CCF will be entitled, in addition to the costs and disbursements provided by statute, to such additional sums as the court may adjudge reasonable for attorneys' fees to be allowed in said suit or action.

**INDEMNITY** - Lessee agrees to conduct its activities involving the building, premises or any part thereof so as not to endanger any person lawfully thereon and to indemnify and save harmless in which the Lessee and the Comanche County Fairgrounds Trust Authority, Comanche County, and the Board of County Commissioners are named Insured's against any and all claims for loss, injury, or damage to persons or property including claims of employees of the Lessee or any contractor or subcontractor, arising out of the activities conducted by the Lessee, its agents, members or guests. The Lessee will not do or permit to be done anything in or upon a portion of the premises or bring or keep anything therein or thereon which will in any way conflict with the conditions of any insurance policy upon the building or any part thereof or in any way increase any rate of insurance upon the building, premises or property kept there. Lessee will not, without the written consent of the Comanche County Fairgrounds, use burning fluids, or any agent other than electricity, for illuminating the premises, nor will the Lessee allow the sale, use, or give away of any type of beverage or food on the premises.

**INSURANCE** - Lessee will furnish the Director, ten (10) days in advance of the occupancy time of this permit, a certificate showing there is in force a policy of insurance in which the Lessee, Comanche County Fairgrounds Trust Authority, Comanche County, and the Board of County Commissioners are insured, for minimum public liability of \$1,000,000.00 single limit policy for any one accident; said policy will also provide for a ten (10) day notice to the Director's office prior to cancellation. The presence of policemen, firemen, inspectors, or representatives of the Fairgrounds will in no manner diminishes or affects the duties, obligations, or responsibilities of Lessee.

**EXTRA SERVICES** - Lessee will pay to the CCF on demand such other and further sums as may come due for special facilities or extra services furnished by the CCF, the compensation for which is not included in the amounts specified above. The Lessee will file with the CCF, at least ten (10) days prior to holding the performance or event for which this contract is issued, a full and detailed outline of all facilities required, all stage requirements, the hall, table, and chair set up and other information as may be required by the CCF concerning said performance or event.

The following items will be provided at no additional charge to the Lessee:

**MOVE-OUT** - Lessee will remove from the premises of the CCF at or before 11 PM on the 22nd day of May, 2020, all property, goods, and effects belonging to the Lessee or caused by him to be brought upon said premises. If any such property is not removed by the above-stated time, the CCF may store, or cause to be stored, said property for which the Lessee will pay a reasonable storage fee and all expenses incurred therefrom. If Lessee fails to redeem property within thirty (30) days, the CCF may sell said property for storage fees and expenses.

Paid	\$
Receipt No.	
Check No.	
Date	
By	
Contract #	

\_\_\_\_\_  
Comanche County Fairgrounds-Executive Director

\_\_\_\_\_  
Lessee

\_\_\_\_ (1) **SECURITY** – The Lessee will be responsible for providing payment of \$20.00 per hour per guard to the Comanche County Fairgrounds with the minimum of minimum of ( ) security guards, and any additional guards needed based upon crowd size, as determined by the CCF Director. The admittance of the general public will be prohibited until security is in place. Security guards from Sergeants Security, Inc. are hired through the Comanche County Fairground. **\*\*If Alcohol or Beer are present a minimum of 2 security guards are required\*\***

\_\_\_\_ (2) **LICENSES** – Lessee will obtain all permits and/or licenses required by the laws, ordinances and rules or regulations mentioned herein.

\_\_\_\_ (3) **SIGNS & POSTERS** – Lessee will not do, nor permit to be done upon said premises, anything that will tend to injure, mar, or in any manner deface said premises, and will not drive or install, or permit to be driven or installed, any nails, hooks, tacks, or screws into any part of the CCF facilities, and will not make or allow to be made any alterations of any kind to said building or to any equipment or facilities therein. The Lessee will not post, or exhibit or allow to be posted or exhibited, any signs, advertisements, show bills, lithographs, posters, cards, or bumper stickers of any description on any part of the CCF facilities without prior written approval from the CCF.

\_\_\_\_ (4) **ENTERTAINMENT MORALS** – No performance, exhibition or entertainment will be given or held in the CCF facilities which is illegal, indecent, obscene, lewd, immoral, or publicly offensive. Should any such exhibition or performance, or any part thereof, be deemed by the CCF to be illegal, indecent, obscene, lewd, immoral or in any manner publicly offensive, the CCF may summarily cancel and abate said performance or exhibition or any part thereof and monies paid by Lessee as rental will not be refunded.

\_\_\_\_ (5) **SEATING CAPACITY** – Lessee will not sell or distribute, or permit to be sold or distributed, tickets or passes in excess of \_\_\_\_\_. The sale of standing room space is prohibited.

\_\_\_\_ (6) **CONCESSION SALES** – The CCF reserves unto itself of its assigned agents the sole right to sell or dispense from locations to be designated by the CCF (a) programs, librettos, periodicals, books, magazines, newspapers, soft drinks, flowers, tobaccos, candies, food, novelties, or any related merchandise commonly sold or dispensed in auditoriums, (b) to rent and/or sell opera glasses, cushions, and other articles, (c) to take and/or sell photographs, (d) to operate the parking lots and check rest rooms. The CCF may, in writing, authorize Lessee to do any of the aforesaid upon such terms as it may deem proper under the circumstances, subject to the provisions of any existing concession contracts in effect at the time. Any sale of alcohol will be for the benefit of the Trust and the Authority will conduct sales with its agents.

\_\_\_\_ (7) **OBJECTIONABLE PERSONS** – The CCF reserves the right to eject or cause to be ejected from the premises any objectionable person or persons.

\_\_\_\_ (8) **HANDLING FUNDS** – In the handling, control, custody and keeping of funds, whether the same are received through the box office or otherwise, the CCF is acting for the accommodation of the Lessee, and as to such funds the CCF, Comanche County, and the Board of County Commissioners and their agents or employees will not be liable to the Lessee or any other person for any loss, theft, or defalcation thereof.

\_\_\_\_ (9) **UTILITY CONNECTIONS** – Unless authorized by the Director, all plumbing, electrical or carpenter work required to be done on the premises of the CCF facilities in connection with the Lessee's use thereof, and all electrical current or domestic gas required for Lessee's use (excepting that required for heating and lighting) will be done and furnished by CCF or its approved representatives, for which Lessee will pay the CCF.

\_\_\_\_ (10) **TICKET PRICES** – Lessee will be required to sell all tickets at the advertised price of \$ \_\_\_\_\_. No deviation will be allowed. All tickets sold by Comanche County Fairgrounds will have a service charge of \$2.00 added into each ticket price. The price that is printed on the ticket must include service charge. The Fairgrounds will receive the service charge for each ticket sold on premise and at each outlet controlled by the Fairgrounds. The CCF will receive a total of (24) reserved seats or the best seats in the said Fairgrounds without charge.

\_\_\_\_ (11) **OCCUPANCY DISRUPTION** – In case the said CCF facility or any part thereof shall be destroyed or damaged by fire or any other cause, or if any other casualty or unforeseen occurrence will render the fulfillment of this permit by the CCF impossible, including, without limitation thereto, the requisitioning of the premises by any arm or instrumentality of the United States, state or municipal governments, or by reason of labor disputes, then and thereupon this permit will terminate and the Lessee will pay pro-rata rental for said premises based upon actual time of occupancy until termination, at the rate herein specified. The said Lessee hereby waives any claim against the CCF, Comanche County, and the Board of County Commissioners for damages or compensation should this permit be so terminated.

\_\_\_\_ (12) **FOOD & BEVERAGES** – Lessee will not allow food or beverage to be brought into buildings, during such times events are open to the public.

\_\_\_\_ (13) **OUTDOOR SIGNS & DISPLAYS** – All outdoor signs, displays & banners must be approved in writing by the Director for content and placement.

\_\_\_\_ (14) **CANCELLATION** – If the Lessee must cancel an event or attraction, the cancellation must be in writing and presented to the offices of the CCF within (120) days of the event. If proper notification is not given, all rents will be due and payable unless CCF rents the building.

\_\_\_\_ (15) **SETUP REQUIREMENTS** – The Lessee will file with the CCF, at least ten (10) days prior to holding the performance or event for which this contract is issued, a full and detailed outline of all facilities required, all stage requirements, the hall, table, and chair set-up, and other information as may be required by the CCF concerning said performance or event.

\_\_\_\_ (16) **A \$2.00 per plate clean-up and trash fee will be charged for any outside catering. This will be paid in advance.**

### ADDENDUM TO CONTRACT

Comanche County Fairgrounds staff will clean the restrooms before your event. If the event lasts more than one day, the restrooms will be cleaned before your next opening.

**The use of glitter as a decoration is prohibited.** The use of staples or tape on walls is prohibited. The use of candles is prohibited. Your damage/cleaning deposit will be forfeited and any extra charge will be billed to lessee.

The lessee will be responsible for picking up and putting all trash in receptacles or bags. Your cleaning deposit will be forfeited if this is not done.

The lessee will be responsible for any damage to the building and its properties. **Your damage/cleaning deposit will be forfeited or your credit card billed for any extra charges/damages.**

**\*\*The lessee will assume responsibility and additional cost of any chair and or table fees if they are not satisfied with the ones provided by CCF. \*\***

\_\_\_\_\_  
Comanche County Fairgrounds-Executive Director

\_\_\_\_\_  
Lessee

# Duncan Holiday Tournament

## Dec. 26-28, 2019

2019 CONTRACT FOR ATHLETIC CONTESTS  
(Make in Duplicate)

We, **DUNCAN** Public Schools, party of the first part and \_\_\_\_\_

LAWTON HIGH SCHOOL Public Schools, party of the second part, do this

\_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year), contract for games in a

**GIRLS / BOYS BASKETBALL TOURNAMENT** to be played as follows:

### Duncan's Holiday Basketball Tournament

One game on **December 26<sup>th</sup>, 2019 @ TBA**

One game on **December 27<sup>th</sup>, 2019 @ TBA**

One game on **December 28<sup>th</sup>, 2019 @ TBA**

Both parties agree that the rules of the Oklahoma Secondary School Activities Association are a part of this contract and that the suspension or termination of membership in this association of either party shall render this contract null and void. Provided that this contract shall not be binding on either party unless a copy, properly signed, is returned to the party of the first part by **January 18th, 2019**.

Upon signature of this contract, the party of the second part, the party of the second part agrees to pay **\$495** to the party of the first part, in the event of cancellation by the party of the second part.

**DUNCAN PUBLIC SCHOOLS** By:  (Supt., Prin., or A.D.)  
Party of the First Part

\_\_\_\_\_ **PUBLIC SCHOOLS** By: \_\_\_\_\_ (Supt., Prin., or A.D.)  
Party of the Second Part

**DUNCAN DEMON ATHLETICS**  
515 North 19<sup>th</sup>  
Duncan, OK 73533(580) 255-4366

# Enchanted Mirror Events

## Premiere Photo Booth & Event Specialists

(405) 456-9714 \* [Info.enchantedmirrorevents@gmail.com](mailto:Info.enchantedmirrorevents@gmail.com)

[www.enchantedmirrorevents.com](http://www.enchantedmirrorevents.com)

501 SW 5<sup>th</sup> Street, #1602, Lawton, OK 73502

## SERVICE AGREEMENT

**Completing the Service Agreement constitutes agreement to this contract. You are responsible for reading the entire agreement.**

The following contract and its terms will set forth an agreement between Enchanted Mirror Events, LLC (Provider) and event host (Client), for photo booth services for their event. This written contract sets forth the full, written intention of both parties and supersedes all other written and/or oral agreements between the parties. Signature on Service Agreement constitutes agreement to this document.

### SERVICE TERMS

The service period will be the times listed on the Reservation Form. We will arrive approximately 60 minutes before the service period. If for any unforeseen reason we are unable to arrive until your event begins or need to arrive early, we will notify you as soon as we know. Provider agrees to have the photo booth operational for a minimum of 80% of the paid rental period; occasionally, operations may need to be interrupted for maintenance of the photo booth (changing photo paper, adjusting camera, adjusting printer, fixing unexpected lag, or other such tasks.) If for any reason on our part (including but not limited to equipment malfunction), we are unable to start your event at the agreed upon time or continue your event, we will compensate you for any lost service time, first by providing additional time up to 30 minutes if your venue permits. Or, if your venue does not permit, a prorated refund not exceeding \$70 for each hour lost. No compensation shall be made for delay caused by Client once the Provider has arrived at the event location noted on the contract, whether due to incorrect address, insufficient power, unclear instructions, or otherwise. No compensation shall be made for idle time or lost time resulting from the Client's express permission for the staff to leave before the service time is over or for guests choosing not to use the photo booth. No compensation shall be made for guests choosing not to use the photo booth. Quality of photos or prints is subjective and not grounds for refunds. All of our equipment is industry standard for the purpose of novelty photo booth rental service. Please note that the last photo booth session must end 5 minutes before the service end time. Any additional time requested by host, if available, will be billed in increments of no less than 60 minutes at \$70. Payment must be made before additional time can be allowed. Any additional time provided for which the photo booth is used without payment will be billed to the Client based on the time stamp of the photos at \$5 per photo session. Client acknowledges that any actions of the guests including but not limited to misuse of props by Client or Client's guests including children in a manner that causes harm to another person is the sole responsibility of the Client and/or Client's guests. Client agrees that Enchanted Mirror Events or its owners shall not be held liable or responsible for any actions of the Client or Client's guests.

## **ACCESS, SPACE, AND POWER FOR PHOTO BOOTH**

Client will arrange for an appropriate indoor space for the Enchanted Mirror Photo Booth at the event venue. If the photo booth setup area is not indoors, it must be under a covered area such as an event tent and not exposed to the elements including, sun, wind, rain, etc. Services may be cancelled and payment forfeited if indoor or covered setup is not available upon arrival. The photo booth setup requires a minimum space of 7' deep x 7' wide. Client is responsible for ensuring power is available for the photo booth. (120V, 5 amps, 3 prong outlet). The outlet must not be shared with any other appliance. The photo booth setup area should have ADA access (i.e. Wheelchair ramp, flat ground, or elevator, no stairs) available from on-site parking location to venue setup area. Client must provide a table and two chairs for use by Enchanted Mirror Events. Setup area must be free of potential hazardous materials or items including but not limited to liquids, doors etc. Children must be supervised by an adult at all times to avoid injury. The photo booth, once set up, must not be moved to avoid potential hazard or injury.

## **PAYMENT**

Client agrees to pay Enchanted Mirror Events at a rate of \$500. To secure your event date, a nonrefundable deposit of \$100 must be made. The balance is due 30 days prior to the event. If the photo booth is booked within 30 days of the event, the entire balance is due at time of booking. All prices including promotions are subject to change and are only final after Service Agreement has been signed and deposit has been made. Service will not be rendered if full payment is not received prior to event date. We accept cash or payments via PayPal. Payment for extra time must be completed before time can be provided at your event. We may not be able to provide extra hours if not previously arranged. Extra hours provided without being scheduled must be paid in full via PayPal or cash at the rate stated above. Any parking fees required to allow access to the venue or required for the delivery staff to remain at the event for the duration of the event or setup time must be paid by the Client on the same contract invoice. Any payment for parking fees not received may delay the attendant and will be billed to the Client after the event.

## **DATE CHANGES AND CANCELLATION POLICY**

Cancellation requests must be made prior to 30 days before the event for a refund. A fee of \$100 will be charged for a cancellation fee. Cancellation requests with less than 30 days' notice are not eligible for a refund except for transportation costs. If circumstances require a date change instead, a \$50 date change fee will be assessed and it will be subject to date availability. If you are unsure of the new date, we can hold a reservation for up to six months past the original date to allow the customer time to reschedule or use the photo booth at another event. Any requests for changes, cancellations, or refunds, must be made in writing via email at [info.enchantedmirrorevents@gmail.com](mailto:info.enchantedmirrorevents@gmail.com). Please allow up to two weeks to process refunds. At the sole discretion of Enchanted Mirror Events, photo booth rental may be cancelled and prior payments refunded less \$100 if payment is not made in full prior to event date. A full refund will only be provided in the event that services cannot be rendered at all due to unforeseen circumstances on the part of the Provider. Notification of such cancellation will be made as soon as possible and once refunded, Enchanted Mirror Events shall no longer be indebted to the Client.

## **DAMAGE TO EQUIPMENT**

Client shall be financially liable for any damage, accidental or otherwise, to Enchanted Mirror Events' equipment including but not limited to props, mirror, computers, cameras, and other electronics. Client is responsible for loss or damage to Provider's equipment caused by: a) Any misuse of the Provider's Equipment by Client or Client's guests, or b) Any theft or disaster (including but not limited to rain, fire or flood but excluding acts of God).

**INDEMNIFICATION**

Client agrees to, and understands the following:

- a) Client will indemnify Provider and its associates against any and all liability related to Client's and Client's guests' use or misuse of the photo booth and props before, during, or after Client's event including events arising from use of the photo booth by children.
- b) Client will indemnify Provider and its vendors against any and all liability associated with the use of pictures taken within the photo booth, or by its representatives, employees or affiliates at Client's event.
- c) Client will indemnify Provider from the time of service and on into the future, against any liability associated with said use.

**MODEL RELEASE**

Client agrees to, and understands the following: Enchanted Mirror Events owns the copyright and reserve the right use, photographic portraits or pictures of any photo booth user who may be included intact or in part, for any and all media now or hereafter known for illustration, art, promotion, advertising, trade, or any other purpose. Enchanted Mirror Events and its Providers are released, discharged and will be held harmless from any liability, that may occur or be produced in the taking of said picture or in any subsequent processing thereof, as well as any publication thereof, including without limitation any claims for libel or invasion of privacy. Photos may not be used by Client or affiliates for any purpose other than personal use without express permission of Enchanted Mirror Events. We respect your privacy so please let us know in writing if you would like your photos to be kept private and not used. Verbal requests cannot be accepted.

**MISCELLANEOUS TERMS**

If any provision of these terms shall be unlawful, void, or for any reason unenforceable under Oklahoma Contract Law, then that provision, or portion thereof, shall be deemed separate from the rest of this contract and shall not affect the validity and enforceability of any remaining provisions, or portions thereof. This is the entire agreement between Provider and Client relating to the subject matter herein and shall not be modified except in writing, signed by both parties. In the event of a conflict between parties, Client agrees to solve any disputes via arbitration or small claims court. In the event Provider is unable to supply a working photo booth for at least 80% of the Service Period, Client shall be refunded a prorated amount based on the Service Period Clause of this contract. If the printer fails to print out photos on site the Provider will be allowed to provide prints at a later time free of charge with free shipping as well as the ability for guests to download the digital files for their own personal use. By signing this agreement Client agrees to be bound by the terms of this Service Agreement. Sending this agreement to the Client constitutes Provider's agreement with its terms.

Subtotal \$ 500

Grand Total \$ 500

Upgrade Costs \$ —

Deposit Due at Booking \$ 0

OK Sales Tax 9% \$

Balance Due \$ 500

Check if tax exempt

Balance Due Date post event

Out of Town Fee \$ 0

Client Signature \_\_\_\_\_

## Enchanted Mirror Events Reservation Form

Event Host Name - MHS Prom Guest(s) of Honor (if different) -

Email - KKeplinger Phone -

@lawtonps.org

Event Date - May 1, 2020 Type of Event - Prom # of Expected Guests - 225

What time should Enchanted Mirror photo booth sessions start and end?

Start 8:00 End 11:00 Setup Time

Venue Name and Address -

City Hall

Where will the photo Booth be set up?

Layout options -

What would you like your custom text to state?

Games included? (Pong, Tic-Tac-Toe, Shell Game)

Vignette options for guests? (B&W, Sepia etc.)

Backdrop color (See upgrade options below)

Additional information (i.e. theme, colors, or special instructions) -

How did you hear about Enchanted Mirror Events?

### Enchanted Mirror Photo Booth Rental includes:

- 1-hour setup & take down
- 3 hours of unlimited photo sessions
- Automated self-serve photo sessions
- Assortment of fun props
- Unlimited prints onsite
- Professional on-site attendant
- Choice of photo layout and backgrounds
- Games and Vignette options available
- Personalized text on prints
- Digital copy of all photos (please allow two weeks for delivery of digital copies)
- Free delivery in town

### Photo Booth Rental Upgrades:

- Custom designed print background with colors, theme, logo etc. - \$30
- Sequin backdrop (gold, black, or white) - \$30
- Green screen backdrop & feature - \$50
- Additional hour of photo sessions - \$70 (billable only in hour increments)
- 1 hour of idle time (no photo sessions) - \$30
- Out of Town Fee - \$1 per mile after 20 miles round trip

LAWTON PUBLIC SCHOOLS  
PO BOX 1009  
LAWTON, OKLAHOMA

## CONTRACT FOR CONSULTANT SERVICES

LAWTON PUBLIC SCHOOLS (LPS) HEREBY CONTRACTS WITH  
Great Expectations

TO PROVIDE CONSULTANT SERVICES AS LISTED BELOW:

Coaching Day Provided by ReGina Farquhar

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE CHARGE WILL BE ALL INCLUSIVE FOR CONSULTANT FEE, TRANSPORTATION,  
LODGING, MEALS, ETC. \$1,500.00

DATE(S) OF SERVICE: December 2, 2019

PLACE OF SERVICE: Lawton Whittier Elementary

CONSULTANT'S SPECIAL TERMS OR CONDITIONS: None

IN THE EVENT OF UNFORESEEN CIRCUMSTANCES, EVERY EFFORT WILL BE MADE  
TO RE-SCHEDULE WITHIN THE SAME FISCAL YEAR.

SPECIFIC CONDITIONS OR EQUIPMENT NEEDS WILL BE DISCUSSED WITH THE  
CONTACT PERSON LISTED BELOW.

LPS CONTACT PERSON:

Melanie Nungesser

PHONE 580-355-5238

E-MAIL mnungesser@lawtonps.org

CONSULTANT SIGNATURE

Linda Dzalo

PHONE 580-695-2788

E-MAIL linda@geok.org

BOARD APPROVAL

\_\_\_\_\_  
PRESIDENT, LAWTON BOARD OF EDUCATION



**LANCE GIBBS**  
**INTERIM COMPTROLLER**

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P.O. Box 1009 • 753 NW Ft. Sill Blvd. • Lawton, OK 73502-1009  
(580) 215-0255 ext. 2047 • Fax: (580) 585-6405 • e-mail: lance.gibbs@lawtonps.org

Dear Mary E. Johnson, CPA.

This letter is to confirm that I have requested you to commence providing consulting services today, October 1, 2019, to the Lawton Public Schools pursuant to the term of an Agreement which has been drafted for approval by the Lawton Public Schools Board of Education.

We request that you begin providing services today. The Agreement will be approved by the Board of Education retroactive today.

We look forward to working with you.

Respectfully,

Lance Gibbs  
Interim Comptroller

Dr. Tom Thomas  
Interim Superintendent



September 30, 2019

Mr. Lance Gibbs  
Lawton Public Schools

Dear Mr. Gibbs:

The letter confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

The objective of this engagement is to give you and your personnel the instruction and assistance you may require in order for you to effectively reconcile Lawton Public School (the District) financial accounts for the year ended June 30, 2019.

To complete the objective of this engagement, we will perform the following limited accounting services:

- We will work with your designated personnel to evaluate the current accounts to identify potential areas for adjustment
- We will instruct your designated personnel in the maintenance of your District's books and records and provide consultation on accounting matters for which you specifically request our assistance.

Our role with respect to your financial accounting will be limited to providing advice, and it will be your responsibility to make the appropriate corrections or changes. By signing below, you acknowledge your agreement that under no circumstances will we be responsible or liable for costs to District, planned or unplanned, as a result of the accounting information or reports created.

You also agree our services are not designed and cannot be relied upon to disclose significant deficiencies in the design or operation of the internal control structure. As such, you agree you cannot and will not rely on our work to discover or disclose errors or noncompliance with laws and regulations, including fraud, affecting your accounting system or information generated by it.

Our fees for such services will be at our hourly billing rate, plus out-of-pocket expenses.

- Partner Level \$155
- CPA Staff \$135
- Degreed Accounting Staff \$ 85



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# PROPOSAL

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## Deliverables of the presentation

I will prepare and present a program well prepared. I will be available for conference call or web meeting both prior to for preparation and afterward review of presentation. I will also be available afterwards to attendees to discuss ideas.

## Materials and/or needs of presentation

Depending on the presentation, size, and layout. However I am adaptable to almost any environment and circumstances.

## Please select one of the below presentations

- Have your own theme music
- Servant Leadership (Workbook +\$100 for up to 25)
- Communication for Leaders
- Complacent Success
- The Mover Principle
- Listening for Leaders
- Managing from the Middle (Workbook +\$100 for up to 25)
- Custom materials available on request- (\$250)

## Cost

The below quote is specific to LAWTON PUBLIC SCHOOLS for SENIOR CONFERENCE. To accept the proposal please choose the presentation above and return this form with signature and deposit of \$500.00 via check to "Matthew Largent" or paypal.

- Travel & Materials- \$250.00
- Speaker- \$1,250.00 for ½ day
- Donation/discount -\$750.00
  - Education/School Discount 50%
- **TOTAL \$750.00\***

\*Above quote does not include any add ons such as customer materials (+\$250) or workbooks (+\$100 per 25)

---

SIGNATURE

DATE

PRINTED NAME and TITLE



# LAWTON PUBLIC SCHOOLS

(580) 357-6900 • 753 NW Fort Sill Boulevard • Lawton, OK

## 2020 BOARD OF EDUCATION MEETING DATES AND AGENDA INFORMATION

DATE OF BOARD MEETING	CUT-OFF DATE PURCHASING/ACTIVITY FUND/CLERK 12 NOON	CUT-OFF DATE SUPERINTENDENT 12 NOON	DATE AGENDA POSTED
January 16 (Th)	January 8 (W)	January 9 (Th)	January 14 (Tu)
February 3 (M) February 20 (Th)	January 24 (F) February 12 (W)	January 27 (M) February 13 (Th)	January 30 (Th) February 18 (Tu)
*March 10 (Tu)	March 2 (M)	March 3 (Tu)	March 6 (F)
April 6 (M) April 16 (Th)	March 27 (F) April 8 (W)	March 30 (M) April 9 (Th)	April 2 (Th) April 14 (Tu)
May 4 (M) *May 19 (Tu)	April 24 (F) May 11 (M)	April 27 (M) May 12 (Tu)	April 30 (Th) May 15 (F)
June 1 (M) *June 25 (Th)	May 21 (Th) June 17 (W)	May 22 (F) June 18 (Th)	May 28 (Th) June 23 (Tu)
July 16 (Th)	July 8 (W)	July 9 (Th)	July 14 (Tu)
August 3 (M) August 20 (Th)	July 24 (F) August 12 (W)	July 27 (M) August 13 (Th)	July 30 (Th) August 18 (Tu)
September 1 (Tu) September 17 (Th)	August 24 (M) September 9 (W)	August 25 (Tu) September 10 (Th)	August 28 (F) September 15 (Tu)
*October 12 (M)	October 2 (F)	October 5 (M)	October 8 (Th)
November 2 (M) November 19 (Th)	October 23 (F) November 10 (T)	October 26 (M) November 12 (Th)	October 29 (Th) November 17 (Tu)
*December 14 (M)	December 4 (F)	December 7 (M)	December 10 (Th)

\*Indicates departure from first Monday, third Thursday meeting dates.  
(This schedule is subject to change.)

Board of Education meetings are held at 5:00 p.m. in the auditorium of Shoemaker Education Center, 753 NW Fort Sill Blvd, Lawton, OK.

**HUMAN RESOURCES**  
**Certified Personnel**  
**October 14, 2019**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>END DATE</b>
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**The following resignations are recommended:**

\*Notes Retirement

Cardenas-Rivera, Brenda	Teacher, Pioneer Park	12-18-2019
Cotton, Andrea	Teacher, Eisenhower	11-22-2019
Foster, Phyllistine	Teacher, Learning Tree Academy	08-31-2019
Purnell, Matthew	Teacher, Lincoln	09-30-2019
Rushing, Marcia	Title I Cert. Para, Ridgecrest	09-13-2019
Walker, Linda	Teacher, MHS	09-16-2019
Williams, DeMarsha	Teacher, Almor West	10-02-2019

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
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**The following employment is recommended for the 2019-2020 school year:**

Brown, Jana	Teacher, EMS	09-03-2019
Bryan, Jordan	Teacher, Hugh Bish	09-03-2019
Cothren, Adam	Teacher, Ridgecrest	09-03-2019
Denney, Stephanie	Teacher, MMS	09-03-2019
Knottek, Liza	Teacher, Sullivan Village	09-03-2019
Nunez, Michael	Teacher, Hugh Bish	09-03-2019
Robinson, Cody	Teacher, EMS	09-13-2019
Wayman, Larry	Teacher, MMS	09-03-2019

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
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**The following employments are recommended for duration of need:**

Cotton, Rhonda	DoDEA Tutor, EMS	09-13-2019
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<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
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**The following employees are recommended for adjunct positions for the 2019-2020 school year:**

Archev, Kristin	Early Childhood Ed, Pat Henry	08-09-2019
Moore, Lisa	Physical Education, Woodland Hills	09-13-2019

**HUMAN RESOURCES**  
**Support Personnel**  
**October 14, 2019**

**The following resignations are recommended:**

\*Denotes retirement

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>STOP DATE</b>
Armstrong, Alicia	Personal Care Assistant, Almor West	09-19-2019
Baker, Kennard	Custodian, Sullivan Village	09-13-2019
Buckner, Justin	Custodian, LHS	09-11-2019
Chaten, Kevin	Custodian, CMS	08-07-2019
Cottrell, Olivia	Personal Care Assistant, TMS	09-27-2019
Garza, Michael	Athletic Trainer, MHS	09-03-2019
Gholson, Scott	Cook, EHS	09-10-2019
Hannasch, Katherine	Personal Care Assistant, Freedom	09-25-2019
Johnson, Dwayne	Custodian, MHS	09-20-2019

**The following employment is recommended:**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Arellano, Yvonne	Personal Care Assistant, Freedom	09-24-2019
Edgar-Corbett, Kade Cohen	Personal Care Assistant, MHS	09-12-2019
Emmett, Cynthia	Library Assistant, Freedom	10-14-2019
Foster, Kevin	Custodian, Sullivan Village	09-24-2019
Guilford, Johanna	Staff Route Driver, Transportation	09-20-2019
Harmon, Jacqueline	Spec Ed Teacher Assistant, EMS	09-26-2019
Harris, Darnell	Custodian, Woodland Hills	09-24-2019
James, Julian	School Marshall, District	09-23-2019
Jones, Cynthia	Personal Care Assistant, Almor West	09-24-2019
McDaniel, Maryalice	Cook, Edison	10-07-2019
Moore, James	Traveling Food Cook, Child Nutrition	09-25-2019
Mull, Kimberly	Cook, Pat Henry	10-07-2019
Neal, Vanessa	Secretary, TMS	10-07-2019
Norris, Joseph	School Marshall, District	09-26-2019
Renneker, Lauren	Spec Ed Teacher Assistant, MHS	09-16-2019
Searcy, Miranda	Secretary, LHS	08-26-2019
Smith, Sandra	Cook, EMS	09-25-2019
Teigen, Frances	Traveling Food Cook, Child Nutrition	09-23-2019
Thomas, Kathryn	Secretary, TMS	10-01-2019
Thomas, Morgan	School Marshal, District	09-25-2019
Wiseman, Roxanne	Personal Care Assistant, Pat Henry	09-19-2019

**The following changes are recommended:**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Bostick, Quantesa	From: Manager in Training, MHS To: Cook, Eisenhower Elementary	09-30-2019

Brown, Etta	From: Secretary, EHS To: Office Manager, EHS	09-12-2019
Butler, Megan	From: Cook, Pat Henry To: Secretary, Almor West	09-26-2019
Lombard, Kerri Ann	From: Cashier, Almor West To: Cook, Almor West	09-18-2019
Robinson, Ellen	From: Secretary, Almor West To: Federal Programs Grants Budget Manager, Shoemaker Center	10-07-2019
Thomas, Selena	From: Cook, Edison To: Teacher Assistant, LHS	09-30-2019

**The following is recommended for leave of absence:**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Fisher, Rodney	Special Ed Teacher Assistant, Gateway	09-27-2019
Landmark, Penny	Cafeteria Manager, Washington	09-30-2019
Welge, Anita	Personal Care Assistant, Freedom	10-03-2019
Zarraga, Christina	Pre-K Teacher Assistant, Adams	09-23-2019

**The following employments are recommended for duration of need:**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Beard, Tammy	Title I Non-Cert Para, Washington	09-11-2019
Beartrack, Jonna	Title VI Tutor, LHS	10-14-2019
Henry, Joanna	Title I Non-Cert Para, Adams	09-18-2019
Means, Charlotte	Title I Non-Cert Para, Ridgecrest	09-16-2019
Reeve, Kaylyn	Title I Non-Cert Para, Eisenhower	09-23-2019